

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, June 19, 2017
City Council Meeting - City Council Chambers, 6:30pm

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

Present: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Tack, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

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; Kevin Cronin, Deputy Chief of Fire; Mike Strong, Assistant to the City Manager along with other members of City Staff.

There were approximately 30 persons present in the Council Chambers.

CALL TO ORDER AND ROLL CALL 6:35 pm

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

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. Promotion of Michael Mounts from Firefighter/Paramedic to Lieutenant

Mayor Lansing introduced Deputy Fire Chief, Kevin Cronin, who presented the promotion of Mike Mounts and provided his career background introduced his wife Melissa to assist in the swearing in and promotion from Firefighter/Paramedic to Lieutenant, photos were taken.

B. 2017-2018 Board and Commission Appointments

Mayor Lansing made the following appointments.

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Carolyn Bielski	Appoint	LB
Jennifer Karras	Appoint	1

COUNCIL ACTION: Approve the Appointments

Alderman Moreno made a motion, seconded by Alderman Beidler, to approve the appointments. The motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

A. Community Spotlight

-Lake Forest Preservation Foundation Annual Awards

-Jim Opsitnik, President, Lake Forest Preservation Foundation

Mr. Opsitnik stated that historic preservation is important to the fabric of the community, and the work that the Historic Preservation Commission does, along with the work of the Foundation, is important to preserving and recognizing the great work and commitment that individuals make to preservation. Mr. Opsitnik reviewed the award categories:

- Restoration- Restoration is undertaken to accurately depict a property as it appeared at a particular period of time in its history, by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.
- Rehabilitation- Rehabilitation acknowledges the need to alter or add to an historic property to meet continuing or changing uses while retaining the property's historic character.
- Preservation - Preservation focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. This is the act or process of applying measures necessary to sustain the existing form, integrity and materials of an historic property.

Mr. Opsitnik reported on each of the architects behind the Awards, and provided an update on the Metra/UP North Line Train Station project. He stated that recent renovation work uncovered original wainscoting and tile floor, which has been used to help inspire the next round of renovations. He stated that the Foundation is undergoing active fundraising, and will be assisting the City in securing cost estimates to preserve certain areas, as well as, renovate others within the public facilities of the depot building.

B. Purchasing 101
-Elizabeth Holleb, Finance Director

City Manager Robert Kiely introduced the next topic and stated that he, along with other City staff, will be putting together several "101" or informative discussions over the next several months to acquaint the City Council on matters of City business. He introduced the topic of Purchasing and stated that he has asked Elizabeth Holleb to present an overview of purchasing, the City's purchasing policy, and how procurement works.

Elizabeth Holleb, Finance Director, reviewed the City's purchasing policy, which she stated is reviewed and updated from time-to-time. She stated that there are a number of circumstances where the policy will help staff direct procurement, including the purchasing of materials and commodities, professional services, and for other project-related expenses. She provided an overview of purchasing thresholds for City staff and employees, and stated that these thresholds remain in line with many other communities. She added that the City recently underwent a review of the policy, including discussions on exceptions, limits, trends in purchasing, etc.

City Manager Robert Kiely asked that if the City Council has any specific topics they would like addressed at a future meeting, to let him know so that he could arrange for future discussion.

COMMENTS BY CITY COUNCIL MEMBERS

FINANCE COMMITTEE

1. Consideration of the Annual Appropriation Ordinance for FY2018 and Approval of Rollovers (First Reading)

Finance Director Elizabeth Holleb reported that Staff requests approving the first reading of the ordinance and the rollovers. While the annual municipal budget represents the City's financial "plan" for expenditures over the course of the fiscal year, the annual Appropriation Ordinance is the formal legal mechanism by which the City Council authorizes the actual expenditures of funds budgeted in the annual budget. The

Appropriation Ordinance includes the Library, which was not included in the budget approved at the May 1, 2017 City Council meeting. She stated that information in the agenda packet provides an overview of differences between the Budget and Appropriation Ordinance

Ms. Holleb also reported that in order to provide more accurate and efficient accounting and budgeting of City funds, an annual rollover of funds is required. This eliminates both under and over budgeting of funds in the new fiscal year and is a widely used standard practice for most municipal governments. If first reading is approved this evening, Ms. Holleb stated that the second and final reading would occur on July 17, with a formal public hearing as required by Law. She added that the City is required to have an Ordinance adopted by July 31, and filed with the County.

