

The City of Lake Forest  
CITY COUNCIL  
***Proceedings of the Monday, May 1, 2017***  
City Council Meeting - City Council Chambers, 6:30pm  
First Session

CALL TO ORDER AND ROLL CALL: Honorable Mayor Schoenheider called the meeting to order at 6:35pm, and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Schoenheider, Alderman Waldeck, Alderman Beidler, Alderman Pandaleon, Alderman Newman, Alderman Tack, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

Absent: None.

Also present were: Robert Kiely Jr., City Manager; Catherine Czerniak, Director of Community Development, Elizabeth Holleb, Director of Finance; Victor Filippini, City Attorney; Susan Banks, Communications Manager; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Pete Siebert, Fire Chief; Mike Strong, Assistant to the City Manager along with other members of City Staff.

There were approximately 90 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:35 pm

Lake Forest Police Color Guard presented the United States Flag for the Pledge of Allegiance.

PLEDGE OF ALLEGIANCE was recited by all those present in the Chamber.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Schoenheider reported that the City of Lake Forest has been recognized for the restoration of Forest Park by the American Public Works Association. He invited Dan Strahan and Ralph Gesualdo to the podium.

**A. American Public Works Association Award Presentation for Forest Park**

**-Dan Strahan, Lake County Branch APWA, Chicago Metro Chapter**

Mr. Strahan reported that the restoration project not only won an award as Project of the Year at the Local County Level, but at a Regional level too. He presented the award to Ralph Gesualdo of the Forest Park Project Board. Mr. Gesualdo thanked the City Council and Staff for their trust and support. He also reported on the fundraising for the project and stated ways to support the project, including a visit to forestparkproject.com to find information. Mayor Schoenheider reported that the Forest Park Board was one of the first groups that he worked with, and that in his 41/2 years as Mayor, he has not seen a group who is more dedicated, inspired and committed. He stated that he is proud of this accomplishment and the continuation of the City's of Public Private Partnerships.

**B. Resolution of Sympathy for Jane S. O'Neil**

Mayor Schoenheider read the resolution and conveyed the Sympathy of the Council.

**COUNCIL ACTION: Approval of the Resolution**

Alderman Newman made a motion to approve the resolution, seconded by Alderman Beidler. Motion carried unanimously by voice vote

Item not on the agenda: a Proclamation for Municipal Clerks week May 7- 13, in recognition of Municipal Clerks was presented to Margaret Boyer, Lake Forest City Clerk by Mayor Schoenheider.

**C. Consideration of Acceptance of the Report and Recommendations Prepared by Teska Associates, Inc. on the City's Plan Review, Permitting and Inspection Processes and Acceptance of the Related Implementation Plan (Approve by Motion)**

Mayor Schoenheider reported that Teska presented a report at the last City Council meeting. Mayor Schoenheider reported that the Community Development staff has prepared an Implementation Plan identifying near term and longer term actions that will be taken to implement the recommendations of the report, support continuous process improvements and enhance communications.

The City Council had discussion on policy and the continuation of seeking improvements.

**COUNCIL ACTION: Approve a motion accepting the Report and Recommendations prepared by Teska Associates, Inc. on the City's Plan Review, Permitting and Inspection Processes and accepting the Implementation Report.**

Alderman Beidler made a motion in favor of accepting the Report and Recommendations prepared by Teska Associates, Inc. on the City's Plan Review, Permitting and Inspection Processes and accepting the Implementation Report, seconded by Alderman Reisenberg. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

**COMMENTS BY CITY MANAGER**

**COMMENTS BY COUNCIL MEMBERS**

**FINANCE COMMITTEE**

**A. Approval of the Comprehensive Fiscal Plan for FY2018**

George Pandaleon, Finance Committee Chairman, introduced Elizabeth Holleb, Finance Director. Ms. Holleb reported that this item closes process that began last September, and while it is referred to as the comprehensive fiscal plan, it is the budget. However, the budget also serves as the plan for resources and expenses, which includes the five year Capital improvement program and the five year financial forecast for primary funds for the City. Ms. Holleb gave an overview of the budget highlights. She noting the following changes have been made to the budget figures since the March 13 Finance Committee meeting:

