

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, March 18, 2019 at 6:30 pm
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. Voting Information

2. COMMENTS BY CITY MANAGER

A. Ward Meeting Information

3. COMMITTEE REPORTS

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

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the March 4, 2019 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 20**

COUNCIL ACTION: Approval of the March 4, 2019 City Council Meeting Minutes.

2. Consideration of a Recommendation from the Public Works Committee in Support of an Ordinance Amending Section 135.108(C) titled "Noise, Generally" of the City Code. (Final approval of the Ordinance)

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

PURPOSE AND ACTION REQUESTED: Final approval of an Ordinance intended to limit, to some extent, noise impacts from landscape equipment.

BACKGROUND/DISCUSSION: At the March 4, 2019 meeting, the Council unanimously approved the first reading of an Ordinance Amending Section 135.108(C) titled “Noise, Generally” of the City Code recognizing that the changes being implemented by this ordinance may be only a first step in addressing concerns about noise from leaf blowers and other landscape maintenance equipment.

The Council acknowledged the need to continue to monitor this issue to understand whether or not the limitation on hours is helpful in mitigating impacts, trends in the landscape industry and the availability of new technology in this area. The Council agreed to reconsider this matter in the future as necessary.

Currently, the City Code allows the operation and use of gas powered lawn maintenance equipment, including leaf blowers, with some limitations on hours of use. Section 135.108 of the City Code reads as follows. “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 and after 7:30 p.m. on all days, except as authorized by City Manager”. Golf course operations are exempted from this restriction.

SUMMARY - PROJECT REVIEW:

Reviewed	Date	Comments
City Council	3/4/19	Approval of First Reading based on Public Works Committee recommendation.
Public Works Committee	9/24/18	Review of survey results and consensus on a recommendation to City Council.
Public Works Committee	6/25/18	Direction to staff to solicit input from landscape contractors.
City Council	6/4/18	Remanded to Public Works Committee for further study.
City Council	5/07/18	Approval of First Reading based on Public Works Committee recommendation.
Public Works Committee	4/11/18	Discussion and consensus to forward recommendation to City Council.
City Council	1/16/18	Discussion and direction to Public Works Committee to study issue.
City Council	2015	Consideration of further limits on leaf blowers – no action.
City Council	2002	Consideration of ban on leaf blowers – no action.
City Council	2001	Code amendment to align hours of operation for leaf blowers and other lawn maintenance equipment.
City Council	1995	Code amendment to distinguish between leaf blowers and other lawn maintenance equipment.
City Council	1991	Initial adoption Code language restricting hours of operation for lawn maintenance equipment.

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 26**. 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: Consideration of a Recommendation from the Public Works Committee in Support of an Ordinance Amending Section 135.108(C) titled "Noise, Generally" of the City Code. (Final approval of the Ordinance)

3. Authorization to enter an Inter-Governmental Agreement (IGA) with The Rockland Fire Protection District for a no cost lease for a period of ten years for the Ladder Truck that is covered by a FEMA Grant.

STAFF CONTACT: *Pete Siebert, Fire Chief (810-3864)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council authorization to enter into an IGA with the Rockland Fire Protection District that would provide a no cost lease of a ladder truck for a period of ten years. This IGA will replace the City Councils previous approval from November 19, 2018 to assume the Assistance to Firefighters Grant (AFG) for Fire Truck 44 (2003 E-One) from the Rockland Fire Protection District.

BACKGROUND/DISCUSSION: Since entering into an IGA with the Rockland Fire Protection District to provide fire, EMS and fire prevention services to their residents, the District has declared all equipment and vehicles as surplus. Part of the IGA was that Lake Forest received first right of refusal to purchase the District's vehicles and equipment. A number of obstacles in assuming the AFG grant from The Rockland Fire Protection District have surfaced and staff is proposing take control of the ladder truck via a ten year no cost (\$0) lease instead of assuming the grant.

The rules surrounding the AFG grant, allow the Fire Department to execute this lease option. Legal counsel from the City of Lake Forest, Rockland Fire Protection District and FEMA have all approved the language in the IGA.

BUDGET/FISCAL IMPACT: The Lake Forest Fleet mechanics' comprehensive analysis of the vehicles would remain the same. This was part of the Fire Department fleet restructuring presentation that was reviewed, recommended for approval by the Public Works Committee on 10/30/2018, and subsequently approved by City Council on 11/19/2018. The impact would be the cost of repairs (\$30,000). The lease agreement will allow the City to acquire a vehicle at no cost, and the acquisition will significantly reduce CIP funding needs in the near future.

COUNCIL ACTION: Authorization to enter an Inter-Governmental Agreement (IGA) with The Rockland Fire Protection District for a no cost lease for a period of Ten years for the Ladder Truck that is covered by a FEMA Grant

4. Request for City Council to Affirm and Ratify an Agreement with Hanson Professional Services for Phase I Professional Design Services for the Telegraph Metra Station Train Bridge Project for \$281,421

STAFF CONTACT: *Michael Thomas, Director of Public Works (810-3540)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council affirm and ratify an agreement with Hanson Professional Services for Phase I Professional Design Services for the Telegraph Metra Station Train Bridge Project for \$281,421. Staff anticipates completion of Phase I design by mid-September, 2019. The Phase I process is intended to provide an opportunity for fact-finding in order to address outstanding questions about the scope of the project; that information may then be considered by the City Council in future discussions about the project. Approval to proceed with Phase I Design, reimbursed 100% by IDOT, was approved by City Council at their May 15, 2017 City Council meeting. A purchase order was created and funding was included in the supplemental appropriation ordinance approved by City Council on April 16, 2018. However, due to delays from the State finalizing the agreement, IDOT did not provide the City with an executed signed agreement to proceed until December 3, 2018. Therefore staff is requesting City Council reauthorize funding for FY 2019.

BACKGROUND/DISCUSSION: In March, 2012, the City awarded a contract to HDR, Inc. to perform Phase I preliminary design services for the Telegraph Metra Station Pedestrian Underpass Project. The cost of this contract was \$208,485.93 and was paid for by The City of Lake Forest. HDR prepared eight design concepts for City review. The basis of design for all of the alternatives was the overwhelming input from Metra and their tenant railroads that there be no interruption to train schedules during the entire construction of an underpass. This meant that a pedestrian tunnel would need to be installed using a Jack & Bore method under the live railroad tracks. City Council ultimately chose option 2b which became known as the "Bowl Design". Upon completion and approval of the preliminary design phase in June, 2013, the estimated project cost was \$5,000,000.

The City entered into a Phase II final design contract with HDR in the fall of 2013. The design fee for Phase II was \$549,673.00 to be paid at an 80/20 split with the Federal grant paying the 80% and the State paying the 20%.

Once detailed design work and geotechnical studies were underway, it was determined that the anticipated structural concept of using sheeting and piles to reinforce the retaining wall systems along the track would not be adequate due to soil conditions. The basis of the structural design was changed to a drilled shaft concept which increased the estimated cost of the project significantly.

