

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**

Monday, March 2, 2020 at 6:30 pm  
City Hall Council Chambers  
220 E. Deerpath, Lake Forest

Honorable Mayor, George Pandaleon

Prudence R. Beidler, Alderman First Ward  
James E. Morris, Alderman First Ward  
Melanie Rummel, Alderman Second Ward  
Edward U. Notz, Jr. Alderman Second Ward

James Preschlack, Alderman Third Ward  
Ara Goshgarian, 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. Deerpath/Route 41- IDOT Pump Station Project Update**
  - **Michael Thomas, Director of Public Works**

**2. COMMENTS BY CITY MANAGER**

- A. Community Spot Light**
  - **Lake Forest Lake Bluff History Center**
    - o **Carol Summerfield, Executive Director**
- B. Department Spot Light- Recreation**
  - **Deerpath Golf Club**
    - o **Vince Juarez, General Manager**

**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 February 18, 2020 City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 15**

COUNCIL ACTION: Approval of the February 18, 2020 City Council Meeting Minutes.

## 2. Approval of the Check Register for the Period of January 25 to February 21, 2020

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

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

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

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

### Check Register for January 25 - February 21, 2020

|           | Fund                 | Invoice            | Payroll            | Total              |
|-----------|----------------------|--------------------|--------------------|--------------------|
| 101       | General              | 478,434            | 2,342,056          | 2,820,491          |
| 501       | Water & Sewer        | 55,007             | 252,782            | 307,789            |
| 220       | Parks & Recreation   | 103,851            | 573,370            | 677,221            |
| 311       | Capital Improvements | 398,033            | 0                  | 398,033            |
| 202       | Motor Fuel Tax       | 0                  | 0                  | 0                  |
| 230       | Cemetery             | 17,421             | 46,457             | 63,879             |
| 210       | Senior Resources     | 12,158             | 37,008             | 49,165             |
| 510       | Deerpath Golf Course | 10,957             | 4,202              | 15,159             |
| 601       | Fleet                | 103,754            | 84,464             | 188,218            |
| 416 - 433 | Debt Funds           | 0                  | 0                  | 0                  |
| 248       | Housing Trust        | 0                  | 0                  | 0                  |
| 201       | Park & Public Land   | 20,876             | 0                  | 20,876             |
|           | All other Funds      | 1,533,832          | 274,710            | 1,808,542          |
|           |                      | <b>\$2,734,323</b> | <b>\$3,615,049</b> | <b>\$6,349,372</b> |

Included in the "All other Funds" total is \$877,280 for the annual member contribution to the Intergovernmental Risk Management Agency (IRMA) and \$490,134 in Self Insurance Fund expenses for the medical/dental insurance programs.

**COUNCIL ACTION:** Approval of the Check Register for the Period of January 25 to February 21, 2020

### 3. Approval of a Parks & Recreation Board Recommendation to Approve Annual Tree Purchasing in the Forestry FY2021 Budget

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

**PURPOSE AND ACTION REQUESTED:** The Parks & Recreation Board requests approval to purchase trees/plant material from multiple vendors, based on joint tree purchasing bid.

**BACKGROUND/DISCUSSION:** The City's Forestry section conducted the annual joint bid with the City of Highland Park and the Highland Park-Park District to leverage volume discounts for the purchasing of trees on city streets, parks, and other City-owned properties. Staff received seventeen (17) bids for the purchase of over 66 varieties of balled and burlaped trees, with an average price of \$250 for a 2.5" caliper tree. Multiple vendors will be used to secure the requested number of trees, sizes, and varieties while adhering to our stringent quality controls. Based on species availability and the quality of the product, additional vendors may need to be used. Additional purchasing will comply with the City's purchasing policy. The forestry section anticipates planting 300 trees this year.

#### PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed                 | Date     | Comments           |
|--------------------------|----------|--------------------|
| Parks & Recreation Board | 02/20/20 | Recommend Approval |

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

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

#### Recommended Bidder/Proposer is **BOLDED**

| Company Name                           | Dollar Amount Bid                      |
|--|--|
| <b>Arthur Weiler Nursery</b>           | <i>(Based on species/availability)</i> |
| <b>Chestnut Ridge Nursery</b>          | <i>(Based on species/availability)</i> |
| <b>Charles J. Fiore Nursery</b>        | <i>(Based on species/availability)</i> |
| <b>Goodmark Nurseries</b>              | <i>(Based on species/availability)</i> |
| <b>Gro Horticultural Enterprises</b>   | <i>(Based on species/availability)</i> |
| <b>Ivanhoe Nursery</b>                 | <i>(Based on species/availability)</i> |
| <b>Johnson's Nursery</b>               | <i>(Based on species/availability)</i> |
| <b>Kankakee Nursery</b>                | <i>(Based on species/availability)</i> |
| <b>Landcare &amp; Lawn Maintenance</b> | <i>(Based on species/availability)</i> |
| <b>Majestic Oaks Nursery</b>           | <i>(Based on species/availability)</i> |
| <b>Mill Creek Nursery</b>              | <i>(Based on species/availability)</i> |
| <b>R &amp; S Bristol Farms</b>         | <i>(Based on species/availability)</i> |
| <b>Schichtel's Nursery</b>             | <i>(Based on species/availability)</i> |
| <b>Spring Grove Nursery</b>            | <i>(Based on species/availability)</i> |
| <b>SiteOne Landscape</b>               | <i>(Based on species/availability)</i> |
| <b>St. Aubin's Nursery</b>             | <i>(Based on species/availability)</i> |
| <b>Wilson Nursery</b>                  | <i>(Based on species/availability)</i> |

Staff will purchase trees from the list above based on low price, quality and availability of various tree species needed for the annual tree replacement program.

Below is an estimated summary of Project budget:

| FY2021 Funding Source | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|-----------------------|-----------------|------------------|---------------|
| Capital Fund 311      | \$80,000        | \$80,000         | Y             |

COUNCIL ACTION: Approval of a Parks & Recreation Board recommendation to approve Annual Tree Purchasing in the Forestry FY2021 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 FY2021 Budget**

STAFF CONTACT: *CHUCK MYERS, Superintendent of Parks and Forestry, 810-3565*

**PURPOSE AND ACTION REQUESTED:** Parks & Recreation Board requests approval to award a one year contract, the second of a three year agreement, with Mariani Landscape to provide mowing and grounds maintenance services at Forest Park for FY2021.

**BACKGROUND/DISCUSSION:** Forest Park is one of the oldest and most celebrated parks on the North Shore and a treasure for the residents of Lake Forest. After the completion of the highly successful rehabilitation project in 2015, the City's Parks Section resumed its maintenance responsibilities and was charged with keeping the park in its pristine condition. Since 2011, the City has been outsourcing mowing on other City-owned properties and it has proven to be a beneficial fiscal approach by reducing labor expenses and long-term capital equipment replacement costs. Given the Parks Sections current workload, City Staff recognized the need to outsource Forest Park in order to ensure that the park is maintained at the highest level possible.

In FY2020, staff conducted an expansive bid process that includes mowing and extensive grounds maintenance services for Forest Park. In addition, staff included a three year option in the bid process that provided the City with the right to extend the contract after the first season or rebid the contract for FY2021 and FY2022.

Last year, Mariani Landscape began a new program that encompassed a number of sustainable practices. They deployed fully electric mowers, blowers and line trimmers in all service operations at Forest Park. This equipment delivers low noise, zero emissions and zero use of fossil fuels in the operation of this machinery. The reduction in noise pollution with electric mowers is significant and an important aspect of this program.

