

The City of Lake Forest  
CITY COUNCIL  
***Proceedings of the Monday, June 18, 2018***  
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:31pm, 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 and Alderman Buschmann.

Absent: Alderman Moreno

Also present were: Robert Kiely, Jr., City Manager; Julie Tappendorf, 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 20 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**

**A. CROYA- Ben Roemer, Scholarship Winner**  
**-“Spirit of CROYA” Margot Martino Essay Contest**

Mayor Lansing introduced CROYA Manager, Todd Nahigian. He gave an overview of recent events, service work, and the public private partnerships that are established with CROYA. Ben Roemer was unable to make the City Council meeting, Ryan Klein read the winning essay.

**B. Consideration of a Joint Resolution of the City of Lake Forest, County of Lake and Lake County Partners Regarding the Enhancement of Commuter Rail Service in Lake County, IL**

Mayor Lansing reported during recent discussions with Metra officials regarding proposed improvements along the MD-N Line as part of the Amtrak Hiawatha Environmental Assessment (“EA”), they emphasized the operational and financial benefits of a universal crossover, which was included in their May 18, 2018 letter to IDOT and WisDOT. Representatives from many of the major corporations in the area have met with Metra and Lake County officials to express their strong support for the installation of a universal crossover as well as potential adjustments to the existing train schedule on the line. The proposed Resolution is intended to initiate the creation of a public-private partnership to raise approximately \$4.7 million in funding for the universal crossover. This partnership would include Metra, IDOT, Canadian Pacific, the City, Lake County, Lake County Partners and multiple employers within a five mile radius of the Telegraph Road Station.

Mayor Lansing reported that since the introduction of the Sunrise Express reverse commuter rail service on the Metra Union Pacific North Line in April 2014, the City has been exploring opportunities to improve commuter service on the Metra Milwaukee District North Line. To date there is no southbound rail service

from the Telegraph Rd. station to the City of Chicago between the hours of 4:47pm and 7:59pm. This has been problematic for the corporate businesses located in Conway Office Park and surrounding area. The installation of a universal crossover north of the Telegraph Road Station will allow northbound Metra trains to “turn” and fill the service gap.

City Manager Robert Kiely reported that the Resolution will be presented to the Lake County Partners Board and the Lake County Board for their consideration and approval. Since the funding for this project was not contemplated until after FY19 budget had been prepared, it is too early in the process to know if the project would commence in FY19 or FY20. The project will not proceed until the funding has been secured. The lead time for ordering the crossover could be up to one-year. Further, the allocation of cost is still very much in flux. The conceptual division of cost is as follows: Public - \$2.0 million and Private - \$2.7 million.

The \$2 million of public funding would be split by Metra, IDOT, Canadian Pacific, City of Lake Forest and Lake County. The City would be tentatively committing up to \$500,000 or approximately 10% of the total project cost. A final funding commitment decision by the City Council would be required at a later date when other public and private parties have pledged their commitment and an Intergovernmental Agreement with Metra would need to be developed and entered into.

City Manager Kiely cleared confusion around the EA, stating that the crossover switch has nothing to do with the third track, and that the cross over switch was one of the ten projects improvements looked at as part of the Hiawatha Amtrak EA.

Russ Graich, of AbbVie, gave an overview of its presence in Lake County and the challenges in drawing young professionals, they and many others in the area face due to limited commuting options. Mr. Graich stated that 14 bus service routes are used to make rail commuting available to its employees, and explained that the limited service limits the “talent pool” in which they and others in the office park are able to pull from.

Mayor Lansing introduced Mr. Kevin Considine of Lake County Partners. Mr. Considine reported that in order to raise the economic vitality hundreds of businesses locate in Lake County each year to access young professionals. Young professionals look at transportation first when deciding to live in Lake County. Lake County Partners has reported on 1400 responses to a transportation survey that identifies a service /transportation gap.

The City Council had lengthy discussion on:  
Metra’s willingness to change scheduling.  
Metra’s openness to alternatives and not waiting on grant funding (TIGER GRANT).  
The cost to Metra to cover the cost of \$40 million dollars to add another crew for service gaps.  
The demand for the additional service.  
Settlers Square economic development.  
The Lake County talent pool.  
Fundraising.  
Keeping Lake Forest as a competitive location in which to live, work and play.  
The universal crossover and how it relates to the EA

City Manager Robert Kiely and Mayor Lansing both reiterated that the Resolution was not an approval to spend money, rather that it would allow The City of Lake Forest to collaborate with the County, Lake County Partners, and Lake County Businesses to raise the necessary funding to add a universal crossover south of Rte. 60 in Lake Forest.

