

THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA
Monday, April 6, 2020 at 6:30 pm
REMOTE ACCESS MEETING

Please be advised that all of the City Council members will be remotely attending this City Council meeting by electronic means, in compliance with Governor's Executive Order 2020-07, issued on March 16, 2020, that suspended certain Open Meetings Act provisions relating to in-person attendance by members of a public body. Specifically, the Governor's Order: (1) suspends the requirement in Section 2.01 that "members of a public body must be physically present;" and (2) suspends the limitations in Section 7 on when remote participation is allowed. This Executive Order is effective the duration of the Gubernatorial Disaster proclamation.

The City will be providing members of the public with various opportunities to watch or participate in this meeting. For example, members of the public can participate remotely in the meeting by following the following link <https://zoom.us/j/634428544> Alternatively, members of the public can watch the meeting on Channel 17. The City of Lake Forest will update the website and social media after the meeting with information about the meeting.

➤ Items with an * indicate the items that were originally planned for the March 16, 2020 City Council meeting that was cancelled.

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. Report on the Mayor's State of Emergency Declaration and Request that the City Council Extend the Declaration to the Next City Council Meeting**

PRESENTED BY: *Mayor George A. Pandaleon*

PURPOSE AND ACTION REQUESTED: It is requested that the City Council extend the Declaration to the next City Council meeting.

BACKGROUND/DISCUSSION: Over the past month, the U.S. Government and the State of Illinois have issued multiple orders declaring a state of emergency over the country and the

State of Illinois in order to address the impact from the global pandemic from COVID-19. In order to address the impact this pandemic has had on the City of Lake Forest, Mayor Pandaleon will have exercised his authority to issue a Declaration of a Local State of Emergency on Saturday, April 4, 2020.

While this Declaration is in effect, the Mayor has the authority to execute and exercise the emergency powers provided under the Illinois Municipal Code, the Illinois Emergency Management Agency Act, and Section 34.053 of the City Code of Lake Forest. Without limiting the foregoing grant of authority, Mayor Pandaleon currently intends to exercise during the term of this Local State of Emergency only that power which is necessary to manage the assignment and allocation of personnel, equipment, and materials of the City, to declare a force majeure concerning any collective bargaining agreements between the City and any bargaining unit representing City employees, and to generally enforce the guidelines, orders, and regulations issued by the United States Center for Disease Control and Prevention, the Governor of the State of Illinois, and State and local departments of public health.

Under state law and the City of Lake Forest City Code, a Declaration of a State of Emergency expires at the next meeting held after the issuance of the Declaration, which is the April 6, 2020 City Council meeting. As a result, the Mayor is asking the City Council to exercise its authority to extend the Declaration to remain in effect until the next City Council meeting that takes place after the April 6, 2020 meeting.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Approve the Mayors Declaration until the next City Council Meeting

2. COMMENTS BY CITY MANAGER

3. COMMITTEE REPORTS

4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS
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Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Resolution of Sympathy for William Smith, Audit Committee Member

A copy of the resolution can be found beginning on **page 23**

COUNCIL ACTION: Approval of the Resolution of Sympathy.

2. *Approval of the March 2, 2020 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 24**

COUNCIL ACTION: Approval of the March 2, 2020 City Council Meeting Minutes.

3. Approval of the Check Register for the Period of February 22-March 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 February 22 - March 21, 2020

	Fund	Invoice	Payroll	Total
101	General	370,937	1,542,577	1,913,513
501	Water & Sewer	61,063	185,188	246,251
220	Parks & Recreation	98,639	377,486	476,125
311	Capital Improvements	130,888	0	130,888
202	Motor Fuel Tax	0	0	0
230	Cemetery	38,848	28,617	67,465
210	Senior Resources	74,674	25,977	100,650
510	Deerpath Golf Course	9,939	2,922	12,861
601	Fleet	96,543	57,126	153,669
416 - 433	Debt Funds	0	0	0
248	Housing Trust	0	0	0
201	Park & Public Land	6,744	0	6,744
	All other Funds	1,014,632	186,192	1,200,824
		\$1,902,906	\$2,406,085	\$4,308,990

Amounts included under "All Other Funds" includes a \$500,000 payment to Kelmscott Park Realty in the Laurel and Western TIF Fund (pursuant to Redevelopment Agreement approved by City Council 4/4/16) and Medical/Dental program expenses of \$415,505.

On Monday, March 16, the Finance Department processed an additional check run for any invoices in the system that were fully approved. Payment of vendors was suspended as City facilities were closed for any non-emergency services. The week of March 30, the Finance Department developed and communicated a plan for the payment of vendors to resume.

COUNCIL ACTION: Approval of the Check Register for the Period of February 22-March 21, 2020

4. Ratification of the Continuity of City Employee Salary and Benefits during Coronavirus Pandemic Closures

STAFF CONTACT: *Jason Wicha, City Manager*

PURPOSE AND ACTION REQUESTED: It is recommended that City Council ratify the plan to continue City employee salary and benefits for the duration of closures associated with the Coronavirus and Declarations of Shelter at Home by the President and Governor.

BACKGROUND/DISCUSSION: Global public health concerns associated with the Coronavirus pandemic have resulted in the closure of City facilities to the public with the exception of emergency services. At the current time, only the City's Public Safety Building is open to the public. Despite the facility closures, many City employees continue to provide services to the Lake Forest community. Prior technology initiatives such as Office365 and BS&A have allowed many employees to continue to work remotely ensuring the continuation of many City services.

City employees have been advised by the City Manager that they will continue to receive their salary and benefits through the duration of these closures. Each department has been asked to modify their procedures to maintain the highest level of service possible without sacrificing the safety of our most precious asset – City staff. As these unprecedented events unfold, City employees have been asked to be as creative as possible in delivering services. These measures include:

- Police and Fire departments continue to provide emergency services with attention given to use of personal protective equipment; the Police Department/Records Division is maintaining operating hours for in person counter services
- Public Works – Water Treatment Plant, Fleet Maintenance and Sanitation services continue and other services are provided as needed (ie. Water and Sewer staff were called in on Saturday, March 28 due to the storms and have continued to do J.U.L.I.E. locates; Public Works Administration and Engineering staff continue to work on bid processes for capital improvements scheduled for Fiscal Year 2021).
- Community Development – Staff is accepting building permits and plans electronically, reviewing plans and conducting inspections remotely when possible using photos and FaceTime
- Innovation and Technology – Staff has expanded backend infrastructure to support additional users accessing City software applications such as BS&A. IT has implemented Zoom to allow for video conferencing and webinar capabilities. Executive Staff participate in a daily video conference using Zoom; City Council and other Board/Commission meetings will be conducted remotely beginning with the April 6 City Council meeting.

- City Manager's Office – Staff in the City Manager's office have continued to provide birth/death certificates. Daily communications are provided on the City web site and via Constant Contact to ensure that critical and timely information is available to residents. A daily briefing is also provided to the City Council on operations.
- Human Resources – Staff has developed a COVID-19 specific site on the City employee web page to keep City employees informed. Virtual meetings were conducted by the City Manager with work groups on March 26-27.
- Parks and Recreation – Staff developed a Virtual Recreation Center on the City web site to provide links to activities, education and resources during these uncertain times.
- Dickinson Hall and CROYA staff are providing outreach to residents that may need additional support.
- Finance – Staff has maintained utility billing and payroll services. Modified procedures for vendor payments and Real Estate Transfer Tax were implemented the week of March 30.

As events unfold, City staff will continue efforts to provide the highest level of services possible.

Effective April 1, 2020, the **Families First Coronavirus Response Act (FFCRA)** requires certain employers to provide employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. The Department of Labor's (Department) Wage and Hour Division (WHD) administers and enforces the new law's paid leave requirements. These provisions will apply from the effective date through December 31, 2020. The City Manager's Office and Human Resources department will provide guidance to operating departments regarding the applicability of FFCRA to City employees.

BUDGET/FISCAL IMPACT: All costs associated with this action have been included in the City's annual budget.

COUNCIL ACTION: Ratification of the Continuity of City Employee Salary and Benefits during Coronavirus Pandemic Closures

5. Approval of an Arbor Day Proclamation

A copy of the Proclamation can be found on **page 28**

COUNCIL ACTION: Approval of an Arbor Day Proclamation

6. Approval of Tentative Agreement on Wages with the Local Chapter of the Metropolitan of Police (MAP)

STAFF CONTACT: DeSha Kalmar, Director of Human Resources (847-810-3530)

PURPOSE AND ACTION REQUESTED: Staff requests approval of Wage Agreement as part of the Metropolitan Alliance of Police (MAP) collective bargaining agreement between the City and the Lake Forest Police Officers.

BACKGROUND/DISCUSSION: The collective bargaining agreement between the City and the Police Officers was negotiated and approved by the City Council in June 2017. It is a four-year agreement that will expire April 30, 2021. The original Agreement included a wage reopener for Year 4 of the contract. The City and the Local met and came to tentative

agreement on an FY2021 wage schedule for the Police Officers. The union ratified the tentative agreement in March 2020, and it is now before the City Council for ratification.

REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Personnel Compensation Administration (PCA) Committee	3/2/2020	Recommend City Council approval

BUDGET/FISCAL IMPACT:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund	\$79,659 (2.5%)	\$87,625 (2.75%)	Y

The proposed FY2021 budget includes a 2.5% increase for salaries. With this 2.75% increase, there is a difference of 7,966 that will be added to the FY21 proposed budget for final approval in April.