This year, Mariani will be introducing a new environmentally sustainable innovation to their lawn care services at Forest Park – Auto Mowers. They are clean, ecofriendly electric powered mowers with no operators that run quietly and provide a healthy and well-maintained appearance. Seasonally, there still may be times when conventional electric equipment is used but after the auto mowers learn the site, weekly mowing would be done

by five auto mowers. There are also areas of the park where auto mowers will not work and they will need to use conventional mowers weekly. All of the above activities and procedures combine to provide the City of Lake Forest with a responsible and environmentally beneficial program in the execution of the significant grounds maintenance services they provide.

**PROJECT REVIEW/RECOMMENDATIONS:**

| Reviewed                 | Date     | Comments           |
|--------------------------|----------|--------------------|
| Parks & Recreation Board | 02/20/20 | Recommend Approval |

**BUDGET/FISCAL IMPACT:** On March 4, 2019 City Council approved the request from the Park & Recreation Board and City staff to enter into a one year contract with Mariani Landscape to provide mowing and grounds maintenance services at Forest Park. City staff is satisfied with the services performed by Mariani Landscape in FY2020 and are recommending the continuation of their services for FY2021. The amount requested below reflects an increase of \$1979.00 (5%) from the FY2020 contract. Funding for the Forest Park grounds maintenance contract is budgeted in the Parks Fund 220 operating budget.

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

Below is an estimated summary of Project budget:

| FY2021Funding Source     | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|--------------------------|-----------------|------------------|---------------|
| Parks Operating Fund 220 | \$41,911.00     | \$41,911.00      | Y             |

**COUNCIL ACTION:** 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 FY2021 Budget.

**5. Approval to Purchase a Redexim SandMaster 1600 for the Parks Section from Redexim Turf Products in the Amount of \$60,468.33.**

STAFF CONTACT: *CHUCK MYERS, Superintendent of Parks and Forestry, 810-3565*

**PURPOSE AND ACTION REQUESTED:** The Parks & Recreation Board and staff are recommending City Council approval to purchase a Redexim SandMaster 1600 for the Parks Section in the amount of \$60,468.33.

**BACKGROUND/DISCUSSION:** The City's Parks Section manages numerous athletic fields for baseball, soccer, lacrosse, and football. Our goal is to provide the best possible playing surface for these sports programs and reduce the number of cancellations for games and practices due to poor field conditions. The increased number of rain events and associated flooding over the past few years has proven to be extremely challenging to meet our goals and the expectations of our users. The increase in participation in youth sports has required additional dedication of land for practice and games, as well as a greater level of maintenance in order to keep the fields in playable condition. The additional challenge is

that many of the athletic sport fields have been placed in neighborhood parks that were not originally designed to support high impact, on-going turf usage. Many of the fields have insufficient surface and sub-surface drainage systems to handle the high levels of precipitation over the past few years.

City staff has explored options for improving drainage and overall field conditions; however, these have been shown to be very costly and require a long period of down-time before the fields are ready to resume play. Some improvements have been made in recent years but many of the drainage issues have not been resolved. Staff has identified a new approach that is less expensive and does not require long periods of time for fields to be restored to playability. The SandMaster is a one-pass aerator and slit drainage machine that allows the use of wet or dry sand, gravel or other soil amendments to be incorporated into the soil profile. The SandMaster is pulled behind a tractor to create deep slits using vibrating knives that leave playing fields ready for play with very little surface disturbance. Staff has done reference checks with other communities that are using this device and the feedback has been very positive.

**PROJECT REVIEW/RECOMMENDATIONS:**

| Reviewed                 | Date     | Comments                      |
|--------------------------|----------|-------------------------------|
| Parks & Recreation Board | 02/20/20 | Review and Recommend Purchase |

**BUDGET/FISCAL IMPACT:** In 2010, City staff implemented a new funding mechanism called the Sports Field Improvement Fund (SFIF), which is a sub fund of the Parks and Recreation Fund (220). The fund is intended to assist the City and participating youth sport organizations in maintaining quality sports fields in the community. It is a "fair share" sport field improvement fee collected from all sport organizations or Recreation Department youth sport field programs that use City fields. It is assessed as a per-player, per-season fee to help make sport field improvements. There are currently sufficient funds in this Parks & Recreation restricted fund for the purchase of this piece of equipment.

On January 29, 2020 City staff released an invitation to bid for a new Redexim SandMaster 1600. The bid opening was on February 12, 2020 and two (2) sealed bids were received, as detailed below.

Utilizing the low bid for the Sandmaster, the total price for this unit is \$60,468.33. Included in the price is additional wear parts, a 1-year full warranty, delivery and training.

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

**Recommended Bidder/Proposer is BOLDED**

| Company Name                      | Dollar Amount Bid  |
|-----------------------------------|--------------------|
| <b>Redexim Turf Products</b>      | <b>\$60,468.33</b> |
| Tropicars Golf & Utility Vehicles | \$61,868.33        |

Below is an estimated summary of Project budget:

| FY2020 Funding Source   | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|---|-----------------|------------------|---------------|
| 220-8024-475.75-02<br>Restricted SFIF Reserves<br>Parks and Recreation Fund | 0               | \$60,468.33      | N             |

**COUNCIL ACTION:** Approval to Purchase a Redexim SandMaster 1600 for the Parks Section from Redexim Turf Products in the Amount of \$60,468.33.

**6. Award of Bid in the Amount of \$38,985.00 with a 10% or \$3,898 Contingency to Midwest Power Industry, Inc. for the Lake Forest Water Treatment Plant Emergency Generator Radiator Rebuild.**

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (847-810-3561)*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff request City Council approval to award the bid to rebuild the radiator on the emergency generator located at the Water Plant to Midwest Power Industry, Inc.

**BACKGROUND/DISCUSSION:** The Lake Forest Water Treatment Plant has two very large backup generators referred to as the west and east generators that were both installed in 2004. Each generator has the capacity to operate the Water Plant at 80% production demand. Only at times of peak water production do both generators need to be used to operate the Water Plant during a utility power loss. This past fall during a routine inspection, a small coolant leak was discovered coming from the west generator. The service contractor investigated and identified two areas leaking from the core of the radiator which is approximately 9 feet tall by 7.5 feet wide. The radiator core is comprised of rows of tubes and serpentine fins that work to transfer heat to the cooling fan. Staff proposed two options in the RFP: repair the generator using a new radiator or rebuild the existing radiator.

Based on the estimate for a new replacement radiator to be in excess of \$100,000 with over a 12 month build lead time, staff chose to have the radiator rebuilt. The process includes removing the top and bottom tanks and the side panels from the center core. The inside of the tanks are flushed, prepped with new gaskets and everything is remounted to the new core. The reassembled radiator is pressure tested and repainted before being delivered and reinstalled. The rebuilt radiator will have a one year warranty

**PROJECT REVIEW/RECOMMENDATIONS:**

| Reviewed               | Date      | Comments              |
|------------------------|-----------|-----------------------|
| Public Works Committee | 2/19/2020 | Reviewed and Approved |

**BUDGET/FISCAL IMPACT:** The repair followed the public bid process. The invitation to bid was advertised in the newspaper. Five contractors attended the November 13, 2019 Mandatory Pre-Bid Meeting and two contractors submitted bids. One bidder was disqualified due to not following the bid instructions. Staff reached out to each contractor that did not submit a bid to inquire as to their reason for not doing so. One contractor stated their concern with the

bonding requirements, another admitted they thought that it was strictly an electrical job, and the last contractor did not reply to the inquiry.

