

The City of Lake Forest  
CITY COUNCIL  
*Proceedings of the Monday, February 5, 2018*  
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order immediately following the Finance Committee Meeting at 6:31pm, and the City Clerk, Margaret Boyer called the roll of Council members.

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

Absent: Alderman Beidler and Alderman Morris

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; Sally Swarthout, Director of Parks & Recreation; Susan Banks, Communication Manager; Karl Walldorf, Chief of Police; DeSha Kalmar, Director of Human Resources; Mike Strong, Assistant to the City Manager, along with other members of City Staff.

There were approximately 20 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:31pm

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

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Lansing reported that the ribbon cutting ceremony for the Northwestern Medicine Lake Forest Hospital will take place on Monday, February 12, 2018. Mayor Lansing stated that the new Hospital is a wonderful addition to the community.

**COMMENTS BY CITY MANAGER**

City Manager Robert Kiely reminded the City Council and community that the City has moved into Phase II of the Salting Program. The City will continue removing snow but will limit salting to hills, curves and intersections, and will fully salt if conditions require it.

**A. A Peak Under the Dome (Tarp)- An Update from the Lake Forest Library  
-Catherine Lemmer, Library Director and Todd Puch, Library Board President**

City Manager Robert Kiely introduced Catherine Lemmer, Library Director, to talk about a very important asset in the community and the structural issues that it is having. She gave an overview of the history of the Library, its builder, its previous renovation history and the challenges of repairs, the most prominent being the leaded copper dome. Ms. Lemmer stated that in response to community survey, the Library Board created a Strategic Plan, identifying goals. One of the goals was to be proactive to the building needs instead of reactive. The Library Board has issued an RFQ (request for qualifications) to address the dome's repair needs, and of the respondents, five firms are in the process of being interviewed.

The City Council had discussion on the Library Budget, Library Capital Asset Plan, building maintenance, long term modernization and timeline. Ms. Lemmer stated that the Library Board is looking forward to a report

as a result of the RFQs that should be available by mid to end of summer that will determine the best opportunity for the project.

#### **COMMENTS BY CITY COUNCIL MEMBERS**

Alderman Reisenberg provided the Council with an update on the actions that have occurred regarding the investigation of the lobbying expenditures for the pedestrian underpass and Amtrak stop at the Everett/Telegraph Road Train Station. Last month, Alderman Morris announced a number of new internal controls designed to strengthen the City financial management processes. Additionally, the City Council retained Ms. Jeter to perform an independent investigation of the matter. Over the course of the past few weeks, Ms. Jeter has collected and reviewed relevant data as well as interviewed City Staff, elected officials and others possessing pertinent information. In Executive Session tonight, it is expected that Ms. Jeter will present a preliminary report to the City Council. Alderman Reisenberg encouraged anyone with information to speak to Ms. Jeter, drop off information for her at City Hall or request her contact information from City staff. Alderman Reisenberg said it is expected that Ms. Jeter will present her report final at the February 20, 2018 City Council Meeting. He again thanked the residents for their time and patience and ensured a thorough, independent review of all pertinent information.

Alderman Buschmann offered comments relating to the January 16 City Council meeting where he was absent. He thanked Alderman Moreno for reading his comments on the Chase Bank SUP proposal, and since the matter was referred to the Legal committee, he asked to furnish comments to that Committee. He also commented on statements made about the West Lake Forest rail issues. He felt the City's opposition to the 3d rail should be as much of a goal for the City, if not more so, than the Amtrak stop. Also, rather than do nothing until the final EA is issued, he felt the City should currently be exploring opportunities to achieve that goal, including the City Council discussing the topic as an agenda item. After a lengthy discussion, the consensus was to be open-minded about possible future specific actions, but otherwise wait for the EA so the City has a direction to place its efforts through the process.