In addition, in FY2021 the City agrees to waive the wage reduction based on the State reducing the City's Local Government Distributive Fund (LGDF), Section 13.1. Wage Reopener.

COUNCIL ACTION: Approval of Tentative Agreement on Wages with the Local Chapter of the Metropolitan of Police (MAP)

7. * Approval of Special Event Permits for Various Recurring Community Events Proposed for 2020

STAFF CONTACT: Mike Strong, Assistant City Manager (810-3680)

BACKGROUND/DISCUSSION: The City of Lake Forest regulates the review, administration, and approval of special events that take place within the community pursuant to the City Code. The City has adopted an internal policy that formalizes the governance of this process in order to promote consistent business practice, improve communication and coordination among event organizers and operating Departments, and provide internal controls over City resources.

The approval process for special event permit requests depends on their individual scope and scale. In accordance with internal policy, large community events that require the use of public property, closure of public streets and/or rights-of-way, substantial city services (e.g. personnel, equipment, resources, etc.) require 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 community 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 community events planned for 2020 is included below, in calendar order. City staff recommends approval of special event permits for these various community events proposed, including:

- Festival and Fireworks (Exempt): Saturday, July 4, 2020
- Lake Forest Day (Exempt): Tuesday-Wednesday, August 4-5, 2020
- Art Fair on the Square: Sunday-Monday, September 6-7, 2020
- Lake Forest/Lake Bluff Artisan Guild: Sunday-Monday, September 6-7, 2020
- Fall Festival (Formerly Oktoberfest): Saturday, August 22, 2020
- Bagpipes and Bonfire: Sunday, September 20, 2020
- Tree Lighting Ceremony (Exempt): Friday, November 27, 2020
- Santa in Market Square: Saturday, December 5, 2020

If granted approval, City staff will work directly with the organizers of these events to ensure that all special event permit applications and required submittals are in accordance with both the City Code and internal policy.

Should any of the above-listed events proposed seek to alter, modify, or otherwise expand the scope of their event from the previous year, City staff will present such changes to City Council for authorization prior to the issuance of a special event permit.

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: Approval of Special Event Permits for Various Recurring Community Events Proposed for 2020

8.  **Approval of a Special Event Permit and Temporary Traffic Controls for the “Zuffengruppe 3” Car Show Event on Sunday, August 9, 2020, in Market Square**

STAFF CONTACT: Mike Strong, Assistant City Manager (810-3680)

PURPOSE AND ACTION REQUESTED: FuelFed, Inc. requests a Special Event Permit to host a new vintage Air-Cooled Porsche car show event, “Zuffengruppe 3” from 11:00 a.m. to 3:00 p.m. on Sunday, August 9, 2020, in Market Square. City staff has met with organizers and worked closely with them to finalize the elements and City services necessary to support the event, which are now ready for City Council consideration.

BACKGROUND/DISCUSSION: FuelFed, Inc. is a private classic European car club for collectors and enthusiasts based in Chicago. The club organizes a variety of events for its members throughout the year to provide opportunities to show, drive, and socialize with their cars. FuelFed holds car shows throughout the year, and has been holding smaller events in Lake Forest since 2013.

While its membership owns a wide variety of makes and models, air-cooled Porsches are one of the largest collections within the club. To celebrate this collection, in 2018 FuelFed organized an event specifically for air-cooled Porsches and allowed both members and non-

members with qualifying cars to attend. Fuelfed held their first event, named "Luftgruppe One", in Winnetka, Illinois, and featured 140 air-cooled Porsches and 10 Porsche-related vendors. A second event, held last year in Twin Lakes, Wisconsin, featured over 165 cars.

This year, Fuelfed seeks to bring the event back to Chicagoland, and requests approval to host its event in Lake Forest. The event, planned for Sunday, August 9, 2020, will take place from 11:00 a.m. to 3:00 p.m., will be free to the public and feature 220+ vehicles that will be on display within historic Market Square.

Background information and the site plan can be found beginning on **page 29** depicts the event layout and specific road closures necessary to accommodate Fuelfed's request. The event area will be No Parking and require the full closure of streets to public vehicular traffic beginning at 7:00 a.m. until approximately 5:00 p.m. The Lake Forest Police Department will assist with traffic control preparation and will remove barricades and No Parking signs as soon as they determine it appropriate based on public safety. The proposed street closures required for this event include:

- Western Avenue (from Deerpath to Westminster)
- Bank Lane (from Deerpath to Westminster)
- Market Square
- Northgate (from Bank Lane to Forest Avenue)
- Southgate (from Bank Lane to Forest Avenue)

In reviewing the submittals, City staff recommends approval of the permit request, as presented with these necessary traffic controls, as it will not interfere with adjacent traffic, public safety access, or other City functions that may affect the health, safety, and welfare of the community. Based on the scale of the event, required road closures, the impact on the surrounding businesses and anticipated attendance, and associated traffic controls, City Council approval of the permit is appropriate.

If approved, City staff will work closely with Market Square management to assist with sending notification to business in Market Square, as well as, the Chamber of Commerce, and Fuelfed has agreed to provide notification to surrounding businesses no later than eight (8) weeks prior to the event.

BUDGET/FISCAL IMPACT: Pursuant to City Policy, City services and costs associated with supporting a special event (i.e. barricades, picnic tables, litter barrels, police/fire personnel, etc.) are billed directly to event organizers after the event once costs are accounted. Additionally, the City bills separately for supplemental licenses or permits such as liquor licenses, tent permits, life safety inspection, etc. Costs associated with pre-application meetings, consultations, or onsite meetings are not recoverable expenses based on current policy.

Based on the preliminary event site plan, costs for City services, and necessary licenses and permits required, staff estimates the maximum amount of fees for this event to be \$750.

COUNCIL ACTION: Approval of a Special Event Permit and Temporary Traffic Controls for the "Zuffengruppe 3" Car Show Event on Sunday, August 9, 2020, in Market Square.

9. *** Consideration of an Appeal of a Decision of the Historic Preservation Commission Denying a Certificate of Appropriateness and a Request for Deferred Consideration. (Approval of Motion)**

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

PURPOSE AND ACTION REQUESTED: The Council is asked to approve a motion accepting the appeal and deferring a hearing and action on the appeal to a future date to be determined.

BACKGROUND: As authorized by the City Code, Section 155.07(E), the petitioner, 361 Westminster, LLC (Peter Witmer 50%, Todd Altounian 50%) has filed an appeal of the decision of the Historic Preservation Commission to deny the issuance of a Certificate of Appropriateness for the condominium building in Phase 3 of the McKinley Road Redevelopment. The petitioners have met the requirement to file the petition within 14 days of the Commission's action.

With the appeal filed to preserve their right to appeal, the petitioners are requesting that the City Council defer hearing the appeal to allow time for further consideration of the input received on the petition to date. The petitioners intend to advise the City within the next 30 days on whether or not they wish to proceed with the appeal. A copy of the petitioners' request to defer consideration of the appeal is included in the Council packet on **page 37**.

COUNCIL ACTION: Approve a motion accepting the appeal and deferring consideration of the appeal to a future date at the request of the petitioner.

10. *** Consideration of a Recommendation from the Plan Commission in Support of Approval of an Update to the Comprehensive Plan as it Relates to the Route 60 Entrance Corridor and Surrounding Area. (Final Approval of an Ordinance)**

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

PURPOSE AND ACTION REQUESTED: Continued Council consideration of a recommendation from the Plan Commission in support of an update to the chapter of the Comprehensive Plan relating to the Route 60 Entrance Corridor.

On March 3, 2020, the City Council granted first reading of an Ordinance approving the update and directed further revisions and refinements to the draft document.

SUMMARY OF REVISIONS AND REFINEMENTS:

In response to Council input and direction, further refinements were made to the draft document. A blackline copy of the document is included in the Council packet beginning **on page 55** reflecting the changes made since the last meeting. For ease of reading, a clean copy of the document is also included in the Council packet beginning on **page 40**.

In summary, the most recent substantive revisions to the document are highlighted below. Various minor edits were also made throughout the document for readability.

Vision and Strategies

- Text was added in the introduction noting the environmentally sensitive nature of some of the areas in and near the Route 60 Entrance Corridor.
- The importance of careful consideration of stormwater management as the remaining parcels are developed in the area is highlighted.
- A Land Characteristics Map was added generally identifying environmentally sensitive areas within the Corridor.
- Greater emphasis was put on the need to buffer and protect existing and future residential areas from the impacts of adjacent commercial and offices uses.

Land Use and Opportunity Areas

- A reference is added to the Environmental Sustainability chapter of the Comprehensive Plan. (This chapter will be updated and enhanced in the coming months.)
- Greater emphasis is put on natural and environmentally sensitive areas and the need to carefully consider those areas as future development and improvements are planned nearby. (As noted above, a map was added identifying sensitive areas.)
- As noted above, greater emphasis is put on the need to properly buffer residential areas from non-residential development.
- Clarification was provided on Opportunity Area 4.
- The presence of a significant amount of wetlands in Opportunity Area 5 is highlighted.

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 adopting ordinance is included in the packet on **page 38**. This ordinance is presented to the Council at this time for final approval.