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

On December 2, 2019, staff received the following bids to rebuild the west generator:

| Company Name                        | Dollar Amount Bid  | Notes                             |
|-------------------------------------|--------------------|-----------------------------------|
| <b>Midwest Power Industry, Inc.</b> | <b>\$38,985.00</b> | <b>Qualified Low Bidder</b>       |
| Steiner                             | \$39,757.64        | Disqualified                      |
| Lion Heart                          | No Bid             | Concerned about bond requirements |
| Piper Electric                      | No Bid             | Electrical Repairs Only           |
| Altorfer Cat                        | No Bid             | No Response                       |

Upon review of the received bids, staff recommends proceeding with the low bid received by Midwest Power. Midwest Power currently holds the City's preventative maintenance contract for all City generators as part of the Municipal Partnering Initiative. They have conducted favorable work. Midwest Power has also performed well, providing services for the Illinois Tollway, Mill Creek Water Reclamation District and Lake County Public works. Last year they rebuilt a radiator for the Illinois Tollway that was similar in scope to this project. Midwest Power rebuilds the radiators in their own workshop.

The total project cost including contingency of \$42,883 is \$2,912 over budget in the Water Plant operating budget's contractual services account. The \$2,912 overage will be covered by savings in other operating budget line items.

Below is an estimated summary of Project budget:

| FY2020 Funding Source                      | Amount Budgeted | Amount Requested Including Contingency | Budgeted? Y/N |
|--|-----------------|--|---------------|
| Contractual Services<br>501-6071-435.35-10 | \$88,600.00     | \$36,273.00                            | Y             |
| Contractual Services<br>501-6072-435.35-10 | \$129,652.00    | \$3,698.00                             | Y             |

**COUNCIL ACTION:** Award of Bid in the Amount of \$38,985.00 with a 10% or \$3,898 Contingency to Midwest Power Industry, Inc. for the Lake Forest Water Treatment Plant Emergency Generator Radiator Rebuild.

- 7. Award of Contract in the Amount of \$342,100 with a 10% or \$34,210 Contingency to Reef Contractors and \$25,000 to FGM Architects for Project Management for the Fire Department Locker Room Renovation.**

STAFF CONTACT: Dan Martin, Superintendent of Public Works (810-3561)



**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff are requesting approval of a bid for the Fire Department Locker Room Renovation Project included in the FY2020 Capital Improvement Budget.

**BACKGROUND/DISCUSSION:** The Fire Department's locker room located at the Public Safety Building, has not been renovated or seen any significant modifications since it was constructed in 1969, exceeding its expected useful life by many years. The locker room facilities do not meet ADA regulations. The locker room is not able to accommodate lockers for all staff, requiring lockers to be placed within the restroom areas or kept in other office/sleeping quarters. Adding to the urgency to renovate the locker room is the hiring of two female firefighters, who are currently using a converted bathroom off the apparatus bay floor as a temporary solution. Also, based on recent firefighter testing, the Department is potentially hiring a third female in the near future, making the temporary solution more insufficient.

Recognizing this renovation project needed to be expedited, in summer of 2017 staff retained FGM Architects, Inc. of Oak Brook, Illinois (FGM) for a sum of \$8,000 to conduct a needs assessment study of the locker room, in order to prepare conceptual drawings and renovation costs to address the issues. In July of 2019, the Public Works Committee and City Council reviewed and approved a contract to hire FGM to develop the drawings, specifications and assist with bid administration for \$43,150. FGM used the selected design concept to address all ADA issues, provide three separate unisex restrooms with a shower, vanity, toilet, and changing area for privacy. The plan also expands the footprint to have all the lockers in one centralized location.

**PROJECT REVIEW/RECOMMENDATIONS:**

| Reviewed               | Date     | Comments  |
|------------------------|----------|---|
| Public Works Committee | 2/19/20  | Reviewed and Recommended City Council Approval to Award Construction and Project Management |
| City Council           | 8/5/2019 | Approved FGM Architects Design Services   |
| Public Works Committee | 7/23/19  | Reviewed and Recommended City Council Approval to Hire FGM Architects for Design Services   |
| Finance Committee      | 3/11/19  | Discussion of Updated 5 Year CIP Projects   |

**BUDGET/FISCAL IMPACT:** On January 31, 2020, staff received the following bids from eleven contractors for the Fire Department Locker Room Renovation:

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

| Company Name             | Dollar Amount Bid   |
|--------------------------|---------------------|
| <b>Reef Contractors</b>  | <b>\$342,100.00</b> |
| Slaton Construction Inc. | \$352,072.80        |
| Master Project Inc.      | \$356,400.00        |
| Camosy                   | \$359,820.00        |

|                                    |              |
|------------------------------------|--------------|
| Efram Carlson & Sons               | \$374,800.00 |
| Rasch Construction                 | \$383,400.00 |
| Walter Daniels Construction        | \$384,464.00 |
| Pacific Construction Services LLC. | \$407,590.00 |
| MAG Construction                   | \$422,516.00 |
| Northwest Contractors Inc.         | \$440,000.00 |
| Manusos General Contracting        | \$444,000.00 |

The renovation project followed the public bid process. The invitation was advertised in the newspaper. The Mandatory Pre-Bid Meeting was well attended with eleven bids being submitted at the January 31, 2020 public bid opening. After conducting a complete review of the low bids by staff and FGM Architects, Reef Contractors bid proposal met the project design specifications and is the low responsible bidder. Reef Contractors provided favorable references from the following public entities: Bolingbrook Park District, Chicago Housing Authority, Naperville Public Library, Harper College, and Roselle Fire Station. The project Reef performed for Roselle Fire Station was similar in scope to renovate their locker room. The Fire Chief had favorable comments and overall was pleased with their performance.

The total project cost of \$444,460 is \$69,460 over the FY2020 amount of \$375,000 as broken down in the below chart.

| Category              |           |            |
|-----------------------|-----------|------------|
| FY2020 Budget         | \$375,000 |            |
| Architect Design Fees | \$43,150  | \$331,850  |
| Construction          | \$342,100 | (\$10,250) |
| 10% Contingency       | \$34,210  | (\$34,210) |
| FGM Project Man.      | \$25,000  | (\$25,000) |
| Totals                | \$444,460 | (\$69,460) |

As the economy continues to recover, project costs have been steadily rising and the FY2020 amount of \$375,000 in the five year CIP plan was not adjusted to reflect the increases. Staff anticipates the \$69,460 cost difference will be covered from remaining funding from other building capital projects. Any remaining differences would need to come from reserves.

If approved, City staff and the FGM will work with Reef Contractors to begin construction in mid-April with substantial completion by the end of June.

Below is an estimated summary of Project budget:

| FY2020 Funding Source                          | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|--|-----------------|------------------|---------------|
| Capital Improvement Fund<br>311-1503-467.67-10 | \$375,000       | \$401,310        | Y             |

**COUNCIL ACTION:** Award of Contract in the Amount of \$342,100 with a 10% or \$34,210 Contingency to Reef Contractors and \$25,000 to FGM Architects for Project Management for the Fire Department Locker Room Renovation.

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

## 6. ORDINANCES

### 1. Consideration of a Recommendation from the Plan Commission in Support of Adoption of an Update to the Comprehensive Plan as it Relates to the Route 60 Entrance Corridor and Surrounding Area. (First reading of an Ordinance)

PRESENTED BY: Catherine J. Czerniak,  
Director of Community Development (847-810-3504)

**PURPOSE AND ACTION REQUESTED:** Council consideration is requested of a recommendation from the Plan Commission in support of adoption of the second phase of an update to the City's Comprehensive Plan.