- Compensation adjustments are now reflected within the operating department budgets with the exception of Police, pending contract approval
- The income tax revenue estimate for FY18 has been lowered to reflect ongoing shortfalls in the distributions from the State of Illinois

In summary the current financial condition of the City is excellent, the City has healthy fund balance reserves, a Aaa Bond rating, and the lowest property tax in Lake County. The City continues to face long term financial challenges with expense growth outpacing revenue growth and the State budget Crisis. The proposed expenditures for FY2018 total \$93,503,465. The proposed plan is balanced with all operating expenditures covered from current revenues and capital expenditures funded from current revenues and reserves in excess of the City Council's Fiscal Policy.

The City Council had a discussion regarding expenses that are not categorized, projection of revenues and expenses, revenues by line item and inflation rates, where the budget is published, what other communities are doing and what the concerns of the Northwest Municipal Conference.

Mayor Schoenheider thanked Elizabeth Holleb and her team and asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

**COUNCIL ACTION: Approval of the Comprehensive Fiscal Plan for Fiscal Year 2018**

Alderman Moreno made a motion for approval of the Comprehensive Fiscal Plan for Fiscal Year 2018, seconded by Alderman Newman. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

**B. Annual Vendor Approval**

Finance Director Elizabeth Holleb reported this is an annual administrative item. In 2011, the City Council approved Code amendments revising the method for approving vendors. Consistent with the revised policy, payments for services provided on an unspecified ongoing basis exceeding \$20,000 annually. The attached list provided and shows the vendors approved for FY2012-FY2017 as well as the recommendations submitted for City Council approval for FY2018. Ms. Holleb asked the Council to note that IRMA(Illinois Risk Management Association- Liability and Workers Comp Insurance) should have been included on the list at 1.2 million, consistent with 2017.

The City Council had discussion about the on names on and not on the list.

Mayor Schoenheider asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

**COUNCIL ACTION: Approval of the attached list of vendors (page 26) for Fiscal Year 2018.**

Alderman Moreno made a motion for approval of the amended attached list of Vendors for Fiscal Year 2018 to include IRMA at 1.2 million, seconded by Alderman Newman. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

**C. Approval of the FY18 Personnel Policies and Practices and Pay Plan**

DeSha Kalmar, Director of Human Resources reported that policies are compliant and that the City is using best practices, and any changes are then approved as part of the budget. This year there were modest changes that included clarifying language, longevity pay, State law on sick leave act, flex spending account and health wellness plan.

Ms. Kalmar reported that the FY2018 Pay Plan has been adjusted to include range adjustments of 1.0% for Steps 1-6 and 2.5% for Step 7 per City Council discussion at the March budget meeting. Some positions received a slightly larger adjustment as approved by the City Council at the budget meeting in order to maintain competitiveness.

Mayor Schoenheider asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

**COUNCIL ACTION: Approval of the FY18 Personnel Policies and Practices and FY18 Pay Plan.**

Alderman Waldeck made a motion for Approval of the FY18 Personnel Policies and Practices and FY18 Pay Plan, seconded by Alderman Newman. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

**PROPERTY AND PUBLIC LANDS**

**A. Consideration of Recommendations from the Property and Public Lands Committee and Building Review Board in Support of Various Actions Related to the McKinley Road Redevelopment Project. (Approval of a Resolution and Ordinance)**

Alderman Reisenberg, Chairman, Property and Public Lands Committee reported the City Council previously approved the Master Plan for McKinley Road development referred to as Cultural Corridor. The outstanding issue of the sale of 361 Westminster which was the previous home of the Historical Society. The PPL's original vision included 361 Westminster as part of the comprehensive development, but the developer was not initially interested. As a result the City had the property appraised. Since then the developer changed its mind and made the City a fair offer that was in keeping with the appraisal. The offer was approved by the PPL at their last meeting, that offer as explained in the packet is before the Council for approval. Additionally Chairman Reisenberg stated the PPL is also seeking approval of an ordinance that was unanimously recommended by the building review board, approving the architectural and site design, an overall plan with inclusion of 361 Westminster will go back to BRB to be finalized and come back to the City Council at a later date.