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: Consideration of a Recommendation from the Plan Commission in Support of Approval of an Update to the Comprehensive Plan as it Relates to the Route 60 Entrance Corridor and Surrounding Area. (Final Approval of an Ordinance)

11. Award of Bid in the Amount of \$23,930.00 with a 10% or \$2,393 Contingency to Carey's Heating and Air Conditioning for the Stirling Hall HVAC Replacement Project.

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

PURPOSE AND ACTION REQUESTED: Staff request's City Council approval to award the bid to replace the Roof Top Unit located at Stirling Hall to Carey's Heating and Air Conditioning.

BACKGROUND/DISCUSSION: The existing Stirling Hall HVAC system consists of one 17.5 ton Roof Top Unit (RTU). This unit was installed during the 2000 renovation of the building making the unit 20 years old and at its expected useful life. The RTU has a large amount of service run hours resulting in an increase in the number of service calls.

The new system will not only increase efficiencies by reducing maintenance costs from equipment failures and lower utility usage, but the R-410A refrigerant will provide a more eco-friendly alternative to the current unit.

BUDGET/FISCAL IMPACT: The project was bid following the public bid process. The invitation to bid was advertised in the newspaper. Eleven contractors attended the February 14, 2020 Mandatory Pre-Bid Meeting and Seven contractors submitted bids.

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

On February 28, 2020, staff received the following bids to replace the Stirling Hall HVAC unit:

Company Name	Dollar Amount Bid
Carey's Heating and Air Conditioning	\$23,930.00
MG Mechanical	\$24,100.00
Core Mechanical	\$26,725.00
Hayward HVAC Co.	\$27,350.00
Amber Mechanical	\$29,850.00
Oak Brook Mechanical	\$36,250.00
F.E. Moran	\$51,400.00

Upon review of the received bids, staff recommends proceeding with the low bid received by Carey's Heating and Air Conditioning. Carey's Heating and Air Conditioning has been the low responsive bidder on many projects for The City of Lake Forest in the past including the gun range exhaust system at the Public Safety Building and multiple roof top units at the Recreation Center. The high bidder turn out and favorable responses is the result of contractors seeking work.

Below is an estimated summary of Project budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested Including Contingency	Budgeted? Y/N
Capital Improvement Fund 311-8003-476-76-08	\$44,300.00	\$26,323.00	Y

COUNCIL ACTION: Award of Bid in the Amount of \$23,930.00 with a 10% or \$2,393 Contingency to Carey's Heating and Air Conditioning for the Stirling Hall HVAC Replacement Project.

12. Award of Bid in the Amount of \$31,570.00 with a 10% or \$3,157 Contingency to Core Mechanical for the Lake Forest City Hall Boiler Replacement Project.

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

PURPOSE AND ACTION REQUESTED: Staff request's City Council approval to award the bid to replace the two boilers and four circulation pumps for the heating system located at the City Hall Building to Core Mechanical.

BACKGROUND/DISCUSSION: The City Hall Building has a heating system consisting of two hot water boilers and four circulation pumps. The existing equipment was installed during the

1995-96 renovation of City Hall and has performed well for the life of the equipment. Maintenance costs have increased over the past five years as expected since the estimated useful life (EUL) for this equipment is about twenty years and the current age is twenty-five. Maintenance staff specified a cast iron boiler based on their longer EUL than steel boilers. Also based on the limited space in the basement of City Hall, matching equipment was specified in order to limit the amount of additional costs of re-configuring of the piping and to save space.

BUDGET/FISCAL IMPACT: The public bid process was utilized for this for project. The project was advertised in the paper on February 7, 2020 and any past qualified HVAC contractors were invited to the mandatory pre-bid meeting on February 14, 2020. Fifteen contractors attended the pre-bid meeting and seven of them submitted bids.

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

On February 28, 2020, staff received the following bids to replace the boilers and pumps:

Company Name	Dollar Amount Bid
Core Mechanical	\$31,570.00
Oak Brook Mechanical	\$37,800.00
National Heat and Power	\$42,022.00
Regan Mechanical Inc.	\$47,650.00
F.E. Moran	\$69,700.00
Amber Mechanical	\$70,930.00
Premier Mechanical Inc.	\$81,000.00

Upon review of the received bids, staff recommends proceeding with the low bid received by Core Mechanical. Core Mechanical has performed work in City Buildings in prior years and has performed well on those projects.

Below is an estimated summary of Project budget:

FY2020 Funding Source	Amount Budgeted	Amount Requested Including Contingency	Budgeted? Y/N
Capital Improvement Budget 311-1503-467-67-09	\$94,500.00	\$34,727.00	Y

COUNCIL ACTION: Award of Bid in the Amount of \$31,570.00 with a 10% or \$3,157 Contingency to Core Mechanical for the Lake Forest City Hall Boiler Replacement Project.

13. Approval of Final Payment to IDOT for the Robert McClory Bike Path Construction Project in the amount of \$30,677.80

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

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council approval of the final payment for the City share of the Robert McClory Bike Path construction project.

BACKGROUND/DISCUSSION: On December 1, 2014, the City Council approved \$1,060,084.00 for an Illinois Transportation Enhancement Program (ITEP) grant for the construction of .51 miles of bike path along the west side of McKinley Avenue from Illinois Road to Woodland Road. The work, completed in 2016, also included sidewalk connections to the train station, construction of a bicycle parking structure and landscaping. The grant awarded was an 80%/20% reimbursable grant. The Illinois Department of Transportation (IDOT) was responsible for construction with the City being billed the 20% match at the end of the project. In Fiscal Year 2016, the City paid its match of \$171,670.05. The City currently has a grant receivable of \$5,517.89 for City expenses considered eligible for grant funding.

The State has now made all final payments to contractors and completed their final project audit and have submitted the final invoice to City for the remainder of the Local Agency share in the amount of \$30,677.80. This additional amount is due to contract change orders and modifications. The grant receivable of \$5,517.89 would be written off. Engineering has reviewed the additional IDOT invoice and agrees with the amount billed.

BUDGET/FISCAL IMPACT: Payment of the additional invoice was not budgeted, will be funded from Capital Fund reserves and this action may require the need for a supplemental appropriation.

Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
311-5103-478.78-09	N/A	\$30,677.80	N

COUNCIL ACTION: Approval of Final Payment to IDOT for the Robert McClory Bike Path Construction Project in the amount of \$30,677.80

14. Award of Bid for the Replacement of a Used Semi-Tractor for the Streets Section as Budgeted in the FY2021 Capital Equipment Budget, to CIT Trucks in the Amount of \$41,320 Including a \$2,500 Down Payment

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending award of a bid for the replacement of a used Streets Section semi-tractor. Per the Purchasing Directive 3-5, staff sent bid specifications to multiple used semi-tractor vendors, had the invitation to bid printed in a local newspaper, and placed all specifications on the City's website.

BACKGROUND/DISCUSSION: For over twenty years, unit # 484 has been used by the Streets Section to plow, spread salt, and be a primary piece of equipment to haul large loads of material to multiple job sites. 484 pulls a large dump body trailer (30+ yards) that is used to haul snow, soil, compost, wood chips, and nursery deliveries throughout the year. It also is responsible for transporting the dredger to and from the City's boat basin each year.

The twenty-one year old truck has significant body rot throughout its cab, doors, floor, and frame. The cab rot is so significant that Fleet Maintenance has had to weld multiple locations to ensure the cab itself would not detach from the frame while in use. The frame has a significant amount of rust jacking causing the dual frame rails to separate and the entire suspension has significant play. The engine is old and worn out and is very slow to accelerate with any amount of load that is placed on the truck.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	December 10, 2019	Reviewed & Approved F.Y. '21 List
Finance Committee	November 12, 2019	Included with Capital Plan

BUDGET/FISCAL IMPACT: As was previously noted, all required bidding procedures were followed for the purchase. On March 17, 2020 the following sealed bids were received for a used semi-tractor:

Dealership	Year/Make/Model	Bid Amount	Trade of Unit # 484	Net Amount
CIT Trucks	2015 Kenworth T680	\$46,320	\$5,000	\$41,320
Paccar Financial	2016 Peterbilt 579	\$46,400	\$4,000	\$42,400
CIT Trucks	2014 Peterbilt 579	\$53,950	\$5,000	\$48,950
CIT Trucks	2017 Kenworth T800	\$71,950	\$5,000	\$66,950
Paccar Financial	2018 Peterbilt 579	\$73,500	\$4,000	\$69,500

The Fleet Supervisor and one of the City's mechanics inspected the recommended low-bid used semi-tractor and determined it to be in good working order with no significant body nor mechanical issues. All maintenance records were provided to the City and found to be consistent with good preventative maintenance practices. In the used truck market, especially in the spring time, used trucks are typically sold quickly to various material haulers. Therefore in order to reserve this specific truck and not let it be sold to another interested buyer, CIT Trucks is requiring a \$2,500 down payment. If approved this evening, the truck will be delivered to the City on May 8th when full payment can be made.

Information regarding the F.Y. 2021 capital equipment purchases was included in the November 12, 2019 Finance Budget packet. At its December 10, 2019 meeting, the Public Works Committee specifically reviewed and recommended approval of each piece included in the F.Y. '21 capital equipment budget.

