

THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA
Monday, June 4, 2018
City Hall Council Chambers, 220 E Deerpath, Lake Forest

Honorable Mayor, Robert Lansing

Prudence R. Beidler, Alderman First Ward
James E. Morris, Alderman First Ward
Timothy Newman, Alderman Second Ward
Melanie Rummel, Alderman Second Ward

Jack Reisenberg, Alderman Third Ward
James Preschlack, Alderman Third Ward
Michelle Moreno, Alderman Fourth Ward
Raymond Buschmann, Alderman Fourth Ward

CALL TO ORDER AND ROLL CALL

6:30pm

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. 2018-2019 Board and Commission Appointments/Reappointments

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Jennifer Karras	Appoint as Chair	1

PLAN COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Susan Athenson	Appoint	3
Remo Piccheitti	Appoint	3
Rosemary Kehr	Appoint as Chairman	2
Monica Ruggles	Reappointment	1

A copy of Volunteer Profile sheets for new appointments begins on **page 22**.

COUNCIL ACTION: Approve the Mayors Appointments and Reappointments

2. COMMENTS BY CITY MANAGER

A. Community Spotlight, Lake Forest Symphony
-Timothy Corpus, Executive Director

B. Community Spotlight, Lake Forest Preservation Foundation
-Marcy Kerr, Executive Director of the Lake Forest Preservation Foundation

3. COMMENTS BY COUNCIL MEMBERS

PERSONNEL COMPENSATION ADMINISTRATION COMMITTEE

A. Approval of the FY19 Personnel Policies, Administrative Directives

PRESENTED BY: DeSha Kalmar, Director of Human Resources (847-810-3530)

PURPOSE AND ACTION REQUESTED: The Personnel Compensation Administration (PCA) Committee is seeking City Council approval of the FY19 Personnel Policies and Administrative Directives

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
PCA Committee	6/4/18	Reviewed and recommended approval
PCA Committee	5/7/18	Reviewed and recommended changes

BACKGROUND/DISCUSSION: Each year the City's Personnel Policies and Administrative Directives are reviewed and updated as needed, then adopted by the City Council as part of the budget process. Noted below is a list of key changes made to the Personnel Policies and various Directives dated May 1, 2018. Complete copies of all documents can be obtained by contacting Director Kalmar.

General	
1-1 Admin Directives Manual – Reviewed	
1-3 Traffic Safety Coordinating Comm. – Reviewed	
1-4 Sidewalk Inspection Program – Reviewed	
1-11 Reimbursement of Authorized Expenses – Includes added definitions and clarifies that the policy applies to members of the City Council, Boards and Commissions or anyone traveling on behalf of the City as well as employees; prohibits the reimbursement of alcohol. <i>(Redline version attached)</i>	
1-18 Civic Organization Funding Request Policy – New policy establishing guidelines for civic organizations requesting funding from the City	
Personnel	Page #
Personnel Policies and Practices 2018 (All changes noted in <i>Italics</i> in the document)	46
<ul style="list-style-type: none"> Core Values section has been changed to include a Code of Conduct. Whistleblower language added. <i>(Carved-out section provided at the meeting)</i> Section 8.6.0, Flexible Spending, the number of payroll periods over which withholdings are made has changed from 26 to 24 in anticipation of our new financial system. Explained to participants during open enrollment. 	2 39
2-7 Child Labor Policy – Reviewed	
2-18 Social Media - Sec. 3.2 replaced <i>MySpace</i> with <i>Instagram</i> ; removed former Sec. 4.2 on IT monitoring; removed Sec. 5.1(E)(vii); updated language	

on public comments in Sec. 5.1(F); updated language in 5.2(B) on public comments; updated list of City websites	
2-20 Retiree Benefits – Updated language on Medicare-eligible retirees	
2-23 Duty-issued Firearms – Updated language to reference job-required firearms	
Financial Management	Page #
3-5 Purchasing Procedures (approved by Council on 4/16/18)	
• Sec. 3.0 added “Third Party Payee” to definitions;	2
• Sec. 5.7(iv)(a) added language on reporting to Finance Comm. Chair;	5
• new Sec. 5.14 and 5.15; Sec. 9.0E \$20,000+ must have CC approval;	7-8
• Sec. 10.2 language on authorization prior to incurring expenses;	14
• New Sec. 11.0 (Contingency Acct)	16-17
• New Attachment B – Vendor Approval Form	
3-15 Police Restricted Funds Procedures – New policy establishing procedures to be used in recording revenues, expenditures and fund balances for police restricted funds	
3-16 Amazon Business Account Policy – New policy establishing procedures for utilizing an Amazon business account	
Employee Safety Procedures	
6-3 Accident and Injury Investigation – Updated section on OSHA 8-hour standard for reporting	
6-12 Line of Duty Injury/Death – Updated section on OSHA 8-hour standard for reporting	
Privacy Policies	
7-1 Protecting Privacy of Health Information – Reviewed	
7-2 Firewalls with Privacy Standards - Reviewed	

The redline version of Directive 1-11 is included in your Council packet beginning on **page 25**.

COUNCIL ACTION: Approval of the FY19 Personnel Policies and Practices and Administrative Directives.

4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS
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5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Approval of the May 7, 2018 First Session City Council meeting Minutes

A copy of the Minutes can be found beginning on **page 30**.

COUNCIL ACTION: Approval of the May 7, 2018 First Session City Council meeting Minutes

2. Approval of the May 7, 2018 Second Session City Council meeting Minutes

A copy of the Minutes can be found beginning on **page 37**.

COUNCIL ACTION: Approval of the May 7, 2018 Second Session City Council meeting Minutes

3. Approval of the May 21, 2018 City Council Workshop meeting Minutes

A copy of the Minutes can be found beginning on **page 43**.

COUNCIL ACTION: Approval of the May 21, 2018 City Council Workshop meeting Minutes

4. Approval of the Check Register for Period of April 21 to May 25, 2018

STAFF CONTACT: *Elizabeth Holleb, Finance Director (847-810-3612)*

BACKGROUND/DISCUSSION: City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

Check Register For Period April 21 - May 25, 2018

	Fund	Invoice	Payroll	Total
101	General	618,758	1,101,209	1,719,967
501	Water & Sewer	115,917	130,167	246,084
220	Parks & Recreation	244,376	344,837	589,213
311	Capital Improvements	165,591	0	165,591
202	Motor Fuel Tax	0	0	0
230	Cemetery	24,924	23,384	48,309
210	Senior Resources	22,754	20,643	43,397
510	Deerpath Golf Course	563,306	2,554	565,860
601	Fleet	102,512	76,157	178,669
416 - 433	Debt Funds	0	0	0
248	Housing Trust	0	0	0
201	Park & Public Land	0	0	0
	All other Funds	942,620	141,158	1,083,778
		\$2,800,759	\$1,840,109	\$4,640,868

Included in the total for All Other Funds is \$741,556 in capital expenditures for the Water and Sewer Capital Fund, primarily related to the Water Treatment Plant Improvements.

COUNCIL ACTION: Approval of the Check Register for April 21 to May 25, 2018

5. Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBER(S)
PLAN COMMISSION	Michael Ley and Tim Henry
CROYA	Susan Kullby

A copy of the Resolution can be found on **page 45**.

COUNCIL ACTION: Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions

6. Approval of a Resolution of Appreciation for Retiring Members of the CROYA Youth Executive Committee

CROYA YOUTH EXECUTIVE COMMITTEE	NAME OF MEMBER
Chair	Spencer Silvernail
Vice Chair	Wesley Dixon
CSL Chair	Beau Waligora
CSL Vice Chair	Eli Fietsam and Shaffer Franklin
Foundation Liaison	Ben Roemer
Parliamentarian	Julia Plotner and Michael Rourke
Topic Night Chair	Julia Hender, Ryan Klein and Jack Page

Public Relations Chair	Eliza Fitzgerald, Jillian Fontana and Gina Sobhy
Cable/Tech Chair	Brier Gunderson and Julia Monfardini
Music Chair	Aiden Kinsella and Gabby Moore
Fundraising Chair	Isabelle Address, Frances Hickey and Mortan Kamholz
Woodlands Academy Liaison	Amelia Harlocker
Lake Forest Academy Liaison	Maya Lieberman

A copy of the Resolutions can be found beginning on **page 48**.

COUNCIL ACTION: Approval of a Resolution of Appreciation for Retiring Members of the CROYA Executive Committee

7. Approval of a Grant Payment in the Amount of \$50,000 to the Lake Forest-Lake Bluff Historical Society.

STAFF CONTACT: *Robert R. Kiely, Jr., City Manager (847-810-3675)*

PURPOSE AND ACTION REQUESTED: City staff is requesting that the City Council authorize a grant payment in the amount of \$50,000 to the Lake Forest-Lake Bluff Historical Society to fund costs for developing new interactive exhibit elements to be displayed within the new history museum in Lake Forest. The grant payment was formerly authorized by the City Council to be included in the FY2019 Comprehensive Fiscal Plan during the budget workshop held on March 5, 2018.

BACKGROUND/DISCUSSION: During the March 5, 2018, Budget Workshop held by the Finance Committee, City staff presented a request for financial assistance that was submitted by the Lake Forest-Lake Bluff Historical Society. Specifically, the Historical Society is requesting funds to support one-time costs for developing interactive elements within a permanent exhibit space at the new history museum, new touch screens for the exhibits, along with funding to match an existing grant from the Grainger Foundation for the development of a content management system.

The exhibit spaces, which are planned to open in October 2018, will include exhibits that display authentic artifacts unique to the community, along with new technology that will tell the story of Lake Forest. A copy of the financial assistance request application can be found beginning on **page 71**.

BUDGET/FISCAL IMPACT: While City Council supports the application, City staff is requesting specific payment authorization in an amount not to exceed \$50,000 to fulfill the request.

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
OCM/City Council/ Contractual Services	\$50,000	\$50,000	Y

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0A – Specifically Authorized Waiver by City Council

COUNCIL ACTION: If determined to be appropriate by City Council, Approval of a Grant Payment In an Amount not to exceed \$50,000 to the Lake Forest-Lake Bluff Historical Society.

8. Approval of Resolution Supporting a Revised Intergovernmental Agreement for Membership in the Northern Illinois Police Alarm System (NIPAS)

STAFF CONTACT: Karl Walldorf, Police Chief (847-810-3803)

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval for a Resolution accepting a revised intergovernmental agreement for law enforcement mutual aid with the Northern Illinois Police Alarm System (NIPAS).

BACKGROUND/DISCUSSION: In 1983, Lake Forest and twelve other local communities formed NIPAS pursuant to the Illinois Intergovernmental Cooperation Act to provide a formal system of police mutual aid in times of emergency. In the years since, membership has increased to 105 communities in Cook, Lake, DuPage, and McHenry counties. The largest change in this revised Agreement includes an allowance for non-municipal law enforcement agencies, such as county, college, park district, forest preserve and other law enforcement agencies to become members of NIPAS. The revised Agreement also adds minimum levels of insurance coverage to be carried by member communities, clarifies procedures for entities wishing to terminate participation in NIPAS, and incorporates best practice language designed to aid in responding to legal challenges.

BUDGET/FISCAL IMPACT: The dues for NIPAS membership have not changed for FY2019 with this new agreement. NIPAS dues are set by the nine-member NIPAS Board of Directors each fall and are due the following May 1st. We have already paid dues for FY2019 which totaled \$6,205. This includes \$400 for general NIPAS membership, \$4,800 for Emergency Service Team membership, and \$1,005 for Mobile Field Force membership. We also pay occasional bills ala carte when we use NIPAS's Language Line service throughout the year, which usually amount to less than \$50 each usage and less than \$500 total in any given fiscal year.

As NIPAS dues are assigned annually by the NIPAS Board of Directors as part of our membership, no competitive pricing is possible for this agreement. We would therefore request an exception to competitive bidding under sections 9.0D (sole source), and 9.0I (government services) going forward with this agreement.

Company Name	Dollar Amount Bid
Northern Illinois Police Alarm System (NIPAS)	\$6,205 (FY2019 dues)

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Contractual Agreements	\$6,205	\$6,205	Y

COUNCIL ACTION: Approval of Resolution Supporting a Revised Intergovernmental Agreement for Membership in the Northern Illinois Police Alarm System (NIPAS)

9. Approval of a contract with American Seal Coating of Indiana for the resurfacing of five tennis courts at Everett Park.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks & Forestry, 810-3565*

PURPOSE AND ACTION REQUESTED: The Parks & Recreation Board and staff requests approval to enter into a contract with American Seal Coating of Indiana for resurfacing tennis courts at Everett Park.

BACKGROUND/DISCUSSION: On April 12, 2018, City staff performed a bid opening for the resurfacing of the five (5) tennis courts at Everett Park. These courts are heavily used by residents and the courts at Everett are also used by students at the adjacent Middle School. The courts are showing signs of normal aging due to weather effects, water pooling and frequent use. The repair and resurfacing process will include power washing all courts, filling smaller cracks with crack filler or larger cracks (greater than 0.5 inches) with Armor Crack patching material, grinding of surface to level, filling all low spots that hold water, and multiple applications of acrylic court surfacing filler and color coating surfacing compound.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Parks & Recreation Board	05/15/18	Recommend Approval

BUDGET/FISCAL IMPACT: Funding for the Everett Park tennis court repairs is budgeted in the FY2018 CIP (Parks & Public Land Fund) and the FY2019 Parks Operating Budget. Staff received six (6) bids for the tennis court repairs as detailed below. Competitive pricing has been obtained for proposed for these services and results are listed below. If this contract is awarded, the work will be completed by August 10, 2018.

Has competitive pricing been obtained for proposed goods/services? **No**

Company Name	Dollar Amount Bid
10-S Court Solutions	\$21,990
American Seal Coating of Indiana	\$30,200
First Impression	\$30,900
MTJ Sports	\$30,920
U.S. Tennis Court	\$38,700
Pro Track and Tennis	\$75,858

Administrative Directive 3-5, Section 7.6 D & E – Award of Contract to Lowest Responsible Bidder, provides factors for determining the lowest responsible bidder. After careful review of the bids by City staff, it was determined that the low bidder is not qualified based on previous performance with other contracts with the City and due to unsatisfactory reference checks with other local communities. City staff is recommending that the project be awarded to

American Seal Coating of Indiana, based on qualifications and satisfactory reference checks.

The cost for the resurfacing is \$30,200 and we are also requesting an additional \$1,500 for contingency (5%), for a total request of \$31,700.

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Park & Public Land Fund	0*	\$30,000	N
Parks Operating Budget (FY2019)	\$1,700	\$1,700	Y

* The Everett Park Tennis Court Resurfacing Project was budgeted in the FY2018 Capital Fund and will be included with the FY2018 rollover requests presented to City Council for approval at a future meeting.

COUNCIL ACTION: Approval of a contract with American Seal Coating of Indiana for the resurfacing of five tennis courts at Everett Park.

10. Approval of the Annual Tree Purchasing Program for FY2019

STAFF CONTACT: *Corey Wierema, City Forester/Forestry Supervisor, 810-3564*

PURPOSE AND ACTION REQUESTED: Staff requests approval to purchase trees/plant material from multiple vendors for the Annual Tree Replacement Program, as approved in the FY2019 Capital Improvement Plan.

BACKGROUND/DISCUSSION: A sustainable urban forest management plan recognizes the need to replenish trees and canopy cover lost through tree mortality and removal. The City of Lake Forest has a dedicated tree replacement program in place to address this issue. The implementation of a range of sustainable practices will ensure that existing and newly planted trees contribute to the canopy cover in the City of Lake Forest for years to come. Knowledge of differing requirements for different tree species, risk management and greater use of a diversity of native tree species where appropriate to improve the overall resilience of the urban forest are also key considerations.

The City's Forestry section conducted our annual joint bid with the City of Highland Park and the Highland Park-Park District to leverage volume discounts for the purchasing of trees on city streets, parks and other City owned properties. Staff received seventeen (17) bids for the purchase of over 67 varieties of balled and burlaped trees, with an average price of \$225 for a 3" caliper tree. Multiple vendors will be used to secure the requested number of trees, sizes and varieties requested while adhering to our stringent quality controls. Based on species availability and the quality of the product, additional vendors may need to be used for purchases under \$20,000. The Forestry section anticipates planting 350 trees Citywide this year, including the spring and fall planting season.

BUDGET/FISCAL IMPACT: Funding for the tree/plant material purchasing contract is budgeted in the Fund 311, Capital Projects. Due to the anticipated number of new trees being planted and diminishing tree availability in the nurseries, we may exceed \$20,000 with an individual vendor.

Has competitive pricing been obtained for proposed goods/services? **Yes**

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311	\$80,000	\$80,000	Y

COUNCIL ACTION: Approval of the Annual Tree Purchasing Program for FY2019

11. Approval of a waiver of bid requirements and authorization for the purchase and installation of a Stryker Power-Load System

STAFF CONTACT: Kevin Cronin Deputy Chief (810-3865)

PURPOSE AND ACTION REQUESTED: The Power-load system was approved in the FY19 CIP process. Additionally, the fire department has applied for a reimbursement grant from IRMA. If awarded, the IRMA grant may award us up to 1/3 the cost of the system after the purchase has been made.

BACKGROUND/DISCUSSION: These cots are used on a daily basis to transport patients from emergency calls. The Foreign Fire Board purchased our first Power-Load system last year and it has been extremely well received. This would permit both front-line ambulances to have a system. The Power-load system is a high priority for the safety of our patients and our personnel. The Power-load system enhances the safety of our ambulances by decreasing the chances of injuries to those we are caring for, and the paramedics rendering care. Additionally, the method of securing the cot in the ambulance with the Power-load far exceeds current safety standards. The Jean Ross Co is a Stryker approved installer and they will install the system at the station to limit out-of-service time. Beginning on **page 73** is a brochure and copies of invoices.

BUDGET/FISCAL IMPACT: The funds for this purchase were approved in the FY19 CIP.

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0D – Sole Source Vendor – All ambulance cots (4) owned by the department are Stryker brand cots and the Stryker Powerload system must be used with our current ambulance cots.

Company Name	Dollar Amount Bid
Stryker	\$ 21,448.44
Jean Ross Co - Installation	\$ 1,500.00
Total	\$22,948.44

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Improvement Fund	\$24,000	\$22,948.44	Y

PROSPECTIVE GRANT FUNDING ASSESSMENTS

Estimated Project Cost	Estimate IRMA Funding 33.33%
\$ 21,448.44	\$7149.48 Reimbursement

COUNCIL ACTION: Approval of a waiver of bid requirements and authorization for the purchase and installation of a Stryker Power-Load System

12. Consideration of a recommendation from the Cemetery Commission to authorize the City Manager to enter into a contract with Brush Architects, LLC for historic architectural preservation and restoration design services.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks, Forestry & Special Facilities, 810-3565*

PURPOSE AND ACTION REQUESTED: The Cemetery Commission requests authorization for the City Manager to enter into a contract for professional architectural services for the restoration of the Barrell Memorial Gateway at the Lake Forest Cemetery.

BACKGROUND/DISCUSSION: The Barrell Memorial Gateway is located at the north end of Lake Road as the only entrance to the Lake Forest Cemetery. The Barrell Memorial Gateway was dedicated in 1919 as a tribute to Grace and Finley Barrell's son, John, who accidentally drowned in the Illinois River in 1916. The structure was designed by James Roy Allen who later designed The Riviera, a marina in Lake Geneva, Wisconsin. The iron gates were fabricated by well-known artist Samuel Yellin who designed celebrated ironworks for many universities and institutions. The Cemetery is listed on the National Register of Historic Places.

The Barrell Memorial Gateway is a free-standing structure that soars over thirty feet and consists of a Gothic-style arch portal with wing walls extending from both ends. The structure is constructed of striated limestone set in an ashlar pattern with mortared joints.

The City intends to undertake a full restoration of the Barrell Memorial Gateway, including the restoration of the masonry structure and the iron gates. Due to the Cemetery's National Register designation, local landmark status and cultural significance, all necessary measures to preserve and protect the surfaces of the Barrell Memorial Gateway will be taken. The restoration project will include adherence to the United States Department of the Interior's Standards for Restoration and Guidelines for Historic Buildings.

The intent of this request for architectural design services is to select a firm to work with the project team to prepare a finalized restoration design plan, prepare construction documents, specifications, and follow through the bidding process.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Cemetery Commission	05/30/18	Recommend Approval

BUDGET/FISCAL IMPACT: On February 16, 2018, a Request for Qualifications (RFQ) was issued to establish a list of qualified architectural professionals, based upon a review of similar project experience and their ability to perform architectural design and planning services for various historic restoration projects. On March 19, 2018, fourteen (14) submittals were received and a selection committee, comprised of City staff from multiple departments, was formed to review and evaluate the written responses. Five firms were selected to proceed to the interview stage of the selection process.

