

The City of Lake Forest  
CITY COUNCIL  
*Proceedings of the Monday, November 19, 2018*  
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: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Reisenberg, Alderman Preschlack, Alderman Moreno and Alderman Buschmann.

Absent: None.

**CALL TO ORDER AND ROLL CALL**

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

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Lansing announced that a new City Manager will be named at the December 3 City Council meeting. He also stated that fund raising for the North Beach Access Road is going well and he invited residents to attend the annual festivities of the Tree Lighting Ceremony on Friday, November 23.

**COMMENTS BY CITY MANAGER**

**A. ERP Implementation Update: Utility Billing**  
- Elizabeth Holleb, Director of Finance

Ms. Holleb gave a brief update on the impacts the residents will see as the utility billing module goes live. She also reviewed enhancements residents can expect on their bill such as usage charts.

**B. ERP Implementation Update: Transition to New Building Permit and Inspection Software**  
- Catherine Czerniak, Director of Community Development

Ms. Czerniak reviewed the Community Developments' timeline as the go live date will be December 3 for the Building and Business License components. She also reported that this has streamlined applications and processes and centralized addresses.

**C. Smart 911 Rollout**  
- Karl Walldorf, Chief of Police

Mr. Walldorf reported on the capabilities of registering and using the Smart 911 app, how to sign up and the City's upcoming move from Code Red to Rave Alert.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**1. Consideration of an Ordinance Establishing the 2018 Tax Levy (First Reading)**

Ms. Holleb reviewed the proposed tax levy for 2018 that included the tax levy limitations under the tax cap, the tax levy distributed by fund- without new growth and allowances distributed, the tax levy by fund with new growth and allowances distributed and an explanation of the tax increase to an average homeowner.

Ms. Holleb reported that the proposed tax levy for 2018 reflects a 3.10% increase over the 2017 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 2.10% property tax cap increase on operating and IMRF pension levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; increases attributable to new construction; and increases in police and fire pension costs as determined by an independent actuarial valuation.

Mayor Lansing asked if there was anyone from the public who would like to comment on this item. Seeing none he asked for a motion.

**COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2018 Tax Levy**

Alderman Morris made a motion to grant first reading of an Ordinance Establishing the 2018 Tax Levy, seconded by Alderman Preschlack. 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.

**2. Approval of Ordinances Abating 2018 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)**

Ms. Holleb reported that the proposed Ordinances provide for the abatement of 2018 taxes levied for the various outstanding general obligation alternative revenue bond issues.

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

**COUNCIL ACTION: Grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues.**

Alderman Rummel made a motion to grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues, seconded by Alderman Reisenberg. 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.

**3. Consideration of an Ordinance approving a Fee Schedule and Ordinance adopting new fees related to Public Works (First Reading)**

Ms. Holleb reported that a comprehensive fee schedule was provided as Exhibit A to the Ordinance approving a fee schedule. The fee revisions and proposed new fees will be further discussed at the November 26, 2018 Finance Committee meeting. Fees related to the Water Utility Fund are not yet incorporated into the proposed fee schedule pending the November 26 discussion.

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

**COUNCIL ACTION: Grant first reading to the proposed ordinances.**

Alderman Rummel made a motion to grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues, seconded by Alderman Reisenberg. 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.

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

**ITEMS FOR OMNIBUS VOTE CONSIDERATION**

1. **Approval of the November 5, 2018 City Council Meeting Minutes**
2. **Authorization to Purchase Knollwood Fire Engine 44, and Assume AFG Grant for Fire Truck 44.**
3. **Approval of a Public Right-of-Way Dedication for the Everett/Waukegan Intersection Improvement Project**
4. **Approval of All City Expenditures and Contractor Recommendations for the Waukegan Road Sidewalk Project**
5. **Approval of Two Agreements with AECOM and Ratification of Expenses Incurred for Forest Park Bluff Evaluation Assistance and Virtual Renderings in the Amount of \$14,350.**
6. **Consideration of Adoption of Updated Versions of the Previously Adopted State and National Life Safety and Building Codes. (First Reading)**
7. **Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**

**COUNCIL ACTION: Approval of the seven (7) 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 seven (7) Omnibus items as presented.

Alderman Preschlack made a motion to approve the ten (10) Omnibus items as presented, seconded by Alderman Morris. 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**

1. **Award of Bid for a Four-Year Building Sidewalk Snow & Ice Service Contract to The Service Innovators in an Annual Estimated Amount of \$60,000**

Mr. Martin reported that the City is responsible for snow removal and ice control for entrance locations and sidewalks and that prior to 2015, the entire snow removal program was accomplished in-house. On October 11, 2018, bid invitations for the program were advertised. The City received four bids that were submitted for the October 25, 2018 public bid opening.

The apparent low bidder was Kaplan Paving. Kaplan's bid (which was unsealed) was turned in the day before the bid opening at the Municipal Services Building's front counter and placed in the Public Works inter-office mail box. Staff saw Kaplan's unsealed bid the morning of the bid opening and contacted Kaplan to notify the company that the bid needed to be in a sealed envelope. Kaplan immediately drove to Municipal Services, placed the bid in an envelope, sealed it, and submitted it at 10:06 a.m.; six minutes after the bid opening deadline of 10:00 a.m. Because Kaplan's bid was submitted past the deadline, City staff did not open the bid and officially read it aloud at the bid opening.

The City Council had discussion on the event, past performance of Kaplan and the options of rejection, rebidding and awarding another bidder.

Based on the City Attorney's recommendation that it is not in the City's best interest to waive the apparent low bidder's procedural irregularities, City staff recommended that the City Council approve TSI as the lowest responsive and responsible bidder and asked to award the contract to TSI.

**COUNCIL ACTION: Award of Bid for a four-year Building Sidewalk Snow & Ice Service Contract to The Service Innovators in an annual estimated amount of \$60,000.**

Alderman Rummel made a motion to Award of Bid for a four-year Building Sidewalk Snow & Ice Service Contract to The Service Innovators in an annual estimated amount of \$60,000, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Preschlack, Moreno and Buschmann. The following voted "Nay": Alderman Newman, Reisenberg. 6- Ayes, 2 Nays, motion carried.

<b>ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS</b>
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**1. Golf Committee Report**  
**- Alderman Tim Newman**

Alderman Newman and Alderman Beidler reported that the City Council would like to name the Deerpath Golf Course Club House Patio after the City Manager, Bob Kiely, as a gesture of thanks for decades of public service to The City of Lake Forest.

<b>ADJOURNMENT</b>
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There being no further business Mayor Lansing asked for a motion. Alderman Buschmann made a motion to adjourn, seconded by Alderman Reisenberg. Motion carried unanimously by voice vote at 8:07 pm.

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](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*