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

Below is an estimated summary of Street Section's unit # 484 budget:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund	\$63,000	\$41,320	Y

COUNCIL ACTION: Award of Bid for the Replacement of a Used Semi-Tractor for the Streets Section as Budgeted in the FY2021 Capital Equipment Budget, to CIT Trucks in the Amount of \$41,320 Including a \$2,500 Down Payment

15. Approval to authorize the City Manager to enter into a contract with Fleck's Landscaping and Martin Associates for City-Wide Grounds Maintenance Services

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

PURPOSE AND ACTION REQUESTED: City Staff requests approval to award a one year contract with Fleck's Landscaping, for \$119,106, and Martin Associates, for \$106,656, to provide mowing and grounds maintenance services city-wide, in the total amount of \$225,762.

BACKGROUND/DISCUSSION: Annually, the Parks and Recreation Department researches opportunities to improve operational efficiencies and deliver services in the most cost effective manner. In 2011, the Parks section began outsourcing the mowing of many of our passive parks and miscellaneous parcels. Staff chose to not bid out all other park properties, such as the neighborhood parks and community parks, due to the significant need to coordinate with ever-changing public use and athletic field schedules. Since 2011, outsourced mowing has proven to be a beneficial fiscal approach by reducing labor expenses and long-term capital equipment replacement costs.

Over the past few years, new landscape areas have been added to the Parks Section's responsibilities; such as, the Route 60 medians, the McClory Bike Path, Dickinson Hall, etc. To maintain these areas, small contracts were set up outside the larger City-wide grounds maintenance contract. On February 20, 2020, staff conducted a more expansive bid process that included these additional areas and incorporated all the previously contracted areas. The expanded bid includes mowing and additional grounds maintenance services on fifteen City property areas, 135 cul-de-sacs and the mowing only of 18 City right-of-ways. Additional grounds maintenance includes lawn care, weed control, and bed maintenance.

In an effort to restructure the larger contract, staff created a "tiered" system to distinguish the level of maintenance required for various sites. Tier 1 includes some of the City's higher profile sites that require more extensive maintenance, Tier 2 includes City properties with lower maintenance requirements and includes the City's 135 cul-de-sacs, and Tier 3 includes various City owned right-of-ways along roadways.

BUDGET/FISCAL IMPACT: Funding for the City-Wide Grounds Maintenance contract is budgeted in the Parks Fund 220 operating budget. On March 11, 2020, staff received four (4) bids for grounds maintenance services as detailed below.

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

Recommended Bidder/Proposer is BOLDDED

Tier 1 – Bids

Company Name	Dollar Amount Bid
Fleck's Landscaping	\$62,074
Martin Associates	\$89,264
Mariani Landscape	\$102,445
Green Acres Landscaping	\$105,210

Tier 2 – Bids

Company Name	Dollar Amount Bid
Fleck's Landscaping	\$186,936
Martin Associates	\$106,656
Mariani Landscape	(No Bid)
Green Acres Landscaping	\$151,205

Tier 3 – Bids

Company Name	Dollar Amount Bid
Fleck's Landscaping	\$57,032
Martin Associates	\$68,344
Mariani Landscape	(No Bid)
Green Acres Landscaping	\$136,800

After careful review of the bids by City staff is recommending the selection of Fleck's Landscaping for Tier 1 and 3, at a total cost of \$119,106 for a one year contract and Martin Associates for Tier 2, at a cost of \$106,656 for a one year contract. Martin Associates has had a very successful record of performing these services on other previous City projects. Fleck's Landscaping has excellent references for similar work with surrounding communities as well.

City staff has identified areas of savings in the current FY2020 budget; such as reductions to other contractual services and reallocation of City staff hours to accomplish these needs. If approved, staff will allocate \$40,000 of savings from the FY2020 budget to the new City-wide Grounds Maintenance contract and these funds will be spent before the end of the FY2020 year.

Below is an estimated summary of Project budget:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
FY2020 Parks 220-5775-435.35-10	\$40,000	\$40,000	Y
FY2021 Parks 220-5775-435.35-10	\$185,762	\$185,762	Y
Total	\$225,762	\$225,762	Y

COUNCIL ACTION: Approval to authorize the City Manager to enter into a contract with Fleck's Landscaping and Martin Associates for City-Wide Grounds Maintenance Services

16. Approval to authorize the City Manager to enter into a contract with Clauss Brothers, Inc. for Construction Services Associated with the South Park OSLAD Grant Improvement Project, for a total project cost not to exceed \$764,811.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks & Forestry (847-810-3565)*

PURPOSE AND ACTION REQUESTED: Staff requests approval to authorize the City Manager to enter into a contract with Clauss Brothers, Inc. for construction services for improvements

associated with the Open Space Land Acquisition and Development (OSLAD) Grant Program at South Park.

BACKGROUND/DISCUSSION: South Park is a 12.4 acre park and one of six neighborhood parks in the City of Lake Forest. It is located in the southeast portion of the City. The park contains a variety of recreation facilities including tennis courts, two ball fields, batting cage, turf field for soccer, rugby and lacrosse that overlays the outfields, playground, picnic pavilion with restrooms and a small storage area and gravel road with scattered undefined parking. The park is bordered by residential to the north and east, a woodlot along the south and the regional bike trail and railroad along the west edge. Accessible routes between amenities are also limited. The park is in need of many capital improvements to be at the high standard level expected in Lake Forest parks.

In December 2016, City staff selected Hitchcock Design Group to develop a new master plan for South Park. The master plan was needed to develop a comprehensive vision for the park that would serve as a framework for future park use and improvements. On June 19, 2017, City Council approved the master plan for South Park, which is meant to guide future decisions on park capital improvements. In the fall of 2018, the City applied for a grant through the Illinois Department of Natural Resources (IDNR) OSLAD Program. The IDNR required that a Resolution of Authorization be included with the application submittal. City Council approved that Resolution on October 1, 2018 and it was included in the application submittal. The City was later notified that the IDNR awarded grant funding to the City for improvements at South Park, as part of the OSLAD Grant Program.

The grant funding will be combined with City funds to complete improvements throughout the park. These improvements will replace some of the worst amenities in the park and provide new recreation opportunities for our residents. The tennis courts and batting cage will be replaced and a fitness station, basketball court, and bocce court will be added. A new path system will connect these amenities to each other, to parking lots, and to existing neighborhood sidewalks, making the park accessible for the first time. Several trees will be planted within the park and woodland management is underway along the southern portion of the property to remove invasive vegetation and reestablish native species.

In order to proceed with the improvements in the park, on May 20, 2019 the Council approved a contract with Hitchcock Design Group (with the assistance of Eriksson Engineering Associates) for architectural and engineering design and construction documents. The services included architecture, site analysis, site planning, site design, sustainable design, construction specification and insuring that all plans meet the current building codes and local and federal ordinances. Hitchcock has provided all the required documents so the project could be bid out and assisted with the entire process. As included in the contract with the City, Hitchcock will now provide construction administration/observation services.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	05/20/19	Approved professional design services
City Council	10/01/18	Ratification of a Resolution for OSLAD Grant

City Council	06/19/17	Approved Master Plan
Park & Recreation Board	05/16/17	Recommend Approval of Master Plan
Public Meeting	03/15/17	Received feedback on design options
Public Meeting	01/24/17	Neighborhood visioning session

BUDGET/FISCAL IMPACT: On February 12, 2020, City staff issued a request for bids for the South Park Improvement Project. On March 4, 2020, staff received five (5) sealed bids, as detailed below. The base bid includes construction associated with the South Park OSLAD Grant Improvement Project; including, tennis/basketball courts, outdoor fitness station, Bocce court, baseball batting cage, and walking path.

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

Recommended Bidder/Proposer is BOLDED

(Base Bid)

Company Name	Dollar Amount Bid
Clauss Brothers	\$500,857*
Copenhaver Construction	\$604,610
Hacienda Landscaping	\$623,745
Team REIL	\$716,300
Innovation Landscape	\$739,359

*This amount was negotiated through value engineering the project with the lowest qualified bidder, the original bid was \$562,111.

In addition to the base bid for the South Park improvements, Staff also requested an alternate bid for a new entrance drive and parking lot in the northeast corner of the park near the playground structure. The new parking lot will provide twenty parking spaces, a great improvement over the existing insufficient three parking spaces. An additional improvement included in the alternate bid for the parking lot is a new rain garden that the parking lot will surface drain into. The rain garden will be located between the parking lot and Maywood Road and it will be planted with native plant species to provide environmental and aesthetic benefits. The cost for the alternate bid for the entrance drive, parking lot and rain garden is \$216,454.

Recommended Bidder/Proposer is BOLDED

(Base Bid + Alternate Parking Lot Bid)

Company Name	Dollar Amount Bid
Clauss Brothers	\$717,311
Copenhaver Construction	\$829,170
Hacienda Landscaping	\$910,723
Team REIL	\$981,826
Innovation Landscape	\$1,090,300

*This amount was negotiated through value engineering the project with the lowest qualified bidder, the original bid was \$792,250.

Clauss Brothers, Inc. has produced satisfactory references and has met the bidding and experience requirements. After careful review of the bids by City staff and Hitchcock Design Group, Staff recommends entering into a contract with Clauss Brothers, Inc. for construction services associated with the South Park OSLAD Grant Improvement Project, including the additional alternate bid for construction of a new parking lot and rain garden. Staff is also requesting an additional 7% contingency for both projects, for a total of \$47,500 (included in summary below), for a total project cost of \$764,811.