**BACKGROUND:** At the Council's direction, an overall review and update of the City's Comprehensive Land Use Plan is underway. The Plan was last adopted in its entirety in 1998. The Chapter relating to the Route 60 Entrance Corridor was last reviewed and updated in 2001. The review and update continues the City's long tradition of careful and comprehensive long term planning.

#### *Comprehensive Plan Overview*

The Comprehensive Plan is the guiding document for the City with respect to land use and development and looks forward 20 years or more in an effort to establish a framework for important community decisions. Land use patterns are fundamental to decisions about infrastructure, parks, public facilities, how services are delivered and which capital projects are funded. In addition, a strong and forward thinking Comprehensive Plan supports the vitality of business and office districts, provides opportunities for a mix of housing types, recognizes local institutions and not for profit entities as important components of the community's fabric, protects property values, and preserves the community's distinctive character, the environment and quality of life. The Comprehensive Plan is intended to ensure that decisions are based on careful deliberation, factual data and focused on the long term interest of the overall community, rather than on short term trends, pressure from developers or special agendas.

In accordance with the City Code, the Plan Commission is charged with conducting public hearings on any updates proposed to the Comprehensive Plan and forwarding recommendations on proposed updates to the City Council for final action.

#### *Route 60 Entrance Corridor Chapter*

Over the course of three meetings, the Plan Commission considered the draft update to the chapter of the Comprehensive Plan pertaining to the Route 60 Entrance Corridor and the surrounding area. The draft was prepared with direction from an eleven member Working Group that met over the course of four months and served as advisory to City staff and the City's consultant.

The Chapter is organized into two components. First, a vision for the area is set out along with strategies for achieving the vision moving forward and second, descriptions of land use designations for various sites are provided including detailed discussions of five sites that are identified as "Opportunities Areas". A key theme of the chapter is assuring that in the future,

amenities are provided to support and enhance Conway Park; to retain current employers and attract new ones and importantly, to assure that the area is attractive to employees needed to allow the businesses to thrive. As seen in the recently adopted update to the chapter related to the Waukegan Road/Settlers' Square Business District, a greater mix of uses is encouraged in the area as long as appropriate transitions are provided as buffers between distinct uses. Another key theme of the discussions was increasing the walkability of the area by providing linkages to existing bicycle and pedestrian paths as well as to neighborhoods and parks. Staff will present an overview of the updated chapter at the Council meeting.

The draft update to the chapter of the City's Comprehensive Plan relating to the Route 60 Entrance Corridor is included in the Council's packet beginning on **page 18**. The adopting ordinance is also included in the packet. The ordinance is presented to the Council at this time for first reading.

**BUDGET/FISCAL IMPACT:** Adoption of the second phase of the update to the Comprehensive Plan does not commit the City to any expenditure of funds or initiate any specific projects. Instead, the vision and desired outcomes provide a framework for future discussions about development, projects, initiatives and services. Any expenditure related to implementation will be considered through a separate and appropriate review process.

**COUNCIL ACTION:** Grant first reading of an Ordinance updating the City's Comprehensive Plan as it relates to the Route 60 Entrance Corridor and surrounding area.

|                        |
|------------------------|
| <b>7. OLD BUSINESS</b> |
|------------------------|

|                        |
|------------------------|
| <b>8. NEW BUSINESS</b> |
|------------------------|

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|--|
| <b>9. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS</b> |
|--|

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

**Adjournment into Executive Session**

**Reconvene into Regular Session**

|                        |
|------------------------|
| <b>10. ADJOURNMENT</b> |
|------------------------|

A copy of the Decision Making Parameters can be found beginning on **page 14** of this packet.

Office of the City Manager

February 26, 2020

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 Tuesday, February 18, 2020*  
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:40pm, and the City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pandaleon, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Preschlack, Alderman Goshgarian, Alderman Moreno and Alderman Buschmann.

Absent: Alderman Preschlack

**CALL TO ORDER AND ROLL CALL**

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

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

- A.       **Annual Emerging Artists Awards**  
              **-Suzanne Wetterling, Executive Director, Deer Path Art League**

Mayor Pandaleon introduced Carol Wynn and Suzanne Wetterling of the Deer Path Art League. Ms. Wynn gave a brief history of the Art League. Twenty nine artists were chosen from each of the schools in Lake Forest. Each artist's work was shown as their names were read and they received their award from the Mayor, photos were taken.

**COMMENTS BY CITY MANAGER**

- A.       **American Public Works Association (APWA) Project of the Year Award**  
              **-Presented by John Heinz, Director, Chicago Metropolitan Chapter APWA Lake Branch**

City Manager Jason Wicha recapped that in April of 2014, the City learned that it could no longer purchase membrane modules for its water treatment facility, rendering the heart of the facility obsolete. The City very quickly came to terms with the issue, and through many Public Works and City Council meetings, considered several options to keep the water system operational. The result of the City's planning efforts included a \$9.8 million construction project completed from May 2017 to June 2019 to replace the original 2004 treatment system. The new process added much needed treatment capacity and flexibility to support the City's water system for hopefully many decades to come.

Manager Wicha introduced Brian Hackman with the design engineering group, Strand Associates, to briefly review the project, and John Heinz, the APWA Lake Branch Director to present the award to City Council.

Mr. Hackman gave an overview of the project and John Heinz stated on behalf of the APWA Lake Branch Awards Committee, he would like to congratulate the City on being awarded the APWA Lake Branch Project of the Year Award for Environment – \$5 million to less than \$25 million for the Lake Forest Drinking Water Treatment Plant Improvement Project. The City Council had discussion on the success of the project. The award was presented to Water Plant employees and photos were taken.

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| <b>COMMITTEE REPORTS</b> |
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| <b>OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS</b> |
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None

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| <b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b> |
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1. Approval of the February 3, 2020 City Council Meeting Minutes
2. Consideration of an Ordinance approving a Fee Schedule Adjusting Water Rates for FY2021 (*Final Approval*)
3. Approval of an Ordinance Amending Chapter 110 of the City Code Regarding Permits and Amending the Fee Schedule for Special Event and Commercial Filming Requests (*Final Approval*)
4. Award of Bid for the Replacement of a Pick-Up Truck for the Fire Department to Palmen GMC / Buick in the Amount of \$32,120 Included in the FY2021 Capital Equipment Budget
5. Award of Bid for the Replacement of a Command Vehicle for the Fire Department to Palmen GMC / Buick in the Amount of \$32,316 Included in the FY2021 Capital Equipment Budget
6. Approval to Purchase One Replacement Marked Supervisor Police Vehicle Included in the FY2021 Capital Equipment Budget to the Illinois State Contract Low Bidder, Miles Chevrolet, in the Amount of \$38,142
7. Request for the City Council to increase the approved purchase amount of \$26,765 approved on 3/18/2019 for furniture from the Frank Cooney Company used to furnish newly renovated Police Department Records and community areas to \$31,178.16
8. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)
9. Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)

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

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately. Hearing none, Mayor Pandaleon asked for a motion to approve the nine (9) Omnibus items as presented.

Alderman Buschmann made a motion to approve the nine Omnibus items as presented, seconded by Alderman Notz. The following voted "Aye": Alderman Beidler, Morris, Notz, Rummel, Goshgarian, Moreno 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.*

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| <b>ORDINANCES</b> |
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| <b>OLD BUSINESS</b> |
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| <b>NEW BUSINESS</b> |
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| <b>ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS</b> |
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| <b>ADJOURNMENT</b> |
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There being no further business Mayor Pandaleon asked for a motion. Alderman Rummel made a motion to adjourn, seconded by Alderman Buschmann. Motion carried unanimously by voice vote at 7:16pm.

