

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, March 15, 2021 6:30p.m.

REMOTE ACCESS MEETING

Please be advised that all of the City Council members will be remotely attending this Council meeting by electronic means, in compliance with the recent amendments to the Open Meetings Act. The Mayor of the City Council has determined that it is not prudent or practical to conduct an in-person meeting due to the COVID-19 pandemic, and that it is not feasible to have the City Council members or members of the public physically present at the meeting due to the pandemic disaster.

The City will be providing members of the public with various opportunities to watch or attend this meeting, as well as provide public comment at the meeting. For example, members of the public can participate remotely in the meeting by following the public audience link which will provide both video and audio means to attend the meeting.

Public audience link:

<https://us02web.zoom.us/j/89711930209?pwd=WFI0aWVlbnkqNUY3a2FpQzUzNmR4UT09>

Webinar ID: 897 1193 0209

Passcode: 1861

Public Comment: 847-810-3643

Honorable Mayor, George Pandaleon

James E. Morris, Alderman First Ward

Jennifer Karras, Alderman First Ward

Melanie Rummel, Alderman Second Ward

Edward U. Notz, Jr., Alderman Second Ward

Jim Preschlack, Alderman Third Ward

Ara Goshgarian, Alderman Third Ward

Raymond Buschmann, Alderman Fourth Ward

Eileen Looby Weber, Alderman Fourth Ward

CALL TO ORDER AND ROLL CALL

6:30 pm

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Resolution of Sympathy for former Mayor Frank Waldeck

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

COUNCIL ACTION: Approval of the Resolution of Sympathy

2. COMMENTS BY CITY MANAGER

- A. Community Spotlight
- Elawa Farm
- Laura Calvert, Executive Director

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

4. COMMITTEE REPORTS

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approve the Extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting

STAFF CONTACT, *Jason Wicha, City Manager*

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 months, 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 exercised his authority to issue a Declaration of a Local State of Emergency on Saturday, April 4, 2020. At the April 6, 2020 City Council meeting, the City Council extended the Declaration to the next City Council meeting which was March 1, 2021.

In order to ensure that the emergency powers authorized by the local declaration remain in effect where necessary, the Mayor is asking the City Council to further extend the Declaration of a Local State of Emergency until the next City Council meeting that takes place after the March 15, 2021.

REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	3/1/2021	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	2/16/2021	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	2/1/2021	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	1/19/2021	City Council Approved the Mayors Declaration until the next City Council Meeting

City Council	12/7/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	11/16/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	11/2/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	10/19/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	10/5/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	9/8/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	8/3/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	7/20/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	6/15/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	6/1/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	5/18/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	5/4/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	4/20/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
City Council	4/6/2020	City Council Approved the Mayors Declaration until the next City Council Meeting
	4/4/2020	Mayor Pandaleon exercised his authority to issue a Declaration of a Local State of Emergency

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Approve the extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting

2. Approval of the February 23, 2021 Special City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 17**

COUNCIL ACTION: Approval of the February 23, 2021 Special City Council Meeting Minutes.

3. Approval of the March 1, 2021 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 19**

COUNCIL ACTION: Approval of the March 1, 2021 City Council Meeting Minutes.

4. Approval of a Recommendation from the Public Works Committee to Award the Seminary Ravine Study Proposal to Hey & Associates Inc. in the Amount of \$45,000

STAFF CONTACT: *Jim Lockfeer, Public Works Management Analyst (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council award the Seminary Ravine Study Proposal to Hey & Associates Inc. in the amount of \$45,000.

BACKGROUND/DISCUSSION: The purpose of this study is to investigate, review, and prepare recommendations for the Seminary Ravine system located adjacent to Lake Forest College. Specifically, the study will focus on Seminary Ravine system reaches bounded by Sheridan Road on the west, Westminster on the north, Rosemary Road on the south, and Mayflower Road on the east.