Below is an estimated summary of Project budget:

(South Park OSLAD Improvement Project)

Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Park and Public Land Fund (FY2020)*	\$437,000	\$483,857	Y
Special Recreation Fund (FY2020)	\$40,000	\$40,000	Y
Parks Operating Fund (Sports Field Improvement Fund)	\$10,000	\$10,000	Y

* Includes \$280,000 in grant funding; the overage will be covered by eliminating the FY20 Golf Course Bridge Replacement project.

GRANT FUNDING ASSESSMENTS

Project Cost	OSLAD Grant Funding 50%	Local Share 50%
\$560,000	\$280,000	\$280,000

(South Park Entrance Drive/Playground Parking Lot)

Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311(FY2021)	\$200,000	\$230,954	Y

The overage will be covered by eliminating the FY20 Golf Course Bridge Replacement Project.

COUNCIL ACTION: Approval to authorize the City Manager to enter into a contract with Clauss Brothers, Inc. for Construction Services Associated with the South Park OSLAD Grant Improvement Project, for a total project cost not to exceed \$764,811.

COUNCIL ACTION: Approval of the sixteen (16) omnibus items as presented.

6. ORDINANCES

7. OLD BUSINESS

8. NEW BUSINESS

9. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

10. ADJOURNMENT

A copy of the Decision Making Parameters can be found beginning on **page 22** of this packet.

Office of the City Manager

April 1, 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.

Resolution of Sympathy

WHEREAS, on behalf of The City of Lake Forest, the City Council expresses its profound sadness at the passing of William “Bill” P. Smith on March 17, 2020; and

WHEREAS, Bill Smith was a dedicated member of the City of Lake Forest Audit Committee from his appointment on December 18, 2017 through the time of his death; and

WHEREAS, Bill Smith was a graduate of Cornell University and received his law degree from the University of Cincinnati; and

WHEREAS, Bill Smith was a Partner in the Chicago office of McDermott, Will & Emery; and

WHEREAS, Bill Smith had a forty-year career serving clients, providing legal counsel on resolution of troubled financing transactions with extensive work involved in remediation of capital obligations of health care and municipal and tax-exempt financing. His work involved restructuring distressed cities such as the City of Chicago, Chicago Public Schools, and the City of Detroit, as well as troubled hospitals and Puerto Rico; and

WHEREAS, Bill Smith was widely recognized for his legal expertise including the following recognitions: *The Best Lawyers of America* from 2001-2020, *Chambers USA* 2010-2019, *Illinois Super Lawyer*, *Leading Lawyers in Illinois*, and *The Legal 500 US* 2016-2019; and

WHEREAS, in addition to serving the City on the Audit Committee, Bill served on the Board of the United Way of Lake Forest/Lake Bluff from 1998-2003, and

WHEREAS, Bill was a devoted and loving husband to Kiki, and loving father to Hilary, Duncan, Lydia and Beatrice; and

WHEREAS, Bill’s sense of humor, infectious laugh and his incredible stories could bring a smile to anyone’s face; and

WHEREAS, Bill Smith was gracious, kind, enthusiastic, and deeply loved by his family; and

WHEREAS, Bill Smith’s commitment to municipal finance and the City of Lake Forest was significant, he was deeply respected and he will truly be missed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lake Forest in session on April 6, 2020, hereby expresses its sincere sympathy to the members of the Smith Family.

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to the Smith Family, with a copy to be included in the official minutes of the April 6, 2020 meeting of the Lake Forest City Council.

George A. Pandaleon
Mayor

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, March 2, 2020
City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:33pm, and the City Clerk Margaret Boyer called the roll of Council members.

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

Absent: none

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

Mayor Pandaleon reported that late last year, FuelFed, a Chicago-based European automotive owners club, approached him regarding a regional car show event they were interested in hosting locally this summer. The event, called Zuffengruppe 3, is the Midwest's original and largest independent air-cooled Porsche festival.

They are interested in bringing this unique event – which was held in Twin Lakes, WI last year, and Winnetka the year prior, to Market Square in Lake Forest.

The Mayor stated that he has requested that the organizers work directly with City Staff to help them in navigating through the various processes that the Council has established for such requests.

City Manager Jason Wicha informed the Council that they have met with staff and will be presenting their request at the next City Council meeting.

A. Deerpath/Route 41- IDOT Pump Station Project Update
- **Michael Thomas, Director of Public Works**

Michael Thomas, Director of Public Works gave a brief update on the IDOT pump station project. He gave an overview of the pump station stating that the State would fund this project, but the responsibility still falls on the City to maintain it. Initially, since there was a concern that IDOT did not have right to begin construction based on a property issue, which has been resolved.

The City Council had discussion concerning access on Deerpath for emergency service as well as other timeline concerns.

COMMENTS BY CITY MANAGER

A. Community Spotlight
- **Lake Forest Lake Bluff History Center**
o **Carol Summerfield, Executive Director**

City Manager Jason Wicha introduced Carol Summerfield, Executive Director of the History Center. Ms. Summerfield gave an overview of the History Center and the current exhibit of including the new 20s and the 20s exhibit that is on display. Ms. Summerfield also discussed lectures and activities that are planned throughout the summer.

B. Department Spot Light- Recreation

- Deerpath Golf Club

o Vince Juarez, General Manager

City Manager Jason Wicha introduced Vince Juarez, General Manager at Deerpath Golf Club, and reported that he is the recipient of a prestigious award from the PGA, the Horton Smith Award as a “Model Educator of Other PGA Professionals”. Mr. Juarez presented FY20 and FY21 budget projections to the City Council, including a discussion on national rounds, noting that rounds have increased at the Deerpath Golf Course due to multiple initiatives taken to increase satisfaction and return rates.

The City Council commended Vince Juarez for his strong leadership skills and commitment to fundraising, making the golf course such a successful and welcoming place.

City Manager Jason Wicha introduced Fire Chief Pete Siebert to discuss COVID-19 concerns. Chief Siebert discussed the resources available on the City website that can help direct residents to links from local to larger health centers that will be updated with new information.

COMMITTEE REPORTS

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

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. 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**
- 3. 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**
- 5. 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**
- 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**

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

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately.

The City Council had discussion on item #3. Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately.

Seeing none, Mayor Pandaleon asked for a motion to approve the seven (7) Omnibus items as presented.

Alderman Buschmann made a motion to approve the seven (7) Omnibus items as presented, seconded by Alderman Beidler. The following voted "Aye": Alderman Beidler, Morris, Notz, Rummel, Preschlack, Goshgarian, 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 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)

Catherine Czerniak, Director of Community Development, reported on the second phase of the comprehensive plan update as recommended by the Plan Commission on February 12, 2020. Ms. Czerniak discussed that the update process for this chapter has included focus groups, discussions with property owners and working groups as well as individual interviews. Concerns heard from multiple stakeholders echoed the importance of Conway Park and the interest from a variety of restaurants and businesses to possibly begin construction there by identifying opportunity areas. Ms. Czerniak stated that the plan is a vision of what is expected to be seen in the City in next 20 years.

The City Council had discussion on the Sustainability Chapter of the Comprehensive Plan and how it related to this Chapter. The City Council had discussion on storm water management and wetlands. When asked if this chapter could be paired with the Sustainability Chapter. Ms. Czerniak recommended that Chapter be reviewed separately and brought to City Council at the appropriate time.

Other questions related to traffic and multi-level parking were raised by Council. Ms. Czerniak reported that currently two office buildings have deck parking, and these businesses received approval to build identical buildings to the north and south, giving them the option for more deck parking to preserve space.

Mayor Pandaleon reported that Alderman Buschmann had submitted minor language changes and reiterated that the purpose of the discussion was for the Council to see ideas that may not have been visible by the working groups, and that while the Council is not required to accept this update with no changes, the Council can offer suggesting specific adjustments be made for the second reading to reflect discussion and debate by the Council.

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

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.

Alderman Preschlack made a motion to Grant first reading 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, seconded by Alderman Buschmann The following voted "Aye": Alderman Beidler, Morris, Rummel, Notz, Preschlack, Goshgarian, 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 Pandaleon asked for a motion. Alderman Beidler made a motion to adjourn, seconded by Alderman Preschlack. Motion carried unanimously by voice vote at 8:38 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.

PROCLAMATION

WHEREAS, Arbor Day will be officially observed in the State of Illinois on Friday, April 24, 2020, by proclamation of the Governor and the planting of trees on Arbor Day is a traditional activity throughout the State and The City of Lake Forest, and

WHEREAS, Lake Forest, with its environment of natural areas, is particularly dedicated to the observance of this day and has consistency throughout its history enacted ordinances to preserve its trees and other natural assets, and

WHEREAS, citizen groups, garden clubs, and private and public institutions have actively supported preservation efforts and the renewal of natural areas through tree planting and landscape projects, and

WHEREAS, at Northcroft Park (located at 1365 S. Ridge Rd), on Friday, April 24 at 10:00 a.m., where the City's official Arbor Day trees, one Shingle Oak, will be planted, and

WHEREAS, trees in our City, wherever they are planted, increase property values, enhance our business and residential areas, beautify our community, and are a source of joy to gladden the hearts and promote the environmental well-being of present and future generations, and

WHEREAS, The City of Lake Forest has been recognized as Tree City USA for thirty-nine consecutive years by the National Arbor Day Foundation,

NOW, THEREFORE, I, George Pandaleon, Mayor of The City of Lake Forest, do hereby proclaim Friday, April 24, 2020, as ARBOR DAY in The City of Lake Forest, and I urge all citizens to support efforts to protect our trees and woodlands, to support our City's forestry program, to plant trees on this day, and to join in the celebration ceremonies.