Mayor Lansing asked if there was anyone from the public who wanted to comment. David Rose, offered his opinion to the City Council on- failure of The City of Lake Forest government and failure of the Lake Forest Caucus, that the railroad is not consistent with the community.

Joanne Desmond, offered her opinion to the City Council on- concerns about the process of this topic, wanted previous discussion on this topic.  
Mayor Lansing thanked them both for their comments.

Mayor Lansing asked for a motion.

**COUNCIL ACTION: Approval of Joint Resolution Regarding the Enhancement of Commuter Rail Service in Lake County, IL.**

Alderman Reisenberg made a motion for approval of Joint Resolution Regarding the Enhancement of Commuter Rail Service in Lake County, IL., seconded by Alderman Newman. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

**COMMENTS BY CITY MANAGER**

City Manager Kiely welcomed the new City Attorney, Julie Tappendorf.

**COMMENTS BY CITY COUNCIL MEMBERS**

**FINANCE COMMITTEE**

**A. Consideration of the Annual Appropriation Ordinance for FY2019 and Approval of Rollovers  
(First Reading)**

Elizabeth Holleb, Finance Director, reported that this item will return to the Council with a public hearing on July 16. She reported that the City Council approved a comprehensive fiscal plan in May 2108 and while the Annual Municipal Budget represents the City's financial "plan" for expenditures over the course of the fiscal year, the annual Appropriation Ordinance is the formal legal mechanism by which the City Council authorizes the actual expenditures of funds budgeted in the annual budget. It appropriates specific sums of money by object and purpose of expenditures. State statutes require the passage of an Appropriation Ordinance by the end of July.

Ms. Holleb reported that the budget and Appropriation Ordinance do differ. The Appropriation Ordinance includes the Library, which was not included in the budget approved at the May 7, 2018 City Council meeting. The Library expenses are approved by the Library Board. Debt service payments are included in the budget, but are excluded from the Appropriation Ordinance. The ordinances approving the debt issues serve as the legal authorization for these annual expenditures, additionally rollovers are items that were included in the prior year's budget and Appropriation Ordinance that either weren't started or completed.

Ms. Holleb stated the Appropriation Ordinance provides for a 10% "contingency" above the budgeted expenditures. Each separate fund includes an item labeled "contingency" with an appropriate sum equivalent to 10% of the total funds budgeted. This practice has been followed for more than thirty years and has worked very efficiently, while still providing for complete City Council control over budgeted expenditures.

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

**COUNCIL ACTION:** Approve first reading of the FY2019 Appropriation Ordinance (page 22) and the rollovers. A copy of the ordinance is available for review by the public in the City Clerk's office. A public hearing will be conducted on July 16, 2018 in conjunction with second reading of the ordinance.

Alderman Morris made a motion to approve first reading of the FY2019 Appropriation Ordinance and the rollovers, seconded by Alderman Newman. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

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

Kim Reich offered her opinion to the City Council on- the withdrawal of a petition related to a berm in Oak Knoll Woodlands, flooding and reimbursement to the City for a sound expert.

**ITEMS FOR OMNIBUS VOTE CONSIDERATION**

1. **Approval of the June 4, 2018 City Council Meeting Minutes**
2. **Approval of Engagement Letter dated June 11, 2018 with Victor Filippini**
3. **Consideration and Approval of the Prevailing Wage Resolution as required by State Statutes**
4. **Approval of an agreement to maintain Membership in Northeastern Illinois Regional Crime Laboratory (NIRCL) and Authorizing Payment of the FY2019 Membership Fees.**
5. **Authorization to Issue Reimbursement for City Work Costs Related to Clean-up of the City's Former Municipal Services Site**
6. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
7. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
8. **Consideration of an Ordinance Conveying Certain Surplus Real Estate Owned by the City to the Park Lane Home Owners' Association (First Reading and if Desired by the City Council, Final Approval)**

**COUNCIL ACTION:** Approval of the eight (8) 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 eight (8) Omnibus items as presented.

Alderman Beidler made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman Rummel. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

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

<b>ORDINANCES</b>
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**1. Consideration of an Ordinance Amending Sections 94.15 through 94.21, titled “Open Fires” of the City Code (First Reading)**

Catherine Czerniak, Director of Community Development, gave an overview of the proposed changes that give priority to life safety, while at the same time, providing some latitude for open fires, within the City limits, for recreational, ceremonial and natural area maintenance purposes. In summary, the amendments permit open fires on residential properties with some limitations.