This area, as part of the City's Ravine Inventory & Evaluation Program, was found to have numerous locations of substantial down-cutting and erosion that have exposed lengths of City sanitary sewer. In addition, erosion has caused damage to a City storm sewer outfall near Westminster Road. As a subsequent step to these findings from the Inventory & Evaluation Program, the City's ravine engineering service firm, Hey & Associate Inc., provided a preliminary investigation of this area. This preliminary investigation revealed a need by staff to better understand the erosion and utility issues in the area prior to moving forward with a project design. Following a similar strategic process to the recent Forest Park Bluff Pre-Design, this study will develop project design and construction phasing options. City staff anticipates this study to reveal project initiatives that will be phased in the City's Capital Improvement Program over multiple years based on the priority of issues identified within the study. The study will also outline potential grant opportunities for issues that are eligible as part of existing grant programs and will feature a dedicated section on green infrastructure opportunities and considerations.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	2/25/21	Reviewed and Recommended Award of Study to Hey & Associates Inc.
Finance Committee	11/9/2020	Reviewed Brief Presentation on Study
Environmental Sustainability Committee	10/26/20	Reviewed Presentation on Study

BUDGET/FISCAL IMPACT: On September 4, 2018 City Council approved the City Manager to enter into three year professional service agreements with Bleck Engineering Company, Inc. and Hey and Associates Inc. for professional public ravine engineering services. The firms were selected via a public Request for Proposal (RFP) process. The City initiated the process in an effort to improve efficiency and provide consistency on City ravine projects. As part of the RFP process the selected firms submitted their associated team's hourly rates.

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

Hey & Associates Inc. successfully completed the Rosemary Ravine Project Design and has successfully completed other ravine issue area investigations for the City. Staff would like to again use their experience and services as the City's designated ravine engineering services firm in completing the Seminary Ravine Study.

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Improvement Fund 311-3703-467.67-26	\$45,000	\$45,000	Y

If awarded, work for this study is expected to begin in May and will be completed by mid-September. The completed study will then be available for FY23 Capital Improvement Program planning purposes.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Award the Seminary Ravine Study Proposal to Hey & Associates Inc. in the Amount of \$45,000

5. Approval of a Recommendation from the Public Works Committee to Approve a Resolution Allowing City employees to perform work in State right-of-way for a Period of Two Years

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff recommends approval of a Resolution to perform work in State right-of-way on watermain, lighting, sewers, and other City owned and maintained infrastructure.

BACKGROUND/DISCUSSION: The City owns and maintains public infrastructure within the State's right-of-way along Rt. 43, Rt. 60 and Rt. 41. The State requires the City to obtain a permit for any routine maintenance or improvement within its right-of-way. During emergencies such as watermain breaks, or sewer repairs, it is not practical to obtain a permit and subsequent surety bond prior to addressing the necessary repair in an expedited manner. In these instances, the State allows City crews to perform work within its right-of-way provided a Resolution stating compliance with State standards is required during construction.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	2/11/21	Reviewed and Recommended Council Approval

BUDGET/FISCAL IMPACT: N/A

Beginning on **page 24** of your packet is the IDOT cover letter and a copy of the resolution.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Approve a Resolution Allowing City employees to perform work in State right-of-way for a period of Two Years.

6. Approval of a Recommendation from the Public Works Committee to Approve an Illinois Department of Transportation (IDOT) Resolution Appropriating \$87,470 in Motor Fuel Tax (MFT) Funds and Approval of a Supplemental Phase I Design Agreement with H.W. Lochner, Inc. for the Lake/Woodbine Bridge Project

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request approval of an Illinois Department of Transportation (IDOT) Resolution appropriating \$87,470 in Motor Fuel Tax (MFT) Funds for a Supplemental Phase I Design Agreement with H.W. Lochner, Inc. for the Lake/Woodbine Bridge.

BACKGROUND/DISCUSSION: The Lake/Woodbine Bridge is a three-span concrete arch bridge over a ravine 60 ft. depth, located on Lake Road near the Woodbine intersection. In February 2011, the City requested grant funds under the Highway Bridge Replacement and Rehabilitation Program (BRP) to be used toward the design of the reconstruction of the Lake/Woodbine Bridge. H.W. Lochner received the notice to proceed in late May, 2012. This bridge has a current Sufficiency Rating of 25 and is therefore inspected on an annual basis. Its weight rating was reduced last year after findings from a thorough inspection performed as part of the City's bridge study. The IDOT Bridge Sufficiency Rating Scale is from 1 to 100 with 1 being the worst and greater than 50 considered satisfactory per Federal guidelines.