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.*

**THE CITY OF LAKE FOREST**

**ORDINANCE NO. 2020 - \_\_\_\_\_**

**AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN  
FOR THE CITY OF LAKE FOREST AS IT PERTAINS TO THE ROUTE 60 ENTRANCE  
CORRIDOR**

**WHEREAS**, the City of Lake Forest developed its first Comprehensive Plan in 1955; and

**WHEREAS**, the plan was updated in 1978, 1981, 1986, 1988, 1992, 1998, 2001, 2013 and 2016; and

**WHEREAS**, the City Council has directed a review and update of the Comprehensive Plan, using a phased approach, recognizing that the Plan was last wholly updated in 1998; and

**WHEREAS**, due to recent development related discussions in the area, the second area identified for study and updating was the Route 60 Entrance Corridor and surrounding area, ("**Phase 2 area**") ; and

**WHEREAS**, an adhoc Working Group was appointed, including representatives who have a unique interest in and knowledge of the Phase 2 Area to hear initial public comment and advise staff on the development of a draft update of the Comprehensive Plan as it relates to said area; and

**WHEREAS**, over the course of three meetings; December 11, 2019, January 8, 2020 and February 12, 2020, the Plan Commission held a public hearing and considered the draft update and recommendations that came out of the study and deliberations of the Working Group; and

**WHEREAS**, the Comprehensive Plan as it relates to the Phase 2 Area is intended to establish a vision and desired outcomes looking forward 10 to 20 years, and strategies for achieving the vision; and

**WHEREAS**, the Plan Commission of The City of Lake Forest after presentations, public comment and deliberations, recommended to the City Council approval of an update to the Comprehensive Plan as it pertains to the Phase 2 Area.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, LAKE COUNTY, 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 The City of Lake Forest Comprehensive Plan.** The Route 60 Entrance Corridor chapter of the Comprehensive Plan is hereby amended 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 \_\_\_\_\_ 2020

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this \_\_\_\_ day of \_\_\_\_2020.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



## **Route 60 Entrance Corridor - A Vision for the Future**

### **The Route 60 Entrance Corridor**

The Route 60 Entrance Corridor extends from I-94, the Illinois Tollway, to the railroad underpass located just to the east of Academy Drive. This corridor is the western entrance to the City of Lake Forest. Since the area was annexed into the City in the 1980's, it has developed with a mix of uses, most prominently, a first class office park, Conway Park.

Route 60, a multi-lane State thoroughfare, continues east of the Corridor another mile to Route 41 facilitating access to locations throughout the City including Northwestern Lake Forest Hospital, the Waukegan Road Business District, Lake Forest High School West Campus, parks and athletic fields, residential neighborhoods and the Central Business District.

### **The Vision**

Long into the future, the Corridor remains vibrant, welcoming people into the City of Lake Forest from the west. The Corridor is a hub of activity with a unique mix of uses; a world class corporate office park, hospitality and commercial development, Lake Forest Academy a private high school which attracts students from around the globe, a variety of housing types including units that provide opportunities for those who work in the area to live nearby, parks and preserved open space, pedestrian and bicycle paths to and through the area, a City services facility and the headquarters of a nationally sports team. The character of the Corridor is identifiable as Lake Forest with landscape dominant streetscapes, well designed buildings, quality maintenance, open spaces and attention to detail.

The signature development in the Entrance Corridor is Conway Park, a first-class corporate office park. Office buildings in Conway Park and on nearby properties are home to nationally recognized pharma, packaging, insurance and other businesses. Conway Park is a vitally important economic engine for the City and is of critical importance to the City's tax base. As a result of the stewardship demonstrated by property owners and businesses located within the Corridor and the strong and collaborative relationship with the City, the Route 60 Entrance Corridor, Conway Park and the surrounding area continues to be attractive to existing and new businesses, organizations, and institutions.

Land uses within the Corridor offer amenities to corporate executives, employees, residents, visitors and those just passing through assuring the vitality and marketability of the office park long into the future. Well-designed restaurants, hotels, small-scale retail and service businesses are visible at the gateway to the community, well-screened from nearby residential development and consistent with the character found throughout Lake Forest. A diversity of housing products are available in areas near the office park, to the south and east, to meet the needs of young professionals, employees of the office park and other nearby businesses and institutions, empty nesters and families of various types and individuals of all ages.

The Corridor is active with walkers and bikers, employees, residents and visitors during the week and on weekends. Open spaces and landscaped setbacks integrate well with the higher density uses in the Corridor creating a complementary balance, one that is uniquely Lake Forest. In *limited* areas, the setbacks are reduced to provide for visibility and viability of commercial uses which support and serve as amenities to the office park, residents in the area and people from the larger region.

Bicycle and pedestrian paths and trails facilitate movement within the Corridor and linkages connect with the nearby regional trail system, nearby neighborhoods and parks, the Metra train station and the Waukegan Road Business District integrating the Corridor into the larger community.

The vision is that long into the future, the Route 60 Entrance Corridor is welcoming, vital, distinctive and uniquely Lake Forest.

### **Strategies to Get There**

#### **Land Use**

- 1. Ensure that Conway Park remains a first-class office park; a globally competitive location for top-tier businesses, organizations and institutions.**
  - a. Provide a mix of amenities such as: restaurants, hotels, specialty inn, conference center, business center, specialty retail, an event venue, research/educational centers, day care, open space, gathering areas, pedestrian connections and a mix of residential options, particularly those designed to attract employees of the office park and other nearby employers.
  - b. Encourage restaurants of various types; casual and higher end, at various price points, full-service, coffee shops, take out, cafes and catering businesses.
  - c. Identify small-scale retail and service businesses that are needed to meet the daily needs of employees and residents in the area; businesses that provide a unique, high-quality experience.

- d. Explore, support and encourage transportation options including transit connections with the train stations, bus shelters, accommodations for ride sharing, and trails for bicycles and pedestrians.
- e. Enact flexible parking standards in response to future changes in commuter preferences and the use of individual vehicles. Consider areas that may no longer be needed for parking as opportunities to bring amenities into the area to support the offices through development of out lots.
- f. Update signage standards to provide for visibility of hospitality and commercial uses, easy identification of buildings and to facilitate wayfinding while remaining true to good design principles and the character of the community.
- g. On an ongoing basis, make decisions and take actions to ensure that the economic value and property tax base of Conway Park is preserved and enhanced.

**2. Identify opportunity areas, areas with development or redevelopment potential, and establish clear direction on development expectations and preferences.**

- a. Identify preferred and permitted uses for each opportunity area considering compatibility and synergy with adjacent uses and with uses in the larger area with a focus on the long term economic health and vitality of Conway Office Park and the surrounding office uses and the Entrance Corridor as a whole.
- b. Ensure that new retail and business uses complement businesses in the Central Business District and the Waukegan Road Business District meeting needs that are not met by those areas.
- c. Incorporate development parameters and performance standards into the Zoning Code to provide direction on design aspects including, but not limited to: relationships of buildings to the streetscape, setbacks, transition/buffer areas between different uses, ingress/egress, tree preservation, sustainable elements, and building form/orientation/height.
- d. Streamline processes for preferred uses when site plans and architectural designs are presented that fully meet established development and design standards.
- e. Consider incentives from the City, in various forms, to achieve and support preferred uses.

**3. Plan for a range of housing types in the Corridor designed consistent with the quality and character of Lake Forest.**

- a. Encourage residential housing types that appeal to a range of buyers and renters, in particular, encourage housing products that appeal to employees working in the area reducing commute times and traffic congestion.