At the conclusion of the Phase II final design, the project construction estimate was \$10,807,627 with an estimated construction engineering cost of \$1,200,000 bringing the anticipated total cost to just over \$12 million dollars. With an allowance for permits, fees and construction contingency, the expected cost was approximately \$13,000,000. After discussions with Metra on strategies to move forward with the project, the City hired a third-party consultant to verify the HDR cost data. Using the HDR design data, the consultant priced the cost of constructing the "bowl design" at \$13,438,403.

With the estimated costs associated with constructing a pedestrian underpass using the traditional construction method of boring and jacking the tunnel under the tracks now verified, the City once again met with Metra officials. The discussion centered on changing the method of construction from installing an underground tunnel to constructing a train bridge that would require limited, scheduled track outages but anticipated to reduce the construction costs by approximately \$2,500,000.

Metra has agreed in principal to support this construction method.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
-----	12/5/18	Hanson Begins Phase I Design
Staff	12/3/18	City Staff Received Signed Phase I Design Agreement from IDOT
Staff	11/14/18	IDOT Approves Phase I Design Reimbursement Agreement
Staff	10/22/18	Staff Informed City Council of 10/15/18 IDOT Letter Approving Use of Grant funds for Phase I Design
City Council	4/16/18	City Council Approved the Annual Appropriation Ordinance for FY' 18 that Included Phase I Design Funding
City Council	5/15/17	Approved an Agreement with Hanson Professional Services for Phase I Design Services for the Telegraph Metra Station Train Bridge Project in the Amount of \$281,421 (purchase order was created)
City Council	2/21/17	Approved entering into an MOU with Metra
City Council	3/7/16	Approval of contract with Hanson for train bridge concept study.
Public Works Committee	2/16/2016	Reviewed Train Bridge Concept
City Council	4/20/15	Authorize funding for Phase II final engineering to HDR for underpass project.
City Council	10/20/14	Discussion of various items relating to West Train Station Pedestrian Underpass project.
City Council	7/16/12	Review Preliminary design options for underpass project and approval of a resolution supporting an Amtrak Hiawatha Station stop in Lake Forest.
City Council	3/5/12	Award Phase I contract to HDR Engineering for Ped. Underpass project.
City Council	1/19/10	Approve recommendation supporting an Amtrak stop in Lake Forest.

BUDGET/FISCAL IMPACT: Staff is recommending City Council ratify and affirm the Phase I design services agreement with Hanson Professional Services so that a basic design can be completed and an engineer’s estimate of cost can be created.

The contract amount of \$281,421 has not been budgeted for FY2019. If necessary, a supplemental appropriation will be submitted for City Council approval in April, 2019. These expenses are fully reimbursable from state grant funding as approved by IDOT (copy of agreement attached). To date, Hanson has expensed \$14,933.21 for Phase I design services. Beginning on **page 30** of your packet is a copy of the design services agreement

Below is an estimated summary of Project budget:

FY2019 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital	\$0	\$281,421	N

COUNCIL ACTION: Request for City Council to Affirm and Ratify an Agreement with Hanson Professional Services for Phase I Professional Design Services for the Telegraph Metra Station Train Bridge Project for \$281,421.

- Request for the City Council to waive the bidding process for the Police Department to purchase furniture from the Frank Cooney Company that will be used to furnish the newly renovated Police Department Records and Community areas.**

STAFF CONTACT: *Rob Copeland, Deputy Chief of Police (847-810-3809)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council to waive the bidding process and grant authorization to purchase the necessary furniture from Frank Cooney Inc. for the purpose of furnishing the Department Records and community areas.

BACKGROUND/DISCUSSION: In 2015 staff began pre-planning the rehabilitation of several areas on the first floor of the Public Safety Building that required attention including the Police Department Records section, the old dispatching center, interview rooms and the lobby area. Many of these areas have not undergone rehabilitation since the mid 1990s. In FY2018, using funds earmarked for the Public Safety Building via the impact fees received from the Laurel Avenue development, the project moved forward and in 2018, the rehabilitation project began.

BUDGET/FISCAL IMPACT: Has competitive pricing been obtained for proposed goods/services? **No.**

The Police Department is seeking a waiver from Administrative Directive 3-5, Section 9.0F – Government Joint Purchase (State bid). The Police Department and Public Works have worked with the FGM Design team to find durable cost effective furniture solutions. Use of Frank Cooney Inc. as a vendor for the purchase of the furniture allows the City, **(through a pre-bid National Cooperative Purchasing Alliance – NCPA contract)** to purchase the furniture at guaranteed lowest available rates. The Police Department completed a discretionary request during the FY19 Budget process and were awarded \$30,000 for the purchase of the furniture.

FY2019 Funding Source	Account Number	Account Budget	Amount Requested	Budgeted? Y/N
Minor Equipment	101-7672-460.60-20	\$30,000.00	\$26,765.16	Y
Total			\$26,765.16	

COUNCIL ACTION: Request for the City Council to Waive the Bidding Process for the Police Department to purchase furniture from the Frank Cooney Company that will be used to furnish newly renovated Police Department Records and community areas in the amount of \$26,765.16.

6. Acceptance of the Donation of a Police Squad Car and related equipment from the Lake Forest Police Foundation for the Establishment of a Police K9 Program

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

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council accept the donation of a 2019 Ford Explorer squad car (valued at approximately \$30,790) and necessary patrol and K9 equipment (valued at approximately \$20,204) in order to establish a K9 program. This program was briefed to the City Council at the March 11, 2019 budget meeting.

BACKGROUND/DISCUSSION: The Police Department has been working to establish a police K9 program with the financial assistance of the Lake Forest Police Foundation since 2017. As part of the program, the department must have a dedicated squad car for the use of the K9 and handler. The Foundation has agreed to donate this vehicle and the required equipment, and has agreed to pay for routine maintenance of the vehicle.

BUDGET/FISCAL IMPACT: As part of the car equipment amount listed above (\$20,204), the Foundation will reimburse the City for the purchase of one of the fourteen squad car computer tablets approved by City Council at their February 4, 2019 meeting in the amount of \$3,701.26.

COUNCIL ACTION: Acceptance of the Donation of a Police Squad Car and related equipment from the Lake Forest Police Foundation for the establishment of a Police K9 Program

7. Approval to extend the City’s Office Supplies Contract with Warehouse Direct through May 31, 2020, with the option for additional extension as determined by the Suburban Purchasing Cooperative of the Northwest Municipal Conference

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

PURPOSE AND ACTION REQUESTED: Staff recommends City Council authorization to extend the current contract with Warehouse Direct for City office supply purchases pursuant to a contract granted by the Suburban Purchasing Cooperative (SPC) of the Northwest Municipal Conference.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	9/6/13	Awarded contract for office supplies to Warehouse Direct.
City Council	2/6/16	Approved extension through 12/31/16 consistent with the SPC extension.

City Council	1/17/17	Approved extension through 2/28/18 consistent with the SPC extension.
City Council	2/5/18	Approved extension through 2/28/19 consistent with the SPC extension.