With its current low Sufficiency Rating, the City must proceed with completing the Phase I design. Once completed, the design and its report will be submitted to IDOT for their review and comments. Staff will inquire with IDOT how soon it can proceed with the Phase II design, acknowledging that any comments from the Phase I report will be incorporated into the final design and specifications. The City has currently budgeted capital dollars in FY '23 for Phase II design work. When Phase II design drawings are being reviewed by IDOT, staff will submit the City's application for an 80/20 (State/City) share for construction from the Illinois Bridge Replacement Fund.

The Phase I design supplement includes updating some of the previous design work along with additional studies on items outside the original scope. Specifically these include an updated traffic analysis, architectural study, structural study, environmental study and an overall roadway study. These studies will ultimately lead to a report documenting the feasibility of repair and rehabilitation of the bridge for presentation to the Historic Preservation Commission,

PROJECT REVIEW / RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	2/25/21	Reviewed and Recommended City Council Approval
Finance Committee	11/9/20	Included in 5- Year Capital Plan
City Council	05/2012	Approved Phase I Agreement

BUDGET/FISCAL IMPACT: This Resolution will initiate the process with IDOT to authorize the use of MFT funds for the Phase I supplement on the Lake/Woodbine Bridge study.

Has City staff obtained competitive pricing for proposed goods/services? **No**

If no, indicate the specific exception or waiver requested:

Administrative Directive 3-5, Section 6.11 – Existing Relationship

Beginning on **page 27** of your packet is the IDOT Resolution allowing MFT Funds to be spent on this design supplement.

Below is an estimated summary of the MFT dollars being requested:

FY2021 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
MFT Fund: 202-3703-478-78-92	\$115,000	\$87,470	Y

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Approve an Illinois Department of Transportation (IDOT) Resolution Appropriating \$87,470 in Motor Fuel Tax (MFT) Funds and Approval of a Supplemental Phase I Design Agreement with H.W. Lochner, Inc. for the Lake/Woodbine Bridge Project

7. Approval of a Recommendation from the Public Works Committee for Authorization to Advance FY22 Capital Expense and Approval to Award a Contract to Wadsworth Golf Construction for Restoration of Deerpath Golf Course as Associated with the IDOT Storm Water Project, in the Amount of \$449,810 plus 10% Contingency in the Amount of \$45,190 for a total of \$495,000.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks and Forestry, 810-3565*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff is recommending City Council approval to award a contract to Wadsworth Golf Construction for the restoration of the golf course and the storm water basins on Deerpath Golf Course associated with the Route 41 & Deerpath Pump Station Project.

BACKGROUND/DISCUSSION: The City and State have been working together for the past eight years on a project to upgrade the storm sewer pump station located under the south bridge abutment at Route 41 & Deerpath Road. The proposed replacement pump station would be located on the southwest corner of Ahwahnee Lane and Deerpath Road. Miscellaneous storm sewer and roadway improvements are proposed along Deerpath Road

from 100 feet west of Westmoreland Road to 750 feet west of Golf Lane. Additionally, storm sewer, retaining wall, and two detention ponds will be created on Deerpath Golf Course.

On June 1, 2020 City Council approved an Inter-Governmental Agreement (IGA) between the City of Lake Forest and the Illinois Department of Transportation (IDOT) for the Route 41 & Deerpath Pump Station Project. The IGA provides the City with funding to design and construct the restored landscapes for both the Deerpath Golf Course and the pump station property, totaling \$693,083. The City requested the reimbursement to ensure that both locations will be restored in a manner that is acceptable to the City. The IGA states that the City can request 80% of the total funding amount upon final completion of the IDOT storm water work that is specifically on Deerpath Golf Course (e.g. the two ponds, the storm sewer connecting the two ponds, etc.). The IDOT storm water work on Deerpath Golf Course is expected to be completed by May 2021 and at that time the City will begin the restoration of the golf course in that area. The remaining 20% of funding can be requested at the conclusion of the City's restoration work.