- b. Encourage flexible housing products that can be adapted over time to meet changing demands including housing for empty-nesters, young families, seniors, young and mid-career professionals, recent transfers to the area and short-term employees or residents.
- c. Discourage age-restricted housing at highly visible sites, sites that provide unique opportunities, in the short term or long term, to support commercial development and housing as amenities to Conway Park recognizing that such opportunities are very limited in the Corridor.
- d. Consider the Route 60 Corridor as an "entry point" for future long-term residents by providing housing options that allow people to experience Lake Forest and as a result, decide to make Lake Forest their long term home.
- e. Promote residential development including moderate and high end multi-family housing to enhance the vitality of the Corridor and its attractiveness to new office park tenants, restaurants and small scale retail uses.
- f. Locate housing with easy access to restaurants, retail and service businesses in the area.

**4. Provide opportunities for destination uses.**

- a. Consider properly scaled destination uses such as a performing arts center, museum, conference center, event venue, recreation facilities and unique open spaces if private funding or alternate funding is available for construction and to support ongoing operations and maintenance.

**Entrance Gateway**

**5. Establish the Route 60 Entrance Corridor as the west gateway to the City of Lake Forest.**

- a. Consider elements that create a sense of place, a sense of arrival at or near the intersection of Route 60, Field Drive and Saunders Road.
- b. Consider entrance elements of an appropriate scale recognizing the width of Route 60 and traffic speeds.
- c. Consider entrance elements that are in keeping with the character and quality of Lake Forest in an effort to more fully integrate the Route 60 Entrance Corridor into the larger community. Recall some of the most treasured and recognized features of the City at the gateway entrance. Avoid out of scale and contrived features.
- d. Consider design features as part of any new development at the west entrance to Lake Forest including one or more of the following: well-designed architectural elements, signage, open space, ponds, groupings of trees, landscaping and other appropriate features. Recognize the importance of first impressions for those entering Lake Forest.
- e. Maintain established setbacks except in opportunity areas where commercial uses are identified as preferred uses and development is

proposed consistent with established development parameters. Reduce setbacks for commercial developments that incorporate quality architecture and landscaping into a well-designed site plan, offer a mix of restaurants, retail or hospitality uses and provide public amenities such as active or passive open space, gathering areas and pedestrian pathways including connections to off site locations.

- f. Recognize that reducing the setbacks is a necessary tradeoff to achieve preferred commercial uses and amenities in the limited areas available at the west end of the Entrance Corridor and in exchange, require well developed site plans and high quality development.
- g. Maintain an appropriate transition from corporate office and commercial uses at the west end of the Corridor, to moderate density residential and ultimately to single family residential and open space as the Corridor extends to the east. Consider the use of landscape buffers, berms, building orientation, open space and tree preservation areas to provide appropriate transitions between uses to minimize the impacts of noise, light, activity and traffic on adjacent residential uses.
- h. Encourage activity in and near the gateway by offering amenities that enhance Conway Park and the surrounding neighborhoods including walking/bicycle paths, connections to and through the Corridor, gathering spaces, open spaces, events and programming.
- i. Establish high standards for design, materials, functionality and sustainability for all elements within the gateway area.
- j. Extend the median in Route 60 to the east to unify and enhance the area with sensitivity to impacts on traffic flows.

### **Transportation – Vehicles, Pedestrians, Bicycles**

#### **6. Create a connected network of new and existing multi-use paths.**

- a. Complete the "missing link" from Academy Drive to the Tollway bridge to the west to provide pedestrian and bicycle connections to established and planned local and regional pathways.
- b. Plan for connections from Route 60 to areas to the south and southeast and from Townline Park to the east and west.
- c. Provide amenities along pedestrian and bicycle paths; drinking fountains, natural features, benches, public art, resting places and other amenities.
- d. Locate paths a safe distance from roadways to provide a comfortable and pleasant experience for users while also allowing for visibility of activity along the Corridor bringing it alive.



- 7. Improve pedestrian/bicycle crossings, increase visibility, pedestrian/bicyclists comfort, enhance safety and provide easy access to amenities in the area.**
  - a. Work with IDOT to explore opportunities to improve visibility and the safety of pedestrian crossings and ideally, to create a more comfortable pedestrian crossing experience.
  - b. Consider bridges or underpasses to provide connections across Route 60 (north/south) and across the railroad tracks from Townline Park to the east.
  - c. Design traffic calming measures to prevent excessive speeds beyond the posted speed limit including enhancing and extending the median, maintaining visually interesting landscaping along the streetscape, and implementing safety improvements at intersections for all users.
- 8. Plan for the separation of traffic related to office and commercial uses from adjacent residential neighborhoods and appropriate emergency access.**
  - a. Encourage termination of Amberley Court with a cul-de-sac or other feature to prevent commercial cut-through traffic on residential streets while respecting the preserved open space.
  - b. The City should facilitate discussions with appropriate parties to secure a secondary, emergency-only access for residential neighborhoods, Lake Forest Academy and Conway Park.
- 9. Enhance mobility, through balanced land use development, transportation improvements and increased transit options.**
  - a. Plan for roadway, intersection and signal improvements that balance the benefits of interconnected streets without increasing cut-through traffic in residential areas.
  - b. Update parking requirements to encourage use of alternative modes of transportation and the use of sustainable practices, methods and materials.
  - c. Support efforts to expand transit options including, but not limited to efficient and sustainable bus shuttles, bus shelters, bus pull off areas and improved train service including schedule changes and express trains.

## **Route 60 Entrance Corridor Land Use Designation Descriptions and Opportunity Areas**

### **Land Use Designation Descriptions**

#### **Office**

Primary uses in this area include Corporate, single user and multi-tenant office campuses.

- Multi-story office buildings of varying sizes and amenity buildings and uses to support the offices and employees are appropriate including hotels, conference centers, research and educational facilities.
- Creation of a hub of similar business types is encouraged along with diversity in businesses.
- On site parking is provided for each office building however, opportunities for shared parking and reduced parking capacity should be explored as transportation modes evolve. Green approaches to parking lots are encouraged.
- If parking demands decrease in the future, the opportunity for developing small areas of existing parking lots with a limited number of outbuildings or building additions to support restaurants or other support services should be considered.
- Sites should be enhanced with high quality, sustainable landscaping and outdoor areas for employees.
- Lighting and signage throughout the office park should facilitate way finding while limiting off site impacts, visual clutter and commercialization of the office park.

#### **Hospitality/Office/Small Scale Retail and Service Businesses/Housing**

Uses in these areas are intended to support and enhance the office park by providing needed and desired amenities and housing options that will be attractive to employees. In addition, uses in these areas are intended to provide goods, services, specialty foods and dining options for residents in the area, the larger community, and to draw people into the community from the broader region. Uses in these areas are intended to support weekday as well as weekend activities.

- Hotels and restaurants of varying types are a high priority in these areas.
- Small scale retail, specialty food and service businesses, conference centers, event venues and research and training centers are appropriate.
- Residential options for professionals and employees working in Conway Park and other nearby locations should be provided. Housing units should be designed to fill gaps in the City's housing market including moderate and high-end apartments and should not be age-restricted.

- Development in these areas is intended to provide options for people to live, work, eat, shop and recreate in the area, without the need to commute long distances.
- These areas are intended to be integrated and synergistic with other uses in the Entrance Corridor and the surrounding areas.

### **Residential – Moderate Density**

These areas are located in between office and commercial uses and nearby single family neighborhoods. They are also located along higher speed roadways and as a result, offer the opportunity for moderate density housing developments. Some moderate density neighborhoods in and around the Route 60 Entrance Corridor are well established while a limited number of other parcels offer the opportunity for additional development. A variety of housing types are appropriate, both ownership and rentals, at various price points. Development concepts should preserve natural resources, open space and provide high quality architectural design. Moderate density residential should support the housing needs of Lake Forest residents, people who work in Lake Forest, and newcomers to the area with the target groups ranging from young professionals and families, to empty-nesters and seniors. Appropriate housing types in these areas include:

- Attached single-family homes, townhomes and row homes.
- Multifamily buildings including condominiums and apartments.