BACKGROUND/DISCUSSION: In September 2013, the City Council approved a contract with Warehouse Direct for City office supply purchases. This contract was approved pursuant to a contract awarded by the Suburban Purchasing Cooperative (SPC) of the Northwest Municipal Conference. The SPC extended its contract through February 28, 2018 and the City Council approved a similar extension on January 17, 2017. The SPC again extended its contract through February 28, 2019 and the City Council approved that extension on February 5, 2018. As an active SPC participant, staff is seeking authorization to extend the contract through May 31, 2020 consistent with the February 28, 2019 contract notification by SPC (see attached on **page 35**).

This joint purchasing initiative allows the City to benefit from competitive bid and discounted pricing without having to designate Warehouse Direct as an exclusive provider. Should departments find more advantageous savings through another source for a particular item, they may purchase from other suppliers.

BUDGET/FISCAL IMPACT: Office supplies are paid directly from department operating budgets and this action has no immediate fiscal impact. Office supply costs are included within individual operating budgets. The estimated total of purchases for FY2019 is \$45,000.

COUNCIL ACTION: Approval to extend the City’s Office Supplies Contract with Warehouse Direct through May 31, 2020, with the option for additional extension as determined by the Suburban Purchasing Cooperative of the Northwest Municipal Conference

8. Waive the Bidding Process and Approve the Replacement of Three Marked Police Vehicles Included in the FY2020 Capital Equipment Budget to the Suburban Purchasing Cooperative’s Low bidder, Currie Motors, in the amount of \$103,305.

STAFF CONTACT: *Michael Thomas, Director of Public Works (810-3540)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council waive the bid process and approve the replacement of three marked police vehicles included in the FY 2020 capital equipment budget. It is recommended that the purchase of the replacement vehicles be made via the Suburban Purchasing Cooperative administered by the Northwest Municipal Conference. The City has utilized the Cooperative’s bid to purchase police vehicles over the past six years. If the bid is awarded by City Council this evening, staff anticipates receiving the replacement vehicles in August, 2019. The three Ford Interceptors being replaced will reach their 100,000 mile mark by the time the new units are delivered.

BACKGROUND/DISCUSSION: The replacement Ford Interceptor is an all-wheel drive vehicle with sufficient space for the officer and his / her accompanying gear. The vehicle itself sits up higher and provides the officer improved visibility when driving amongst many large SUVs. The vehicle has been designed specifically for police operations and offers many factory installed police options. It has evolved into the most popular police vehicle on the market today and is assembled in Chicago.

Fleet Maintenance has determined that once the Ford Interceptors have accrued 100,000 miles, they begin to have costly mechanical issues. Therefore once the new vehicles are put into service, the used vehicles will be placed out to bid and sold to the highest bidder.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	December 11, 2018	Reviewed & Approved F.Y. '20 List
Finance Committee	November 26, 2018	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the FY 2020 capital equipment purchases was included in the November 26, 2018 Finance Budget packet. At its December 11, 2018 meeting, the Public Works Committee specifically reviewed and recommended approval of each piece to be included in the FY 20 capital budget.

The City has purchased police vehicles from the Suburban Purchasing Cooperative’s low bidder Currie Motors in the past and has not had any problems with the dealership nor the delivered vehicles. All warranty work is completed by a local Ford authorized dealer.

Has competitive pricing been obtained for proposed goods/services? **No**
 If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0F – Government Joint Purchase

Below is an estimated summary of squad car budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund	\$120,000	\$103,305	Y

COUNCIL ACTION: Waive the Bidding Process and Approve the Replacement of Three Marked Police Vehicles Included in the FY2020 Capital Equipment Budget to the Suburban Purchasing Cooperative’s Low bidder, Currie Motors, in the amount of \$103,305.

9. Award of Bid for the Replacement of Three Refuse Scooters for the Sanitation Section to Honda Northwest in the Amount of \$51,450 Included in the FY2020 Capital Equipment Budget

STAFF CONTACT: *Michael Thomas, Director of Public Works (810-3540)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council award a bid for the replacement of three refuse scooter chassis. The scooters are used daily in the City’s refuse, yard waste, and recycling collection programs. Per the Purchasing Directive 3-5, staff sent bid specifications to multiple dealerships, had the invitation to bid printed in the local newspaper, and placed all specifications on the City’s website.

BACKGROUND/DISCUSSION: The Sanitation Section has twelve refuse scooters in its fleet. The units are not only used for daily Sanitation operations, but in addition, they assist with clean-up

efforts after special events and small projects that require frequent stops (e.g. mosquito larva abatement in catch basins, pre-winter sidewalk tree trimming, etc.).

All three refuse scooters requested to be replaced were purchased in 2014 and have each accrued on average over 4,100 hours. Over the scooters' years of use, various parts have been replaced to include clutches, transmissions, axles, ball joints, control arms, etc. The manufacturer of the existing scooters, Jacobsen, ceased production of the scooters in early 2015. With a minimal number of these units currently in use throughout the United States, Fleet Maintenance has had a very difficult time locating parts over the past year. The parts either are no longer available or if they are, many are being purchased from other countries.

Both the Sanitation and Fleet Maintenance staff have spent the past year researching and demonstrating possible replacements for the Jacobsen units. After reviewing many manufacturers ATV product lines, a Honda demonstration unit was purchased last fall and has been in use for six months. Fleet Maintenance modified the Honda ATV with a dump body and cab enclosure. Since being placed into service, the unit has been very reliable and has had no break-downs. Parts are readily available through multiple vendors in northern Illinois and are significantly less expensive than the current Jacobsen scooter parts. The unit also travels easily through snow covered driveways without becoming stuck, which is a marked improvement compared to the current Jacobsen scooters.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	December 11, 2018	Reviewed & Approved FY 20 List
Finance Committee	November 26, 2018	Included with Capital Plan

BUDGET/FISCAL IMPACT: As previously noted, all required bidding procedures were followed; staff sent bids to twenty Honda dealers in multiple states. The cab enclosure and dump unit are each separate items. Similar to the demonstration unit, the City's Fleet Maintenance Section will assemble these three new units upon arrival of the equipment. Staff received three quotes for the cab enclosures and three quotes for the dump bodies. The following two charts provide the quote summaries:

Cab Enclosures

Company Name	Amount (Quantity - 3)
Alumilite Armor	\$ 8,586
Side-By-Side Stuff	\$11,738
Nielsen Enterprises	\$14,373

Dump Body

Company Name	Amount (Quantity - 3)
Burriss Equipment	\$18,285
J.W. Turf	\$19,575
Reinders, Inc.	\$22,275

On March 15, 2019, the following bids were received for the chassis portion of the scooter:

Honda 1000 Chassis

Company Name	Amount (Quantity - 3)
Honda Northwest	\$51,450

Nielsen Enterprises	\$51,558
Fox Valley Cycles	\$54,000
Des Plaines Honda	\$55,968

Utilizing the low bid or low quote for each of the above items, the total price per unit is \$26,107. Included in the price of the Honda chassis is a 4-year warranty. Depending upon availability of funds, staff intends on replacing the units every four years. Not only will the City save significant dollars on parts, but research to date shows the resale value to be very positive on these type of units.

Information regarding the FY 2020 capital equipment purchases was included in the November 26, 2018 Finance Budget packet. At its December 11, 2018 meeting, the Public Works Committee specifically reviewed and recommended approval of each piece to be included in the FY 20 capital budget. All warranty work will be completed by a local Honda authorized dealer.