Open fires are permitted on residential properties of 60,000 square feet or larger under the following conditions:

- Conformance with established setbacks from structures and property lines.
- Dry, seasoned wood is used for fuel; no burning of trash, leaves or other debris.
- The fire is attended constantly until extinguished.
- Fire extinguishing equipment or material is nearby.

Fires in portable, covered outdoor fire pits or containers are permitted on residential properties of any size under similar conditions as those noted above.

Fires not meeting the above conditions may still be permitted subject to review by the Fire Chief and the issuance of required permits.

Pete Siebert, Fire Chief reported that the permit, fines and processes are not efficient, and that the proposed language would be effective.

The City Council had discussion on enforcement.

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: Grant first reading of an Ordinance amending Sections 94.15 through 94.21, titled “Open Fires” of the City Code.**

Alderman Preschlack made a motion to Grant first reading of an Ordinance amending Sections 94.15 through 94.21, titled “Open Fires” of the City Code, seconded by Alderman Newman. Motion carried unanimously by voice vote.

**2. Consideration of Two Recommendations Related to Construction of a Hyatt Place Hotel, in Conway Park. (Waive First Reading of an Ordinance and if Desired by the City Council, Grant Final Approval and if Desired by the City Council, Approve a Resolution by Motion)**

Catherine Czerniak, Director of Community Development, reported that this is a recommendation from the Building Review Board in support of the design aspects of a Hyatt Place Hotel proposed for construction in Conway Park. In 1993 when the property along the Route 60 Corridor near the Tollway was annexed, a framework was put in place to support development of the area with a first-class corporate office park and supporting ancillary uses. Today, Conway Park, along with the office buildings located on the south side of Route 60, is home to many corporate headquarters reflecting that early vision. The business park is nearly built out with 13 office buildings of various sizes. A hotel is a permitted use in Conway Park and a hotel was

always envisioned along the Route 60 Corridor to serve businesses, residents and visitors. A Hyatt Place Hotel is proposed on one of the last remaining vacant parcels in Conway Park. The Hotel will include 158 rooms, meeting rooms, a fitness center, pool and small restaurant.

Earlier this year and over the course of two meetings, the Building Review Board considered a request for approval of the design aspects of the proposed Hyatt Place Hotel. At the Board's request, the details of the design, exterior materials and overall site plan were refined after the first meeting and enhanced plans were presented to the Board for a final recommendation at the March, 2018 meeting that included landscape, lighting and signage.

Ms. Czerniak reported that the Council is also asked to consider a limited-term financial incentive package for the hotel to support the following goals: 1) to provide a hotel, as an amenity in Conway Park in response to requests from current corporate tenants of the Park; 2) to meet the needs of residents and visitors who currently seek lodging outside of the community; and 3) to expand on and diversify commercial development within the City. A vibrant Route 60 Corridor is consistent with the community goals identified in the City's recently updated Strategic Plan. The Business and Economic Vitality Chapter of the Plan states that the City "will use economic development tools" to engage property owners, take advantage of opportunities and overcome challenges in achieving desired development. The Plan specifically speaks to working with entrepreneurs and employers who complement the City's long-term economic vision in order to establish and maintain an appropriate balance between the residential and commercial tax bases in the community. The Plan also directs that the City will engage in proactive economic development efforts to attract key businesses in commercial corridors. Council consideration of an incentive package to achieve development of a hotel in the Route 60 Corridor, is consistent with the directives in the Strategic Plan.

In February, 2018, with the approval of the City Council, Michael Tobin, CBRE, was engaged to assist the City in considering the request for financial incentives. Mr. Tobin and his colleagues worked with the Mayor, Finance Committee Chairman, City Attorney and City staff to assure that the right questions were asked of the developer, complete information obtained and a thorough analysis conducted of both the short-term and long-term benefits of the proposed hotel development to the overall community.

City Manager, Robert Kiely gave an overview of the financial benefits the City will realize in the short-term, and over the longer term, as a result of the proposed Hyatt Place

The City Council had lengthy discussion on the following:  
Impressed by the analysis of City staff and Michael Tobin.  
How common this type of negotiation is in the Hotel industry.  
The incentive package as a whole.  
Vibrancy to the west side of town.  
The stability of the project.