After careful consideration, Brush Architects LLC was selected by the group as the successful candidate. The basis for the selection was based on Brush Architects' interview, their surpassing of all qualifications outlined in the RFQ, and their extensive experience with historic architectural preservation and restoration.

Brush Architects services will include investigation of existing conditions, document development, and bidding assistance. The cost for these services is \$35,795. Due to the nature of this project and the potential for unforeseen issues, staff is recommending a 20% contingency for this project. The total amount requested for the project is \$43,000.

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0B – Professional Services, RFP qualification based.

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Cemetery Capital Fund	0*	\$43,000	N

* The Barrell Memorial Gateway Restoration Project was budgeted in the FY2018 Cemetery Capital Fund and will be included with the FY2018 rollover requests presented to City Council for approval at a future meeting.

COUNCIL ACTION: Consideration of a recommendation from the Cemetery Commission to authorize the City Manager to enter into a contract with Brush Architects, LLC for historic architectural preservation and restoration design services.

- 13. Approval of Council to designate Lake Forest Lacrosse Association a sole vendor and allow Lake Forest Recreation Department to pay Lake Forest Lacrosse Association the fees that they are entitled to per a Memorandum of Understanding reached with Lake Forest Recreation Department Staff prior to this 2018 Lacrosse season.**

STAFF CONTACT: *Anthony Anaszewicz, Athletics Program Manager (847) 810-3945*

PURPOSE AND ACTION REQUESTED: Staff requests approval to make Lake Forest Lacrosse Association a Sole Vendor and to distribute the Elite players monies collected through program registration per the Memorandum of Understanding.

BACKGROUND/DISCUSSION: Prior to 2018, both the Lake Forest Recreation Department and Lake Forest Lacrosse Association ran independent, competing Boys Lacrosse programs. The Lake Forest Recreation Department (LFRD) ran an all-inclusive program for Kindergarten through 8th graders while Lake Forest Lacrosse Association (LFLA) was initially specializing in the Elite participants in those age groups. In 2016 and 2017, LFLA began to offer their program to all children, therefore directly competing with the LFRD program.

Before the commencement of the 2018 Lacrosse season, LFRD entered into a Memorandum of Understanding (MOU) with LFLA to offer our community an all-encompassing Boys Lacrosse program. Between the two organizations all community lacrosse needs are met by offering all skill levels of Boys Lacrosse. This MOU alleviates competing programming, the opportunity for more children to play lacrosse, and makes Lake Forest fields available to ANY child playing Lacrosse within our joint program.

As part of the agreement, LFRD took in ALL registrations (for both House League and Elite players) to ensure that all participants registered through one portal and were accounted for, no matter what team they made entering the 2018 season. As part of that agreement, LFLA is owed their (Elite Players) registration amount less Field Maintenance Costs, as determined by the field rental policy.

BUDGET/FISCAL IMPACT: The chart in this section shows the total revenue collected for the 2018 season and then the calculations of what is owed back to LFLA, net the costs for Field Maintenance. Per the MOU, it was agreed that both organizations split Field Maintenance costs based on number of players under each organizations management. It was also agreed that the Lake Forest Recreation Department, take in ALL registration money, per City Policy regarding partner agencies / contractual programming. This distribution of \$ 35,514.00 to Lake Forest Lacrosse Association will have no Budget/Fiscal impact to the Recreation Department operating budget.

Has competitive pricing been obtained for proposed goods/services? Yes/**No**.

If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0K – Existing Relationship.

LFLA Revenue				
Age Group	Players	Fee	Non-Reg. Players	Total
LFLA U10	36	\$ 318.00	1	\$ 11,130
LFLA U12	31	\$ 318.00	2	\$ 9,222
LFLA U14	43	\$ 318.00	0	\$ 13,674
L2L - Resident	15	\$ 275.00	0	\$ 4,125
L2L - Non Resident	5	\$ 330.00	0	\$ 1,650
TOTAL	130			\$ 39,801
Field Maintenance				
Dates	Weeks	Fee/Wk	Fields	Total
4/1 - 5/5	5	\$ 169.00	4	\$ 3,380
5/6 - 6/10	5	\$ 174.00	4	\$ 3,480
TOTAL				\$ 6,860
2018 Participation				
Program	Number	% of Players		Total
LFLA	130	62.5		\$ 4,288
LFRD	78	37.5		\$ 2,573
TOTAL	208	100		\$ 6,860
Fees Owed to LFLA				
Registration Revenue				\$ 39,801
Field Maintenance Costs				\$ 4,288
TOTAL				\$ 35,514

COUNCIL ACTION: Approval of Council to designate Lake Forest Lacrosse Association a sole vendor and allow Lake Forest Recreation Department to pay Lake Forest Lacrosse Association the fees that they are entitled to, per a Memorandum of Understanding reached with Lake Forest Recreation Department Staff prior to this 2018 Lacrosse season.

14. Consideration of a Recommendation from the City Attorney and Staff in Support of a Resolution Directing Consideration of Amendments to Chapter 159.150 through 159.999, Zoning, of the City of Lake Forest Code Relating to Small Wireless Facilities

*STAFF CONTACT: Catherine Czerniak, Director of Community Development
847-810-3504*

PURPOSE AND ACTION REQUESTED: Approval of a Resolution directing preparation and review of amendments to the City Code as it relates to small wireless facilities. These facilities include antennae and related equipment of limited size which are collocated on existing telecommunication structures or utility poles.

The Resolution itself does not amend the Code, but instead, "raises a red flag" that the City's Code provisions related to these facilities are under review and initiates the Code review process.

BACKGROUND AND DISCUSSION: Senate Bill 1451 was recently passed by the General Assembly and signed into law as Public Act 100-585. This Act restricts the power of municipalities to regulate small wireless facilities that are collocated on certain existing

structures. However, municipalities may establish administrative permitting procedures, subject to various limitations.

The City Code currently includes provisions relating to wireless facilities generally, primarily focusing on larger, stand-alone telecommunication towers and monopoles. In the context of the new legislation, review and reconsideration of the current Code provisions is appropriate and timely. Importantly, the City's Code provisions are already directed at encouraging collocation of smaller telecommunications equipment on existing structures as opposed to the construction of new telecommunication towers. The new regulations support that goal.

The recommended Code review is intended to align the City's Code provisions with the recently adopted State law while at the same assuring that submittal requirements and review procedures for small wireless facilities are clearly detailed, City infrastructure located within the right-of-way is protected, and that abandoned facilities are removed. The Illinois Municipal League has taken the lead on preparing model Code language as a framework for municipalities that can be modified to meet the needs of individual municipalities.

The wireless provisions are included in the Zoning Chapter of the City Code and under the City's normal process, amendments to this Chapter are considered by the Plan Commission at a public hearing, after proper public notice is provided. Due to the State's action pre-empting local authority to some extent on this issue, the Council could directly consider amendments without Plan Commission involvement. However, given the Plan Commission's past involvement with the wireless provisions in the Code, there may be some benefit in following the normal process and directing this matter to the Commission for the initial review. The Resolution is written assuming Plan Commission involvement, but can be modified if desired by the City Council.

The Resolution is included in the Council packet beginning on **page 79**. No applications for these types of facilities are currently pending.

BUDGET/FISCAL IMPACT: In conjunction with considering the amendments as proposed by the Plan Commission, the Council may also wish to consider establishing fees, as permitted by Public Law 100-585, to cover costs related to reviewing applications, issuing permits and conducting inspections relating to small wireless facilities. A recommendation on proposed fees will be presented to the Council along with proposed Code amendments.

COUNCIL ACTION: Approve a motion in support of a Resolution directing preparation and consideration of Code amendments relating to small wireless facilities and a corresponding review of associated processing fees.

COUNCIL ACTION: Approval of the fourteen (14) Omnibus items as presented

6. ORDINANCES

1. Consideration of an Ordinance Amending Section 135.108(C), titled "Noise, Generally" of the City Code (Final Reading)

PRESENTED BY: *Chuck Myers, Superintendent of Parks, Forestry & Special Facilities (810-3565)*

PURPOSE AND ACTION REQUESTED: On April 11, 2018, the Public Works Committee considered amendments relating to the use of gasoline powered leaf blowers and other types of lawn maintenance equipment. The Committee's recommendation was presented to the City Council for consideration on May 7, 2018 and was granted. If desired by the City Council, The Public Works Committee is requesting approval of final reading of the ordinance amending Section 135.108(C).

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	5/07/18	First Reading granted
Public Works Committee	4/11/18	Discussed and Recommendation forwarded to City Council
City Council	1/16/18	Discussion on use of leaf blowers and related noise ordinance, with options for changes
City Council	2015	Discussion on lawn maintenance equipment hours of operation and noise generated by leaf blowers, with no action
City Council	2002	A draft ordinance was brought before Council that would ban leaf blowers, the Council did not support the draft ordinance, no action
City Council	2001	City Code was revised by combining the hours of operation for leaf blowers with those of lawn maintenance equipment
City Council	1995	City Code was revised to draw a distinction between leaf blowers and other types of lawn maintenance equipment
City Council	1991	City Council passed an ordinance restricting the hours of operation of lawn maintenance equipment.

BACKGROUND/DISCUSSION: Last fall, Mayor Lansing requested that the City's current regulations regarding noise control, specifically gasoline-powered leaf blowers, be re-examined. City staff reviewed the sections in the City Code, which pertain to the operation of lawn maintenance equipment and leaf blowers, and presented City Council with various options for revisions to the City Code.

The City Code does allow the operation and use of gas powered lawn maintenance equipment, including leaf blowers. However, under section 135.108 of the City's Code, "It is unlawful to cause or make loud noise through the operation of lawn maintenance equipment including, but not limited to, lawn mowers, tractors and gasoline-powered leaf blower equipment before 7:30 a.m. on weekdays, 8:00 a.m. on Saturdays and 10:00 a.m. on Sundays and holidays after, 7:30 p.m. on all days, except as authorized by City Manager". This restriction does not apply to golf course maintenance operations.

The City of Lake Forest first passed an ordinance in 1991 that restricted the hours of operation of lawn maintenance equipment following several months of review and discussion by landscapers, City Staff, and City Council. In 1995 City Council modified the noise ordinance to draw a distinction between leaf blowers and other types of lawn maintenance equipment. During the summer of 2000 noise generated by leaf blowers was once again reviewed and discussed by City Council and City Staff, with no changes occurring to the City's Code. On March 15, 2001 City Council revised the ordinance by combining the hours of operation for gasoline-powered leaf blowers with those of lawn maintenance equipment, in an effort to address the confusion the different hours of operation have caused with residents and police officers alike. In 2002 a draft of the City's Contractor Licensing Ordinance was brought before City Council. In this draft a ban on leaf blowers was incorporated. After a discussion by City Council, there was a consensus that the Council could not support the draft ordinance as presented with that leaf blower ban in place.

On April 11, 2018, City staff met with the Public Works Committee to consider options for amendments relating to the use of gasoline powered leaf blowers and other types of lawn maintenance equipment. At this time, the Public Works Committee is recommending that we amend the hours of operation for gasoline powered leaf blowers only. Leaf blower operation would be allowed Monday through Saturday from 9:00 a.m. until 5:00 p.m. Gasoline powered leaf blower operation would be prohibited on Sundays and Holidays. The new restrictions would apply year-round and would apply to gasoline powered leaf blowers only, not mowers and other lawn maintenance equipment. In addition, the restriction would not apply to municipal and golf course operations.

The Ordinance, with a blackline version of the Code Section reflecting amendments as recommended by the Public Works Committee is included in the Council packet beginning on **page 81**. A clean copy of the Code Section incorporating all of the amendments as recommended by the Committee is also included in the packet.

COUNCIL ACTION: If determined to be appropriate by the City Council, grant final reading of an Ordinance amending Section 135.108(C), titled "Noise, Generally" of the City Code.

2. **Spiller Pays Ordinance Consideration of Ordinances Approving recommendations from Fire Department. (First Reading, and if desired by the City Council, Final Approval)**

STAFF CONTACT: Kevin Cronin, Deputy Chief (810-3865)

PURPOSE AND ACTION REQUESTED: Staff request approval of Spiller Pays Ordinance.

BACKGROUND/DISCUSSION: The City recognizes that, from time to time, volatile or hazardous materials are transported, used, or temporarily stored in the City. The actual or threatened spill of these materials poses an immediate danger to the residents of the City, which requires a rapid and comprehensive City response. Such responses are often very expensive, and that cost should be the responsibility of those who caused the spill, not the taxpayers of the City. Accordingly, the City staff has prepared a "spiller pays" ordinance, which makes the entity that caused the spill liable for the costs associated with the City responding to and addressing that spill. A copy of the proposed Ordinance can be found on **page 85**.

It was brought to the attention of the Fire Department that a Spiller Pays Ordinance should be created. This advice was from the Lake County Fire Chiefs, because some members have had some financial losses due to incidents in their jurisdiction. A Spiller Pays Ordinance will help to protect the City during hazardous materials emergencies.

BUDGET/FISCAL IMPACT: This ordinance will give the City the opportunity to recover any expenses for damage to equipment during these emergencies. The associated fees will be moved to the City's fee schedule in November 2018.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading of Spiller Pays Ordinance and grant final approval

3. **Consideration of a Recommendation from the Zoning Board of Appeals in Support of an Amendment to the Special Use Permit for The Gallery Restaurant. (If desired by the Council, Waive First Reading and Grant Final Approval of the Ordinance.)**

*STAFF CONTACT: Catherine Czerniak,
Director of Community Development (810-3504)*

PURPOSE AND ACTION REQUESTED: The following recommendation from the Zoning Board of Appeals, in support of allowing outdoor dining at The Gallery Restaurant, is presented to the City Council for consideration.

BACKGROUND/DISCUSSION: In September, 2017, the City Council granted a Special Use Permit to authorize a new restaurant to operate in an existing one-story building at 202 Wisconsin Avenue in conjunction with an art gallery. Restaurants within 150 feet of residential zoning districts require review and approval through the special use permit process. This property is immediately adjacent to a residential zoning district and to the rear yards of three single family homes.

The restaurant has been in operation since last September and the unique business and casual dining experience offered has been welcomed by many in the community. The City has not received any complaints about the operation of the restaurant since its opening. On April 30th, the business owners appeared before the Zoning Board of Appeals to request an amendment to Special Use Permit to allow the existing small patio to be used for outdoor dining on a limited basis.

After hearing a presentation from the petitioner and considering public testimony, the Zoning Board of Appeals deliberated and unanimously stated support for amending the Special Use Permit to allow outdoor dining subject to various conditions of approval. The conditions are

detailed in the Ordinance which is included in the packet beginning on **page 93** of the packet. However, the 4 to 3 vote of the Board reflects disagreement over the addition of a condition requiring periodic measurement of noise levels emanating from the patio. The three Board members voting nay stated support for outdoor dining, but opposition to the condition stating that it put an undue burden on the business owners. The Board's report and an excerpt from the minutes of the Board's meeting are included in the Council's packet to provide additional background information.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance approving an amendment to the Special Use Permit for The Gallery restaurant to allow outdoor dining, on the patio, subject to conditions of approval in accordance with the Zoning Board of Appeal's recommendation.

4. Consideration of an Ordinance Amending the City of Lake Forest Liquor Code, to create a new Class A-4 License. (First reading and if appropriate final approval)

PRESENTED BY: Robert Pickrell, City Attorney
STAFF CONTACT: Margaret Boyer, City Clerk, 847-810-3674

PURPOSE AND ACTION REQUESTED: At the direction of the City's Liquor Commissioner, Staff is requesting consideration of an Ordinance amending the Liquor Code to create an additional Class A-4 license. This license class allows for beer and wine packed sales with a reduction in the packaged sales hours.

BACKGROUND AND DISCUSSION: In recent weeks the Liquor Commissioner received a letter from The Gallery requesting to add a Class A-4 license, and amending its current I-1 license to permit BYOB in an establishment with an A-4 license. On March 6, 2017 The Gallery was issued an I-2 license that allows for beer and wine to be consumed when brought in by patrons. The additional A-4 class license would allow for onsite packaged sales and consumption. If approved, a site plan showing the proposed storage location will be submitted.

The proposed ordinance can be found beginning on **page 121**. It is important to note that without further action of the City Council, the maximum number of licenses in any class shall be automatically reduced by one upon the expiration, revocation or non-renewal of an existing license in any such license class.

As the Council is aware, the issuance of liquor licenses is under the purview of the City's Liquor Commissioner and the Mayor serves in that role. However, the City Code only authorizes a specific number of liquor licenses and historically, this number corresponds with the current number of licenses issued. When new requests for liquor licenses are submitted, and after review by the Liquor Commissioner and a determination that the issuance of a license is appropriate, the City Council is asked to consider an amendment to the Liquor Code.

BUDGET/FISCAL IMPACT: The City's official fee schedule will be amended in November 2018 to reflect the fee of \$ 500.00 for the new Class A-4 Liquor License.

COUNCIL ACTION: Consideration of an Ordinance Amending the City of Lake Forest Liquor Code, to create a new Class A-4 License and amending the Class I-1 license. (First reading and if appropriate final approval)

7. NEW BUSINESS

1. Resolution of Appreciation for City Attorney, Victor Filippini, Jr.

A copy of the Resolution can be found beginning on **page 124**

COUNCIL ACTION: Approval of the Resolution of Appreciation

ELECTION AND APPOINTMENT OF CITY OFFICERS

2. **ELECTION BY THE CITY COUNCIL AND APPOINTMENTS BY THE MAYOR AS REQUIRED BY CHARTER AND CITY CODE**

City Attorney Julie A. Tappendorf, Ancel Glink Diamond Bush DiCianni &
Krafthefer

COUNCIL ACTION: Approve the Mayors Appointment

8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

NEXT REGULARLY SCHEDULED LAKE FOREST CITY COUNCIL MEETING

1. Monday, June 18, 2018 6:30 pm

EXECUTIVE SESSION

2. EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c), (6), The City Council will be discussing the disposition of property and the consideration for the sale or lease of property owned by the Public Body.

Adjournment into Executive Session

RECONVENE INTO REGULAR SESSION

9. ADJOURNMENT

Office of the City Manager

May 30, 2018

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact City Manager Robert R. Kiely, Jr., at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



Contact Info

First Name: **Susan**
 Last Name: **Athenson**
 E-mail: **sathenson@comcast.net**
 Title:
 Organization:
 Address: **901 SUMMIT AVE**
 Address Line 2:
 City: **Lake Forest**
 State: **IL**
 Zip: **60045**
 Mobile Phone:
 Home Phone: **(847) 295-6525**
 Notes: **initial appointment to HPC 5/11**
reappt 5/13
term limit 2017

Resident Data/Stats

Ward: **Ward 3**
 Precinct:
 US Citizen: **Yes**
 Registered Voter: **Yes**
 Lake Forest Resident since(YYYY): **1962**
 Business Name:
 Type of Business: **stay-at-home mom**
 Business Phone:
 Position:
 Date of Birth (Optional):
 Education: **Wittenberg University - BA - double major**
English and Business Administration
Andersen Consulting Professional School - Instructional
Design and Change Management
 Spouse's Name: **Bill Athenson**
 Children's Birth Years: **1992, 1994, 1997, 1999**

Interest in Community Positions

Mayor: **No Interest at this time**
 Alderman: **I am currently applying / Consider me for this position in the future**
 #67 School Board: **I am currently applying / Consider me for this position in the future**
 #115 School Board: **I am currently applying / Consider me for this position in the future**
 Caucus Committee: **I am currently applying / Consider me for this position in the future**
 Audit Committee: **No Interest at this time**
 Board of Fire & Police Commissioners: **No Interest at this time**
 Building Review Board (BRB): **I currently hold this office / I have held this office in the past**
 Cemetery Commission: **No Interest at this time**
 Committee Representing Our Young Adults (CROYA): **No Interest at this time**
 Construction Codes Commission: **No Interest at this time**
 Elawa Farm Commission: **No Interest at this time**
 Fireman's Pension Fund - Board of Trustees: **No Interest at this time**
 Gorton Community Center Board of Directors: **No Interest at this time**
 Historic Preservation Commission: **I currently hold this office / I have held this office in the past**
 Legal Committee: **No Interest at this time**
 Library Board: **No Interest at this time**
 Park & Recreation Board: **I am currently applying / Consider me for this position in the future**
 Planning Commission Labels: **I am currently applying / Consider me for this position in the future**
 Police Pension Fund - Board of Trustees: **No Interest at this time**
 Senior Resources Commission: **No Interest at this time**
 Zoning Board of Appeals (ZBA): **No Interest at this time**
 Other Positions:

Other Considerations

Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

None

Please list any current or previous community service activities, interests, directorships, etc. -- public or private. For each activity please indicate years served and positions held:

LF Preservation Board of Directors (2017 to present)
HPC (2011 to 2017)
Co-Chair LFHS Alumni Wall of Fame (2013 to present)
Lead Team Parent, LFHS Football Team (2008 to 2017)
Team Parent, LFHS Baseball Team (2009 to 2017)
LFHS APT - Board member (2007-present)
Deerpath Middle School APT Board member (2004- 2013)
Spirit of 67, President (2008-2009); VP Fundraising (2007-2008); Nominating Chair (2006-2007); Board of Directors member (2005-2009)
Building Review Board-6 years (2000-2006)
Lake Forest Preservation Foundation Board-Board of Directors member (2006-2008)
Deerpath Middle School School Council-member (2005-2007)
APT President - Sheridan School 2002-2004; Board member 2000-2009)
(please see previous 2005 application for more volunteer and community activities)

Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

6th generation citizen of Lake Forest (Rafferty-Baker-Fagen and Faulks families)
Long family history of community service to Lake Forest
(please see previous 2005 application for more details)

References (Optional):

Please state briefly why you are volunteering to serve The City of Lake Forest:

(please see previous 2005 application)

We feel very blessed that our family lives in such a beautiful, warm, and community-oriented town. I want to help preserve Lake Forest's unique character and quality of life by serving on a City board that helps manage the change our community inevitably will encounter.

Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee.:

None

Contact Info

First Name: **Remo**
 Last Name: **Picchietti**
 E-mail: **remo.picchietti@gmail.com**
 Title: **Chief Operating Officer**
 Organization:
 Address: **335 S Ashland Ln**
 Address Line 2:
 City: **Lake Forest**
 State: **IL**
 Zip: **60045**
 Mobile Phone:
 Home Phone: **(847) 295-6301**
 Notes:

Resident Data/Stats

Ward: **Ward 3**
 Precinct:
 US Citizen: **Yes**
 Registered Voter: **Yes**
 Lake Forest Resident since(YYYY): **1994-2015, 2017-Present**
 Business Name:
 Type of Business:
 Business Phone:
 Position:
 Date of Birth (Optional):
 Education: **MBA - Northwestern University's Kellogg School of Management**
BSBA - Drake University
 Spouse's Name: **Mary "Kitty" Picchietti**
 Children's Birth Years: **1992, 1994, 1998**

Interest in Community Positions

Mayor: **I am currently applying / Consider me for this position in the future**
 Alderman: **I am currently applying / Consider me for this position in the future**
 #67 School Board: **No Interest at this time**
 #115 School Board: **No Interest at this time**
 Caucus Committee: **No Interest at this time**
 Audit Committee: **No Interest at this time**
 Board of Fire & Police Commissioners: **No Interest at this time**
 Building Review Board (BRB): **No Interest at this time**
 Cemetery Commission: **No Interest at this time**
 Committee Representing Our Young Adults (CROYA): **No Interest at this time**
 Construction Codes Commission: **No Interest at this time**
 Elawa Farm Commission: **No Interest at this time**
 Fireman's Pension Fund - Board of Trustees: **No Interest at this time**
 Gorton Community Center Board of Directors: **No Interest at this time**
 Historic Preservation Commission: **No Interest at this time**
 Legal Committee: **No Interest at this time**
 Library Board: **No Interest at this time**
 Park & Recreation Board: **I currently hold this office / I have held this office in the past**
 Planning Commission Labels: **I am currently applying / Consider me for this position in the future**
 Police Pension Fund - Board of Trustees: **No Interest at this time**
 Senior Resources Commission: **No Interest at this time**
 Zoning Board of Appeals (ZBA): **No Interest at this time**
 Other Positions:

Other Considerations

Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

In addition to my day job, I teach at Lake Forest Graduate School of Management (since 2000). Therefore, I occasionally have evening classes. My professional travel obligations are minimal and would rarely interfere with my attendance at scheduled meetings.

Please list any current or previous community service activities, interests, directorships, etc. -- public or private. For each activity please indicate years served and positions held:

City of Lake Forest - Park and Recreation Board - 2000-2005 (Chair 2003-2005)
Carl Buddig & Company - Board of Directors - Director - 2011-Present
Adesso Solutions - Board of Directors - Director - 2011-Present
Gorton Community Center - Board of Directors - 1999

Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

I teach leadership and organization effectiveness which could contribute to my effectiveness in the position.

References (Optional):

Please state briefly why you are volunteering to serve The City of Lake Forest:

I have always felt the calling to serve our great community. I have participated in the past, but now have the time and renewed energy to contribute to the continued success of the City of Lake Forest.

Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee:

None.

REIMBURSEMENT OR APPROVAL OF AUTHORIZED EXPENSES

1.0 Purpose:

- 1.1 To define authorized conditions and limits for which expenses incurred in the performance of City business may be reimbursed and to describe procedural matters concerning travel authorization, documentation and accounting. Limits within this policy are to be applied to charges incurred on City issued credit cards as well as any other reimbursable expenses.

2.0 Scope:

- 2.1 In order to effectively conduct official business and advance the abilities and professionalism of employees and officers of the City, attendance at certain schools, conferences and meetings is recognized, and the reimbursement of travel expenses for employees is authorized by the City Manager in accordance with the guidelines and procedures outlined herein. Approval of expenses for the City Council is defined under Section 5.1 of this directive. The City's objectives are to allow arrangements that (1) authorize reasonable reimbursement for authorized official business, (2) provide uniform and equitable handling of all employee expenses, and (3) allow the employee-individual to carry out duties in a manner that is dignified and reflects credit on the City.

3.0 Definitions:

For the purposes of this Directive, the following terms are defined as follows:

"City Officer" means members of the City Council, Boards and Commissions or anyone traveling on behalf of the City.

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Travel" means any expenditure directly incident to official travel by employees and officers of the City involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

4.0 Policy:

- 4.1 General Guidelines: An employee is expected to show good judgment and proper regard for economy in traveling at City expense. Expense levels established by this directive are guidelines and are not flat allowances or authorizations to spend a given sum if less would be adequate. Requests for reimbursement must be authorized and approved by the department head and further reviewed by the Finance Department. Requested expenses may be revised or eliminated if deemed outside this directive.
- 4.2 Attendance at Conferences or Training Programs: Department heads and staff assistants are encouraged to budget and to attend conferences and training programs. Except under unusual circumstances, no officer or employee will be authorized to attend any conference or training program at City expense unless such expense has been provided for in the annual budget.

Final approval for travel and appropriate expenses will be contingent on the current availability of funds.

- 4.3 Traveling with Family: An employee's spouse or other family member may accompany an employee on an official trip, provided that their presence does not detract from the performance of duty; however, no expenses attributable to the spouse or other family member, including a conference registration fee or special events charge, shall be reimbursed by the City. If an employee's spouse or other family member shares lodging, reimbursement shall be limited to the single rate for the lodging occupied.
- 4.4 Reimbursement Procedures: Incurred travel expenses must be itemized on a travel expense accounting form and forwarded to the Accountant within one week after returning from the trip. Receipts for all but routine expenditures, unless required by the department should be attached thereto. Expenses of \$25 or more must be accompanied by receipts. Paid bills for lodging and receipts for air fares are required. However, no lodging expense shall be reimbursed for meetings or conferences held in the Chicago Metropolitan area unless specifically authorized by the department head. Specifically prohibited are reimbursements for the purchase of personal items or gifts.
- 4.5 Allowable Expense: Reasonable expenses incurred during attendance at conferences or training programs shall be reimbursed as authorized in the following classifications:
- 4.5.1 Authorized Modes of Transportation: An employee may request use of the preferred mode of transportation; however, this choice should be guided by the accommodations that are most expedient and advantageous to City operations. Ordinarily, round trip tickets should be purchased, but going by one mode and returning by another is allowed if schedules so dictate or if there is some other advantage to the City.
- a. Air: Allowance for air travel will be authorized for round trip fare on an air coach price basis to the city of destination. All upgrades will be at the expense of the employee. In securing air accommodations, an effort should be made to take advantage of seasonal or "special rate" savings in ticket costs.
 - b. Private Automobile: An amount equivalent to air coach fare may be allowed for use of private cars in long distance travel on City business. Lodging, meals and other expenses en route that would not be paid if public transportation were used are not reimbursable.
 - c. City Vehicles: City vehicles shall be used in all practicable cases. All out-of-pocket expenses for operating City vehicles will be allowed, providing receipts are furnished.
 - d. Garage and Parking: Reasonable charges at point of destination for parking and storage of private or City vehicles will be allowed. Receipts for such expenses should be furnished.
 - e. Taxi, Bus and Commuter Rail Fare: Expenses for local transportation will be allowed for transportation to and from rail or air terminals. The least expensive acceptable mode of travel should be utilized.

- f. Automobile Rental: Automobile rental expenses shall be reimbursable only in exceptional, well-justified circumstances as approved in advance by the department head. Under normal conditions, public transportation or taxi service should be sufficient means of transportation. Maximum allowed reimbursement is for a mid-sized vehicle.

- 4.5.2 Lodging: Expense reimbursement will be allowed for actual hotel or motel accommodations and shall be limited to the minimum number of nights required to conduct assigned City business. Detailed receipts for lodging must be provided. Maximum allowed reimbursement shall be at the single rate. Personal entertainment will not be reimbursed.
- 4.5.3 Registration Fees: Registration fees are reimbursable for actual cost of registration. A receipt should be provided with the expense report.
- 4.5.4 Meals: Breakfast, lunch and dinner meals purchased during the inclusive dates of the trip will be allowed. Meals provided as part of the conference/meeting will not be reimbursed as part of the per diem. Conference schedule must be provided with reimbursement request. Meals will be reimbursed on a per diem basis as noted and receipts will not be required. Meal reimbursements on date of travel are contingent on conference start and end times and mode of transportation:

Breakfast:	\$12.00
Lunch:	\$18.00
Dinner/incidentals:	<u>\$41.00</u>
Total Per Diem	\$71.00

If a group of City employees goes out together at a conference or meeting and one of the employees pays on a City credit card, those names must be provided through the credit card receipt payment and they will not be eligible for per diem reimbursement for that meal.

For local meeting meal reimbursements, see section 4.6.

- 4.5.5 Tips and Gratuities: Reasonable amounts for tips will be allowed for meals, not to normally exceed 15% to 20% of the meal cost, should be reported as a part of the meal cost.
- 4.5.6 Miscellaneous Expense: Other items of reasonable expense otherwise unclassified and necessary in the course of conducting City business shall be reimbursed. Specific itemization and receipts, if applicable, for such expenses shall be furnished.
- 4.5.7 Entertainment Expenses: No employee or officer of the City shall be reimbursed for any entertainment expense, unless ancillary to the purpose of the program, event or other official business. Ancillary eligible expenses to be approved by Supervisor and/or Department Head prior to the event. Under no circumstances will expenses for alcohol be reimbursed.
- 4.6 Local Professional Meetings/Trainings: City officers, staff members and selected employees are encouraged to attend and participate in professional meetings and other meetings relating to City business and operations. These will normally be held in the Chicago Metropolitan area. Reasonable expenses incurred in connection with such meetings are reimbursable.

Meals will be reimbursed up to the maximum per meal as outlined in Section 4.5.4. Receipts will be required for reimbursement.

- 4.7 Private Automobile Reimbursement: The use of privately owned vehicles for City business may be authorized in those instances where it is determined to be preferable as compared to use of a City vehicle or public transportation, or when no other reasonable alternative is available. Department heads shall strictly review and evaluate the need in all instances calling for use of private vehicles.

4.7.1 When authorized, use of private automobiles shall normally include only use within the City and travel within the Chicago Metropolitan area. When other use is authorized, an amount equivalent to airline coach fare may be authorized for reimbursement. In those instances where airline accommodations are available, a mileage reimbursement described in Section 4.7.2 shall be authorized.

4.7.2 The occasional use of private vehicles by City employees for City business purposes and for attendance at training sessions, business meetings and professional meetings around Chicago and the collar counties may be authorized by the department head with the approval of the Director of Finance or designee. The costs associated with use of private vehicles for these purposes shall be reimbursed to a maximum of the IRS standard rate. Mileage for travel within the City limits of Lake Forest will not be reimbursed for the Managerial, Administrative and Executive classifications as outlined in the City's official Pay Plan.

4.7.3 Individuals using personal cars for City business are responsible for carrying private auto insurance. Should they be involved in an accident while in their private vehicle on bona fide City business, coverage will be through their private insurance. The City's liability carrier provides \$10 million in excess coverage for the employee operating a vehicle on bona fide City business, and this coverage becomes effective after the first \$100,000 has been met by the employee.

4.7.4 Use of a private vehicle for City business or professional travel outside of the Chicago Metropolitan area may be authorized by the department head. The automobile expenses associated with such travel shall be reimbursed in accordance with Sections 4.7.1 and 4.7.2 of this directive.

4.7.5 Mileage reports requesting reimbursement shall be certified to correctness by the employee and approved by the department head. A copy of the report form is attached to this directive.

4.7.6 Department heads shall strictly review and evaluate the need in all instances calling for use of private automobiles.

5.0 Approval of Expenses

- 5.1 ~~Expenses~~ Travel expenses for members of the City Council: ~~Travel~~ Transportation, meals, and lodging expenses incurred by any member of the City Council must be approved by roll call vote at an open meeting of the City Council. The maximum allowable reimbursement for travel is as outlined in the policy.

- 5.2 Expenses for ~~Officials~~ City Officers or Employees Other than Members of the City Council: Travel, meal, and lodging expenses incurred by any City official-officer or employee, who is

not a member of the City Council, in excess of the maximum allowable reimbursement for travel as outlined in the policy, must be previously approved in an open meeting by a majority roll-call vote of the City Council.

5.3 Advanced Expenses: Travel expenses will not be advanced as a per diem.

All documents and information submitted in connection with this Policy are public records subject to disclosure under Freedom of Information Act.

6.0 Distribution:

6.1 Employee Information Site, www.citylf.org, under HR/Administrative Directives/General Policies.



Robert R. Kiely, Jr.
City Manager

Revised: 5/96, 5/97, 5/02, 5/07, 5/08,
5/11, 5/12, 5/16, 5/17, 5/18

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, May 7, 2018 First Session
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:30pm, and the City Clerk, Margaret Boyer called the roll of Council members.

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

Absent: none.

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

There were approximately 50 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:30pm

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

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Lansing read the Resolution of Appreciation and presented it to David Anderson. Photos were taken.

A. Resolution of Appreciation for Retiring Fire Fighter/Paramedic David A. Andersen

COUNCIL ACTION: Approve the Resolution

Mayor Lansing asked for a motion. Alderman Tack made a motion to approve the Resolution, seconded by Alderman Buschmann. Motion carried unanimously by voice vote.

Mayor Lansing reported that in conversations with IDOT and Metra, there is frustration relating to the third track. Mayor Lansing made a statement regarding the engineering study relating to the Underpass and cost associated and grant money that may be available. Mayor Lansing stated the City's number one concern is safety.

COMMENTS BY CITY MANAGER

City Manager Robert Kiely, reported that about a year ago, the City Council adopted an update to the Strategic Plan. The Plan and the Plans scorecard are now available on The City of Lake Forest website. Assistant to the City Manager Mike Strong reported how to view and use the information.

City Manager Robert Kiely delivered the Mayor's Annual salary check in the amount of \$10.

Alderman Reisenberg reported that PCA Committee met earlier in the day and there will not be any changes to the City Managers contract. Per the contract, City Council approval is not needed, and the item will be removed from the agenda.

COMMENTS BY CITY COUNCIL MEMBERS

FINANCE COMMITTEE

A. Approval of the Comprehensive Fiscal Plan for FY2019

Finance Committee Chairman James Morris reported the Finance Committee has reviewed various components of the Comprehensive Fiscal Plan for FY2019 at several public meetings over the past six months. Chairman Morris recognized Finance Director Elizabeth Holleb and City Staff for a job well done.

Ms. Holleb reported these changes since the March 5, 2018 Finance Committee meeting:

- Compensation adjustments are now reflected within the operating department budgets of the General Fund
- Historical Society contribution of \$50,000 added per Finance Committee direction
- Remaining discretionary dollars have been eliminated
- Transfer from Lake Forest Hospital Fund to the Capital Improvements Fund has been added to close the Lake Forest Hospital Fund
- 2017 GO Bond Issue debt service added to Water Utility Fund

Ms. Holleb stated that the proposed expenditures for FY2019 total \$84,160,533 and 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. Fund balance deficits projected for the Laurel/Western TIF Fund and the Deerpath Golf Course would be funded from temporary inter-fund loans.

Finance Director Holleb reviewed long-term financial planning with a five year fund balance forecast including the Capital improvement Fund. She also reviewed the FY2019 Budget increases police and fire pension contributions by \$800,000 in total to reduce the projected 8-9% annual increases going forward.

In summary, Ms. Holleb reported The City of Lake Forest current financial condition is excellent with healthy fund balance reserves. The City of Lake Forest continues to hold a Aaa Bond Rating and has the lowest property tax rate in Lake County. A balanced Budget is presented. Ms. Holleb stated that long term financial challenges have not changed, including the State Budget Crisis, with potential impact on City budget and that expense growth is outpacing revenue growth.

The City Council had discussion on the pension liability and generational equity, long term financial forecasting, property taxes, vehicle stickers and grant funding. City Council also had additional discussion relating to the underpass and expenditures to date.

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

COUNCIL ACTION: Approval of the Comprehensive Fiscal Plan for Fiscal Year 2019

Alderman Morris made a motion to approve the Comprehensive Fiscal Plan for Fiscal Year 2019, 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.

B. Annual Vendor Approval

Finance Director Elizabeth Holleb reported that on September 19, 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 in aggregate are to be approved by the City Council as part of the budget process. The Vendor list provides the vendors approved for FY2012-FY2018 as well as the recommendations submitted for City Council approval for FY2019. The City Council will continue to approve any single purchase over \$20,000 as established by the purchasing code.

The City Council had discussion on balancing the possible accumulation over twenty-thousand for frequently used vendors.

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

COUNCIL ACTION: Approval of the attached list of vendors (page 17) for Fiscal Year 2019

Alderman Morris made a motion to approve the Vendor list for Fiscal Year 2019, seconded by Alderman Moreno. 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.

PERSONNEL COMPENSATION ADMINISTRATION COMMITTEE

A. Approval of the FY19 Personnel Policies, Administrative Directives and Pay Plan

DeSha Kalmar, Director of Human Resources, reported that the PCA committee met earlier today and will remove the FY19 Personnel Policies and Administrative Directives to rework language in a couple of areas. Ms. Kalmar stated she is only seeking approval of the Pay Plan portion which includes a 2.5% increase and range adjustments. The Personnel Policies and Administrative Directives will be seen at the June 4 City Council meeting.

The City Council had discussion on minor language changes.

Mayor Lansing asked if there was anyone from the public who wanted to comment. Seeing none, he asked for a motion excluding the FY19 Personnel Policies and Practices and Administrative Directives.

COUNCIL ACTION: Approval of the FY19 Personnel Policies and Practices, Administrative Directives and FY19 Pay Plan.

Alderman Reisenberg made a motion to approve the FY 19 Pay Plan, 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.

B. Report and Recommendation from the Personnel, Compensation and Administration Committee on the Employment Agreement with the City Manager

As stated previously, this item has been removed.

COUNCIL ACTION: Approve the Employment Agreement with the City Manager

PUBLIC WORKS COMMITTEE

A. Consideration of an Ordinance Amending Section 135.108(C), titled “Noise, Generally” of the City Code (First Reading)

Randy Tack, Chairman Public Works Committee, reported that the Public Works Committee considered amendments relating to the use of gasoline powered leaf blowers and other types of lawn maintenance on equipment April 11, 2018. The Committee’s recommendation is presented to the City Council for consideration. Chairman Tack introduced Chuck Myers, Superintendent of Parks, Forestry and Special Facilities. Mr. Myers reported that last fall, Mayor Lansing requested that the City’s current regulations regarding noise control, specifically gasoline-powered leaf blowers, be re-examined. City staff reviewed the sections in the City Code, which pertain to the operation of lawn maintenance equipment and leaf blowers, and presented City Council with various options for revisions to the City Code. Mr. Myers gave a history on this topic which included a number of code changes.

He said City staff met with the Public Works Committee to consider options for amendments relating to the use of gasoline powered leaf blowers and other types of lawn maintenance equipment. At this time, the Public Works Committee is recommending City Council amend the hours of operation for gasoline powered leaf blowers only. Leaf blower operation would be allowed Monday through Saturday from 9:00 a.m. until 5:00 p.m. Gasoline powered leaf blower operation would be prohibited on Sundays and Holidays. The new restrictions would apply year-round and would apply to gasoline powered leaf blowers only, not mowers and other lawn maintenance equipment. In addition, the restriction would not apply to municipal and golf course operations.

The City Council had discussion on noise and air pollution, sound levels, the use of electronic equipment related to lawn care, complaints and enforcement.