### **Residential – Low Density**

Several low density residential neighborhoods, comprised of single family detached, clustered and attached housing, are well established along the Entrance Corridor, on interior parcels, away from the Route 60 thoroughfare. Some opportunities exist for additional developments of this type. Site design should strive to protect and preserve natural resources, wooded areas and wetlands and offer active and passive open space. Architectural design should be consistent with the City's established design guidelines with high quality detailing and materials. Various single-family options should be offered to respond to the changing housing market. Homes with different layouts, of varying sizes and desired amenities should be offered to meet a range of housing needs and to attract younger households to Lake Forest and to meet the needs and desires of empty nesters wanting to stay or move into the community. Appropriate low density housing types include:

- Clustered housing to preserve common open space
- Mid-size to larger single-family lots
- Estate homes

### **Mixed Use/Transitional/Open Space**

This is an opportunity area. Consideration should be given to maximizing the open space and preserving the most significant natural areas by planning for the future of the area as a whole. Access is a challenge for this area. If funding and interest exists, this area presents an interesting opportunity for a destination use, a use that would fulfill a currently unmet community need or interest. Transitional residential or office uses are also appropriate in this area once appropriate access to the area is available. Uses in this area should appropriately bridge the different densities to the east and west. Appropriate uses include:

- Open space/natural areas.
- Transitional residential at appropriate densities and with safe access.
- Extension of office use from Conway Park, on a smaller scale, and oriented to the Route 60 frontage.
- Community destination uses or other unique uses determined to be of benefit to the community.

### **Education**

This area is appropriate for and developed with an academic campus with facilities serving students of varying ages. Academic buildings, athletic fields and facilities, student and faculty housing, administrative offices, outdoor gathering areas and open space are all appropriate in these areas. Cooperation and collaboration between the academic campuses and surrounding business districts, office uses and residential neighborhoods is expected. Close integration of the academic campuses with the overall community is valued, educational institutions are at the heart Lake Forest. Opportunities for incorporating or expanding community use of the campuses should be continually explored including opportunities to partner in various ways to support music, the arts, other cultural activities, conference and activity space.

### **Special Uses**

Uses in these areas are unique and differ in character and in the types of facilities and activities associated with more standard use types. These areas are developed for the most part with only limited opportunity for expansion or development with additional uses. These areas are located in, or adjacent to sensitive natural areas; wetlands, woodlands and flood plain. Significant portions of these areas are publicly owned land. These areas are somewhat isolated from other uses given the unique activities that take place, the facilities needed to support the uses and the need for security. Appropriate uses include:

- Municipal facilities: administrative office buildings, fleet yards, maintenance facilities, public works support service areas and parking.
- Single user, private sports facilities and associated administrative offices, fields, practice facilities, conference rooms, media support areas, parking and exhibition and private event facilities.

## **Open Space**

Throughout Lake Forest, the preservation of Open Space is a high priority and in some respects, sets the community apart from other communities. In the Route 60 Entrance Corridor, open spaces are plentiful and serve varying purposes; significant natural resources are preserved and both passive and active open spaces are offered. The open spaces in this area include properties in public and private ownership. The academic campuses, office park and residential developments all incorporate some level of open spaces. The open spaces support stormwater management in the area. Amenities are encouraged and should be tailored to each unique open space area and may include trails, gathering areas, water stations, picnic tables, parking, links to surrounding development and regional trails, way finding and informational signage,

## **Opportunity Areas**

### **Opportunity Area 1**

This area is located in Conway Park, one of the few undeveloped parcels. Construction of a hotel is underway on a portion of the site realizing a long time goal to have one or more hotels in or near Conway Park. The potential exists for a second hotel, a restaurant and shared conference space in this area. This site, with good visibility from the Tollway, is well suited to offer these types of amenities to the office park alone or in combination with an office building.

### **Opportunity Area 2**

This area presents opportunity and challenges. The area has frontage on both the Lake Forest Academy owned lakes and Route 60 and abuts various uses; office, moderate density residential, low density residential and an educational campus. Visibility of the area and access to public rights-of-way is limited in part due to the long, narrow configuration of the area and the surrounding uses.

Planning for the future of this area in a comprehensive manner should be a high priority. Access and extension of services to the area are a challenge and will require cooperation and creativity. To the extent possible, the City should play a role in facilitating discussion among various parties.

The area could accommodate a signature destination use, if private funding becomes available, or a well-designed residential product, small scale office

use or an amenity to support the office park. All uses should incorporate significant open space and protect valuable natural resources.

### **Opportunity Area 3**

This area offers the single greatest opportunity to incorporate a destination commercial use into the Route 60 Entrance Corridor. The area has high visibility and its location adjacent to the office park and at the base of the off ramp from the Tollway is unparalleled. This area offers a unique opportunity to provide uses that over the long term will support and enhance the corporate office park, which is a vital economic engine for the City. Establishing and maintaining a buffer between new uses in this area and the adjacent residential development will be key while also providing access to goods, services and experiences “close to home” for residents in the area.

Consideration should be given to establishing a buffer along the east boundary of this area at the front end, or in advance of development of the site in cooperation with the adjacent multi-family residential development. Roads should be configured and reconfigured as necessary to separate commercial traffic from adjacent residential neighborhoods.

The area presents the opportunity to create a well-designed landmark at the entrance to the City whether through all new construction to support a mix of one or more uses; hospitality, commercial and employee targeted housing, or through some combination of adaptive reuse of the existing historic residence and new construction. Uses that require high visibility and support the office park should be given priority for this one of a kind site. This area presents the sole opportunity to locate hospitality, restaurant and small scale retail in the Entrance Corridor.