IN WITNESS HEREOF, I have hereunder set my hand and have had the Seal of The City of Lake Forest affixed this 6th day of April, 2020.

George Pandaleon, Mayor

PROPERTY OF FUELFED, INC.



ZUFFENGRUPPE

8.09.20 LAKE FOREST

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Proposed Fueled Zuffengruppe 3 Air-Cooled Porsche Event 8.9.20



THANK YOU FOR CONSIDERING OUR REQUEST TO HOLD THIS SPECIAL EVENT FOR VINTAGE AIR-COOLED PORSCHE IN THE CITY OF LAKE FOREST. THIS THIRD ANNUAL PORSCHE-FOCUSED EVENT NAMED ZUFFENGRUPPE 3 IS UNIQUE IN THE MIDWEST AND IS ORGANIZED BY FUELFED. WE LOOK FORWARD TO LEARNING THE CITY'S LEVEL OF INTEREST AND TAKING THE NEXT STEPS WITH THE CITY.

Overview:

Zuffengruppe 3 brings owners of air-cooled Porsches together to celebrate ownership of these unique cars. Only air-cooled Porsches are displayed. The public is welcome to attend as spectators. For those not familiar with them, air-cooled Porsches are the older Porsches (pre-1990) which encompass several models (356, 911, and 914, to name a few).

Zuffengruppe is marketed almost exclusively through Fueled, related clubs, car collectors and enthusiasts. Participants have to pre-register to attend. Our first air-cooled event was in Winnetka in 2018 with 140 cars displayed. It was the first significant gathering of only air-cooled Porsche in the Midwest. In 2019 Zuffengruppe 2 was held in Twin Lakes, WI, and the city closed off Main Street for our roughly 165 cars. Please view our videos of the 2018 and 2019 event on the Zuffengruppe website: www.zuffengruppe.com.

In 2020, we would like to bring the event back to Chicagoland and hold the event in Lake Forest. We believe this elevated, unique event would contribute energy and excitement to the local community, providing exposure and business to its retail and restaurant/food businesses and a family-friendly event for residents.



The North Shore is home to a majority of Fueled members, and the city of Lake Forest has been a good and valued partner of Fueled since 2013. We easily envision the backdrop of Market Square and the immediate area with these beautiful vintage automobiles and people enjoying a warm summer day. There is a shared elegance between the cars and the community. And we are excited to expose those unfamiliar with Lake Forest to your city.

Background:

Fueled is a private classic European car club for discerning collectors and enthusiasts with many different makes of cars. (www.fueled.com) The club organizes a variety of events for its members throughout the year to give members opportunities to show, drive, and socialize with their cars. Although there are a wide variety of makes within the club air-cooled Porsches are one of the largest. Fueled may, in fact, have the largest number of air-cooled Porsches in the Midwest. Because it is such a large group, in 2018 Fueled organized an event specifically for air-cooled Porsches and allowed both members and non-members with qualifying cars to attend. The event, named Luftgruppe One at that time, was held in Winnetka, Illinois, and was well-attended by 140 air-cooled Porsches and 10 Porsche-related vendors. www.zuffengruppe.com By popular request, Fueled organized Zuffengruppe Two in 2019 which was held in Twin Lakes, Wisconsin, with 165 cars and 10 select vendors.

“Zuffengruppe 2 improved on what Zuffen1 started in Winnetka. The organization and marketing was first class as always. We really enjoyed all the participants and the great stories they shared about their vintage Porsches. We really like that you support the small communities and the local merchants...that matters to us since we came from far away Ephraim (Door County, WI).”

Craig Harvey, 1964 356SC



Event Format:

- Roughly 170-200 air-cooled vintage Porsches displayed along with 10-20 Porsche-related vendors. This will be the third annual event, and we anticipate a large number of cars, depending on weather conditions.
- We are asking for Market Square, Western Ave. and Bank Ln. (between Deerpath Rd. and Westminster Ave.), and one block of Northgate and Southgate. to be blocked off the day of the event between 7:00am-5:00pm (see attached map).
- The registered Porsches and vendor display spaces will be within the event area. We will update our map as we move forward to detail the vendor areas and tables/chair areas.
- Volunteers and vendor parking would be in the nearby parking lots along Forest Ave. Most of the lots would still be available for spectator parking.
- We anticipate interesting cars parking in the surrounding area (non-event area) as spectators in addition to other spectators traveling to the city via car or train.
- Since the city already holds several large events in this area, we look forward to working with the city departments for their guidance and have already started. We will work with the Chamber of Commerce to communicate with local businesses.
- We would like to have a local business or two to sell food & non-alcoholic beverages within the event area.
- We will have signage to indicate the entrance.
- We anticipate having registered cars line-up for entry in the parking lot at Northgate and Forest.
- To help stage the cars safely and efficiently, FuelFed volunteers will be at the entrance points and within the event to direct cars to parking areas and help drivers park. Most cars will be parked before the event begins. We envision having participant cars enter through Northgate and exiting via exits in the direction of traffic flow near their parking areas. These details will need to be worked through after we hear the city's comments.
- Spectators would be able to walk into the event area without charge.
- We will focus our marketing efforts on Midwestern European car enthusiasts and North Shore residents. Our target audience is air-cooled Porsche enthusiasts. Our aim is to create a quality experience for those attending, not to draw the largest spectator crowd.
- Overall attendance of people, including participants and volunteers, 800 +/- people, depending on weather.



More Specifics:

- Fuelfed membership isn't a requirement for participating though air-cooled Porsches are a requirement. We will draw air-cooled Porsches mainly from Chicagoland, Milwaukee, Madison, Minneapolis, Door County, and other Midwestern towns and states.
- Drivers will need to pre-register to ensure they have a spot, and we may allow participants to register the day of the event if we don't max out the parking with pre-registrations.
- We would need barricades for blocking off streets. (see map) Typically the cities have donated the barricades, dropping them near the locations over the weekend and we move them to the locations at setup and remove them once the event is cleaned up. We have a number of cones that we also use. We are happy to work with the police chief about the needs and his recommendations.
- Regarding the vendors, they are by invitation only and Porsche-related. This will not be a swap meet with parts exchanged or sold. We ask those whose services support air-cooled Porsches—restoration & related services companies, lifestyle vendors, and we will invite one or two relevant car dealerships. We would ideally like to have 15-25 vendors.
- There will be 5-10 automotive local Porsche service specialists who will have tents with informational tables to promote themselves. Fuelfed will sell Porsche lifestyle merchandise such as hats, t-shirts, and garage signs (we record the Lake Forest sales tax). We envision having someone speak on a Porsche-related topic of interest to attendees, maybe in the middle of the square. A couple of the vendors may have demos at their set up (ex. proper waxing or detailing techniques).
- We would contract for portable toilets, if recommended.
- We may rent tables and chairs to add some seating for attendees if needed. Market Square has said they will leave tables and chairs for our event use.
- We do not anticipate needing the police to manage traffic, and we are not requesting to have reserved parking for spectators.



Zuffengruppe 3 Logistics

Event Name:	Zuffengruppe 3
Type of Event:	Pre-registered gathering of vintage air-cooled Porsches and their owners
Date:	Sunday, August 9, 2020
Location:	Downtown Lake Forest. Western from Deerpath north to Westminster including Market Square (see map)
Time:	Event: 11:00 am - 3:00 pm Set-up: 7:00 am - 11:00am Clean up: 3:00 pm to 5:00 pm.

Participants & Spectators

Overall attendance is estimated to be 180-220 +/- cars on display.