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

COUNCIL ACTION: Grant first reading of an Ordinance amending Section 135.108(C), titled “Noise, Generally” of the City Code

Alderman Tack made a motion to grant first reading of an Ordinance amending Section 135.108(c), titled “Noise Generally” of the City Code, seconded by Alderman Beidler. 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.

Alderman Beidler gave an overview of recent meetings with the Marketing Committee and the Welcome Home campaign, the recent 2018 Chamber Guide that reminds residents to shop, eat and play local. The new Lake Forest City book from JWC Media is a good resource for all residents.

Alderman Buschmann commented on the May 20 meeting with IDOT and asked that the City of Lake Forest put forth the same effort as Glenview in fighting the third track. He also talked about environmental impacts on the Middlefork Savanna and ask that the City take a more proactive approach and be more collaborative about the third track.

Mayor Lansing reported the EA comment period is closed and that the reality of getting an EIS on the railway’s right of way corridor is quite slim as there are thousands of miles of rail through wild life preserves. Mayor Lansing also reported that the FRA has over thirty projects pending approval.

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

David Tanaka, 1142 Pine Oaks Circle, offered his opinion to the City Council
JoAnne Desmond 1681 Yale Ct, offered her opinion to the City Council
Rick Cusack, 1126 Pine Oaks Circle, offered his opinion to the City Council

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the April 2, 2018 City Council meeting Minutes**
2. **Consideration of Approval Only of Executive Session Minutes with the dates of 3/20/17, 7/17/17, 8/7/17, 9/18/17, 10/2/17, 10/16/17, 11/6/17, 12/4/17, 12/18/17, 1/16/18, 2/5/18, 2/20/18 and 4/2/18**
3. **Approval of the Check Register for Period of March 24-April 20, 2018**
4. **Approval of Benefit Consulting Services to be provided in Fiscal Year 2019 by Wright Benefit Strategies**
5. **Award of the Lake Forest Share of the Joint 2018 Annual Pavement Patching Program Contract to Chicagoland Paving Contractor, Inc. for a not-to-exceed amount of \$175,000**
6. **Award of the 2018 Sanitary Sewer Inflow/Infiltration Testing Project to RJN Group in the total not-to-exceed amount of \$102,330**
7. **Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
8. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
9. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**

COUNCIL ACTION: Approval of the ten (10) Omnibus items as presented

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. The City Council had discussion on items # 4 and removed it from the Omnibus to be taken separately. Alderman Rummel recused herself from item # 2. After discussion, Mayor Lansing asked members of the Council if they would like to remove any item or take any other item separately. Seeing none, Mayor Lansing asked for a motion to approve the nine (9) Omnibus items as presented.

Alderman Tack made a motion to approve the nine (9) Omnibus items as presented, 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.

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.

Item # 4 Removed: Approval to Establish an Account with Amazon Business

Assistant Finance Director Diane Hall reported on the current practices, levels of authority, credit limits and advantages of using Amazon. The City Council had discussion on how this new program will work, internal controls, tax exemption, and shopping local. Police Chief Karl Walldorf gave an example of how Amazon Business has saved the Police Department money.

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

Alderman Moreno made a motion to approve item # 4 removed from the Omnibus, Approval to Establish an Account with Amazon Business, seconded by Alderman Morris. 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.

ORDINANCES

1. Approval of an Ordinance amending City Code Section 38.37 Relating to Purchasing (Waive First Reading and Grant Final Approval)

Elizabeth Holleb, Finance Director reported based on direction of the City Council Finance Committee on April 16, 2018, a minor revision is required to be consistent with the City's Purchasing Policies and Procedures. The proposed Ordinance amending City Code is related to the authority to approve other purchases and contracts. Ms. Holleb also stated that all will be reported and approved by the Finance Committee Chair.

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

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance amending City Code relating to Purchasing (Ordinance can be found on page 91).

Alderman Morris made a motion waive first reading and grant final approval of an Ordinance amending City Code relating to Purchasing, seconded by Alderman Beidler. 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.

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION
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1. Presentation of Fabulous Gifts and Prizes

-Robert Kiely, City Manager

Robert Kiely, City Manager, presented Alderman Tack with a certificate for a tree to be planted in his honor and personalized City street sign. Public Works Director Michael Thomas also presented a sign.

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

Each Alderman expressed sincere gratitude for the service of retiring Alderman Tack, saying a few words regarding his service to the City.

3. Final comments from Alderman Tack

Alderman Tack made closing remarks to the Council, Residents and Staff about his following in his father's footsteps as a public servant and his tenure on the City Council.

ADJOURNMENT

There being no further business Mayor Lansing asked for a motion. Alderman Tack made a motion to adjourn, seconded by Alderman Buschmann. Motion carried unanimously by voice vote at 8:30pm

Respectfully Submitted
Margaret Boyer, City Clerk

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.

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, May 7, 2018 Second Session
City Council Meeting - City Council Chambers

CALL FOR ORGANIZATION OF THE 2018-2019 LAKE FOREST CITY COUNCIL

At 8:50pm City Clerk Margaret Boyer called for the Organization of the 2018-2019 City Council.

CITY CLERK MARGARET BOYER ADMINISTERS THE OATH OF OFFICE TO:

First Ward Alderman-Elect - - Prudence R. Beidler
Second Ward Alderman-Elect - - Timothy P. Newman
Third Ward Alderman-Elect - - James S. Preschlack
Fourth Ward Alderman-Elect - - Michelle Moreno

City Manager Robert Kiely invited the Aldermen-Elect to step off the Dais. The City Clerk administered the Oath of Office.

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the second session meeting to order at 8:20 pm, and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Reisenberg, Alderman Preschlack, 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 40 persons present in the Council Chamber.

Honorable Mayor, Robert Lansing	
Prudence R. Beidler, Alderman First Ward	Jack Reisenberg, Alderman Third Ward
James E. Morris, Alderman First Ward	James Preschlack, Alderman Third Ward
Timothy Newman, Alderman Second Ward	Michelle Moreno, Alderman Fourth Ward
Melanie Rummel, Alderman Second Ward	Raymond Buschmann, Alderman Fourth Ward

ELECTION AND APPOINTMENT OF CITY OFFICERS

Mayor Lansing made the following appointments:

1. ELECTION BY THE CITY COUNCIL AND APPOINTMENTS BY THE MAYOR AS REQUIRED BY CHARTER AND CITY CODE

City Treasurer	Elizabeth A. Holleb
City Supervisor	Robert R. Kiely, Jr.
City Marshal & Collector	Karl Walldorf

City Clerk Margaret Boyer
City Surveyor and Engineer Gewalt Hamilton Associates

COUNCIL ACTION: Approve the Mayors Appointments

Alderman Beidler made a motion to approve the Mayors appointment's, seconded by Alderman Newman. Motion carried unanimously by voice vote.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. RESOLUTION OF APPRECIATION FOR WARD 1 ALDERMAN STANFORD TACK

Mayor Lansing stated that it was a pleasure to serve with Alderman Tack. Mayor Lansing read the Resolution, presented it to the Alderman and photos were taken.

COUNCIL ACTION: Approve the Resolution

Alderman Reisenberg made a motion to approve Resolution, seconded by Alderman Morris. Motion carried unanimously by voice vote.

B. 2018-2019 Board and Commission Appointments/Reappointments

Mayor Lansing made the following appointments and reappointments:

AUDIT

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Tighe Magnuson	Appoint	2
Dean Steiber	Reappoint	4
William Smith	Reappoint	1
Bill McFadden	Reappoint	3
Vince Sparrow	Appoint as Chair	3

BUILDING REVIEW BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Fred Moyer	Reappoint	1
Richard Walther	Appoint	4

CEMETERY

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
John Dick	Reappoint	1
Dr. Dan Kelly	Reappoint	1

Elawa Farm Commission

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Diane FitzSimons	Reappoint	LB
Alex Hodges	Appoint	4
Barry Hollingsworth	Appoint as Chair	2

GORTON

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Nick Bothfield	Appoint	3
Joe Waldeck	Appoint	1
Karen Rode	Reappoint	4

HISTORIC PRESERVATION COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Bill Redfield	Reappoint	3
Wells Wheeler	Reappoint	3
Elizabeth Sperry	Reappoint	2
Bruce Grieve	Reappoint as Chair	3

HOUSING TRUST FUND

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Chris Baker	Reappoint	1

LEGAL COMMITTEE

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Tim Franzen	Reappoint	1
Anthony Mancini	Reappoint	4
Jason Maxwell	Reappoint	1

LIBRARY

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Carrie Travers	Reappoint	2
Wendy Darling	Reappoint	1
David Rose	Reappoint	4

PARKS & RECREATION BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Steve Reimer	Reappoint	4
Paul Best	Reappoint	2
Nancy Duffy	Appoint	2
Richard Adams	Appoint	3
William Zordani (Student on Board)	Appoint	N/A

PUBLIC SERVICE AWARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Tom Swarthout	Reappoint	N/A
Madeline Dugan	Appoint as Chair	N/A
Deborah Saran	Appoint	N/A
Catherine Waldeck	Appoint	N/A

SENIOR RESOURCES COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Sally Kelly	Reappoint	2
Mark Dillon	Reappoint	1
Carol Champ	Appoint	1
Gale Strenger Wayne	Appoint	3

ZONING BOARD OF APPEALS

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Mark Pasquesi	Reappoint	4
Mike Sieman	Reappoint	3
Kevin Lewis	Reappoint	3
Nancy Novit	Reappoint	1
Louis Pickus	Reappoint as Chair	2

COUNCIL ACTION: Approve the Mayors Appointments and Reappointments

Alderman Rummel made a motion to approve the Mayors Appointments and Reappointments, seconded by Alderman Buschmann. Motion carried unanimously by voice vote.

C. Announcement of City Council Committee Appointments.

Mayor Lansing gave a brief overview of Committee Appointments.

COUNCIL ACTION: For information only

D. Lake Forest Day Proclamation

Mayor Lansing the read the Proclamation

COUNCIL ACTION: Approval of the Mayors Proclamation

Alderman Moreno made a motion to approve the Proclamation, seconded by Alderman Rummel. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

A. GO Lake Forest

-Jason Busdecker, Facility Manager

City Manager Robert Kiley introduced Jason Busdecker. Mr. Busdecker gave background information on the program. GO Lake County is an initiative designed to help every community in Lake County become more healthy and active by enhancing and increasing the shared experience of walking and other forms of active living. There are 18 communities implementing the initiative. The Community objective is to work together to promote a healthy and active lifestyle throughout Lake Forest. He reported that there are two upcoming events, Lake Forest Day 5K Fun Run and Lake Forest Police Department Bike Rodeo. There will be a kickoff event at the East side Metra Station with a 2mile community walk on Saturday, May 19. For additional information residents can visit The City of Lake Forest website.

COMMENTS BY CITY COUNCIL MEMBERS

Alderman Buschmann shared information about an event to be held at Gorton on 5/25 and a link to the ACTION website.

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

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of a Schedule of Regular Meetings of the Lake Forest City Council for the Fiscal Year 2019**

2. **Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions**

Mayor Lansing announced the following resolutions of appreciation:

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBER(S)
AUDIT	Andrew Logan
BUILDING REVIEW BOARD	Peter Dunne
GORTON	Sarah Lamphere
PARKS & RECREATION BOARD	Paul "Skoo" Walker
PUBLIC SERVICE AWARD	Jim Cowhey and Scott Helton
SENIOR RESOURCES COMMISSION	James Blanda and Kathy Ottensmeyer

3. **Approval of A Proclamation Marking May as National Historic Preservation Month.**
4. **Approval of Awarding a Contract with Brandstorm For Community Marketing Plan Continuation in FY19**
5. **Request City Council Approval to Waive the Bid Process and Award a Contract for the architectural plans for the registration & fitness offices relocation project at the Lake Forest Recreation Department.**
6. **Authorization for the City Manager to enter into an Agreement with William Schelhas Media Services, LLC In an Amount not to exceed \$30,550 for Professional Services Related to the Operation of the City's Public, Educational and Government Access Cable Services.**

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 (6) Omnibus items as presented.

Alderman Newman made a motion to approve the six (6) Omnibus items as presented, seconded by Alderman Moreno. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack, 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

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION
--

Alderman Preschlack thanked Alderman Tack for all his work, and thanked the Council members for meeting with him separately prior to his taking office.

ADJOURNMENT

There being no further business Mayor Lansing asked for a motion. Alderman Preschlack made a motion to adjourn, seconded by Alderman Beidler. Motion carried unanimously by voice vote at 9:02pm.

Respectfully Submitted
Margaret Boyer, City Clerk

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The City of Lake Forest
CITY COUNCIL WORKSHOP
Proceedings of the Monday, May 21, 2018

City Council Workshop Meeting –
Lake Forest Graduate School of Management, 1905 W. Field Ct, Lake Forest, IL

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:30pm, and City Clerk Margaret Boyer called the roll of Council members.

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

Absent: Alderman Buschmann.

Also present were: Robert Kiely, City Manager; Mike Strong, Assistant to the City Manager; Catherine Czerniak, Director of Community Development; Elizabeth Holleb, Finance Director; Susan Banks, Communications Manager; Sally Swarthout, Director of Parks & Recreation; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Pete Siebert, Chief of Police and Anne Whipple, Consultant.

There were approximately 8 people in the audience.

CALL TO ORDER AND ROLL CALL

6:30 p.m.

Mayor Lansing welcomed the Council, Members of the Community, and City Staff to the Workshop meeting. He stated that there will be no decisions made by the Council at this meeting. Instead the meeting is meant to present information and to re-open dialogue among the City Council on Decision Making Parameters and other items.

1. DISCUSSION OF DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS.

City Manager Bob Kiely reviewed evaluations from the Council and City staff. He then gave a brief overview of this meeting's expectations and reminded everyone in the room that the meeting may be recorded by an audience member. The City Council had lengthy discussion on the proposed Decision Making Parameters that included an annual review to be sure that the language and terms are current, and the objective to remain collaborative as a group. Alderman Beidler and Mayor Lansing will accept additional edits following this evening's meeting. This item is expected to be adopted in July 2018.

2. DISCUSSION OF PRINCIPLES, CONDUCT, AND PROCEDURES FOR MEETINGS AND ACTIVITIES OF THE CITY COUNCIL AND ITS MEMBERS.

City Manager Bob Kiely introduced the item and said that the document is intended to memorialize the expectations and guiding principles of City Council members, board and commission members, and city staff. They reflect past practice in the City, and how healthy, respectful governing and administrative boards operate. The City Council had lengthy discussion on Principles B and G. The City Council had concurrence to split Principle G into two parts. The Council also had discussion regarding clarity of expectations by City Staff in relation to this document. A subcommittee of Alderman Preschlack and Alderman Morris with City Manager Bob Kiely as the recording secretary was formed to take edits from the City Council. This item is expected to be adopted in July 2018.

3. QUICK REFRESHER ON PRESENCE AND CONDUCT AT PUBLIC MEETINGS AND DEALING WITH SOCIAL MEDIA AND THE PRESS.

Anne Whipple reviewed some tips from the Lake Forest Institute on board conduct at public meetings and when communicating with the press.

4. OPPORTUNITY FOR PUBLIC COMMENT

Tom Sarsfield, 1800 Princeton Ct. offered his opinion to the City Council on the Hiawatha rail line. Mayor Lansing responded that The City of Lake Forest is working very hard behind the scenes and asked for residents to be patient.

JoAnne Desmond, Yale Ct. offered her opinion to the City Council on the expected EA and asked how ACTION can help.

Mayor Lansing responded that The City of Lake Forest has no power, authority or oversight over the third track.

5. ADJOURNMENT

There being no further discussion. Alderman Reisenberg made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:05p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

A complete Binder including all slides and handouts is available at City Hall



RESOLUTION OF APPRECIATION

WHEREAS

SUSIE KULLBY

has served The City of Lake Forest as a member of the

**CROYA BOARD
2012-2018**

WHEREAS, she has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met her responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service she contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

*NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to **Susie** for the loyal and faithful public service she has given by means of this resolution, which shall be spread upon the permanent records of the City Council.*

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor



RESOLUTION OF APPRECIATION

WHEREAS

TIM HENRY

has served The City of Lake Forest as a member of the

PLAN COMMISSION 2014-2018

WHEREAS, he has devoted much valuable time and personal attention to the work of this Board and, on behalf of the citizens of Lake Forest, continually met his responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service he contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

*NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to **Tim** for the loyal and faithful public service he has given by means of this resolution, which shall be spread upon the permanent records of the City Council.*

*To be adopted by the City Council of
The City of Lake Forest on the
4th day of June, 2018*

Mayor



RESOLUTION OF APPRECIATION

WHEREAS

MICHAEL LEY

has served The City of Lake Forest as a member of the

**PLAN COMMISSION
2012-2018
AS CHAIRMAN
2013-2018**

WHEREAS, he has devoted much valuable time and personal attention to the work of this Board and, on behalf of the citizens of Lake Forest, continually met his responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service he contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

*NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to **Michael** for the loyal and faithful public service he has given by means of this resolution, which shall be spread upon the permanent records of the City Council.*

*To be adopted by the City Council of
The City of Lake Forest on the
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

SPENCER SILVERNAIL

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

WESLEY DIXON

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**VICE CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

BEAU WALIGORA

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CSL CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

ELI FIETSAM

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CSL VICE CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

SHAFFER FRANKLIN

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CSL VICE CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

ISABELLE ANDRESS

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**FUNDRAISING CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

FRANCES HICKEY

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**FUNDRAISING CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

MORGAN KAMHOLZ

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**FUNDRAISING CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

JULIA PLOTNER

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**PARLIAMENTARIAN
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

MICHAEL ROURKE

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**PARLIAMENTARIAN
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

JULIA HENDER

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**TOPIC NIGHT CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

RYAN KLEIN

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**TOPIC NIGHT CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

JACK PAGE

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**TOPIC NIGHT CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

ELIZA FITZGERALD

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**PUBLIC RELATIONS CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

JILLIAN FONTANA

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**PUBLIC RELATIONS CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

GINA SOBHY

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**PUBLIC RELATIONS CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

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*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

BRIER GUNDERSON

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CABLE/TECH CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

JULIA MONFARDINI

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CABLE/TECH CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

AIDEN KINSELLA

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**MUSIC CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

GABBY MOORE

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**MUSIC CHAIR
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

AMELIA HARLOCKER

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**WOODLANDS ACADEMY LIAISON
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

BEN ROEMER

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**CROYA FOUNDATION LIAISON
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor

RESOLUTION OF APPRECIATION

WHEREAS

MAYA LIEBERMAN

has served The City of Lake Forest as a member of the

**CROYA YOUTH
EXECUTIVE COMMITTEE**

**LAKE FOREST ACADEMY LIAISON
2017-2018**

WHEREAS, the participant has devoted much valuable time and personal attention to the work of this commission and, on behalf of the citizens of Lake Forest, continually met the responsibilities with purpose and dedication; and

WHEREAS, the citizens of Lake Forest recognize and are deeply appreciative of the valuable time and service contributed to the preservation and improvement of the quality of life in our community by serving on this commission;

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens of Lake Forest to the participant for the loyal and faithful public service has given by means of this resolution, which shall be spread upon the permanent records of the City Council.

*Adopted by the City Council of
The City of Lake Forest this
4th day of June, 2018*

Mayor



COMMUNITY ORGANIZATION FINANCIAL ASSISTANCE REQUEST APPLICATION

Date February 22, 2018

Applicant/Organization Name & Address

Lake Forest-Lake Bluff Historical Society
509 East Deerpath
Lake Forest, IL 60045

Contact Name Janice Hack, Executive Director

Phone Number 847-234-5253

FEIN # 23-7213177 **Income Tax Status** 501(c)3

Total Dollar Amount Requested \$50,000

One-time request? yes

Annual Request (include number of years)? One year

The program for which funding is requested is expected to be self-supported by October 2018

When are funds needed? 2018

Describe long-range plan for funding.

The request will go towards the one-time cost of developing interactive elements within a permanent exhibit at the new history museum. \$40,000 of the request is to match an existing grant from the Grainger Foundation for development of a content management system and \$10,000 will be used to purchase touch screens. The exhibit opens in October 2018.

Purpose/Scope/Description of Project or Program (if needed, attach a separate sheet)

The new Education Hall will include a permanent exhibit that will not only display authentic and meaningful artifacts unique to the community but will also use 21st century technology to tell the story of Lake Forest. The requested funds will support the creation of a custom content management system and touch screens to access the stories through images, video and audio elements.

Goals/Outcomes of the Project or Program

With its new museum the Historical Society is creating a Welcome Center for the community—a physical representation of the *Welcome Home* campaign. Through a state-of-the-art digital format, numerous stories can be featured, narratives can be added over time, and more connections than ever before can be made to Lake Forest’s special cultural heritage. Furthermore, the system will allow visitors to upload and share their own memories and reminiscences of being a Lake Forester keeping them engaged with local traditions.