Mayor Schoenheider asked if there were any questions for Alderman Reisenberg. Seeing none, he asked for a motion.

**COUNCIL ACTION: By motion, approve a Resolution directing the execution of the Purchase, Sale and Development Agreement in substantially the form presented subject to confirmation by the City Manager and City Attorney that the necessary conditions are satisfied.**

**AND**

**If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance approving the petition as recommended by the Building Review Board.**

Alderman Pandaleon made a motion to approve a Resolution directing the execution of the Purchase, Sale and Development Agreement in substantially the form presented subject to confirmation by the City Manager and City Attorney that the necessary conditions are satisfied. And waive first reading and grant final approval of an Ordinance approving the petition as recommended by the Building Review Board, seconded by Alderman Reisenberg. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS**

**ITEMS FOR OMNIBUS VOTE CONSIDERATION**

1. **Approval of the April 17, 2017 City Council Meeting Minutes**
2. **Check Register for the period March 25- April 21, 2017**
3. **Consideration to Waive Purchasing Requirement for Competitive Pricing per Administrative Directive 3-5, and Award a Three year Contract for Advertising in relation to the Lake Forest Marketing Campaign in the amount of \$49,992.00 to JWC Media.**

**COUNCIL ACTION: Approval of the three (3) Omnibus items as presented**

Mayor Schoenheider reported that item number 3 will be removed. He asked members of the Council if they would like to remove any other item or take it separately. Mayor Schoenheider asked for a motion to approve the two Omnibus items with noted amendments to the minutes.

Alderman Waldeck made a motion to approve the two Omnibus items as presented, seconded by Alderman Beidler. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

*Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

<b>ORDINANCES</b>
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<b>NEW BUSINESS</b>
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1. **Consideration of the 2017-2021 City Strategic Plan**

Management Intern Octavius Hayes reported that the City of Lake Forest remains committed to its four cornerstones: Family, Education, Tradition and Philanthropy, noting the importance of periodically identifying the state of the City and ensure the City is carrying on the broader visionary concepts of its forefathers.

Mr. Hayes gave a presentation of the proposed 2017-2021 Strategic Plan that included the result of several months of voluntary community engagement with residents during 2016-17, such as; the Community Wide Survey, the "Future for All Generations" Event and Strategic Planning Retreat. The plan represents the direction the City wants to take to continue to preserve the character and values of the Lake Forest community as it moves forward.

**COUNCIL ACTION: Approval of 2017-2021 City Strategic Plan**

Alderman Reisenberg made a motion **Approval of 2017-2021 City Strategic Plan**, seconded by Alderman Beidler. The following voted "Aye": Aldermen Waldeck, Beidler, Pandaleon, Newman, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

<b>ADDITIONAL ITEMS FOR COUNCIL DISCUSSION</b>
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**1. Presentation of Fabulous Gifts and Prizes**

-Robert Kiely, City Manager

Robert Kiely, City Manager presented Alderman Waldeck, Alderman Pandaleon and Mayor Schoenheider with a certificate for a tree to be planted in their honor and personalized City street signs.

**2. Final words for the departing Aldermen from the remaining Council Members**

Each Alderman expressed sincere gratitude for the service of retiring Alderman Waldeck, Alderman Pandaleon and Mayor Schoenheider saying a few words regarding their service to the City.

**2. Final comments from Alderman Waldeck, Alderman Pandaleon, Alderman Adelman and Mayor Schoenheider**

Alderman Waldeck, Alderman Pandaleon and Mayor Schoenheider each made closing remarks to the Council, Residents and Staff about their tenure on the City Council.

<b>ADJOURNMENT</b>
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There being no further business, Mayor Schoenheider asked for a motion to adjourn. Alderman Waldeck made a motion to adjourn, seconded by Alderman Pandaleon. Motion carried unanimously by voice vote at 8:08 p.m.

Respectfully Submitted  
Margaret Boyer

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*