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

The following persons offered their opinions to the City Council:

1. Richard Tucker, 1421 Arbor Lane, Lake Forest
2. Mary O'Donnell, 1184 Lynette, Lake Forest

#### **ITEMS FOR OMNIBUS VOTE CONSIDERATION**

1. **Approval of the January 16, 2018 City Council Meeting Minutes**
2. **Check register for period of January 6- 26, 2018 this item was taken separately**
3. **Approval to extend the City's Office Supplies Contract**
4. **Approval of a Resolution Adopting a Policy Prohibiting Sexual Harassment for The City of Lake Forest**
5. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
6. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**

7. **Award of Bid for the Replacement of Two Public Works Track Loaders Included in the F.Y. 2019 Capital Equipment Budget**
8. **Award of Bid for the Purchase of a Compact Loader for the Forestry Section Included in the F.Y. 2019 Capital Equipment Budget**
9. **Capital Award of Bid for the Replacement of Three Marked Police Vehicles Included in the FY2019 Capital Equipment Budget**

**COUNCIL ACTION: Approval of the nine (9) Omnibus items as presented**

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Alderman Rummel requested that the Check Register be removed for discussion.

Mayor Lansing asked for a voice vote to remove item # 2 and take it separately. Alderman Rummel made a motion to remove the item, seconded by Alderman Moreno. Motion carried unanimously by voice vote.

Mayor Lansing again asked if there were any members who would like any other item removed. Seeing none, Mayor Lansing asked for a motion to approve the eight (8) Omnibus items as presented.

Alderman Moreno made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

Mayor Lansing opened discussion on the check register. Elizabeth Holleb, Finance Director clarified the summary of the register and what invoices made up the totals and stated that the invoices are approved by the Finance Committee Chair and brought to the agenda in summary, for ratification.

**1. Check register for period of January 6- 26, 2018**

Fund	Invoice	Payroll	Total
General	439,541	1,129,815	1,569,356
Water & Sewer	53,165	133,788	186,953
Parks & Recreation	69,926	286,636	356,562
Capital Improvements	149,091	0	149,091
Motor Fuel Tax	0	0	0
Cemetery	5,445	19,464	24,910
Senior Resources	12,408	20,078	32,486
Deerpath Golf Course	13,594	1,997	15,591
Fleet	59,133	43,228	102,361
Debt Funds	0	0	0
Housing Trust	0	0	0
Park & Public Land	0	0	0
All other Funds	1,568,363	155,031	1,723,395
	<b>\$2,370,667</b>	<b>\$1,790,037</b>	<b>\$4,160,703</b>

Mayor Lansing encouraged the Alderman to contact the person listed on the agenda for questions and asked for a motion to approve the check register for period January 6-26, 2018.

Alderman Reisenberg made a motion to approve the check register for period January 6-26, 2018, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- 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. Consideration of a Resolution Approving and Authorizing the City Manager to finalize and execute the Friends of Lake Forest Parks and Recreation Foundation Demonstration Project Agreement**

Alderman Tim Newman, who serves on the Golf Fundraising Committee, reported that in an effort to complete the scope of the Pending Project, the City has explored a public-private partnership with the Foundation to assist in raising additional funds necessary to complete the enhancement amenities. While the Pending Project is the City's top priority, the Foundation has expressed interest in continuing the development of other certain elements of the Master Enhancement Plan outside of the scope of the City's defined work including the installation of a halfway house/comfort station, cart barn, driving range expansion, new short game practice area, and the additional greens and approaches drainage.

He then introduced Sally Swarthout, Director Parks, Recreation, and Forestry. She stated the estimated cost of the Demonstration Project is \$2 million and the Foundation is the designated steward for these dollars. In an effort to forward the Foundation's mission to assist with the development of Parks and Recreation programs and facilities in addition to providing a philanthropic vehicle to encourage enriching capital improvements for Parks and Recreation, the City and the Foundation are proposing to engage in a formal partnership to complete these enhancements. Ms. Swarthout added that some examples of capital improvements to facilities already completed by the Foundation can be seen at Deerpath Park, Waveland Park, and Everett Park.

Ms. Swarthout reported to formalize this arrangement, an agreement has been prepared that is similar to other public-private cost-sharing agreements. As proposed, the City will be responsible for its portion of the pending project and the Foundation will manage and fund the Demonstration Project enhancement amenities. In all cases and since improvements will become public assets, City staff will review and approve all applicable plans and specifications prior to commencement of any work.

The City Council had discussion on language in the agreement and made recommendations. Mayor Lansing asked if there was anyone from the public who would like to comment on the topic. Seeing none, he asked for a motion.