Benefits to Lake Forest residents

The Welcome Center will be a place where local residents can gather and connect through a mutual appreciation of their hometown. The exhibit will provide a place for visitors and new residents to learn about the community. Realtors will be able to use the exhibit to promote the city to prospective residents. Special attention will also be given to interactive experiences for school groups and intergenerational audiences.

Other Participants/Organizations involved in funding for this Project or Program The Grainger Foundation, The Hunter Family Foundation

Project Financing	Source	Amount
On-hand	Historical Society Fundraising	\$100,000
Solicited/Not Pledged	City of Lake Forest	\$50,000
Pledged		\$
Total Cost of Project or Program		\$150,000

Please do not write below this line.....

CITY OF LAKE FOREST RESPONSE

Approved _____ Denied _____ Date _____

Approved as amended _____ Date _____

Returned for additional information on ____/____/____ (date)

If needed (i.e. for a request over \$20,000), referred to City Council on ____/____/____ (date)

City Council Recommendation _____

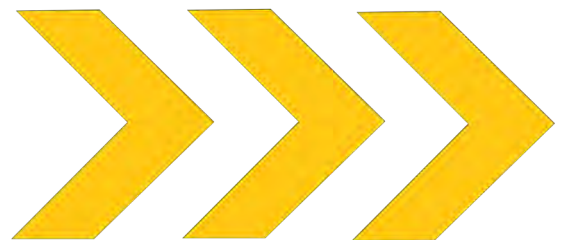
City Council Disposition

Approved _____ Denied _____ Date _____

City Funding Source _____

Power-LOAD®

powered fastener system



Power-LOAD®

power-loading cot fastener system

Reduce the risk of injuries when loading and unloading cots

Lifts and lowers the cot into and out of the ambulance, reducing spinal loads and the risk of cumulative trauma injuries. Our Power-LOAD Cot Fastener System improved operator and patient safety by supporting the cot throughout the loading and unloading process. The reduction in spinal load helps prevent cumulative trauma injuries. Power-LOAD wirelessly communicates with Power-PRO cots for ease of operation and maximum operator convenience.

Key features:

- Eliminates the need to steer the cot into and out of the ambulance.
- Minimizes patient drops by supporting the cot until the wheels are on the ground.
- Meets SAE J3027 dynamic crash test safety standards.
- Features an easy-to-use manual back-up system, allowing complete operation in the event of power loss.
- Lifts or lowers the cot into and out of the ambulance, eliminating spinal loads that can result in cumulative trauma injuries.

Power-LOAD cot compatibility

The Power-LOAD compatibility option is available for the Power-PRO XT, Power-PRO IT, and Performance-PRO. This system meets dynamic crash test standards for maximized occupant safety¹ and will automatically charge the Power-PRO XT and Power-PRO IT SMRT battery.

Power raise and lower for loading and unloading

Operator injuries result from repetitive spinal loading. Our innovative Power-LOAD Cot Fastener System is designed to load and unload a compatible cot with the touch of a button – not your back.



100%

reduction in back injuries in one service with the assistance of the Power-LOAD cot fastener system and Power-PRO XT cot.*

up to 35%

decrease in the rating of perceived exertion when using a powered fastener and powered cot as compared to manual equipment throughout the lifting, loading, and unloading process**

up to 62%

decrease in the risk of developing a low back disorder when adding powered fasteners and powered cots to the loading process**

Head end LED indicators

Keep operator informed of position status. Solid green when in position or ready to transport, flashing amber when not in position or ready to transport.

Cot release handles

Red release handles allow the cot to be disengaged from the Power-LOAD system when unloading.

Linear transfer system

Supports and guides the cot during loading and unloading.

Inductive charging

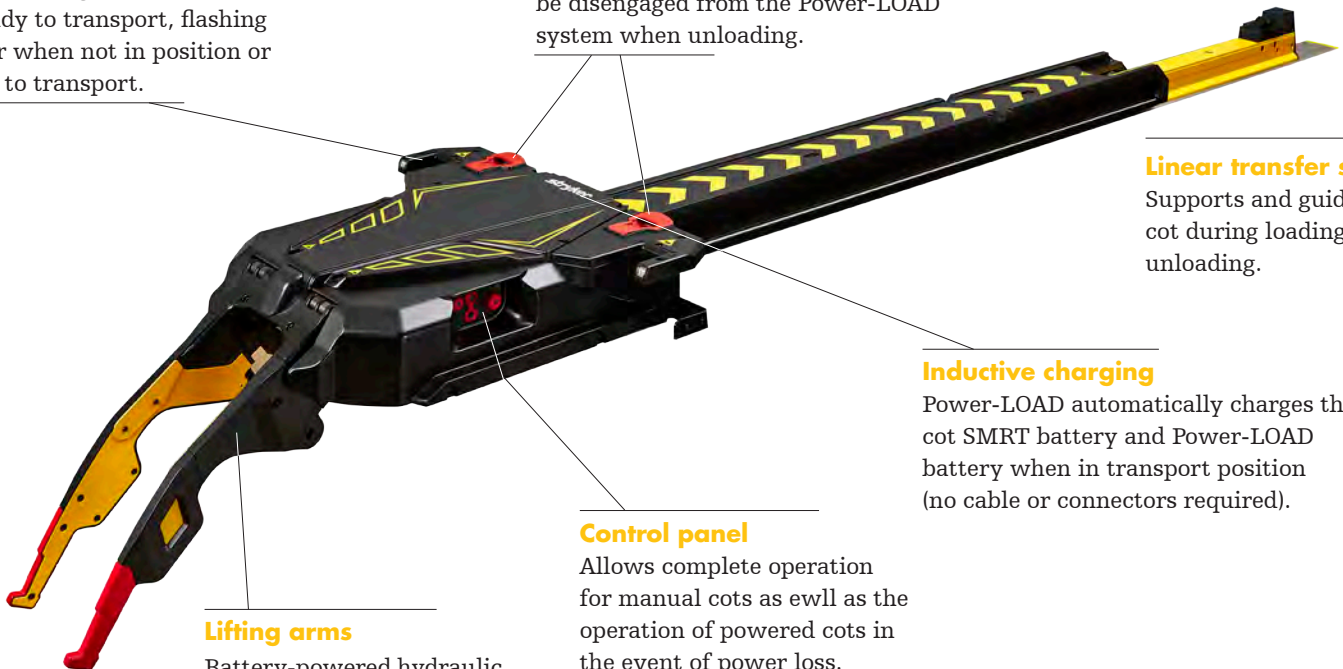
Power-LOAD automatically charges the cot SMRT battery and Power-LOAD battery when in transport position (no cable or connectors required).

Control panel

Allows complete operation for manual cots as well as the operation of powered cots in the event of power loss.

Lifting arms

Battery-powered hydraulic lift system supports the cot and patient during loading and unloading.



Power-PRO XT Cot



Performance-PRO XT Cot



Power-PRO IT Cot

*Source: Ada County Paramedics Case Study, ems.stryker.com/knowledgecenter

**Source: Evaluation of Medical Cot Design Considering the Biomechanical Impact on Emergency Response Personnel Tycho K. Fredericks, Steven E. Butt, Kimberly S. Harms, and James D. Burns. ems.stryker.com/knowledgecenter

Specifications

Model Number	6390
Length	
Overall length	95 in. (241 cm)
Minimum length	89.5 in. (228 cm)
Width	24.5 in. (62 cm)
Weight	
Total weight	211.5 lb (96.5 kg)
Floor plate assembly	16.5 lb (7.5 kg)
Anchor assembly	23 lb (10.5 kg)
Transfer assembly	67 lb (30.5 kg)
Trolley assembly	105 lb (48 kg)
Maximum weight capacity*	700 lb (318 kg)
Minimum operator required	
Occupied cot	2
Unoccupied cot	1
Recommended loading height	22 in to 36 in (56 cm to 91 cm)
Battery	12VCD, 5 Ah lead acid battery (6390-001-468)

Stryker reserves the right to change specifications without notice.
Patents pending.

Warranty

- One-year parts, labor, and travel or two-year parts only
- Lifetime on all welds

Extended warranties available.

7-year service life.

Technical support

Our Technical Support comprises a team of professionals available to help with your Performance-LOAD needs. Contact via phone at 1 800 STRYKER or email at medicaltechnicalsupport@stryker.com

Stryker's ProCare Services

Every day, you count on your medical equipment to perform at its best. With ProCare Services, our people help to ensure your equipment is ready to perform when it's needed and make it easier to get the most from your investment. When an issue arises, we promise that we'll solve it — performing repairs quickly and correctly.

ProCare isn't just a service program. It's a partnership you can count on to give you one less thing to worry about, and one more reason to feel confident you're doing all you can for your clinicians, staff and patients.

All ProCare agreements provide:

- Stryker-authorized service representative
- Stryker-direct factory parts
- Two-hour callback response time
- Fixed service costs up front
- Increased uptime
- 24-72 hour equipment turnaround time[†]

[†] Based on the provisions of the Service Agreement

and the location of the product.

Flex Financial Program

Our financial programs provide a range of smart alternatives designed to fit your organization's needs. We offer flexibility beyond a cash purchase with payment structures that can be customized to meet budgetary needs and help to build long-term financial stability. Contact your account manager for more information.

Stryker Corporation or its divisions or other corporate affiliated entities own, use or have applied for the following trademarks or service marks: **Flex Financial, Performance-PRO, Power-LOAD, Power-PRO, ProCare, SMRT, Stryker**. All other trademarks are trademarks of their respective owners or holder.

1. Maximum weight capacity represents patient weight. Safe working load of 870 lb (395 kg) represents the sum of the cot total weight and patient.

The Power-LOAD Cot Fastener System is designed to conform to the Federal Specification for the Star-of-Life Ambulance KKK-A-1822.

3800 E. Centre Avenue
Portage, MI 49002 USA
t: 269 329 2100
toll free: 800 327 0770

www.ems.stryker.com

PO Box 1223
Woodstock, IL 60098
Phone (815) 206-2881

Date 4/17/2018
Valid through 7/31/2018

Vehicle Information

Estimate To

Lake Forest Fire Department
Attn: BC Matt Penar
255 W Deerpath
Lake Forest, IL 60045

2009 Int/Horton
Mileage
Hours
Unit#
Job#
VIN
License#

Qty	Units	Description	Rate	Total
1		Install customer supplied Stryker Power-Load system at customer location.	1,500.00	1,500.00

The preceding bid is for repair, replacement or installation of a component(s) or unit that may require disassembly & inspection of that or related components. This bid is for the best case scenario as well as certain anticipated situations. It should be understood that in the event of disassembly & inspection, some internal parts & components may be unknowingly worn, damaged or otherwise be rendered unuseable. In that case this bid is subject to changes that may affect the proposed time frame as well as final cost. Any additions will be billed as time and material.

Subtotal	\$1,500.00
Sales Tax (8.0%)	\$0.00
Total	\$1,500.00



Sales Account Manager

John Fischer
john.fischer@stryker.com
Cell: 847-989-4536
Fax: 815-578-1679

Remit to:

Stryker Medical
P.O. Box 93308
Chicago, IL 60673-3308

End User Shipping Address

1065496
LAKE FOREST FIRE DEPT
255 W DEERPATH ROAD
STATION 1
LAKE FOREST, IL 60045

Shipping Address

1065496
LAKE FOREST FIRE DEPT
255 W DEERPATH ROAD
STATION 1
LAKE FOREST, IL 60045

Billing Address

1065496
LAKE FOREST FIRE DEPT
255 W DEERPATH ROAD
STATION 1
LAKE FOREST, IL 60045

Customer Contact	Ref Number	Date	PO Number	Reference Field	Quote Type
	6467453	04/15/2018	QUOTE		

Line #	Quantity	Item Description	Part #	Unit Price	Extended Price	Item Comments
1.00	1	MTS POWER LOAD	639005550001	\$21,448.44	\$21,448.44	

Note:
SHIPPING IS NO CHARGE. IRMA MEMBER PRICING.

Product Total	\$21,448.44
Freight	\$0.00
Tax	\$0.00
Total Incl Tax & Freight	\$21,448.44

☐ Signature: _____ Title/Position: _____ Date: _____

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 Days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-STRYKER.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

THE CITY OF LAKE FOREST

RESOLUTION NO. 2018-____

RESOLUTION REGARDING THE REGULATION AND PERMITTING OF
SMALL WIRELESS FACILITIES LOCATED WITHIN THE CITY

WHEREAS, Public Act 100-585, known as the “Small Wireless Facilities Deployment Act” (the “**Act**”) was recently signed into law and is scheduled to take effect on June 1, 2018; and

WHEREAS, the Act regulates installation and maintenance of certain collocated “small wireless facilities” (as such terms are defined by the Act) (“**Covered Facilities**”) throughout the State, including within public rights-of-way and on private commercial properties, and provides for local authorities to exercise certain regulatory and permitting controls over Covered Facilities; and

WHEREAS, the Mayor and City Council of The City of Lake Forest have determined that it is in the best interests of Lake Forest and its residents, and in furtherance of the public health, safety, and welfare, to (i) direct the preparation of amendments to the City Code regarding regulation and permitting of Covered Facilities in conformity with the Act; and (ii) establish interim procedures for processing any permit applications relating to Covered Facilities that may be received before such City Code amendments are adopted;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Direction to Prepare City Code Amendments. The City Attorney, in consultation with the City Manager, is hereby authorized and directed to: (i) prepare such amendments to the City Code as may be appropriate to provide for regulation and permitting of Covered Facilities within the City in conformity with the Act; and (ii) present the proposed City Code amendments to the Plan Commission for public hearing on July 11, 2018.

SECTION THREE: Interim Permit Procedure. Any application relating to installation, modification, or maintenance of one or more Covered Facilities that is submitted to the City between June 1, 2018 and July 16, 2018, the anticipated date for City Council final action on the amendments, shall be subject to all standards, limitations, procedures, permitting requirements, fees, and other regulations as may be adopted by the City Code consistent with Section Two of this Resolution. City review of any such application submitted between June 1, 2018 and July 17, 2018 shall be deferred until the earlier of: (i) the City Council's adoption of regulations and permitting procedures for Covered Facilities; or (ii) July 17, 2018.

SECTION FOUR: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2018.

AYES: (____)

NAYS: (____)

ABSENT: (____)

APPROVED this _____ day of _____, 2018.

Mayor

ATTEST:

City Clerk

THE CITY OF LAKE FOREST

ORDINANCE NO. 2018 - ____

**AN ORDINANCE AMENDING SECTION 135.108 (C) – “NOISE; GENERALLY”
OF THE CITY CODE**

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, from time to time it is appropriate to review, update and modify the City Code of Lake Forest (the “**City Code**”) to assure that it appropriately reflects current practices and trends, is clear, and addresses new issues that may arise; and

WHEREAS, at the direction of the City Council, the Public Works Committee reviewed Section 135.108 (C) of the City Code and considered updates and clarifications; and

WHEREAS, new technology, methods and equipment are available as alternatives to frequent use of gasoline-powered leaf blowers; and

WHEREAS, the preservation of quiet enjoyment of residential properties throughout the City is valued as part of the community’s character; and

WHEREAS, the City has determined that limiting the use of gasoline-powered leaf blowers benefits the health, environment and general welfare of the community; and

WHEREAS, the Mayor and City Council, having considered the recommendation of the Public Works Committee, have determined that adopting this Ordinance and amending Chapter 135.108 (C) of the City Code relating to gasoline-powered leaf blowers as hereinafter set forth, will be in the best interests of the City and its residents;

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, AS
FOLLOWS:**

SECTION ONE: **Recitals.** The foregoing recitals are hereby adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: **Amendment to Section 135.108 (C).** Section 135.108(C), entitled "Noise; Generally," of the City Code is hereby amended as follows:

- Section 135.108(C) is hereby amended in part and shall hereafter be and read as reflected in Exhibit A which is attached hereto and made a part hereof.

SECTION THREE: **Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of ____, 2018

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of ____, 2018

Mayor

ATTEST:

City Clerk

Exhibit A

Amended Section 135.108(C) (with blackline amendments)

- (C) (1) It shall be unlawful to cause or make loud noise through the operation of lawn maintenance equipment including, but not limited to, lawn mowers, tractors and electric leaf blowers, and excluding gasoline-powered leaf blowers, and gasoline-powered leaf blower equipment before 7:30 a.m. on weekdays, 8:00 a.m. on Saturdays and 10:00 a.m. on Sundays and holidays₁ and after₇ 7:30 p.m. on all days, except as authorized by the City Manager.

(2) The use of gasoline-powered leaf blowers is prohibited before 9:00 a.m. and after 5:00 p.m. Monday through Saturday and at all times on Sundays and holidays, except as authorized by the City Manager.

(23) This~~The above~~ restrictions shall not apply to golf course maintenance operations or municipal operations.

Exhibit A

Amended Section 135.108(C) (clean version)

- (C) (1) It shall be unlawful to cause or make loud noise through the operation of lawn maintenance equipment including, but not limited to, lawn mowers, tractors and electric leaf blowers, and excluding gasoline-powered leaf blowers, before 7:30 a.m. on weekdays, 8:00 a.m. on Saturdays and 10:00 a.m. on Sundays and holidays; and after 7:30 p.m. on all days, except as authorized by the City Manager.
- (2) The use of gasoline-powered leaf blowers is prohibited before 9:00 a.m. and after 5:00 p.m. Monday through Saturday and at all times on Sundays and holidays, except as authorized by the City Manager.
- (3) The above restrictions shall not apply to golf course maintenance operations or municipal operations.

THE CITY OF LAKE FOREST

ORDINANCE NO. 2018-_____

**AN ORDINANCE AMENDING CHAPTER 95 OF THE LAKE FOREST CITY CODE
CODE TO PROVIDE A HAZARDOUS MATERIALS "SPILLER PAYS" PROVISION**

WHEREAS, The City of Lake Forest ("**City**") is a home rule, special charter municipal corporation; and

WHEREAS, the City has the authority to establish regulations to promote the health, safety, and welfare of its residents and the properties within its jurisdiction; and

WHEREAS, the City recognizes that, from time-to-time, volatile or hazardous materials are transported, used, or temporarily stored in the City; and

WHEREAS, the actual or threatened spill or emission of these materials requires a rapid response from fire, police, and other governmental personnel and agencies, and frequently requires the use of sophisticated or expensive equipment, materials, and protective gear; and

WHEREAS, the actual or threatened emission or deposit of volatile or hazardous materials endangers the public health, safety, and welfare; and

WHEREAS, the costs of responding to or neutralizing actual or threatened emissions or deposits of volatile or hazardous materials should be the responsibility of those who caused or failed to prevent the actual or threatened emissions or deposits of volatile or hazardous materials, not the taxpayers of the community; and

WHEREAS, pursuant to its home rule authority and the Illinois Compiled Statutes [including without limitation 430 ILCS 55/5(a)], the City is authorized to establish regulations and requirements regarding the actual or threatened emissions or deposits of volatile or hazardous materials within the City; and

WHEREAS, the Mayor and City Council of the City have determined that it is in the best interests of the City and its residents;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Amendment to Chapter 95 of the City Code. Section 95.185, entitled "Hazardous Material Regulation," of Chapter 95, entitled "Health and Sanitation," of Title IX, entitled "General Regulations," of the Lake Forest City Code is hereby created and shall read as follows:

§ 95.185: Regulations Regarding Release of Hazardous Material

(A) *Definitions:* For purposes of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ABANDONMENT: The act of leaving a thing with the intent not to retain possession of or assert ownership control over it. The intent need not coincide with the act of leaving. It is prima facie evidence of the necessary intent to abandon a vehicle, vessel, or container containing a hazardous substance that:

1. The vehicle, vessel or container has been left for more than two (2) days unattended and unmoved; or
2. License plates or other identifying marks have been removed from the vehicle, vessel, or container; or
3. The vehicle, vessel, or container has been damaged or is deteriorated so extensively that it has value only for junk or salvage; or
4. The owner/operator has been notified by a law enforcement agent to remove the vehicle, vessel, or container and it has not been removed within twenty-four (24) hours after notification.

CONTAINER: A receptacle used for the shipment or storage of goods that meets one or more of the following:

1. Of permanent character or strong enough for repeated use; or
2. Designed for or capable of transporting or storing small quantities of materials, such as a box, drum, barrel, can, cargo container, or carboy; or
3. Specifically designed to facilitate the carriage of goods by one or more modes of transportation without intermediate reloading.

FIRE CHIEF: The appointed or acting Fire Chief of The City of Lake Forest or his or her authorized representative.