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

Below is an estimated summary of refuse scooter budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund	\$80,000	\$78,321	Y

COUNCIL ACTION: Award of Bid for the Replacement of Three Refuse Scooters to Honda Northwest in the Amount of \$51,450 for the Sanitation Section Included in the FY2020 Capital Equipment Budget.

10. Approval of a Public Works Committee recommendation to authorize the City Manager to enter into a contract with LoVerde Construction for the Deerpath Golf Course Watermain Extension, for an amount not to exceed \$169,000.

STAFF CONTACT: *CHUCK MYERS, SUPERINTENDENT OF PARKS AND FORESTRY, 810-3565*

PURPOSE AND ACTION REQUESTED: Public Works Committee recommends awarding the contract for the Deerpath Golf Course Watermain Extension to LoVerde Construction.

BACKGROUND/DISCUSSION: The current water service for the Deerpath Golf Course Clubhouse is a 1.5" service line that is attached to an 8" watermain on the north end of Holland Ct. This watermain was installed in 2010 and is in good condition. The proposed project will involve extending the 8" watermain an additional 700 feet to the clubhouse, where it will branch off to serve golf course facilities. The larger service is necessary to supply water for a new sprinkler system in the clubhouse, a proposed new cart barn, and for future improvements at the clubhouse.

Plans and specifications, including performing field surveys and design, were prepared by Bleck Engineering. The City's engineering staff will also provide daily inspection services for this project.

If approved by City Council, the project would commence on or about April 1, 2019 and be completed by May 15, 2019. Upon confirming the start date of the project, a letter will be sent to the residents within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	3/12/19	Recommend Approval

BUDGET/FISCAL IMPACT: Funding for this project is budgeted in the Golf Course Fund 510. Bids for the Deerpath Golf Course Watermain Extension were received and opened on March 7, 2019. The City received a total of five bids, as shown below.

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

Recommended Bidder/Proposer is BOLDED

Company Name	Dollar Amount Bid
LoVerde Construction	\$ 153,711.00
Campanella & Sons, Inc.	\$ 160,351.10
Maneval Construction	\$ 160,576.20
DK Contractors	\$ 162,127.00
DiMeo Bros.	\$ 184,998.00

The low bidder, LoVerde Construction, has completed similar projects in other municipalities and reference checks have been satisfactory.

The total amount of the contract with LoVerde Construction is \$153,711.00. City staff is recommending that a contingency of \$15,289.00 (10%) be added to project cost, for a total request of \$169,000. If necessary, a supplemental appropriation ordinance for FY19 will be submitted to the City Council for approval.

Due to the nature of this project and to reduce golf course operational impacts, staff is requesting approval of the FY2020 funds in advance of the start of the fiscal year, so work can begin as soon as possible.

Below is an estimated summary of Project budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Golf Course Fund 510	\$170,000	\$169,000	Y

COUNCIL ACTION: Approval of a Public Works Committee recommendation to authorize the City Manager to enter into a contract with LoVerde Construction for the Deerpath Golf Course Watermain Extension, for an amount not to exceed \$169,000.

11. Award of Bid for the FY '20 Concrete Curb and Sidewalk Replacement Project to Schroeder and Schroeder, Inc. for a Not-to-Exceed Amount of \$75,000

STAFF CONTACT: *Robert W. Ells, Superintendent of Engineering (847-810-3555)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff recommend awarding Lake Forest’s share of the joint 2019 Concrete Curb and Sidewalk Replacement bid to Schroeder and Schroeder, Inc.

BACKGROUND/DISCUSSION: This project is the City’s annual Sidewalk Replacement program that replaces hazardous and deteriorated sections of sidewalk, curb, and gutter.

Based on the City Sidewalk Survey and requests for replacement of concrete sidewalk and curb from residents and businesses, the City’s Engineering staff prioritizes the locations for replacement based on the severity of their condition on an annual basis.

City staff have previously briefed the City Council on Municipal Partnership Initiative (MPI), a program that takes advantage of economies of scale by securing low bid prices among neighboring municipalities who bid similar projects each year. This year, the City joined forces with Lake Bluff, Highland Park, Glencoe, Lincolnwood, and Winnetka to have a joint bid for the 2019 Concrete Curb and Sidewalk Replacement Project.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	3/12/19	Recommend Approval

BUDGET/FISCAL IMPACT: Bids for the 2019 Concrete Curb and Sidewalk Replacement Project were received and opened on March 7, 2019. A total of two firms submitted bids for the project. The bid prices consist of bid quantities that are to be completed by all the participating municipalities as part of their respective concrete and sidewalk repair programs. Each of the MPI partners will be awarding their respective contracts separately.

The following is a summary of the bids received:

BIDDER	TOTAL MPI BID PRICE
Schroeder & Schroeder, Inc.	\$871,443.05
A Lamp Concrete Contractors, Inc.	\$898,192.60

The breakdown of the bid amount specific to Lake Forest bid items is summarized below:

BIDDER	TOTAL
Schroeder & Schroeder, Inc.	\$74,410.25
A Lamp Concrete Contractors, Inc.	\$81,633.60

Schroeder and Schroeder, Inc. has worked in Lake Forest on previous contracts with satisfactory results.

If awarded, work on this project is expected to begin in June and be completed by the end of August. Property owners living near the vicinity of the construction work will be notified in advance of the start of construction.

The City's Engineering staff will provide oversight through daily inspections.

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

Below is an estimated summary of Project budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund	\$75,000	\$75,000	Y

COUNCIL ACTION: Award of Bid for the FY '20 Concrete Curb and Sidewalk Replacement Project to Schroeder and Schroeder, Inc. for a Not-to-Exceed Amount of \$75,000

12. Award of Bid for the 2019 MPI Crack Sealing Contract to Patriot Pavement Maintenance in the amount of \$30,000

STAFF CONTACT: Robert Ells, Superintendent of Engineering (847-810-3555)

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request awarding Lake Forest's share of the joint 2019 MPI Crack Sealing Project bid to Patriot Pavement Maintenance.

BACKGROUND/DISCUSSION: Cracks in pavements allow moisture to penetrate the surface causing premature pavement material failure. To minimize the water infiltrating the pavement base, crack sealing with a hot sealant is required. Crack sealing is a practical and cost effective measure and is an essential part of a good pavement maintenance program.

City staff has previously briefed the City Council on MPI, a program that takes advantage of economies of scale, for securing low bid prices, among neighboring municipalities who bid similar projects each year. This year, the City will again join forces with four other neighboring communities in the MPI Crack Sealing contract. In 2019, the City plans to do approximately 50,000 feet of crack sealing.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	3/12/19	Recommend Approval

BUDGET/FISCAL IMPACT: The project was placed out to bid late February with a subsequent bid opening on March 7, 2019. A total of 2 bids were received. The bid prices consist of bid

quantities that are to be completed by five municipalities as part of their respective crack sealing project.