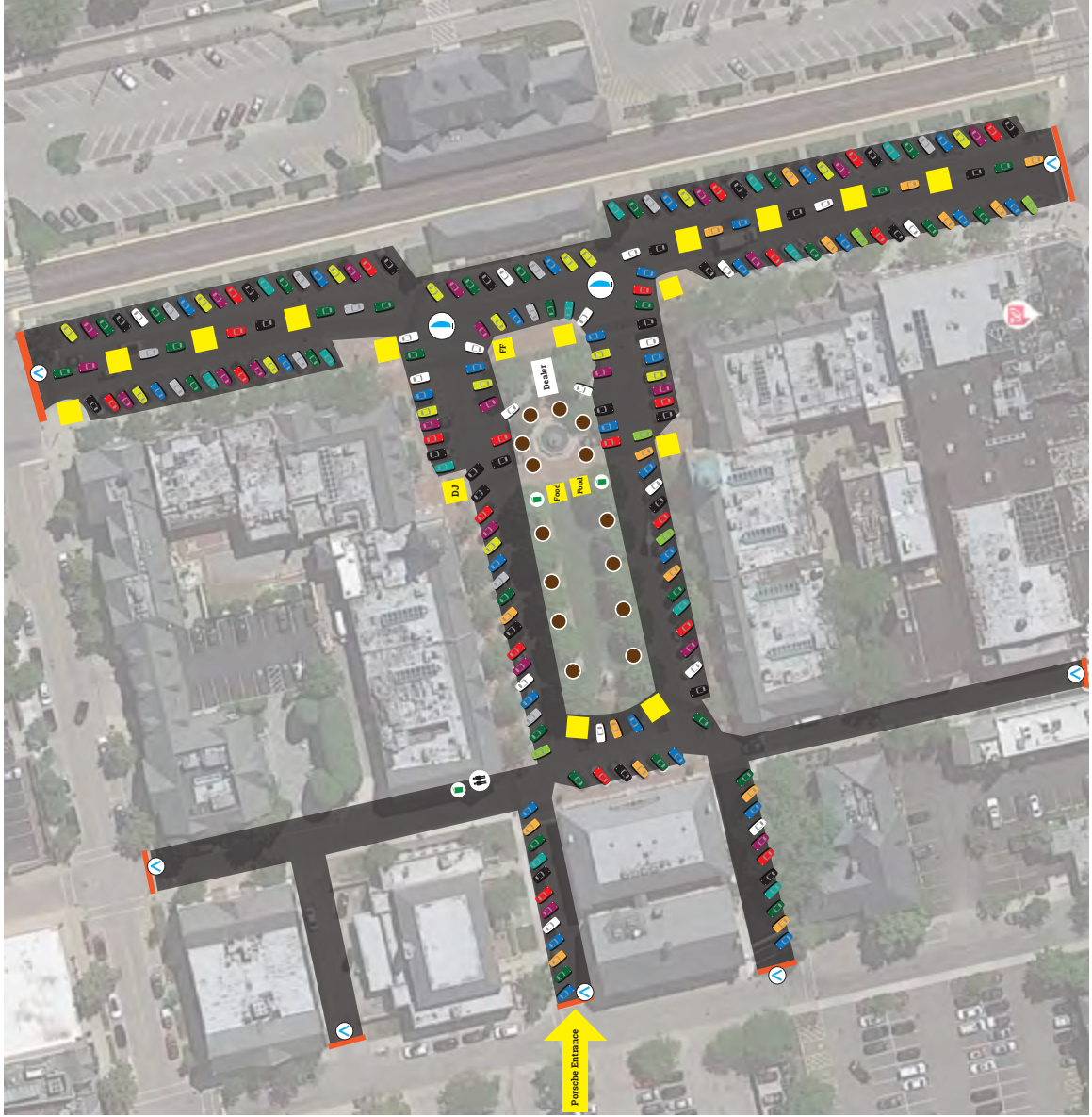
900 +/- spectators. Weather always plays a huge factor in attendance.

Organizer: Fueled, Inc. – a private classic European car club for collectors & enthusiasts

Contact: Lorraine Hughes – 312. 401.1975 – fueled2@gmail.com

Club Address: 5225 N Ravenswood Ave, Suite 201, Chicago, IL 60640

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




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	221 Porsches
	19 Vendors
	Porsche Dealer
	Port-O-Potties
	Bistro Tables
	Trash Bins
	Barricades
	Zuffen3 A Frames
	Zuffen3 Feather Flags

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This is a preliminary document prepared to help the city of Lake Forest understand the proposed Zuffengruppe 3 event. There are a number of details that need to be discussed in partnership with the city to determine if the event is logistically and financially viable. FuelFed would like to see the event occur in Lake Forest's Market Square area, and we believe the event and its attendees would be welcome additions to the Lake Forest community.

Thank you in advance for reviewing our request. We welcome your questions.

FuelFed Contacts:

Lorraine Hughes, 312.401.1975, fuelFed2@gmail.com

Brian Hughes, 773.450.7118, fuelFed911@gmail.com

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705 MCKINLEY

LAKE FOREST

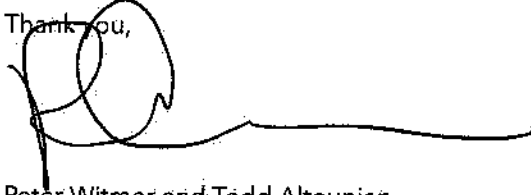
March 11, 2020

Letter to City Council

Appeal to City Council for the Decision on HPC Feb Meeting

We request that the Council defer consideration of our appeal so that we can continue to explore alternatives in response to input received throughout the process to date. We will determine whether we would like to proceed with the appeal and advise the City with the next 30 days.

Thank you,

A handwritten signature in black ink, appearing to be a cursive 'P' followed by a long horizontal line.

Peter Witmer and Todd Altounian

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 area 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.

East of the Entrance Corridor, Route 60, a multi-lane State thoroughfare, continues another mile to the east, 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 Entrance Corridor is adjacent to environmentally sensitive areas particularly to the east and north where expansive areas of open land is preserved in perpetuity as part of the Middlefork Savannah. Some areas within the Corridor are also environmentally sensitive and important to the larger ecosystem as reflected on the Land Characteristics map.

As development of the Corridor began in earnest in the late 1980's, detention ponds were created to accommodate stormwater consistent with regulations in effect at the time of development. Wetlands are located in some areas of the Corridor, some are preserved as part of developments that have already received approval and other areas will need to be carefully considered as future development proposals come forward.

The Vision

The Route 60 Entrance Corridor is 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 national sports team. The character of the Corridor is identifiable as Lake Forest with landscape dominant

streetscapes, well designed buildings, quality maintenance, preserved open spaces and attention to detail.

The signature development in the Entrance Corridor is Conway Park, a first-class corporate office park and the office buildings on the south side of Route 60. These offices are home to nationally recognized pharma, packaging, insurance and other businesses. Conway Park is a vitally important economic engine for the City adding diversity to the City's primarily residential tax base. The Route 60 Entrance Corridor, Conway Park and the surrounding area remains attractive to existing and new businesses, organizations, institutions and residents long into the future.

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 going forward. 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. Preserved 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 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, 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, 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, a specialty inn, conference center, business center, specialty retail, an event venue, research/educational centers, day care, a mix of residential options particularly those designed to attract employees of the office park and other nearby employers, open space, gathering areas and pedestrian connections.
- 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 changes in the use of individual vehicles over time and consider areas that may no longer be needed for parking as opportunities to bring amenities or additional open space into the area to support and enhance the office park.
- 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 with 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.
- 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. As proposals for new development or redevelopment are presented, require updated stormwater studies to be completed in accordance with applicable rules and regulations in effect at the time of application. Require stormwater management facilities as needed to properly mitigate negative impacts on existing development and to avoid over taxing existing stormwater facilities including existing detention ponds and pipes. (Refer to the stormwater management strategies in section XXX of this Comprehensive Plan.)
- e. Streamline processes for preferred uses when site plans and architectural designs are presented that fully meet established development and design standards.
- f. Consider incentives 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 the needs of 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 the opportunity, in the short term or long term, to meet the need for commercial development and housing to support tConway 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 natural 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. Require 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. Require a combination of landscape buffers, berms, preserved open space and tree preservation areas; and give careful attention to building orientation and the location of parking, delivery and trash areas to assure buffering and protection of residential areas from offices and institutional 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, preserved natural areas, 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.
- 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 efficient 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**
(Refer to Map)

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 and stormwater management are encouraged. (Refer to the Environmental Sustainability Chapter of this Comprehensive Plan.)
- 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, or green space 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 plans 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.
- Multi-family 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 located at the north end of the site 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/preservation of natural areas.
- Transitional residential at appropriate densities and with safe access.
- Extension of office use from Conway Park, on a smaller scale, or small scale retail uses 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 preserved open space are all appropriate in these areas. Significant wetlands are located on the northern portion of this area limiting development opportunities and requiring careful consideration as improvements are planned in the surrounding area. Cooperation and collaboration between the academic campus and surrounding business districts, office uses and residential neighborhoods is expected. Close integration of the academic campus with the overall community is valued, educational institutions are at the heart Lake Forest. Opportunities for incorporating or expanding community use of the campus 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 sensitive areas are publicly owned land, already preserved in perpetuity. 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 campus, 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 preserved and protected open space, 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 one of the few undeveloped parcels remaining in Conway Park. 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 Opportunity 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 opportunities and challenges. The area has frontage on the Lake Forest Academy owned lakes to the north and Route 60 to the south. This area 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 located at the north end of the site.

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 makes this a valuable commercial site. 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 commercial uses on this site and the adjacent residential development will be important to preserve and protect the desirability of the residential neighborhoods 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 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, avoiding "cut-through" traffic.