HAZARDOUS SUBSTANCE:

1. Any material as designated pursuant to the federal Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), 42 U.S.C. § 9601(14), as amended; or
2. Any substance, material, waste, or mixture designated as a hazardous material, waste, or substance according to the provisions of Title 49 of the Code of Federal Regulations or the Uniform Hazardous Substances Act of Illinois, 430 ILCS 35/1 *et seq.*, as amended, or otherwise regulated pursuant to regulations promulgated pursuant to CERCLA; or
3. Any material listed as a toxic pollutant pursuant to 40 CFR 401.15, as amended, or other federal regulations; or
4. Any material that qualifies as a "hazardous material" under 430 ILCS 50/2.05 or 430 ILCS 55/2(f); or
5. Any material that is classified by the National Fire Protection Association (NFPA) as a flammable liquid, a class 2 combustible liquid, or a class 3 combustible liquid; or
6. Any material that has been determined by the party storing it, or having control of it, through testing or other means, to be likely to create a significant potential or actual hazard to the public health, safety, or welfare or to the environment; or
7. Gasoline, oil, and other automotive fluids; or
8. Any material that has been reasonably determined by the Fire Chief, through information based on appraisal and assessment from reliable resources, to be likely to create a significant potential or actual hazard to the public health, safety, or welfare or to the environment.

HAZARDOUS SUBSTANCE INCIDENT: Any circumstance involving the release, threatened release, or abandonment of a hazardous substance, which, in the judgment of an emergency response authority, whether said emergency response authority be the city, or a federal or state agency or other local agency, creates a significant potential or actual hazard to the environment or to the public health, safety, and welfare. "Hazardous substance incident" also includes those incidents of releasing, threatening to release, or abandoning a hazardous substance, whether or not such release, threatened release, or abandoning is found to cause or threaten immediate and irreparable harm, but such term does not include any release of a hazardous substance that is otherwise authorized pursuant to federal, state, or local law or regulation. **HAZARDOUS SUBSTANCE INCIDENTS** shall be classified into three levels:

- Level I Hazardous Substance Incident shall be a Hazardous Substance Incident that the Fire Chief determines involves a release of less than 55 gallons or 660 pounds of hazardous substances.

- Level II Hazardous Substance Incident shall be a Hazardous Substance Incident that the Fire Chief determines involves a release of greater than 55 gallons or 660 pounds of hazardous substances.
- Level III Hazardous Substance Incident shall be a Hazardous Substance Incident for which either (i) the Fire Chief calls out a specialized “haz mat” response team or (ii) the Mayor declares a state of emergency.

PERSON: Any individual, public or private corporation, partnership, association, firm, trust, sole proprietorship, estate, state or any department, institution or agency thereof, any municipal corporation, county or other political subdivision of the state or any other legal entity whatsoever which is recognized by law.

RELEASE: Any actual or threatened spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, vaporizing, evaporating, or disposing into the environment, but excludes:

1. Any release that results in exposure to persons solely within a work place, with respect to a claim which such persons may assert against the employer of such person;
2. Emissions from the engine exhaust of a motor vehicle, aircraft, or other vessel;
3. An authorized application of fertilizer;
4. A release authorized pursuant to any federal, state, or local law or regulation.

REMOVE OR REMOVAL: The controlling, containing, isolating, collecting, harnessing, or stabilizing of released hazardous substances from the environment; or the cleanup, abatement, site management or fire extinguishment relating to a hazardous substance incident; or any action as may be necessary to be taken in the event of a release or the threat of a release of hazardous substances; or such actions as may be necessary to monitor, assess, supervise, or evaluate the release or threatened release of hazardous substances, the disposal of removed material, the abatement of any release or abandonment of any hazardous substance or any vessel, vehicle, or container holding a hazardous substance; or the taking of such other actions as may be necessary to minimize or mitigate damage to the public health, safety, or welfare or the environment which may otherwise result from a release or threatened release of hazardous substances. The term “remove” or “removal” includes, in addition, but without limitation, security fencing, containment barriers, or other measures to limit access to or spread of hazardous substances; provisions of alternative water supplies; temporary evacuation and housing of threatened individuals; and any other emergency assistance which may be provided, including assistance that is a consequence of a response to a release or threatened release or abandonment of a hazardous substance.

RESPONSIBLE PARTIES: The following persons are Responsible Parties for purposes of this Section 95.185:

1. The person or persons whose conduct caused the hazardous substance incident; and

2. The person or persons who owned or had custody or control of the hazardous substance at the time of such hazardous substance incident, without regard to fault or proximate cause; and
3. The person or persons who owned or had custody or control of the container, vehicle, or vessel which held such hazardous substance at the time of, or immediately prior to, such hazardous substance incident, without regard to fault or proximate cause;
4. Any person owning or in control of any real property from which a hazardous substance is, or is threatened to be, released; and
5. Any person who assists a person identified in either (1), (2), (3), or (4) above in connection with a hazardous substance incident.

VEHICLE: Any device which is capable of moving itself, or being moved, from place to place upon wheels or tracks. The term includes, but without limitation, automobiles, trucks, semitractors, semitrailers, railroad engines, and railroad cars.

VESSEL: Any craft which is made to float upon water or which does float upon water.

(B) *Authority.* The Fire Chief is hereby authorized within his or her reasonable discretion to declare a situation as a hazardous substance incident, whether such declaration is made before or after a response to such situation. A declaration of a hazardous substance incident shall invoke the provisions of this Section 95.185. Following a declaration of a hazardous substance incident, the Fire Chief shall deliver such declaration to the Mayor and City Manager.

(C) *Violations.*

1. No person shall cause or assist in causing a hazardous substance incident to occur within the corporate limits of the city. Subject to Section 41.01 of the City Code, a fine of not less than \$250.00 nor more than \$750.00 shall be imposed for each day during which a hazard substance incident occurs or removal activities relating to a hazardous removal incident continues.
2. No person shall interfere with removal efforts associated with a hazardous substance incident. Subject to Section 41.01 of the City Code, a fine of not less than \$100.00 nor more than \$750.00 shall be imposed for each day that such interference occurs.

(D) *Response to hazardous substance incident, removal and costs:* The Fire Chief is authorized to remove or cause the removal of the effects of any hazardous substance incident when such removal:

1. Results from a hazardous substance incident occurring upon or in property or facilities located within the corporate limits of the city; or
2. Occurs in connection with any mutual aid agreement in effect; or

3. Results from a hazardous substance incident in or affecting the waters of any lake, pond, creek, river, wetland, or stream located within or flowing through the corporate limits of the city or that directly or indirectly discharges into any property located within the corporate limits of the city; or
 4. Occurs outside the corporate or response limits of the city where the health, safety, welfare, or property of the city or its residents or businesses are in danger.
- (E) *Liability*. All Responsible Parties shall be jointly and severally liable to the city for payment of all costs, direct and indirect, foreseeable and unforeseeable, incurred by the city because of any removal of a hazardous substance incident, including without limitation the direct and indirect costs identified in Section 95.185(G).
- (F) *Voluntary Abatement*. In the event any person undertakes voluntarily or upon order of the Fire Chief to remove the effects of any hazardous substance incident, the Fire Chief may, as part of the City's removal activities, take such action as is necessary or desirable to supervise or verify the adequacy and safety of the voluntary removal activities. The Responsible Parties shall be liable to the city for all costs, direct or indirect, incurred as a result of such supervision or verification.
- (G) *Scope of Liability*. The costs recoverable under this Section shall include, but not be limited to, the following:
1. Response Cost. Subject to Section 41.01 of the City Code, whenever the Fire Chief declares that a hazardous substance incident has occurred, the Responsible Parties shall pay to the city a flat fee reflecting the incidental expenses associated with the cost of responding to such hazardous substance incident as follows:
 - a. Level I Hazardous Substance Incident: \$250.00 for each day during which a hazard substance incident occurs or removal activities relating to a hazardous removal incident continues.
 - b. Level II Hazardous Substance Incident: \$500.00 for each day during which a hazard substance incident occurs or removal activities relating to a hazardous removal incident continues.
 - c. Level III Hazardous Substance Incident: \$1,000.00 for each day during which a hazard substance incident occurs or removal activities relating to a hazardous removal incident continues.
 2. Miscellaneous Materials Cost. Because certain materials will customarily be utilized in response to a hazardous substance incident, and such materials cannot be easily tracked or measured, the City Council has determined that, subject to Section 41.01 of the City Code, the Responsible Parties shall pay to the city a flat fee in the following amounts to reimburse the city for the cost of such miscellaneous materials:
 - a. Level I Hazardous Substance Incident: \$50.00.

b. Level II Hazardous Substance Incident: \$100.00.

c. Level III Hazardous Substance Incident: \$500.00.

3. Reimbursable Costs. To the extent that the city (either directly or indirectly through supplemental responders pursuant to an intergovernmental agreement) incurs discrete costs in connection with removal activities associated with a hazardous substance incident, the Responsible Parties shall reimburse the city for the actual amounts incurred by the city, including without limitation:

- a. Any and all personnel costs based on the hourly costs [wages, benefits, and employer taxes] of each employee involved as periodically established by the city;
- b. The actual cost of any experts or consultants retained by the city in connection with removal activities arising from any hazardous substances incident;
- c. The actual cost for replacement materials and equipment used or damaged in connection with removal activities;
- d. Any and all costs of collection (including without limitation reasonable attorney fees and court costs) incurred by the city in enforcing this Section, or in obtaining payment from any Responsible Party or Parties hereunder.

4. Determination of Costs for Reimbursement. The Fire Chief shall cause an invoice to be prepared and issued to the Responsible Parties with respect to all amounts due under this Section 95.185(G). The Fire Chief may, in his or her discretion, seek less than full recovery of the costs relating to a hazardous substance response depending on the cooperativeness, culpability, and overall circumstances surrounding the hazardous substance incident. The Responsible Parties shall pay any invoice issued by the Fire Chief under this Section within 60 days after the date of issuance by the Fire Chief. Any amount not paid within such 60-day period shall be subject to interest at a rate of one per cent (1%) per month or fraction thereof calculated from the end of the 60-day payment period.

(H) *Other Remedies*. Nothing herein shall limit, change, or impair the right of recovery or subrogation arising under any mutual aid agreement, or other ordinance, statute, regulation or provision of law. No criminal or quasi-criminal remedy (including without limitation fines) for any wrongful action shall be excluded or impaired by this chapter.

(I) *Liberal Construction*. This section shall be liberally construed to give effect to its purposes, which are as follows:

1. To shift the burden of liability for hazardous substance incidents and the response thereto or removal thereof from the taxpayers of the city to Responsible Parties;
2. To deter Responsible Parties from allowing hazardous substance incidents to occur; and
3. To protect the safety and living environment of the residents of the city.

SECTION THREE: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2018.

AYES:

NAYS:

ABSENT:

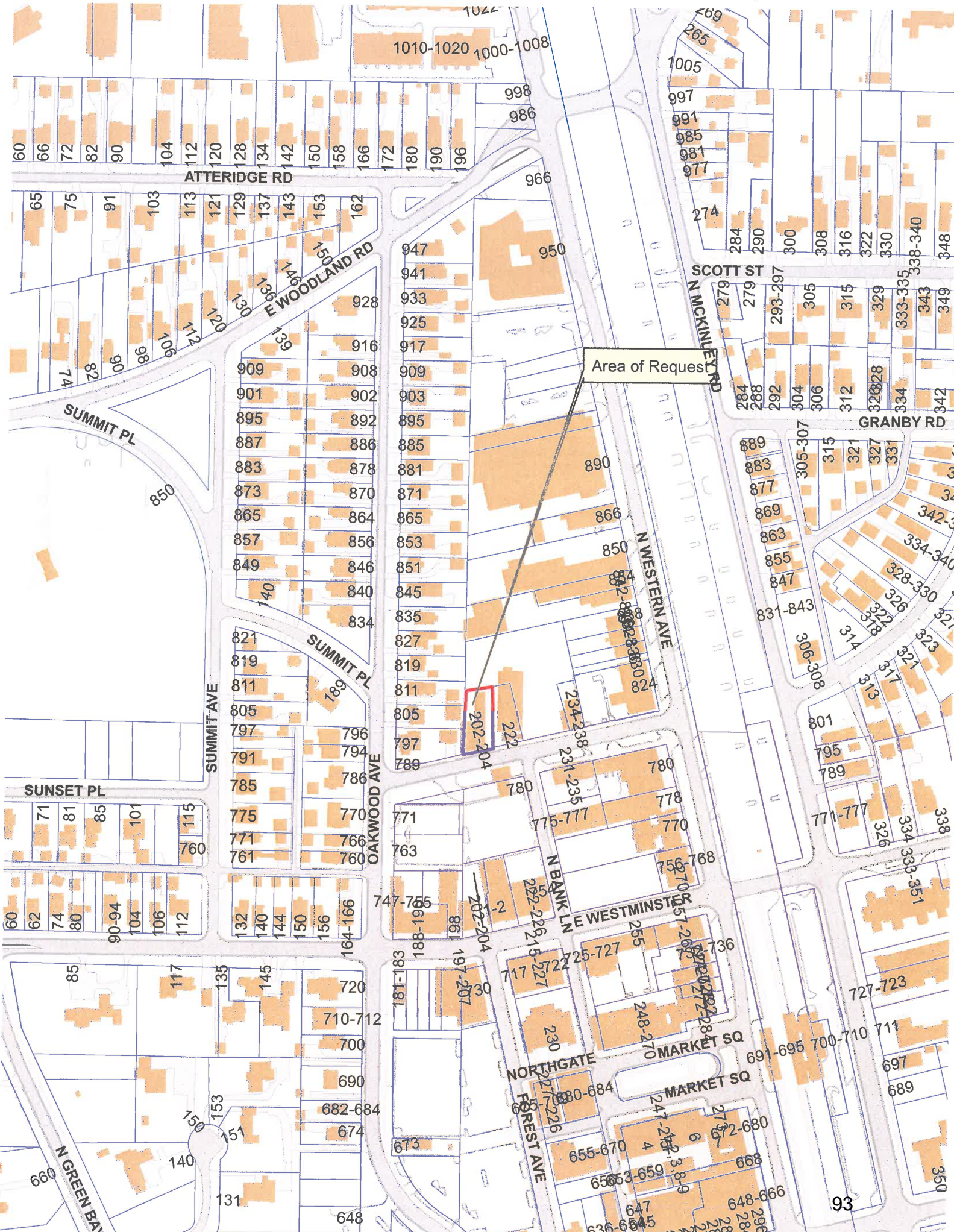
ABSTAIN:

Approved this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk



Area of Request

202-204

THE CITY OF LAKE FOREST

ORDINANCE No. 2018 -

AN ORDINANCE AMENDING A SPECIAL USE PERMIT TO ALLOW OUTDOOR DINING AT
THE GALLERY RESTAURANT

WHEREAS, Cecilia Lanyon and Dominic Zumpano, business owners, ("**Owners**") have filed a petition requesting approval of an amendment to an existing Special Use Permit, Ordinance 2017-52; and

WHEREAS, the Owners currently operate "The Gallery", a restaurant and art gallery, at 202 Wisconsin Avenue, (the "Property") which is legally described in Exhibit A attached hereto and made a part hereof; and

WHEREAS, the Owners desire to expand the use of the Property to include outdoor dining on an existing patio located at the rear of the restaurant building; and

WHEREAS, the use of the patio is intended to offer residents and visitors to the community an additional opportunity for casual outdoor dining in the Central Business District and within walking distance to surrounding residential neighborhoods consistent with the objectives identified in the City's Strategic Plan; and

WHEREAS, the proposed patio will used on a limited basis; five months a year, five days a week, for dinner service; and

WHEREAS, the Petition was filed in accordance with the regulations of Sections 159.045, Special Uses, and 159.112, B-3 Traditional Business District, of the Lake Forest Zoning Code; and

WHEREAS, the City of Lake Forest Zoning Board of Appeals held a public hearing to consider the request and after hearing a presentation from the petitioner, listening to public testimony, and after deliberation, voiced unanimous support for authorizing outdoor dining, but differed on the recommended conditions of approval resulting in a 4 to 3 vote, and submitted to the City Council a report of its findings, a copy of which is attached hereto and made a part hereof as Exhibit B and;

WHEREAS, the City Council concurs with the findings of the Zoning Board of Appeals and, subject to the terms and conditions herein set forth, finds and determines that it is in the best interests of the City and its residents to approve the Petition as set forth in the Ordinance.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, ILLINOIS:

SECTION 1. Recitals. The foregoing recitals are incorporated into this Ordinance as if fully set forth.

SECTION 2. Approval. A Special Use Permit, as authorized and required by Sections 159.045, Special Uses and 159.112, B-3 Traditional Business District, of the City of Lake Forest Code, is hereby granted approving outdoor dining on the rear patio of The Gallery Restaurant, at 202 Wisconsin Avenue. The approval is subject to the following conditions of approval:

1. A maximum of 30 restaurant patrons may occupy the patio at any one time.
2. Use of the patio is limited to table dining. No cocktail type receptions are permitted in the patio area.
3. The patio is permitted to operate only from 5 p.m. until 9 p.m., Tuesday through Thursday and 5p.m. until 10 p.m. Friday and Saturday, from May 1st to October 31st, weather permitting.
4. Staff clean-up of the patio must be completed within 15 minutes after the closing time noted in Condition 3 and all exterior lights, except for those required by Code for life safety, must be turned off at that time.
5. No outdoor speakers of any type are permitted on the building and no amplified music or amplified sound of any type is permitted on the patio.
6. Exterior lighting on the building and patio shall be limited in intensity and directed downward to minimize impacts on the residential neighbors and is subject to final approval by staff. A permit must be obtained prior to the installation of any new exterior lighting. The existing lighting on the building will be shielded to minimize impacts on the neighbors.
7. The patio must be enclosed by a fence which shall remain closed except in an emergency.
8. No gathering or loitering of restaurant patrons or staff is permitted outside of the fence enclosure for the patio.
9. No tents or canopies are permitted on the patio.
10. An adequate emergency pedestrian exit gate must be provided at the rear of the patio. The location and type of fence is subject to review and approval by the City's Fire Prevention Bureau and the Director of Community Development.
11. The screening along the west side of the patio shall be enhanced to buffer the neighboring homes from noise, lights and activity on the patio. This condition

recognizes the limited space within which to add plant materials and other sound attenuating materials.

12. Sound levels should be periodically measured within the adjacent neighborhood to verify that they are within the accepted range for residential properties. If the levels consistently are found to be outside of the acceptable residential range, corrective action shall be taken by the owners to mitigate off site impacts.
13. Rental of the patio area to third parties is not permitted. The activity on the patio shall remain under the control and direction of The Gallery business owners.

SECTION 3. Amendment to Ordinance. Any amendments to the terms, conditions, or provisions of this Ordinance that may be requested after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in Section 159.045 of the Zoning Code, or by an amendment to the Special Use Permit itself in the manner provided in the Zoning Code and by applicable law.

SECTION 4. Binding Effect. The privileges, obligations, and provisions of each and every Section of this Ordinance are for the sole benefit of, and shall be binding on, the owners, except as otherwise expressly provided in this Ordinance. This ordinance shall be in full force and effect from and after its passage and approval; provided, however, that this Ordinance shall be of no force or effect unless and until the Owners file with the City their unconditional agreement and consent, in the form attached hereto as Exhibit C and by this reference incorporated herein and made a part hereof; provided further that, if the Owners do not so file their unconditional agreement and consent within 30 days following the passage of this Ordinance, the City Council may, in its discretion and without public notice or hearing, repeal this Ordinance and thereby revoke the special use permit granted in this Ordinance. Following receipt of the unconditional agreement and consent, the City Clerk shall cause a certified copy of this Ordinance to be recorded in the Office of the Lake County Recorder.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED THIS ____ DAY OF _____, 2018

MAYOR

ATTEST:

City Clerk

EXHIBIT A
Legal Description

The Westerly 55 feet of the Southerly 125 feet of Lot 344 in the City of Lake Forest, in the South West quarter of Section 28 and the North West quarter of Section 33, Township 44 North, Range 12, East of the 3rd P.M., according to the plat thereof, recorded July 23, 1857, in Book "D" of Plats, pages 72 through 77, in Lake County, Illinois.

EXHIBIT B Findings of Fact

Performance Standards for Restaurants - Chapter 159.112, B-3 Traditional Business District

Performance Standard – Amplified Sound

The Code does not permit amplified sound. This includes temporary and permanent speakers. No exterior speakers are proposed.

Performance Standard – Minimizing impacts on single family homes: light, noise, traffic

The existing patio is 1,634 square feet and is located behind neighboring garages however; it is near the rear yards of the homes and near windows and private spaces at the rear of the homes. The patio predates the restaurant use and the current tenants so presumably, the patio was used in the past at some level. The petitioners are proposing the following measures to mitigate light and noise impacts on the neighboring properties.