The City's golf course design architect completed the preparation of construction documents that incorporates the two new ponds into holes 1, 17, and 18. The scope of work entails the restoration of the Deerpath Golf Course following the construction of two detention basins, which are part of a larger IDOT-funded improvement project occurring on the golf course and along Deerpath Road. The work will include the restoration of golf course features on two holes and the installation of native plantings on both of the new detention basins.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	02/25/21	Recommend Approval
City Council	12/07/20	Approved Construction Doc. Contract
City Council	06/01/20	Approved IGA with IDOT

BUDGET/FISCAL IMPACT: On February 3, 2021 City staff released an invitation to bid for the Deerpath Golf Course Restoration Project. On February 10, 2021, a pre-bid conference was conducted to establish a list of eligible bidders. There were four contractors in attendance, one elected to decline bidding based on the nature of the project, a second elected not to bid based on their ability to complete the project in the time frame required. The bid opening was on February 24, 2021 and two (2) sealed bids were received, as detailed below.

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

Recommended Bidder/Proposer is BOLDDED

Company Name	Dollar Amount Bid
Wadsworth Golf Construction	\$449,810
Golf Creations	\$519,700

In order to be ready for the restoration construction before IDOT transfers the pond areas back to the City, staff recommends that the contract for restoration work be awarded now so it can be started in April of 2021. This will allow for a more seamless transfer from IDOT contractors to the City for the restoration of the golf course and ensure that the restoration begins in a timely manner. Therefore, to accelerate the construction schedule, a portion of the requested amount will be spent in FY2021. Amounts expended in FY2021 from the FY2022 Budget allocation will be adjusted via the rollover process in July.

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
510-6325-476.76-55 Golf Fund	\$630,000	\$495,000	Y*

* This expense will be included in the FY2022 Budget. Staff is requesting authority to advance the FY2022 capital expense.

After careful review of the bids by City staff, we are recommending the selection of Wadsworth Golf Construction for the project. They meet the required qualifications for the project and have extensive experience with golf course restoration work.

COUNCIL ACTION: Approval of a recommendation from the Public Works Committee for Authorization to Advance FY22 Capital Expense and Approval to Award a Contract to Wadsworth Golf Construction for Restoration of Deerpath Golf Course as Associated with the IDOT Storm Water Project, in the Amount of \$449,810 plus 10% Contingency in the Amount of \$45,190 for a total of \$495,000.

8. Approve the Purchase of 2,400 Tons of Road Salt from Morton Salt in the Amount of \$170,700 for the FY22 Winter and/or Reserve for FY23

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

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council's approval to participate in Lake County's Road Salt Bid and approve the purchase of 2,400 tons from Morton Salt in the amount of \$170,700 for the FY22 winter and if not needed, purchased for the following winter in FY23.

BACKGROUND/DISCUSSION: With the salt bay project completed in early May, 2015, the City is now able to store an additional 800 tons of salt. This results in a total storage capacity of 2,400 tons, equating to 83% of the City's average annual usage of 2,900 tons. Staff is requesting approval to participate in Lake County's salt bid and purchase 2,400 tons from Morton Salt. The City would take delivery of 525 tons this summer/fall to replenish the two salt bays. The remaining 1,875 tons would be available for purchase this upcoming winter (if needed) or the following spring to fill the two salt bays. In case of a heavy winter, Lake County's bid allows for the purchase of an additional 20% of the ordered amount.

The following chart provides a summary of the current inventory, tonnages requested for winter 2021/2022, and a reserve for either this winter or to be purchased next spring for the FY23 winter. With Route 60 being a concrete road (requiring more salt) staff again included 1,000 tons in its estimate for the two State roads. If this amount is not used for the State roads, it will simply be purchased and lessen the amount requested next year at this time.

Salt Tonnage On-Site at Beginning of Winter 2020/2021	2,400 tons
Salt Tonnage Used During Winter 2020/2021	-2,400 tons
Amount Delivered in February (current inventory)	<u>1,500 tons</u>
Amount to be Purchased in Summer/Fall 2021	<u>525 tons</u>
Pre-2021/2022 Winter Inventory	<u>2,025 tons</u>
Tons to be Purchased During Winter 2021/2022 or 2022/2023 Reserve	<u>1,875 tons</u>
Total Tons Available for Winter 2021/2022	3,900 tons

PAST PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	May 18, 2020	Salt Purchase Approved
City Council	March 18, 2019	Salt Purchase Approved
City Council	March 19, 2018	Salt Purchase Approved
City Council	March 6, 2017	Salt Purchase Approved
City Council	March 7, 2016	Salt Purchase Approved
City Council	March 16, 2015	Salt Purchase Approved
City Council	March 17, 2014	Salt Purchase Approved

BUDGET/FISCAL IMPACT: Lake County's Department of Transportation had its bid opening on April 14, 2020. Four companies submitted bids with Morton Salt being the lowest bid. This is a renewal year of the bid.