This 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 on 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, part of the Amberley Woods planned development, is approved for detached, single family homes, on small lots. The western portion of this area may merit further study in the future, if the currently approved development

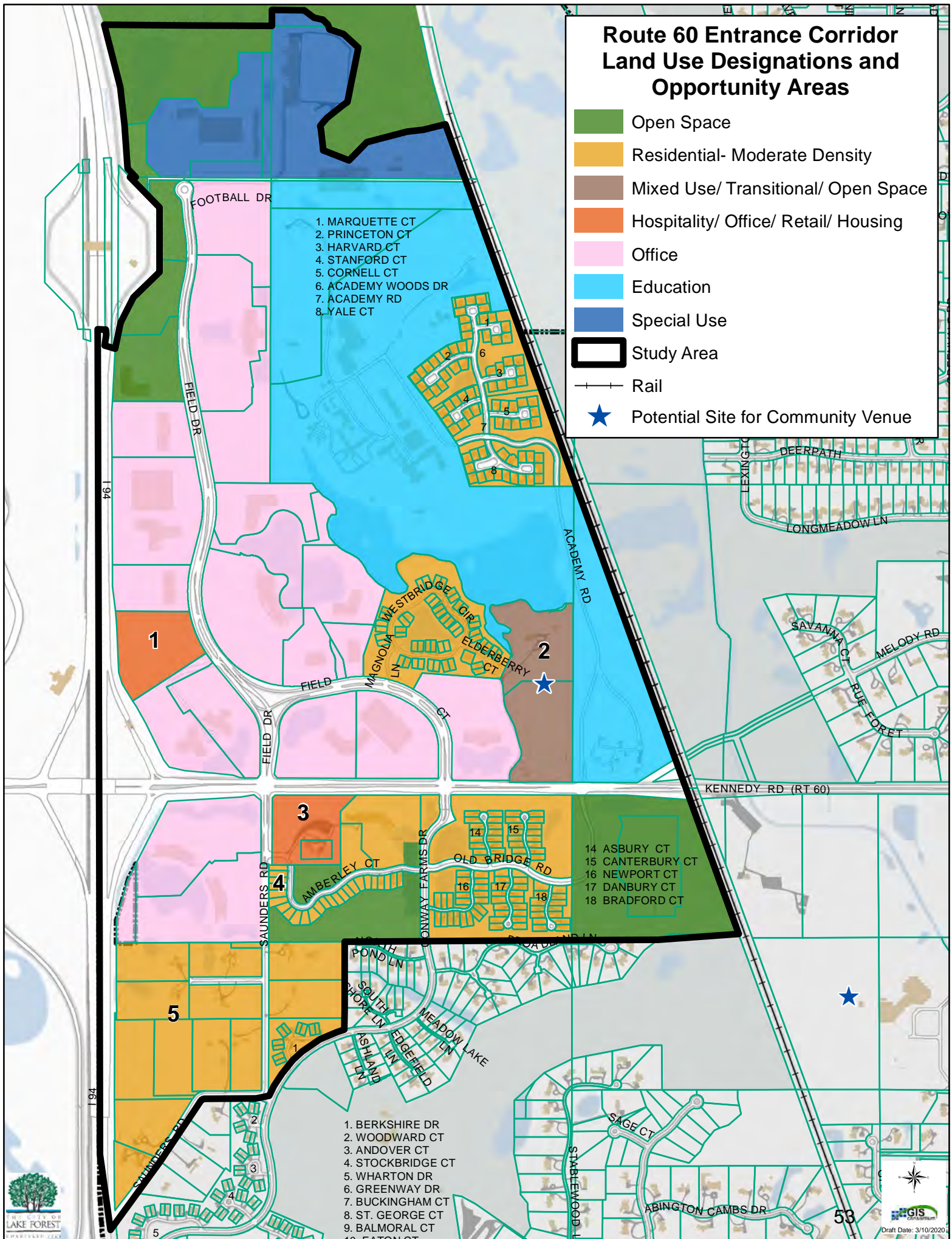
proves not to be viable, to consider alternate uses while preserving and protecting the adjacent wetlands and the established residential area to the east. The area may be appropriate for increased residential density or alternate housing types including, but not limited to, attached single family homes, townhomes, row homes, multi-unit buildings, or other types of uses. Assuring compatibility with the adjacent single family residential development to the east and requiring adequate buffering will be important to provide a transition and offer a buffer between differing uses.

Opportunity Area 5

This area is located south of and away from Route 60 and 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. Significant wetlands are located in this area. Preservation of high quality wetlands and assuring proper stormwater management should be priorities in considering development in this area.

Route 60 Entrance Corridor Land Use Designations and Opportunity Areas

- Open Space
- Residential- Moderate Density
- Mixed Use/ Transitional/ Open Space
- Hospitality/ Office/ Retail/ Housing
- Office
- Education
- Special Use
- Study Area
- Rail
- Potential Site for Community Venue



Route 60 Entrance Corridor Land Characteristics

As of _____



Study Area



Rail



Environmentally Sensitive Areas

1. MARQUETTE CT
2. PRINCETON CT
3. HARVARD CT
4. STANFORD CT
5. CORNELL CT
6. ACADEMY WOODS DR
7. ACADEMY RD
8. YALE CT

- 14 ASBURY CT
- 15 CANTERBURY CT
- 16 NEWPORT CT
- 17 DANBURY CT
- 18 BRADFORD CT

1. BERKSHIRE DR
2. WOODWARD CT
3. ANDOVER CT
4. STOCKBRIDGE CT
5. WHARTON DR
6. GREENWAY DR
7. BUCKINGHAM CT
8. ST. GEORGE CT
9. BALMORAL CT
10. EATON CT



Draft Date: 3/10/2020



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 area 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.

East of the Entrance Corridor, Route 60, a multi-lane State thoroughfare, continues another mile to the east, 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 Entrance Corridor is adjacent to environmentally sensitive areas particularly to the east and north where expansive areas of open land is preserved in perpetuity as part of the Middlefork Savannah. Some areas within the Corridor are also environmentally sensitive and important to the larger ecosystem as reflected on the Land Characteristics map.

As development of the Corridor began in earnest in the late 1980's, detention ponds were created to accommodate stormwater consistent with regulations in effect at the time of development. Wetlands are located in some areas of the Corridor, some are preserved as part of developments that have already received approval and other areas will need to be carefully considered as future development proposals come forward.

The Vision

The Route 60 Entrance ~~A vibrant~~ Corridor is 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 ~~for of~~ a nationally ~~known~~ sports team. The character of the Corridor is identifiable as Lake Forest with landscape

dominant streetscapes, well designed buildings, quality maintenance, preserved open spaces and attention to detail.

The signature development in the Entrance Corridor is Conway Park, a first-class corporate office park and the office buildings on the south side of Route 60. These offices are home to nationally recognized pharma, packaging, insurance and other businesses. Conway Park is a vitally important economic engine for the City adding diversity and is of critical importance to the City's primarily residential tax base. The Route 60 Entrance Corridor, Conway Park and the surrounding area remains attractive to existing and new businesses, organizations, ~~and institutions~~ and residents long into the future.

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 going forward 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. Preserved ~~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 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 ~~are~~ 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, 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, a specialty inn, conference center, business center, specialty retail, an event venue, research/educational centers, day care, a mix of residential options particularly those designed to attract employees of the office park and other nearby employers, open space, gathering areas and pedestrian connections.
- 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 changes in the use of individual vehicles over time and consider areas that may no longer be needed for parking as opportunities to bring amenities or additional open space into the area to support and enhance the offices park.
- 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 with 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.
- 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.
- c.d. As proposals for new development or redevelopment are presented, require updated stormwater studies to be completed in accordance with applicable rules and regulations in effect at the time of application. Require stormwater management facilities as needed to properly mitigate negative impacts on existing development and to avoid over taxing existing stormwater facilities including existing detention ponds and pipes. (Refer to the stormwater management strategies in section XXX of this Comprehensive Plan.)
- d.e. Streamline processes for preferred uses when and site plans and architectural designs are presented that fully meet established development and design standards.
- e.f. Consider incentives 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 the needs of 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 the opportunity, in the short term or long term, to meet the need for commercial development and housing to support ~~the~~ 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 natural 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~~**Require** 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~~**Require the use of a combination of** landscape buffers, berms, ~~building orientation, preserved~~ open space and tree preservation areas; ~~and give careful attention to building orientation and the location of parking, delivery and trash areas to assure buffering and protection of residential areas from offices and institutional 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, **preserved natural areas**, 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.
- 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 efficient 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
(Refer to Map)

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 and stormwater management are encouraged. (Refer to the Environmental Sustainability Chapter of this Comprehensive Plan.)
- 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, or green space 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~~plans 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.
- Multi-family 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 located at the north end of the site 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/preservation of natural areas.
- Transitional residential at appropriate densities and with safe access.
- Extension of office use from Conway Park, on a smaller scale, or small scale retail uses 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 preserved open space are all appropriate in these areas. Significant wetlands are located on the northern portion of this area limiting development opportunities and requiring careful consideration as improvements are planned in the surrounding area. —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 sensitive areas are publicly owned land, already preserved in perpetuity. 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 preserved and protected open space, 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 remaining in Conway Park. 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 Opportunity 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 opportunityies and challenges. The area has frontage on ~~both~~ the Lake Forest Academy owned lakes to the north and Route 60 to the south. ~~This area~~ 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 located at the north end of the site.

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 makes this a valuable commercial site 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 commercial uses in this area on this site and the adjacent residential development will be important to preserve and protect the desirability of the residential neighborhoods 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, avoiding "cut-through" traffic.

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Opportunity Area 4

This area, part of the Amberley Woods planned development, currently is approved-planned for detached, single family homes, on small lots. The western portion of this area may merit further study in the future, if the currently

approved development proves not to be viable, to consider alternate uses while preserving and protecting the adjacent wetlands and the established residential area to the east. The area may ~~support~~be appropriate for 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, or other types of uses. Assuring Compatibility with the adjacent single family residential development to the east and requiring adequate is important along with buffering will be important to provide a transition and offer a buffer between differing uses.

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