- The patio is proposed for use seasonally, during good weather, from May through October. During this time, vegetation will be leafed out to provide some level of screening, in addition the petitioners propose to add large evergreens, potted plants and a sound curtain along the west property line to help mitigate sound from the patio.
- A maximum of 30 guests will be permitted on the patio at any one time.
- The patio will be open for dining from 5 p.m. to 10 p.m., Tuesday through Saturday. Clean up and all lights will be turned off no later than 10:15 p.m.

The amount of traffic generated by the restaurant is minimal, with many patrons walking to the restaurant from the surrounding neighborhood. The current Special Use Permit requires employees and patrons to park in the Central Business District. Parking on nearby residential streets is not permitted. Parking is fully addressed by the current Special Use Permit.

Criteria for Special Use Permits – Chapter 159.045, Special Uses

Special Use Permit Criteria #1: The establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

The proposed patio is limited in size and is comparable to other uses in the Central Business District and is not unlike other uses that are located in proximity to residential neighborhoods that border the City's Central Business District. In general, businesses and residences have co-existed in this area for many years. Issues come up at various locations from time to time and efforts are made to resolve them by working with all parties.

The requested amendment provides the opportunity for the existing small scale business to meet customer demand and generate the business needed to be successful and remain vital. The Special Use Permit approving the restaurant establishes operating parameters to balance the interests of the neighboring residents, patrons and the business owners. With some limitations, an outdoor dining patio, in full compliance with all applicable egress and life safety requirements, will not be detrimental to or endanger public health, safety, morals, comfort or general welfare.

Special Use Permit Criteria #2: The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted and will not substantially diminish and impair property values within the neighborhood.

The proposed patio is generally consistent with the type of uses that have existed at this location and in this general area in the past. The petitioners propose to operate the patio May 1st through October 31st, weather permitting. The patio, as proposed would be open to patrons Tuesday through Saturday, 5 p.m. to 10 p.m. The proposed use is primarily for diners seated at tables. The petitioners have noted that higher traffic events like receptions will be held inside the restaurant.

The proposed patio, if operated consistent with the recommended conditions of approval, will not be injurious to the use and enjoyment of properties in the immediate area. The restaurant provides an amenity, within walking distance of surrounding neighborhoods, and the addition of outdoor dining will enhance the offerings for dining in the City's Central Business District. The recent community strategic planning exercise placed a high priority on encouraging new businesses to support the long term health of the City's business districts, to bring activity into the City's core and to support property values throughout the community.

No evidence has been submitted that the proposed limited use of the patio for outdoor dining will substantially diminish or impair property values in the surrounding neighborhood.

Special Use Permit Criteria #3: The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. In business districts, the special use will not negatively affect the overall character of the area or detract from the primary retail nature of the district.

The surrounding area is already developed. The proposed patio responds to requests for additional casual dining opportunities in the community. The patio, if operated consistent with the proposed conditions of approval, will not negatively affect the overall character of the area and will support and enhance the Central Business District.

Special Use Permit Criteria #4: The exterior architectural appearance and functional plan of any proposed structure will not be incompatible with existing buildings, sites, the larger neighborhood or district so as to cause a substantial depreciation in the property values.

The exterior changes proposed to the patio are limited to planting large evergreens along the west property line and adding other plants and a sound curtain. The appearance of the building from the streetscape will remain unchanged.

Special Use Permit Criteria #5: Adequate utilities, access roads, drainage and or necessary facilities have been or are being provided.

Adequate utilities and other infrastructure are in place. No enhancement to existing utilities is needed to support outdoor dining on the patio.

Special Use Permit Criteria #6: Adequate measures have been or will be taken to provide ingress and egress.

The restaurant is located in an existing commercial building which has frontage on a public street. No changes to the existing front entrance are proposed. The patio will be accessed by customers entering the front door and walking through the restaurant. A pedestrian gate will be provided to allow diners to exit the patio to the rear only in the case of an emergency. There is no vehicle access on the site.

Special Use Permit Criteria #7: The special use shall conform to the applicable regulations of the district in which it is located except as such regulations may in each instance be modified by the City Council as part of the Special Use Permit.

As recommended, the Special Use Permit will allow the existing outdoor patio to be used for dining on a limited basis consistent with the provisions of the amended Special Use Permit and the regulations of the B-3, Traditional Commercial Business District. No variances from the regulations of the district are requested and the Special Use Permit as recommended places limitations on the use of the patio.

EXHIBIT C

Unconditional Agreement and Consent

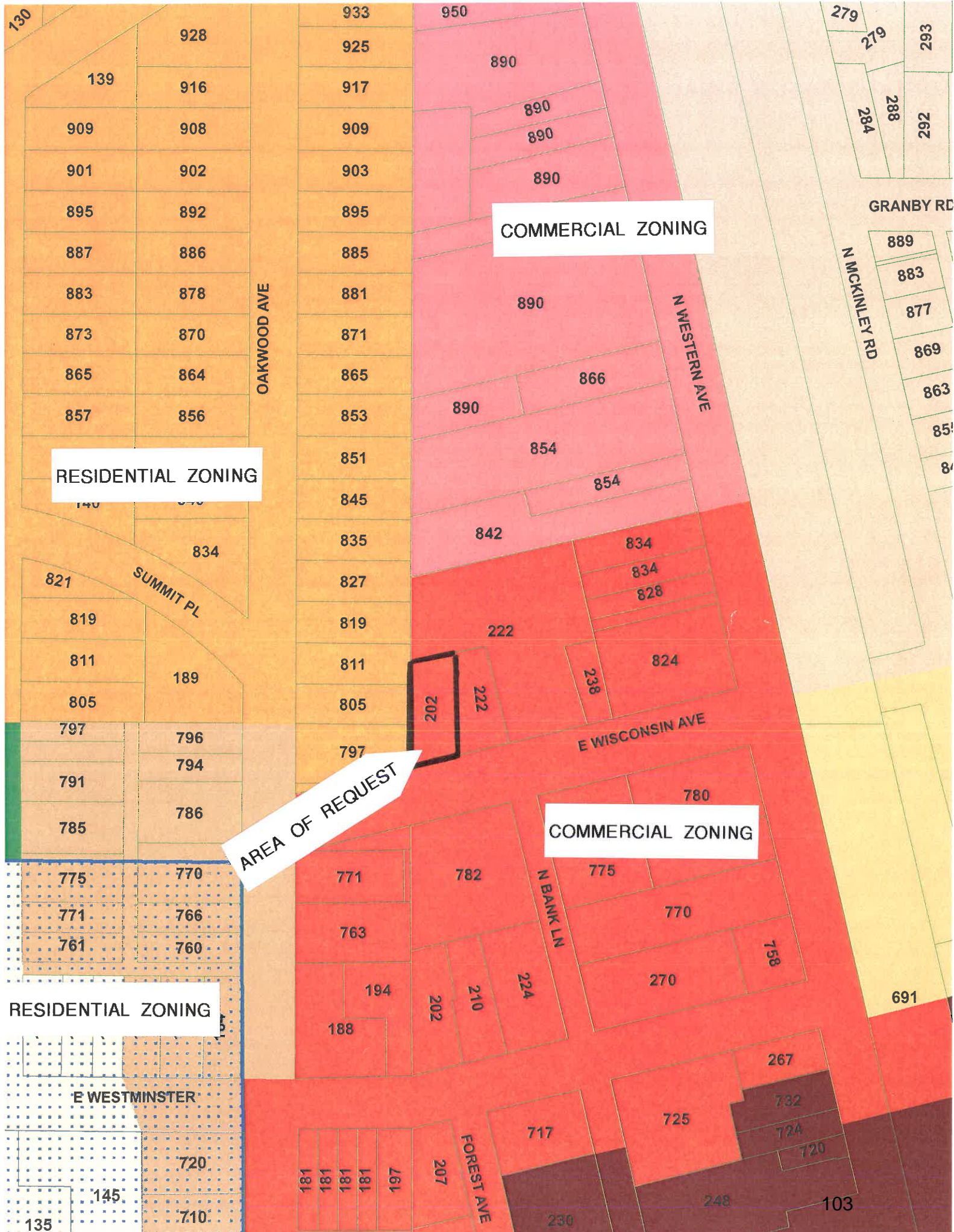
Pursuant to Section Four of Lake Forest Ordinance No. 2018-____, and to induce the City Council of Lake Forest to grant the amendment to the Special Use Permit provided in such Ordinance, the undersigned acknowledge that they have read and understand all of the terms and provisions of said Lake Forest Ordinance No. 2018-_____, and do hereby acknowledge the validity of each of the conditions and provisions of said Ordinance, and do hereby unconditionally consent to and agree to accept and be bound by each and all of the provisions, restrictions, and conditions of said Ordinance, and do hereby acknowledge that the undersigned are authorized to sign this Unconditional Agreement and Consent.

The Gallery Restaurant

By: _____

Its _____

ATTEST:



RESIDENTIAL ZONING

COMMERCIAL ZONING

AREA OF REQUEST

COMMERCIAL ZONING

RESIDENTIAL ZONING

E WESTMINSTER





Zoning Board of Appeals' Report and Recommendation

TO:	Honorable Mayor Lansing and members of the Council
DATE:	April 30, 2018
FROM:	Chairman Pickus and members of the Zoning Board of Appeals
SUBJECT:	<i>Amendment to Special Use Permit – The Gallery Restaurant– Outdoor Dining</i>

Property Owner

Amador Vazquez
414 Evergreen Road
Waukegan, IL 60085

Property Location

202 Wisconsin Avenue

Zoning District

B-3, Traditional Business District

Applicant – Business Owners

Cecilia Lanyon
908 Oakwood Avenue
Lake Forest, IL 60045

Dominic Zumpano
31 E. Washington Avenue
Lake Bluff, 60044

Background

This is a request for an amendment to a Special Use Permit that was approved in October, 2017 authorizing a restaurant to operate in an existing one-story building at 202 E. Wisconsin Avenue. The restaurant has successfully operated since the approval was granted. The restaurant operates in conjunction with an art gallery. The Gallery has become a popular place for artists, residents enjoying a casual dinner, and a venue for small gatherings of various types.

Restaurants located within 150 feet of residentially zoned property must be approved through the Special Use Permit process. In conformance with the Code requirement, the business owners, Ms. Lanyon and Mr. Zumpano, applied for a Special Use Permit last fall and based on a recommendation from the Plan Commission, the City Council approved an Ordinance granting a Special Use Permit authorizing a new restaurant at this location.

Description of the Property

The Gallery is located at 202 Wisconsin Avenue, within, but at the edge of, the commercial zoning district. The Gallery is located immediately adjacent to residentially zoned properties to the west which are developed with single family homes, detached garages and backyards. Two residential properties, and a portion of a third, share a property line with The Gallery.

To the east, north and south, the 202 Wisconsin Avenue property is adjacent to property zoned for commercial use in the B-3, Traditional Business District. A private parking lot, belonging to the neighboring property owner, abuts The Gallery building to the north and an access driveway to the parking lot for the neighboring building is located immediately to the east of the building. The 202 Wisconsin Avenue property fronts on Wisconsin Avenue and is located across the street from the Lake Forest Bank and Trust drive-thru facility and the public parking lot located further to the south.

Current Request

When the petitioners initially presented their request for a Special Use Permit to the Plan Commission late last summer, the request included dining on the outdoor patio located behind the building. The Plan Commission's recommendation included support for the outdoor patio. However, in response to concerns raised by one neighboring property owner about use of the patio, the petitioners removed the outdoor dining from the petition to allow the restaurant to get up and running and to allow time to gain an understanding of the level of activity and types of events the restaurant would attract.

The restaurant today, operates successfully and without any issues or complaints since it officially opened last fall. The restaurant is a small scale, neighborhood type business, not incompatible with homes located at the edge of the business district.

To build upon the success of the business, and in response to customer interest, the petitioners are now requesting reconsideration of allowing limited use of the existing patio, located behind the building, for dining. In an effort to be sensitive to the adjacent residential neighborhood, the petitioners are proposing limited hours for use of the patio, a prohibition on any amplified sound on the patio, limited lighting and enhanced buffering in the narrow area between the patio and the neighboring homes.

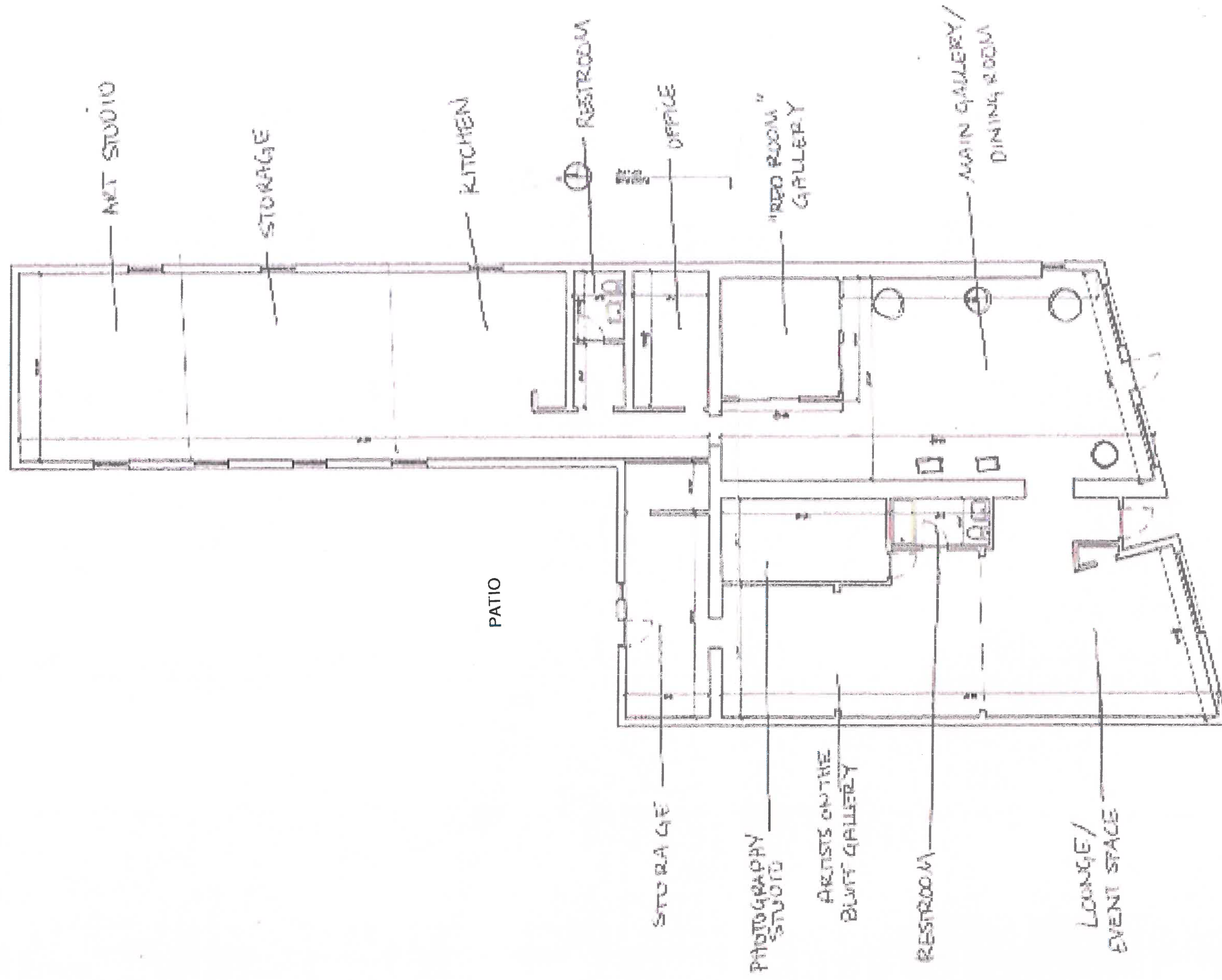
Zoning Board of Appeals' Recommendation

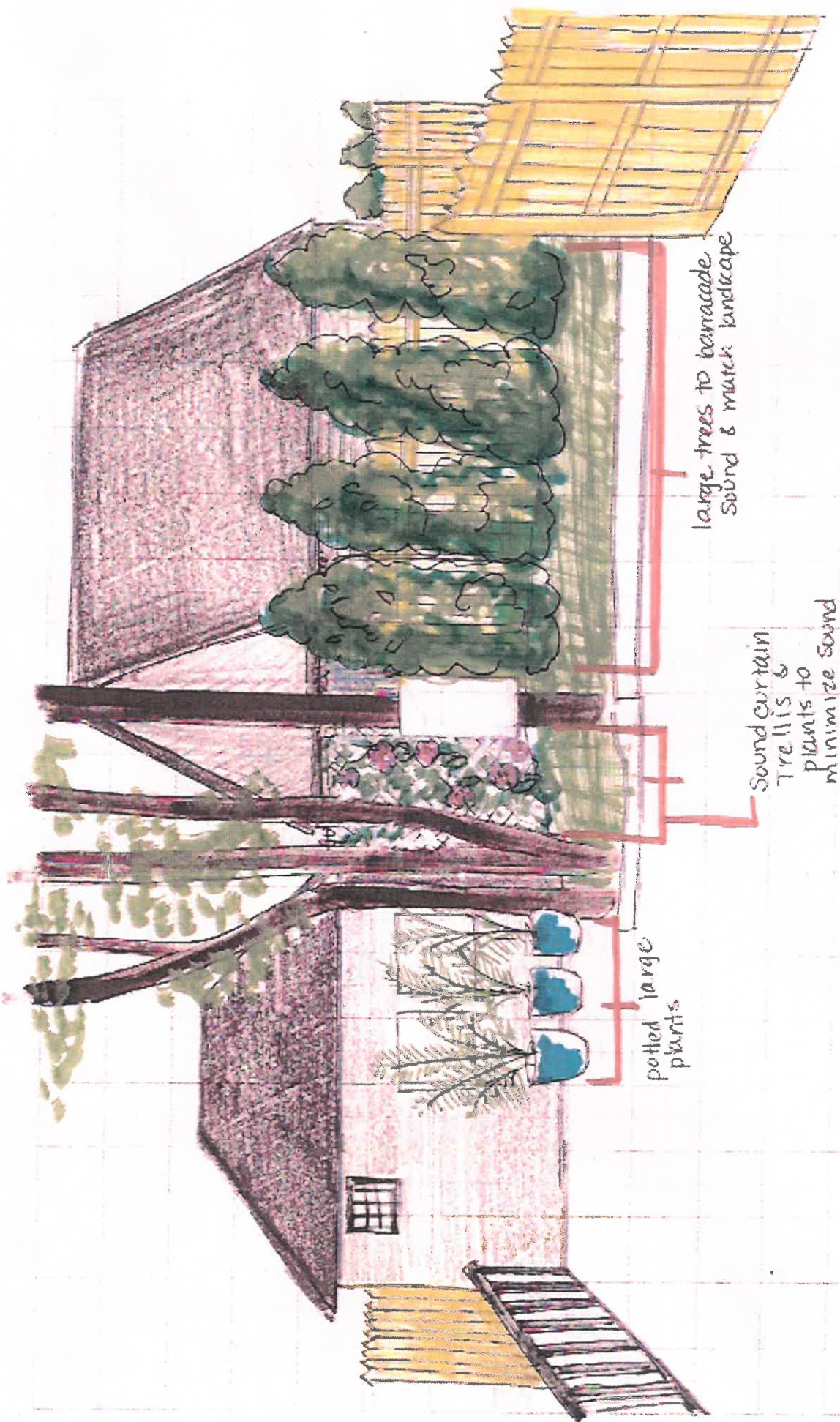
After the public hearing, and after deliberation, each member of the Zoning Board of Appeals indicated support for the proposed amendment that is, support for allowing outdoor dining on a limited basis. The Board's vote of 4 to 3 reflects differing opinions among the Board members on whether or not noise levels from the patio should be monitored on an ongoing basis. The proposed monitoring would occur periodically, based on a plan developed by the City's acoustical consultant, to verify that noise levels do not exceed accepted standards for decibel levels in residential neighborhoods on an ongoing basis.

The majority of the Board, four members, supported the additional condition requiring monitoring of noise levels. Three members of the Board voted in opposition to the motion based on their objection specifically to the condition related to noise, not based on opposition to the outdoor dining.

The Board's recommendation includes 13 conditions which are detailed in the approving ordinance. The Board's recommendation in support of the amendment to the Special Use Permit is based on the findings detailed on Exhibit B to the ordinance.

↑
NORTH





Excerpt
The City of Lake Forest
Zoning Board of Appeals
Proceedings of the April 30, 2018 Meeting

A regular meeting of the Lake Forest Zoning Board of Appeals was held on Monday, April 30, 2018 at 6:30 p.m., in the Council Chambers at City Hall, 220 E. Deerpath, Lake Forest, Illinois.