BIDDER	TOTAL BID PRICE
Patriot Pavement Maintenance	\$ 123,295.00
S.K.C. Construction Inc.	\$ 133,511.00

The breakdown of the bid amount specific to Lake Forest bid items is summarized below:

BIDDER	TOTAL
Patriot Pavement Maintenance	\$ 26,880.00
S.K.C. Construction Inc.	\$ 29,040.00
Engineer's Estimate	\$ 30,000.00

If awarded, work on this project is expected to be completed in one week's time. Upon award of the bid, the City will meet with the contractor to develop a schedule for the execution of work. Engineering staff will provide daily oversight and inspections of the crack sealing. The City's website, under "Construction Updates", will also provide details of the work schedule.

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

Below is an estimated summary of the project budget:

FY2020 Funding Source	Account Budget	Amount Requested	Budgeted? Y/N
Capital Fund	\$30,000	\$30,000	Y

COUNCIL ACTION: Award of Bid for the 2019 MPI Crack Sealing Contract to Patriot Pavement Maintenance in the amount of \$30,000.

13. Request Approval to Waive the Bid Process and Participate in the Renewal Year of Lake County's Morton Rock Salt Bid at a Price Not-To-Exceed \$64.88/Ton, for the Purchase of 3,600 Tons for Winter 2019/2020, including a Reserve for FY '20 and/or FY '21

STAFF CONTACT: *Michael Thomas, Director of Public Works (810-3540)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council waive the bidding process and approve the City's participation in the renewal year of Lake County's salt bid to purchase road salt for winter 2019/2020 and a reserve for either FY '20 or FY '21 winter.

BACKGROUND/DISCUSSION: With the salt bay project completed in early May, 2015, the City is now able to store an additional 800 tons of salt. This results in a total storage capacity of

2,400 tons, equating to 83% of the City's average annual usage of 2,900 tons. Staff recommends that salt be purchased this upcoming summer and fall months (1,900 tons) to ensure that 2,400 tons are on-hand before next winter begins. Additionally, staff requests approval to purchase an additional 1,700 tons and take delivery if / when needed during the winter months. This approach guarantees the ability to take immediate salt deliveries during the winter months if needed. Finally, with this upcoming winter being the second of a two-year agreement and the contract to be re-bid in spring, 2020, and the fact that inventories are currently very low across the United States, staff believes the pricing will be lower with the current contract and will therefore be less expensive to purchase salt for the City's 2020/2021 winter.

The following chart provides a summary of the current inventory and tonnages requested for winter 2019/2020 and a reserve for either the FY '20 or FY '21 winter.

Salt Tonnage On-Site at Beginning of Winter 2018/2019	2,400 tons
Salt Delivered in February, 2019	950 tons
Salt Tonnage Used During Winter 2018/2019	-2,750 tons
Current Inventory as of March 12, 2019	600 tons
Amount Staff Anticipates Using for Remainder of March	<u>-50 tons</u>
Estimated End of Winter Inventory:	550 tons
Amount Needed to Have a Pre-Winter Inventory of 2,400 Tons	<u>1,850 tons</u>
Pre-2019/2020 Winter Inventory:	2,400 tons
Total Tons to be Purchased for Winter 2019/2020 or 2020/2021 Reserve	<u>1,750 tons</u>
Total Tons to be Purchased: 1,850 tons + 1,750 tons = 3,600 tons	3,600 tons

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	March 12, 2019	Recommended Approval
City Council	March 19, 2018	Salt Purchase Approved
City Council	March 6, 2017	Salt Purchase Approved
City Council	March 7, 2016	Salt Purchase Approved
City Council	March 16, 2015	Salt Purchase Approved
City Council	March 17, 2014	Salt Purchase Approved

BUDGET/FISCAL IMPACT: Before this winter's snow season began, salt supplies were low due to a 12-week salt mine strike at the Compass Minerals mine in Goderich, Canada. Additionally, with a significantly heavy winter in both the Midwest and east coast, supplies became extremely low. Therefore, there is no opportunity to purchase salt at a reduced rate with no regional suppliers having a stock pile needing to be sold. Staff contacted salt suppliers to ask what the current rate for salt is: Prices provided ranged from \$90-\$127 / ton.

Has competitive pricing been obtained for proposed goods/services? **No**
 If no, indicate the specific waiver requested: Administrative Directive 3-5, Section 9.0F – Government Joint Purchase.

Funding Source	Account Budget	Amount Requested	Budgeted Y/N
FY '20 General	\$187,000	\$120,028	Y
FY '21 General	\$187,000	\$113,540	Y

COUNCIL ACTIONS: Request Approval to Waive the Bid Process and Participate in the Renewal Year of Lake County’s Morton Rock Salt Bid at a Price Not-To-Exceed \$64.88 / Ton, for the Purchase of 3,600 Tons for Winter 2019/2020 Including a Reserve for FY '20 and/or FY '21

14. Special Event Approval of the Recurring “Class A” Special Event Permits Proposed for 2019

STAFF CONTACT: *Michael Strong, Assistant to the City Manager (847-810-3680)*

BACKGROUND/DISCUSSION: The City of Lake Forest regulates the review, approval, and administration of special events that take place within the community pursuant to Administrative Directive 1-17 (“Special Events Policy”).

The approval process for each special event depends on their scope and scale. Large special events, which are typically classified as “Class A” special events, require the use of public property, request or require substantial city services (e.g. property, personnel, equipment, resources), or anticipate crowds in excess of 500 patrons. These special events require both City Manager and City Council approval prior to their authorization.

In advance of the special event season each year, City staff compiles a list of the annual recurring “Class A” special events and provides it to City Council for their review and approval to aid these organizations in their planning for the upcoming year.

The list of current recurring “Class A” events planned for 2019 is included below, in calendar order:

- Festival and Fireworks (Exempt): Thursday, July 4, 2019
- Lake Forest Day (Exempt): Tuesday-Wednesday, August 6-7, 2019
- Art Fair on the Square: Sunday-Monday, September 1-2, 2019
- Lake Forest/Lake Bluff Artisan Guild: Sunday-Monday, September 1-2, 2019
- Fall Festival (Formerly Oktoberfest): Saturday, September 21, 2019
- Bagpipes and Bonfire: Sunday, September 29, 2019
- Tree Lighting Ceremony (Exempt): Friday, November 29, 2019
- Santa in Market Square: Saturday, December 14, 2019

BUDGET/FISCAL IMPACT: Except for city-sponsored special events, which include those identified as “exempt” above, the Special Events Policy requires that costs incurred for city services (i.e. hiring of public safety personnel, or usage of City services or materials) be charged back to event organizers in accordance with the Annual Fee Ordinance.

COUNCIL ACTION: Staff Recommends that City Council Grant Approval of the Recurring “Class A” Special Event Permits Proposed for 2019.

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

6. ORDINANCES

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

1. EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c), (11), The City Council will be discussing **pending litigation**.

Adjournment into Executive Session

Reconvene into Regular Session

9. ADJOURNMENT

A copy of the Decision Making Parameters can be found beginning on **page 19** of this packet.

Office of the City Manager

March 13, 2019

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 Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.





THE CITY OF LAKE FOREST

DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

“Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement.”