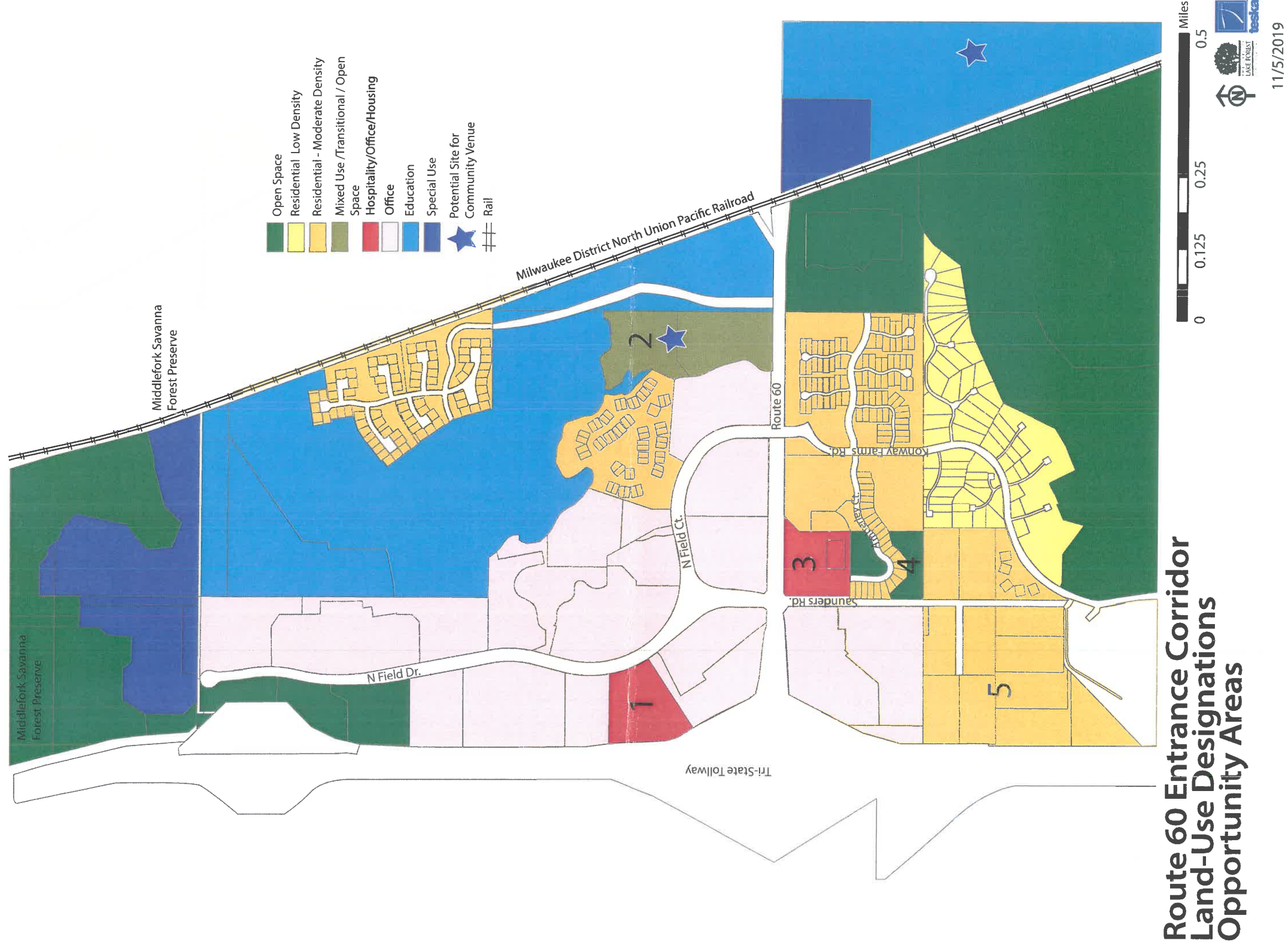
### **Opportunity Area 4**

This area offers development opportunities for uses that do not require high visibility along the Route 60 Entrance Corridor. Residential uses of various types, at moderate densities, are appropriate for this area. Sensitivity to natural resources, incorporation of open spaces and retaining or creating a buffer from the adjacent Tollway should all be priorities.

### **Opportunity Area 5**

This area, currently planned for detached, single family homes, may merit further study in the future. The area may support increased residential density in the future or alternate housing types including, but not limited to, attached single family homes, townhomes, row homes or multi-unit buildings. Compatibility with the adjacent single family residential development to the east is important along with buffering to provide a transition between differing uses.





**CIRCULATION PLAN - CONNECTION OPPORTUNITIES**

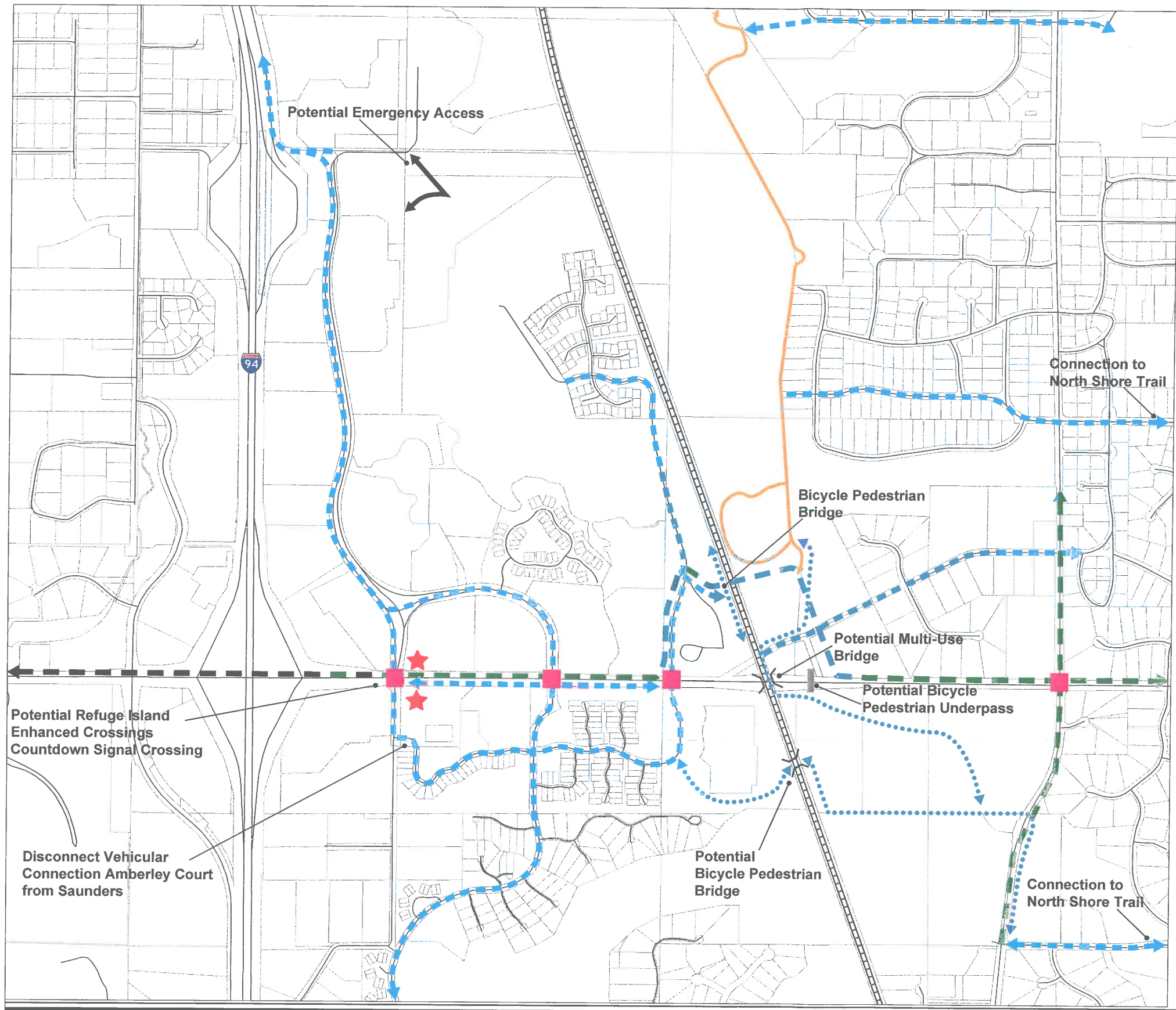
- Vehicular
  - Pedestrian/Bike
- SCREENING AND OPEN SPACE CORRIDORS, PARKS**
- TRANSPORTATION**
- Access Points
  - Cut-De-Sacs
  - Green Space

**LEGEND**

- ★ Corridor Identity Gateway Feature
- Proposed Multi-Use Trail
- - - Sidewalk
- ... Potential Trail Connection
- Pedestrian and Bicycle Crossing Improvement
- Existing Middlefork Trail
- Potential Underpass
- Rail Tracks
- Road
- Parcels

*Opportunities for future pedestrian and bicycle connections and roadway enhancements including potential emergency access routes.*

**DRAFT**



**ROUTE 60 ENTRANCE CORRIDOR**  
**Circulation Plan**  
 Date: February 2020