Zoning Board of Appeals members present: Chairman Louis Pickus and Board members Nancy Novit, Kevin Lewis, Richard Plonsker, Mark Pasquesi, Michael Sieman and Lisa Nehring

Zoning Board of Appeals members absent: None

4. Consideration of a request for approval of amendments to an existing Special Use Permit to allow outdoor dining on a limited basis at The Gallery. The property is located at 202 Wisconsin Avenue.

Owner: Amador & Silveria Vasquez

Representative: Cecilia Lanyon, business owner

Chairman Pickus introduced the agenda item and asked the Board for any Ex Parte contacts or conflicts of interest. Hearing none, Chairman Pickus invited a presentation from the petitioner and swore in all those intending to speak.

Ms. Lanyon introduced herself and her partner, Dominic Zumpano, as owners of The Gallery. She requested an amendment to the existing Special Use Permit for their business. She explained that the current Special Use Permit authorizes a restaurant and approval of outdoor dining is now requested. She stated that since the original approval, business is growing. She stated that use of the patio is proposed five nights a week adding that there will be no amplified sound. She stated that the proposed hours for patio dining are Tuesday through Thursday 5 p.m. to 9 p.m., and Friday and Saturday, 5 p.m. to 10 p.m. She stated that dim lighting is proposed on the patio. She stated that the patio will accommodate about 30 diners adding that most parties are two to four people. She stated that she was born and raised on Oakwood Avenue, just down the street from the business, and values and respects the neighborhood. She reviewed her ideas for proposed plantings and a sound curtain to minimize any noise impacts on neighbors. She stated that there is a demand for outdoor dining during the warmer months.

Ms. Czerniak stated that the Special Use Permit for The Gallery restaurant was approved last year. She noted that as originally presented, dining on the patio was included as part of the petition for the restaurant and was supported by the Plan

Commission. She explained that in response to the concern from a neighboring property owner that she was not in town when the Plan Commission meeting was held, the petitioners eliminated the patio from the petition to allow the restaurant to get up and running and to gain an understanding of the impact, or lack of impact, on the neighborhood. She stated that since the restaurant opened, the City has not received a complaint. She stated that the patio is existing and predated the restaurant use and presumably, was used in some manner in the past. She stated that the patio is approximately 1,600 square feet and based on life safety requirements, the maximum capacity on the patio is 50 people adding however that the petitioners intend to limit diners on the patio to 30 people at a time, seated for table service. She noted that the petitioners stated that reception type events will be held only inside the building. She noted that the business districts are adjacent to residential areas resulting in some challenges, as well as benefits. She noted that conditions of approval are offered in the staff report along with findings supporting approval of the petition.

In response to questions from Chairman Pickus, Ms. Lanyon confirmed they can meet the conditions presented by staff.

In response to questions from Board member Nehring, Ms. Lanyon confirmed that six trees are proposed to cover the gap between the garages near the patio.

In response to questions from Board member Sieman, Ms. Lanyon confirmed that as the art gallery grew in popularity, dining was allowed on the site, including on the patio, prior to understanding that a restaurant required a special use permit. She stated that upon notification from the City, they ceased restaurant operations and applied for the required special use permit.

In response to questions from Board member Nehring, Ms. Lanyon explained that nine tables are proposed in the center of the patio.

Chairman Pickus invited public testimony and swore in those intending to speak.

Megan Hayes, 811 Oakwood, stated that her property is directly adjacent to the restaurant. She stated that the proposed trees will conflict with the overhead wires. She stated that she did not receive notice of the Plan Commission meeting last fall. She read her letter from August 16, 2017 to the Plan Commission. She showed photographs of her property noting that she will lose her privacy. She stated support for the restaurant but noted that outdoor dining is not appropriate. She voiced concern that sound will bounce off the 222 Wisconsin Avenue building toward her property. She stated that a trellis will not create a sound barrier. She stated that she spent time and money on her house and back yard, and would like the area to remain quiet and her property value to remain stable.

Joanna Rolek, Executive Director of the Lake Forest/Lake Bluff Chamber of Commerce stated support for a compromise and the conditions of approval suggested by staff.

She stated that food and experiences are welcome and necessary in business districts today. She noted that the neighborhood adjacent to The Gallery is located within walking distance of many businesses. She stated that the ability for restaurants to offer outdoor dining can make up for a deficient the rest of the year. She noted that outdoor dining is necessary to compete with other restaurants in the area. She stated that there are 50 restaurants in Highwood and Highland Park, and almost 100 in Libertyville. She stated that The Gallery is a jewel adding that the limited hours are a good compromise.

Nettie Zadeikis, 750 Morningside Drive, encouraged all parties to work together in the spirit of community. She stated that she has been to The Gallery twice and has a high opinion of it noting that it is also rated high on social media. She stated that she would like to see this highly successful new business supported by the community. She acknowledged the potential impacts on the neighbors but questioned whether it would be better to have empty streets and buildings. She stated that the neighborhood has been adjacent to the business district for a long time. She suggested that a water fountain or other white noise could help to mask the noise from diners. She stated that in her opinion, the pros outweigh the cons in this petition.

Deb Fischer, local realtor and member of the City marketing group, stated that she is speaking on her own behalf. She noted that a recent community survey indicated that residents want more dining options. She stated that it is important to bring younger home buyers to the area and an urban vibe will help to do that. She stated that the vibrancy of the business district is important, within walking distance of neighborhoods. She noted the vibrancy of the Libertyville business district.

Philip Ross, 213 Hancock, Lake Bluff, Vice President of Artists on the Bluff, stated that The Gallery is a promotion of the arts in combination with a restaurant. He stated that enhancing the offerings at the restaurant will expand that relationship. He stated that Ms. Lanyon and Mr. Zumpano are very sensitive to the neighbors. He stated this business helps the arts and artists.

Allison Tompkins, 20 year resident of Lake Forest, currently living in Lake Bluff, stated that she works on monthly exhibits at The Gallery. She stated that Ms. Lanyon carefully monitors all activities at the restaurant to assure that neighbors are respected. She stated that the owners of The Gallery will go above and beyond expectations.

Hearing no further requests to speak, Chairman Pickus returned the discussion to the Board.

In response to questions from Board member Nehring, Ms. Lanyon confirmed that the trees will be staggered along the property line.

In response to questions from Board member Lewis, Ms. Lanyon confirmed that the hours as proposed are workable. She stated that the kitchen will close an hour before closing time.

In response to questions from Chairman Pickus, Ms. Lanyon stated that the 10 p.m. closing time on Friday and Saturday is important to diners.

In response to questions from Board member Plonsker, Ms. Lanyon confirmed that tables could be spaced further apart. She stated that the business does not attract a wild group.

In response to questions from the Board, Mr. Zumpano stated that there is no bar at the restaurant, which limits rowdiness.

In response to questions from Board member Nehring, Ms. Lanyon confirmed that no music is proposed on the patio and a curtain is proposed to mitigate sound.

In response to questions from Board member Lewis, Ms. Lanyon confirmed that indoor/outdoor strings of lights are in place above the patio. She stated that there are two larger lights on the building which were there when they moved in and they simply changed the light bulbs. She noted the location of the lights at the building corners.

In response to questions from the Board, Ms. Czerniak confirmed that staff can work with petitioners on appropriate lighting for the patio and building exterior.

In response to questions from Board member Plonsker, Ms. Czerniak confirmed that staff can also work with the petitioners to explore ways to mitigate sound from the patio. She cautioned that not all noise will be mitigated.

In response to questions from Board member Plonsker, Ms. Lanyon confirmed that the patio will not be rented out for third party events. She confirmed that they will be responsible for activities on the patio.

In response to questions from Board member Sieman, Ms. Czerniak confirmed that proper notice was sent prior to the Plan Commission meeting last year. She stated that the vacancy rate in the City's business district is low in comparison to other communities. She confirmed that limited outdoor dining occurred on the patio last year before the business owners were aware of the need for approvals. She confirmed that currently, the restaurant has a BYOB liquor license.

Board member Pasquesi noted that he respects the neighbor's concerns about noise impacts from the patio. He expressed surprise at the difference in the number of restaurants in Lake Forest in comparison to other communities. He stated that a flourishing business should be supported by the community.

Board member Nehring stated that the business owner is trying to be accommodating by not having music on the patio, adding landscaping, and limiting seating. She stated that this appears to be a reasonable request. She commented that MLG has outdoor seating and is busy during the summer months.

Board member Plonsker expressed appreciation for the concerns of the neighboring property owners, but stated that he is inclined to support the request given the restaurant owners' commitment to working to address the issues raised.

Board member Novit agreed with the comments of the other Board members. She stated she lives in a neighborhood where the homes are close together noting that some people are very social and there can be impacts on neighbors. She stated that it appears that the business owners are trying to work with the neighborhood.

Board member Sieman compared this petition to the College petition due to the adjacency of different types of uses. He suggested that perhaps a one year approval could be granted to allow time to assess the impacts as was done with the College.

Chairman Pickus expressed interest in considering a trial period. He noted however that the noise levels, and the source of the noise, will be difficult to quantify.

Board member Nehring stated that the business owners will be reluctant to invest in improvements if the approval is only for a limited time.

Board member Novit agreed that it will be difficult to measure the noise level.

Ms. Czerniak noted that there are accepted standards for noise levels in residential areas. She stated that noise levels could be measured against accepted residential levels.

Board member Novit stated that it may not be reasonable to apply a residential standard to this commercial property. She cautioned that the restaurant should not be set up to fail.

Hearing no further comments from the Board, Chairman Pickus asked for a motion.

Board member Lewis made a motion to recommend approval of an amendment to the Special Use Permit as requested to allow outdoor dining on the existing patio. He stated that the motion is based on the findings and conditions presented in the staff report with the addition of a condition requiring monitoring of noise levels in the adjacent neighborhood.

The motion was seconded by Board member Plonsker and was approved by a vote of 4 to 3 with Board members Pasquesi, Novit and Nehring voting nay because they

oppose the burden placed on the business owners by condition 12 pertaining to periodic noise measurements.

Correspondence

Friedrich, Michelle

From: Eric Kuby <kuby@ameritech.net>
Sent: Thursday, April 19, 2018 2:06 PM
To: Friedrich, Michelle
Subject: Testimony-The Gallery Petition

We are writing to the Zoning Board of Appeals regarding the petition of The Gallery Restaurant and Art Gallery (The Gallery) to permit outdoor dining on its existing patio. We reside at 797 Oakwood Avenue which is located next to The Gallery. While we enjoy the Gallery's food, art and ambiance, we do not want outdoor dining or music on its patio. We have dined at the Gallery several times and from time to time attend its opening receptions. We even dined on its outdoor patio last August. We feel the patio creates undue noise during the evenings not only for us but also our neighbors, especially Megan Hayes at 811 Oakwood Avenue. Megan has created a beautiful outdoor space with a cozy firepit where she can relax during the day and entertain. However, the patio creates noise not only in the yard but in her family room. We have also experienced noise when we sit in our family room. As the two property owners who are most impacted by the proposed patio we feel that it would negatively impact our property values. We wish Cecilia and Dominic continued luck with the restaurant but we do not feel outdoor dining is conducive to the neighborhood.

Respectfully,

Eric and Valerie Kuby

April 27, 2018

Testimony – The Gallery Petition

Catherine Czerniak
Community Development Department
800 Field Drive
Lake Forest, IL. 60045

To The Zoning Board of Appeals,

I am writing in support of an outdoor patio Special Use Permit from the City of Lake Forest for usage of the existing space by The Gallery restaurant and art space at 202 E. Wisconsin Avenue.

I am a neighbor near to The Gallery and have very much enjoyed having this establishment that provides such a unique experience literally outside my front door! There really is nothing else like The Gallery in our wonderful town. I realize the importance for a business such as this to be able to remain relevant and successful is to be able to utilize every opportunity available, and with only so few warm weather months in our area, being able to provide an outdoor dining experience for their patrons is vital.

They have the existing space and have put effort and funding into creating a welcoming, relaxed, and special place for an additional way to enhance their restaurant, it would be a shame to not allow the patio to be open for their patrons during the summer and early fall. Denying this experience will slow their business rather than allow it to continue to grow.

I personally feel that owning a home in the downtown area of a quaint community such as Lake Forest, we as neighbors should expect small local businesses to be nearby and to thrive from our support. We are fortunate to have special places to enjoy so close to us and to be passionately run by talented, community minded people such as Cecilia Lanyon and Dominic Zumpano.

Sincerely,

Vickie Marasco
794 Oakwood Avenue
Lake Forest, IL 60045

Friedrich, Michelle

*Submitted after the packets
were distributed.*

From: Ellie Crouch Nottoli <ellienottoli@gmail.com>
Sent: Monday, April 30, 2018 3:18 PM
To: Friedrich, Michelle
Subject: The Gallery

Hello,

I am a Lake Forest in-town resident and have heard the news of The Gallery's outdoor patio being in question.

I'm writing to show my support to The Gallery. I have frequented the restaurant and Gallery often since they have opened. I have held business meetings, gatherings and celebrations in their space. I have NEVER experienced anything but a calm, civilized, low-key atmosphere.

As a local business owner, I know how important it is to support and "shop" with our neighbors. I value highly what the Gallery has brought to our downtown area. We now have another option, with outdoor seating, to stroll to, gather and dine locally.

Cecilia and Dominic are successful investors in our community. They are young, and fresh and talented and bring a revitalized energy to Lake Forest. Their recent collaboration with Left Bank is a perfect example of how they have "saved" a local establishment with their vision.

Please consider the Gallery's outdoor space as an asset to the community. My Oak wood and Atteridge neighbors count the moments for summer, where we can walk down the street and enjoy the atmosphere and food while sitting outdoors at our favorite spot in town.

Respectfully,

Ellie Nottoli
150 Atteridge Road
Lake Forest

847.664.9370

Friedrich, Michelle

*Submitted after the packets
were distributed.*

From: JANA O'NEIL <janaoneil@comcast.net>
Sent: Monday, April 30, 2018 12:53 PM
To: Friedrich, Michelle
Cc: Oneil, P.; thegallerylf@gmail.com
Subject: Testimony for The Gallery Petition

To the City of Lake Forest,

My husband, P.J. O'Neil, and I wholeheartedly support the plan for outdoor dining at The Gallery. We live at 827 Oakwood Avenue, just around the corner from the restaurant. Our family frequents The Gallery for great meals, especially for special occasions.

Fourteen years ago, we bought our home on Oakwood Avenue because of its easy access to Market Square, the train, restaurants and shops. I'm certain that others in our neighborhood chose their homes for the same conveniences. It thrills us to have The Gallery just a one minute walk from home!

During the warm weather months, Lake Foresters want to eat outside as a reward for surviving the cold winter. Outdoor dining space in our local restaurants is a premium that encourages residents to enjoy and celebrate our wonderful community. We need this outdoor dining area and are extremely hopeful that our neighbors will join us in support of The Gallery's plan.

Sincerely,

Jana O'Neil

827 Oakwood Avenue

Lake Forest, IL 60045

847-234-0753

Friedrich, Michelle

*Submitted after the packets
were distributed.*

From: dswarthout@wi.rr.com
Sent: Monday, April 30, 2018 7:05 AM
To: Friedrich, Michelle
Cc: David Swarthout
Subject: Fwd: Testimony The Galley Petition
Attachments: Testimony The Galley Petition

To Zoning Board of Appeals.

I am writing you about the amendment to the special use permit by the Gallery Restaurant for outdoor dining. We live at 835 Oakwood Ave and do not live close enough to hear any noise coming from the outdoor dining. We are very fortunate to have great neighbors and respect those neighbors' opinions that are opposed to not granting the amendment. Our city is very fortunate to have a restaurant owned by a born and raised Lake Forester. Lake Forest needs to encourage more business to come into town vs. making it difficult to do business. We feel very lucky to live in this downtown environment and hope the board works to keep this development going. Bottom line is the Swarthout family is in full support of the outdoor dining at the Gallery Restaurant.

Thanks you
The David Swarthout family
835 Oakwood Av
Lake Forest IL 60045
414-235-1203

THE CITY OF LAKE FOREST

ORDINANCE NO. 2018-_____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE
RELATING TO CLASSES OF LICENSES FOR ALCOHOLIC BEVERAGES**

WHEREAS, pursuant to its home rule authority and 235 ILCS 5, the City regulates the sale and service of alcoholic liquor in the City; and

WHEREAS, the Mayor and City Council have determined that it is in the best interests of the City and its residents to amend the City's regulations affecting alcoholic liquor in the manner set forth below;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Amendment to Section 111.036 of the City Code. Section 111.036, entitled "Local Liquor Licenses and Fees," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code is hereby amended to add an A-4 liquor license classification and amend the Class I-1 liquor license classification, with the assigned numbering of the other liquor license classifications being adjusted accordingly:

* * *

(4) Class A-4 licenses, which shall authorize the retail sale of beer and wine only in their original package during the following times: Sunday through Thursday from 2:00pm to 8:00pm Central Time, Friday and Saturday from 2:00pm to 9:00pm Central Time. Nothing herein shall prevent customers purchasing beer or wine from an A-4 licensee from consuming such beer or wine on the licensed premises pursuant to a Class I-1 or I-2 license.

* * *

(19 **20**) Class I-1 licenses, which shall authorize any **A-4**, B-1, C-1, C-2, C-3, D-1, E-1 or F-1 licensee to permit bring-your-own-beverages to be consumed on the licensed premises of the type permitted by the licensee's license and to impose a corkage fee relating to each container of bring-your-own-beverage of not to exceed \$10 per bring-your-own-beverage container.

SECTION THREE: Establishment of Fee for Class A-4 Liquor License. The liquor license fee for a Class A-4 license is hereby established at \$500.00 per year. The City's official Fee Schedule is and shall be amended to reflect the Class A-4 license fee.

SECTION FOUR: Number of Class A-4 Liquor License. Subsection A of Section 111.037, entitled "Number of Licenses," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code is hereby amended to provide as follows:

<i>Class</i>	<i>Maximum Number of Licenses Authorized</i>
A-1	7
A-2	4
A-3	No more than the total number of Class A-1 licenses issued by the city
<u>A-4</u>	<u>1</u>
B-1	1
C-1	4
C-2	9
C-3	9
D-1	5
E-1	2
F-1	1
F-2	As many as determined reasonable by the Commissioner
F-3	As many as determined reasonable by the Commissioner
F-4	As many as determined reasonable by the Commissioner
F-5	1
F-6	3
G-1	1
G-2	2
H-1	0
H-2	1
1-1	No more than the total number of Class B-1, C-1, C-2, C-3, D-1, E-1 and F-1 licenses issued by the city
I-2	1

I-3	As many as determined reasonable by the Commissioner
J	1

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2018.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ____ day of _____, 2018.

Mayor

ATTEST:

City Clerk



RESOLUTION OF APPRECIATION

for

Victor P. Filippini, Jr.

WHEREAS, Victor P. Filippini, Jr. Attorney, formally with Holland & Knight, LLP, and founder and partner member of the Filippini Law Firm, LLP, served as legal counsel for The City of Lake Forest from 2000-2018 providing legal services, offering guidance on routine matters, guiding the City through complex negotiations, working tirelessly to keep the City out of litigation and when necessary, representing the City well in matters involving litigation; and

WHEREAS, on May 2, 2016, Mr. Filippini was recognized by the Mayor and City Council for a notable achievement, receiving the Illinois Government Lawyers' Association's Litigation Award for his work related to preserving municipal zoning authority; and

WHEREAS, during his tenure with the City he provided wise and valuable counsel leading efforts to update, clarify and strengthen the overall City Code with special attention to Code provisions relating to financial matters, historic preservation, architectural review, subdivisions, special uses and liquor licenses; and

WHEREAS, during this 18 year tenure, he worked in a collaborative manner with local institutions, not for profit groups, residential and commercial developers, property owners and residents on various notable projects including, but not limited to, Conway Office Park, Elawa Farm, Northwestern Lake Forest Hospital, the redevelopment of the City's former Municipal Services site at Laurel and Western Avenues, Gorton Community Center, the Water Treatment Plant, Amberley Woods, Lake Forest College, the rehabilitation of Forest Park and numerous residential subdivisions; and

WHEREAS, the projects in which Mr. Filippini was involved will serve the City well long into the future by contributing significantly to the community's character, vitality, safety and quality of life; and

WHEREAS, Mr. Filippini was a respected member of the City Team, educating City staff on the nuances of municipal law, making himself available to community groups and organizations to provide advice and direction, guiding Boards and Commissions on procedural matters and thoughtfully developing solutions to problems always with the long term best interest of the City of Lake Forest as the overarching objective; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens and staff of the City of Lake Forest to **Victor P. Filippini, Jr.** for eighteen years of loyal and faithful public service by means of this resolution, which shall be spread upon the permanent records of the City Council and a signed copy of which shall be delivered to Mr. Filippini.

Adopted by the City Council of
The City of Lake Forest this
Fourth day of June, 2018.