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City’s Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest’s general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

The City of Lake Forest’s Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, March 4, 2019
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 reported on the new Metra Services at the Telegraph Road Train Station. Alderman Buschmann reported on previous and upcoming pop up events at the Telegraph Road train station.

COMMENTS BY CITY MANAGER

City Manager Jason Wicha reported that the Budget Workshop will be held at the Municipal Services Building on Monday, March 11 beginning at 5 pm.

COMMITTEE REPORTS

PUBLIC WORKS COMMITTEE

- 1. Approval of Public Works Committee's Recommendation to Award a Bid for the North Beach Access Road Landslide Restoration Project to John Keno & Company, Inc. in the Amount of \$2,088,363.40. In Addition, Approval of a 10% Engineering and/or Construction Contingency in the Amount of \$208,836.34**

Michael Thomas, Director of Public Works, reviewed the background of the bluff failure. He gave an in-depth review of the project design features, bidding process, project budget, construction timeline and the overall recommendation of the Public Works Committee. More importantly, noting that at the March 11 meeting, the Finance Committee will be asked to consider staff recommendations regarding additional revenues needed for this project.

The City Council had discussion on the generous financial support of the community, communication with residents on the project and beach information, risk of further or additional slides during construction due to weather. Mr. Thomas reviewed items that were discovered and recommended to be included in the project: an additional 80' of bluff southward required fill to provide a reliable tie-in point, relocation of the sanitary sewer, widening the entire road and curve to provide a higher degree of safety, and the recommendation that the parking lot be reconstructed.

Mayor Lansing asked if there was anyone from the public who would like to comment on this item.

Kim Reich spoke to the Council about the Oak Knoll Woodlands berm, drainage, code enforcement and fines.

Mayor Lansing again 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: Based upon the recommendation of the Public Works Committee and City Staff, approval of the following items is being requested:

- 1. Approval of the Public Works Committee’s Recommendation to Award a Bid for the North Beach Access Road Landslide Restoration Project to John Keno & Company, Inc. in the amount of \$2,088,363.40.**
AND
- 2. Approval of the Public Works Committee’s Recommendation to Approve an Engineering and/or Construction Contingency (10% of the low bid) for the North Beach Access Road Landslide Restoration Project in the Amount of \$208,836.34.**

Alderman Moreno made a motion for Approval of the Public Works Committee’s Recommendation to Award a Bid for the North Beach Access Road Landslide Restoration Project to John Keno & Company, Inc. in the amount of \$2,088,363.40, and, Approval of the Public Works Committee’s Recommendation to Approve an Engineering and/or Construction Contingency (10% of the low bid) for the North Beach Access Road Landslide Restoration Project in the Amount of \$208,836.34., seconded by Alderman Buschmann. 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.

- 1. Consideration of a Recommendation from the Public Works Committee in Support of an Ordinance Amending Section 135.108(C) titled “Noise, Generally” of the City Code. (First Reading of the Ordinance)**

Chuck Myers, Superintendent of Parks & Forestry, gave an overview of the number of times that any recommended changes were proposed to this ordinance and reviewed the recent staff work as recommended by the Public Works Committee. He reported the recommended change to the ordinance would be to amend the Code to limit the use of all landscape equipment, including, but not limited to, gasoline powered leaf blowers on Saturdays and Sundays as follows: Saturday - Permitted hours - 8:00 a.m. to 5:30 p.m. Sunday and Holidays – Permitted hours - 10:00 a.m. to 5:00 p.m.

Chair of the Public Works Committee Raymond Buschmann reported that no change is recommended to the use of landscape equipment as currently permitted in the Code and that the Code currently permits the use of any type of landscape equipment from 7:30 a.m. to 7:30 p.m., Monday through Friday. He said the recommended changes are workable, enforceable and understandable.

The City Council had discussion on the time reduction and types of equipment used.

Mayor Lansing asked if there was anyone from the public who would like to comment on this item.

Amy Schuetz spoke to the Council in about considering a full ban on the use of leaf blowers.

Yuh Schabacker-Koppel spoke to the Council in regards to sound decibels while she is in her home and air pollution from gas powered lawn machines.

The City Council had additional discussion, again acknowledging that feedback on this topic will continue to be conveyed.

Mayor Lansing again 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 Amending Section 135.108(C), titled “Noise, Generally” of the City Code consistent with the recommendation of the Public Works Committee.

Alderman Buschmann made a motion to grant First Reading of an Ordinance Amending Section 135.108(C), titled “Noise, Generally” of the City Code consistent with the recommendation of the Public Works Committee., 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.

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

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the February 19, 2019 City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of January 26 to February 22, 2019**
3. **Approval of a Parks & Recreation Board recommendation to approve Annual Tree Purchasing in the Forestry FY2020 Budget**
4. **Approval of a Parks & Recreation Board recommendation to authorize the City Manager to enter into a contract with Mariani Landscape for Grounds Maintenance Services at Forest Park in the Parks FY2020 Budget**
5. **Approval of a Parks & Recreation Board recommendation to authorize the City Manager to enter into a contract with Landscape Concepts Management for Annual Grounds Maintenance Services in the Parks FY2020 Budget**
6. **Approval of Council to 1) transfer the proceeds from the sale of the Deerpath Golf Course golf cart fleet in the amount not to exceed \$51,300 to the Friends of Lake Forest Parks and Recreation Foundation and 2) accept the anticipated donation by the Friends of Lake Forest Parks and Recreation Foundation of a new cart fleet.**
7. **Award of the Lake Forest Share of the Joint 2019 Annual Street Resurfacing and Asphalt Patching Program to Schroeder Asphalt Services Inc. in the amount of \$1,088,000, subject to Finance Committee review on March 11, 2019**

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. The City Council had discussion on items #2 and #4. Mayor Lansing again 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 Beidler made a motion to approve the seven (7) Omnibus items as presented, seconded by Alderman Rummel. 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

- 1. Consideration of a Recommendation from the Zoning Board of Appeals in Support of Amendments to the Special Use Permit for Elawa Farm including Modifications to the Conditions of Approval and Updates to the Master Plan. Elawa Farm is Located at 1401 Middlefork Drive, in the Middlefork Farm Subdivision. (If desired by the Council, Waive First Reading and Grant Final Approval of the Ordinance.)**

Catherine Czerniak, Director of Community Development, identified Elawa Farm as an extraordinary community resource. Ms. Czerniak recapped what the City has seen at this site since 1977, steps taken in 1998 and in 2010 when a Special Use Permit was granted approving Elawa Farm as a Community Facility with a Master Plan adopted, and 2010 up to today with the awareness and use of Elawa Farm as a community resource.

Ms. Czerniak reported that Elawa Farm is well used. As awareness and use of Elawa Farm has increased, so too has the use of the adjacent Lake County Forest Preserve's trails, the Lake Forest Open Lands' oak savanna and Elawa Park. In 2017, after receiving input from various parties about the number, frequency, type and impact of activities at Elawa Farm, the City initiated a review of the Special Use Permit and the Master Plan. The Zoning Board of Appeals undertook the requested review consistent with the procedures detailed in the Code for considering amendments to existing Special Use Permits.