Mr. Purinton spoke on behalf of Janko Group, on the market demand for the project and answered questions of the Council relating to risk and where their data comes from.

The City Council continued discussion on the following:  
Structure and scale.  
Signage facing the tollway.  
Deerpath Inn and no incentives.  
Franchise and management.  
Remodeling schedule.  
Possibilities for the additional acreage for development in the future.

Since there were late changes to the Resolution, action on approval will be tabled and the Council will hear first reading only of the Building Review Board Ordinance.

These items will be back in front of the Council at its July 2 meeting.

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

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

- 1. Waive first reading and grant final approval of the Ordinance in accordance with the Building Review Board's recommendation.**

Alderman Morris made a motion to approve first reading of the Ordinance in accordance with the Building Review Board, seconded by Alderman Buschmann. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

- 2. Approve a Resolution by Motion, directing the City Manager and Attorney Victor Filippini to finalize an Agreement with Janko LLC, substantially in conformance with the Term Sheet presented to the City Council, and authorize the Mayor to enter into the Agreement on behalf of the City.**

This portion will be tabled until the July 2 City Council meeting.

<b>NEW BUSINESS</b>
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- 1. Approval for the Friends of Lake Forest Parks and Recreation Foundation to change the venue of their annual Oktoberfest event to City Hall, 220 E. Deerpath Rd.**

Rick Amos of the Friends of Lake Forest Park and Recreation Foundation reported that the Friends of Lake Forest Park and Recreation Foundation is requesting approval to move their annual Oktoberfest Fundraising event from the Lake Forest Recreation Center, 400 Hastings Rd, Lake Forest, IL to City Hall, 220 E. Deerpath, Lake Forest, IL.

The Foundation has hosted Oktoberfest events in 2016 and 2017 at the Recreation Center, 400 Hastings Rd. After flooding rains in 2016, the Foundation moved their event from the grass fields to the parking lot south of the Fitness Center at the Recreation Center. After the 2017 event, a suggestion was made to move Oktoberfest into a more central location in the heart of the City of Lake Forest to create an open, welcoming community event that is accessible to all.

After discussions with the Foundation Board, Staff, and representatives from the Police and Fire Departments it was determined that moving Oktoberfest to the City Hall parking lot location would be good for the event allowing to double the size of the tent, residents, the Foundation, Parks and Recreation, and the City.

Currently, the Foundation hosts the Annual Tree Lighting Ceremony in Market Square. Since the Foundation has taken over the logistics for the Tree Lighting celebration, the community has seen an increase in activities and participation throughout the event. The Foundation also supports the Concerts in the Square activities throughout the summer months. Mr. Amos thanked all the staff who are part of the success of each of their events.

The City Council had discussion on the date and time (September 22, 5-10 pm), benefit to the merchants, parking, parking lot use and comfort stations.

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

**COUNCIL ACTION: Approval for the Friends of Lake Forest Parks and Recreation Foundation to change the venue of their annual Oktoberfest event to City Hall, 220 E. Deerpath Rd.**

Alderman Rummel made a motion for the approval for the Friends of Lake Forest Parks and Recreation Foundation to change the venue of their annual Oktoberfest event to City Hall, 220 E. Deerpath Rd, seconded by Alderman Buschmann. Motion carried unanimously by voice vote.

## **2. Adoption of Decision Making Parameters**

Mayor Lansing reported that he and Alderman Beidler combined all the input into the document and the final draft is presented this evening. Additionally the Decision Making Parameters will be at the end of each City Council packet, and viewed/renewed on an annual basis. Alderman Beidler added that these Parameters will also apply to all Boards and Commissions.

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

**COUNCIL ACTION: Approval of the Proposed Decision Making Parameters**

Alderman Reisenberg made a motion to approve the Proposed Decision Making Parameters, seconded by Alderman Newman. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

## **8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**

Alderman Morris reported on "Safety Town" that was recently held at Gorton .Alderman Buschmann reported on the "Meet the Fleet" event. Both Alderman thanked staff for their work.

Mayor Lansing reported there will be no further business following executive session. Mayor Lansing asked for a motion.

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

Alderman Rummel made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c), (1), The City Council will be discussing personnel, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Reisenberg, Preschlack and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

**Adjournment into Executive Session at 9:13pm**

**Reconvene into Regular Session at 9:40pm**

## **ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**



**ADJOURNMENT**

There being no further business Mayor Lansing asked for a motion. Alderman Buschmann made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:41 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.*