Mayor Lansing 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 first reading of the ordinance and the rollovers.

Alderman Moreno made a motion to approve the first reading of the ordinance and the rollovers, seconded by Alderman Rummel. The following voted "Yea": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8 Yeas, 0 Nays, motion carried.

COMMUNICATION AND MARKETING COMMITTEE

Alderman Beidler provided an update on the City's Marketing Campaign that is currently underway. She stated that an article was recently published in the *Sheridan Road* magazine highlighting the launch of the campaign, and included information about projects and other initiatives that the City was working toward, including the Deerpath Golf Course. She stated that there would be information added to the website with a link to additional videos that have been created to highlight the many facets of the campaign.

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

Dan Seabald, 560 Ivy Ct, Lake Forest offered his opinion to the City Council on moving the Board & Commission meetings and Omnibus agenda item relating to 145 S. Green Bay Road. (Item #7).

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the June 5, 2017 City Council Meeting Minutes**
2. **Approval of Forest Park Grounds Maintenance Services Contract for FY '18**
3. **Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
4. **Consideration of a Resolution Clarifying the Conditions of Approval Granted for the Elawa Farm Centennial Celebration by Ordinance No. 2017-36. (Approve by Motion)**
5. **Approval of South Park Master Plan**
6. **Award of Bid for the Ferry Hall Bridge Viaduct Span Reconstruction Project**

COUNCIL ACTION: Approval of the Six (6) Omnibus items as presented

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Seeing none, Mayor Lansing asked for a motion to approve the Six Omnibus items as presented.

Alderman Moreno made a motion to approve the six Omnibus items as presented, seconded by Alderman Rummel. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, 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.

ORDINANCES

NEW BUSINESS

- 1. Approval of an Ordinance Amending the Lake Forest City Code Relating to Classes of Licenses for Alcoholic Beverages and the Consumption of Alcoholic Beverages in Public (Waive First Reading and Grant Final Approval).**

City Attorney Vic Filippini presented an overview of the agenda item and stated that the item was an outgrowth from the City's recent strategic planning sessions regarding the potential consumption and sale of alcohol at the beach. He stated that the item serves as an opportunity to both react to this request, but also to develop a regulatory environment for providing and regulating the sale and consumption of alcohol at this facility. He reviewed items included in the conditions of the license, which includes the sale and consumption of beer and wine only, served in approved containers, limited area for consumption, and monitoring and enforcement standards. He added that the license would not be effective for a 12 month period, but rather would be issued on a weekly basis, which allows the City to scale back on the authorization in a more rapid and expeditious manner. Mr. Filippini stated that the initial license period would be allowed July 1 – October 1, 2017, to align with the season.

General discussion and questions regarding the license area, vendor, and marketing or communication of the license took place among the City Council.

City Attorney Vic Filippini stated that the vendor selected for this instance would meet all other requirements that are typically set by the City and State concerning the regulation of alcohol, including insurance, BASSET training, etc.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance based on recommendations from the Strategic Planning sessions to amending the Lake Forest City Code relating to classes of licenses for alcoholic beverages and the consumption of alcoholic beverages in public.

Alderman Tack made a motion to waive first reading and grant final approval of an Ordinance based on recommendations from the Strategic Planning sessions to amending the Lake Forest City Code relating to classes of licenses for alcoholic beverages and the consumption of alcoholic beverages in public, seconded by Alderman Newman. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION
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ADJOURNMENT

There being no further business. Alderman Rummel made a motion to adjourn, seconded by Alderman Beidler. Motion carried unanimously by voice vote at 7:59p.m.

Respectfully Submitted
Mike Strong

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. Click on I Want To, then click on View, then choose Archived Meetings Videos.