She reported that over the course of seven public meetings, which spanned about a year, the Zoning Board of Appeals reviewed special uses in general and studied the current Elawa Farm Special Use Permit and Master Plan. At each meeting, the Board heard testimony from representatives of the Elawa Farm Foundation, the Wildlife Discovery Center (which is a program of the City's Park, Recreation and Forestry Department), and heard public comment from representatives of the Middlefork Farm Homeowners' Association and individual residents who live in the immediate area. Based on the testimony presented, the Board developed updated maps and revised conditions of approval, heard testimony on the proposed changes and made further revisions before finalizing a recommendation to the City Council.

In summary, the Zoning Board of Appeals recommended to the City Council that the original vision for Elawa Farm remain; a community resource for primarily passive educational and recreational pursuits. The Board worked to balance the interests of various parties; respecting and preserving the residential character of the neighborhood while at the same time, recognizing that community use of the site was always intended. Further, the majority of the Board accepted that there is a need to allow limited fundraising and private rental events at Elawa Farm to generate revenue to support the buildings and grounds. The recommendations forwarded by the Zoning Board of Appeals represent a sincere effort to be responsive to the interests and concerns of all parties and in doing so, the Board acknowledged that no party is completely satisfied. Finally, the Board acknowledged that once adopted, the amended Special Use Permit and updated Master Plan are not set in stone noting that modifications to individual conditions can and should be considered as the need may arise.

Ms. Czerniak reported that separate and apart from the recommendation in support of amending the Special Use Permit, the Board forwarded additional recommendations to the City Council for consideration.

The City Council thanked the zoning Board of Appeals for their work. The City Council had discussion on financial impacts, definitions relating to farm animals, amplified sound, shuttles, and private events.

Mayor Lansing asked if there was anyone from the public who would like to comment on this item.

Kathryn Duffy spoke out of concern for amplified music, shuttle services and the noise of breaking down events.

Marina Carney Puryear offered suggested corrections and definitions to conditions of the Special Use Permit.

Rob Carmicheal reported that the Wild Life Discovery Center is licensed through many agencies.

Carl Walsh asked the Council to look at Elawa's return on investment.

The City Council had further discussion, reiterating that the amended Special Use Permit and updated Master Plan are not set in stone, noting that modifications to individual conditions can and should be considered as the need may arise.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving amendments to the Special Use Permit for Elawa Farm including modifications to the conditions of approval and updates to the Master Plan in accordance with the Zoning Board of Appeals' recommendation.

AND, by motion:

- 1. Direct that private rental events already scheduled for 2019 be allowed to exceed the number allowed by the revised conditions. The events must comply with the revised conditions relating to operational aspects.**
- 2. Direct staff to update procedures related to the overall coordination of activities in the area and enforcement of the conditions of the Special Use Permit and the consequences of violations.**
- 3. Direct staff and the Property and Public Lands Committee to continue to reexamine the financial aspects of Elawa Farm as negotiations continue around modifications to the Operating Agreement.**

Alderman Reisenberg made a motion to waive first reading and grant final approval of the Ordinance approving amendments to the Special Use Permit for Elawa Farm including modifications to the conditions of approval and updates to the Master Plan in accordance with the Zoning Board of Appeals' recommendation and, by motion: 1- Direct that private rental events already scheduled for 2019 be allowed to exceed the number allowed by the revised conditions. The events must comply with the revised conditions relating to operational aspects. 2- Direct staff to update procedures related to the overall coordination of activities in the area and enforcement of the conditions of the Special Use Permit and the consequences of violations. 3- Direct staff and the Property and Public Lands Committee to continue to reexamine the financial aspects of Elawa Farm as negotiations continue around modifications to the Operating Agreement, seconded by Alderman Newman. 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

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

ADJOURNMENT

There being no further business Mayor Lansing asked for a motion. Alderman Buschmann made a motion to adjourn, seconded by Alderman Preschlack. Motion carried unanimously by voice vote at 8:45 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. Click on I Want To, then click on View, then choose Archived Meetings Videos.

THE CITY OF LAKE FOREST

ORDINANCE NO. ~~2018-2019~~ - ____

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, 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 hours during which the use of landscape maintenance equipment is permitted 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~~2019

AYES:

NAYS:

ABSENT:

ABSTAIN:

| Approved this ____ day of _____, ~~2018~~2019

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~~operate ~~of~~ lawn maintenance equipment including, but not limited to, lawn mowers, tractors and gasoline-powered leaf blowers ~~s~~equipment 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 weekdays all days, 5:30 p.m. on Saturdays, and 5:00 p.m. on Sundays and holidays,~~ 7:30 p.m. on weekdays all days, 5:30 p.m. on Saturdays, and 5:00 p.m. on Sundays and holidays, except as authorized by the City Manager.
- (2) This restriction shall not apply to golf course maintenance operations

Exhibit A

Amended Section 135.108(C) (clean version)

- (C) 1) It shall be unlawful to operate lawn maintenance equipment including, but not limited to, lawn mowers, tractors and 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 weekdays 5:30 p.m. on Saturdays, and 5:00 p.m. on Sundays and holidays, except as authorized by the City Manager.
- (2) This restriction shall not apply to golf course maintenance operations

DRAFT



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

November 16, 2018

Ms. Margaret Boyer
City Clerk
220 East Deerpath
Lake Forest, Illinois 60045

Subject: City: Lake Forest
Section: 17-00092-01-BR
Project: State
Job: P-91-294-17
Joint Agreement

Dear Ms. Boyer:

The department executed the subject agreement on November 14, 2018.
A copy is enclosed.

Sincerely,

A handwritten signature in cursive script that reads "Gregory S. Lupton".

Gregory S. Lupton, P.E.
Local Project Implementation Engineer

Enclosure

cc: Robert Ells, Public Works Superintendent
Anthony Quigley Attn: Christopher Holt - District 1
Erin L. Aleman Attn: Programming
Roxy Heck, Attn: Project Control

Local Agency City of Lake Forest	 Illinois Department of Transportation Local Agency Agreement for State Participation	Job Number - Construction
Section 17-00092-01-BR		Job Number - Engineering/ROW P-91-294-17

This Agreement is made and entered into between the above local agency hereinafter referred to as "LA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as shown below.

Location

Local Name Telegraph Road Route Off-System Length N/A

Termini At the Metra Milwaukee District North Line Commuter Station

Current Jurisdiction LPA/Milwaukee District North Line

Project Description

Conduct Preliminary Engineering for a bridge alternative for pedestrians and bicyclists to cross the Milwaukee District North Line tracks at the commuter station in lieu of the originally proposed jacked tunnel.