**COUNCIL ACTION: If determined to be appropriate by the City Council,**

- 1. Approval of the Agreement in substantially the form attached as Exhibit 1 to the Resolution; and**
- 2. Authorize and direct the City Manager, in consultation with the City Attorney, to finalize the terms and exhibits to the Agreement; and**
- 3. Authorize and direct the Mayor to execute the Agreement on behalf of the City, consistent with the terms of this Resolution**

Alderman Rummel made a motion to approve agreement in substantially the form attached as Exhibit 1 to the Resolution; and authorize and direct the City Manager, in consultation with the City Attorney, to finalize the terms and exhibits to the agreement *including recommendations from the City Council*; and authorize and direct the Mayor to execute the agreement on behalf of the City, consistent with the terms of this

Resolution, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

**2. Consideration of a Professional Services Contract to Provide Consulting Services Related to Evaluation of Financial Incentive Requests for Prospective Hotels in the Route 60 Corridor.**

Catherine J. Czerniak, Director of Community Development reported that Council action is requested to authorize the City Attorney to engage CBRE, Inc. to assist the City in some financial analysis. She stated that the City has previously worked with Michael Tobin, who provided financial services and analysis to the City during the negotiations with Focus Development on the sale of the Laurel and Western Avenue property.

In this instance, CBRE, Inc. is being asked to analyze one or more perspective requests for incentives to support a hotel development in the Route 60 corridor. The City is expecting two proposed hotel developments to come forward for discussion. Mr. Tobin brings in the expertise that City doesn't have at Staff level, he will make sure that the City receives appropriate information and that the City is asking the right questions, that the City do an analysis and that both long and short term benefits for the City and evaluate if any incentives are appropriate. Ms. Czerniak reported that many other municipalities do offer incentives to hotels that have developed in their communities.

She stated that the contractual arrangement would assure developers that the confidentiality of the information shared to allow a full evaluation of the request for incentives would be protected. Council consideration and action on any proposed incentive package would occur in public session with the benefit of the consultant's analysis and recommendation.

The City Council had discussion on payment to CBRE, INC, through the City Attorney as a mechanism to preserve attorney client privilege allowing the developers to provide full information and have it remain confidential, putting this item out to bid, City Manager Robert Kiely clarified that this is considered Professional Services, and under Illinois law is not required to go out to bid. However, the City had previously gone out to bid for such services for the Property and Public Land Committee for Laurel Ave. and as a result has previous experience with Mr. Tobin on the Laurel Ave project, other discussion included rate of pay/price and the possibility of bringing in other firms and full market engagement by practitioners.

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

**COUNCIL ACTION: Authorize the City Attorney to engage CBRE, Inc. on behalf of the City for an amount not to exceed \$30,000 and approve payment of costs related to this engagement to Filippini Law Firm.**

Alderman Reisenberg made a motion to authorize the City Attorney to engage CBRE, Inc. on behalf of the City for an amount not to exceed \$30,000 and approve payment of costs related to this engagement to Filippini Law Firm, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, and Moreno. The following voted "Nay": Alderman Rummel. The following Abstained: Alderman Buschmann. 4- Ayes, 1- Nay, 1- Abstention. Motion carried.

**ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**

Alderman Reisenberg addressed Ms. O'Donnell's statement related to open mindedness.

**EXECUTIVE SESSION**

- 1. EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c), (1), The City Council will be discussing personnel.**

**Adjournment into Executive Session**

**RECONVENE INTO REGULAR SESSION**

**EXECUTIVE SESSION**

Mayor Lansing asked for a motion to adjourn into executive session.

- 2. EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c), (1), The City Council will be discussing personnel.**

Alderman Reisenberg made a motion to adjourn into EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c), (1), The City Council will be discussing personnel, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

Mayor Lansing noted there will be no further business following executive session.

**Adjournment into Executive Session at 10:41 pm**

**RECONVENE INTO REGULAR SESSION at 11:59 pm**

<b>ADJOURNMENT</b>
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There being no further business. Alderman Moreno made a motion to adjourn, seconded by Alderman Beidler. Motion carried unanimously by voice vote at 11:59 p.m.

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.*