Division of Cost

Type of Work	STATE	LA	Total
Participating Construction			0
Non-Participating Construction			0
Preliminary Engineering	281,421		281,421
Construction Engineering			0
Right-of-Way			0
			0
TOTAL	\$281,421	\$ 0	\$281,421

Note: Maximum State (Illinois Jobs Now) participation 100% not to exceed \$281,421.00

Payment Method (check one):

- Upon execution of the construction contract and request of payment from the LA, the STATE will pay the LA 95% of its share of the project costs. The remaining 5% will be paid to the LA upon receipt of the final invoice.
- The STATE will reimburse the LA for the STATE share of the project on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the LA

Agreement Provisions

1. It is mutually agreed that the PROJECT will be processed, let and constructed in accordance with Motor Fuel Tax standards, policies and procedures.
2. Construction of the PROJECT will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.
3. The LA will certify to the STATE that all necessary right-of-way, temporary and permanent easements, and temporary use permits have been obtained or are not required, prior to the LA advertising for bids for the PROJECT.
4. The PROJECT will be let and awarded by the LA upon approval of the plans and specifications by the STATE.
5. The LA agrees to retain jurisdiction and to maintain or cause to be maintained the completed PROJECT in a manner satisfactory to the STATE unless otherwise specified by addendum.
6. Upon approval of the final plans and specifications by the STATE and the LA, the LA agrees to accept bids and award the contract to the lowest responsible bidder after receipt of a satisfactory bid and concurrence in the award has been received from the STATE. If necessary the LA agrees to provide, or cause to be provided, all of the initial funding necessary to complete the project subject to reimbursement by the STATE.
7. The LA shall maintain, for a minimum of 3 years after the completion of the project, adequate books, records, and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement. All books, records, and supporting documents related to the project shall be available for review and audit by the Auditor General and the Department. The LA agrees to cooperate fully with any audit conducted by the Auditor General and the Department and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract of which adequate books, records, and supporting documentation are not available to support their purported disbursement.
8. To complete this phase of the project within three years from the date this agreement is approved by the STATE if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
9. Upon completion of this phase of the project, the LA will submit to the STATE a complete and detailed final invoice with all applicable supporting documentation of all incurred costs, less previous payments, no later than one year from the date of completion of this phase of the project. If a final invoice is not received within one year of completion of this phase of the project, the most recent invoice may be considered the final invoice and the obligation of funds closed.
10. Obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly fails to appropriate or otherwise make available funds for the work contemplated herein.
11. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.
12. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

Local Agency City of Lake Forest	Section 17-00092-01-BR
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EXHIBITS

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.
Exhibit A - Location Map

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

APPROVED

Local Agency

Robert T. E. Lansing

Name of Official (Print or Type Name)

Mayor

Title (County Board Chairperson/Mayor/Village President/etc.)

RTE Lansing 10-18-17
(Signature) Date

The above signature certifies the agency's TIN number is 36-6005960 conducting business as a Governmental Entity.

NOTE: If signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

APPROVED

State of Illinois
Department of Transportation

Randall S. Blankenhorn 11/14/17
Randall S. Blankenhorn, Secretary of Transportation Date

Priscilla A. Tobias 12/12/17
Priscilla A. Tobias, P.E., Director of Program Development Date

Philip C. Kaufmann 12/8/17
Philip C. Kaufmann, Acting Chief Counsel Date

Jeff Heck 12/11/17
Jeff Heck, Chief Fiscal Officer (CFO) Date

Local Agency City of Lake Forest	Section 17-00092-01-BR
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A Joint Purchasing Program For Local Government Agencies

February 28, 2019

Mr. John Moyer, President
Warehouse Direct Workplace Solutions
2001 S. Mount Prospect Road
Des Plaines, IL 60018

Dear Mr. Moyer,

This letter is to inform you that the Suburban Purchasing Cooperative's Governing Board has approved awarding a combined Janitorial Supplies and Office Supplies Contract (#189) by piggybacking onto the National Cooperative Purchasing Alliance (NCPA) agreement with American Office Products Distributors (AOPD), solicited and awarded by lead agency Region XIV Education Service Center, Abilene, TX according to the State of Illinois statues, 525/2 from Ch. 85, par. 1602. (Governmental Joint Purchasing Act), which authorizes any governmental unit may purchase personal property, supplies and services jointly with one or more other governmental units. The contract is effective immediately and will expire on May 31, 2020. The contract can then be renewed annually for an additional five years, if mutually agreed on by Region XIV ESC and American Office Products Distributors, Inc. (AOPD).

Warehouse Direct will pay an administrative fee to the SPC of 2% from dollar one spent with NCPA on office supply sales, 3% from dollar one spent with NCPA on janitorial sales, 4% of on products that are "Out of Scope" of the NCPA Program such as furniture and design, promotional items and clothing, printing, document management products and services and high end technology products. Additionally, Warehouse Direct will pay a 4% rebate on SPC members who choose to purchase from Warehouse Direct, but do not participate in the AOPD NCPA Program.

Reports from Independent Stationers will be received on a quarterly basis based on the SPC fiscal year of May 1 through April 30. Payments and reports must be received within 30 days of the end of each fiscal quarter upon reaching the minimum rebate threshold. Fiscal quarters are defined as:

- May 1 through July 31 – payment due by August 30
- August 1 through October 31 – payment due by November 30
- November 1 through January 31 – payment due by February 28
- February 1 through April 30 – payment due by May 31

Warehouse Direct will submit separate Excel spreadsheet reports for Office Supplies and Janitorial Supplies purchases.

*DuPage Mayors &
Managers Conference*
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

*Northwest Municipal
Conference*
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

*South Suburban Mayors
And Managers Association*
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentiis
Phone: (708) 206-1155
Fax: (708) 206-1133

*Will County
Governmental League*
3180 Theodore Street, Suite 101
Joliet, IL 60435
Cherie Belom
Phone: (815) 729-3535
Fax: (815) 729-3536

Warehouse Direct Workplace Solutions, Des Plaines, IL will handle all billing. The agreed upon SPC Administrative Fees shall be paid directly by the vendor to the SPC on a quarterly basis. Under this Agreement, all Suburban Purchasing Cooperative members, non-profit and "public agency" participants will be grouped under one Master SPC Account to aggregate all purchases towards volume rebate incentives. Additionally, individual entities will receive up to a 1% e-commerce rebate paid in the form of a credit towards future purchases no later than 45 days from the end of each quarter (40-79% online =0.5% rebate; 80% or more purchased online =1% rebate).

All public agencies as defined by the Illinois Governmental Joint Purchasing Act, as well as not-for-profit agencies that qualify under Section 45-35 of the Illinois Procurement Code, are eligible to participate in SPC joint purchasing programs. The term "public agency" shall mean any unit of local government as defined in the Illinois constitution of 1970, any school district, any public community college district, any public building commission, the State of Illinois, any agency of the State government or of the United States, or of any other State, any political subdivision of another State, and any combination of the above pursuant to an intergovernmental agreement which includes provisions for a governing body of the agency created by the agreement. Their purchases will also be included in the SPC volume rebate.

We look forward to continued success with Warehouse Direct Workplace Solutions.

Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

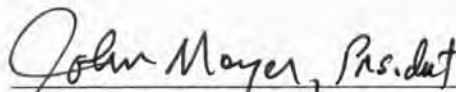
Sincerely,



Ellen Dayan, CPPB
Purchasing Director, Northwest Municipal Conference



02.28.19
Name: Ellen Dayan, CPPB Date
Northwest Municipal Conference

 2/28/19
John Moyer, President Date
Warehouse Direct Workplace Solutions

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
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