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

Funding Source	Account Budget	Amount Requested	Budgeted Y/N
FY22 or FY23 General Fund – Streets Section	\$187,000	\$170,700	Y

COUNCIL ACTIONS: Approve the Purchase of 2,400 Tons of Road Salt from Morton Salt in the Amount of \$170,700 for the FY22 Winter and/or Reserve for FY23

9. Consideration of Recommendations from the Plan Commission and Building Review Board in Support of Redevelopment of the Southeast Corner of Waukegan and Everett Roads with a Mixed Use Development. (Final Approval of Ordinances)

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

PURPOSE AND ACTION REQUESTED: At the March 1, 2021 meeting, the City Council approved first reading of two ordinances based on recommendations from the Plan Commission and Building Review Board in support of the redevelopment of the southeast corner of Everett and Waukegan Roads by the Losue family. Approval of a Special Use Permit and the design aspects of the project are requested through the approval of two ordinances.

BACKGROUND AND DISCUSSION: The property located on the southeast corner of Everett and Waukegan Roads has been vacant for a number of years since Pasquesi Home and Garden and the gas station closed. In 2019, the Losue family acquired the property and is seeking approval to redevelop the site in combination with the existing office building to the east which is also owned by the Losue family.

The proposed development as recommended by the Plan Commission and Building Review Board includes a three story medical office building in the southwest corner of the property, a small retail building at the northwest corner of the site with a drive thru for a coffee shop, shared parking for the two new buildings and the existing office building, landscaped perimeter buffers for the neighboring residential properties, enhancement of the streetscapes, pedestrian walkways and reduced access points on to the adjacent streets. The development is designed to allow for the dedication of additional right-of-way as may be needed in the future for roadway improvements however, the development is not dependent on those improvements. The property owner is in discussions with various tenants and assuming approval from the City Council, anticipates signing leases soon and beginning construction on the site later this year.

A Special Use Permit is required for the development to authorize a drive thru and professional offices on the first floor in the B-1 District and to grant variances from the parking standards to allow for off site employee parking and from the zoning setback along Waukegan Road to allow a small portion of the office building to encroach up to four feet into the 20 foot required setback.

The Ordinances approving the Special Use Permit and the overall site and building designs are included in the Council packet beginning on **page 28**.

COUNCIL ACTION: Grant final approval of an ordinance approving a Special Use Permit authorizing redevelopment of the property and approving a drive thru for a coffee shop, professional offices on the first floor in the B-1 District and variances to allow off site employee parking and an encroachment of a small portion of the office building into the required setback.

AND

Grant final approval of an ordinance approving the design aspects of the overall site and building for the Losue development.

COUNCIL ACTION: Approval of the nine (9) omnibus items as presented.

6. OLD BUSINESS

1. Lake Forest Library Presentation: Overview and Update on Proposed Lake Forest Library Capital Project (Discussion and Feedback)

PRESENTED BY: *Library Board President, Wendy Darling and Board member David Rose*

STAFF CONTACTS:

Jason Wicha, City Manager (810-3675)

Catherine Czerniak, Director of Community Development (810-3504)

Representatives of the Library Board will provide an update on the ongoing discussions about future improvements to the Library. The anticipated Lake Forest Library Capital Improvement Project includes both restoration, repair and upgrades to the original 1931 Library as well as concepts for providing new, forward thinking spaces to accommodate library services and programs long into the future.

After its construction in 1931, the Lake Forest Library was recognized as being at the forefront, the facility was not just about books, but about people and community. The original Library and the later modifications have served the community well, but time has taken its toll and the way in which libraries serve communities continues to change. The proposed project focuses on returning the building to its original grandeur while at the same time finding ways to offer new, flexible spaces that will allow the Library to continue to serve the community long into the future, in a way that is uniquely Lake Forest. Consistent with the Lake Forest tradition, the project proposes to honor the past while looking forward.

This presentation is intended to bring the City Council and the community up to date on the status of the project and provide information about planned next steps. Comments and questions from the Council are encouraged with the goal of helping to move toward community consensus on the scope and details of the project.

COUNCIL ACTION: No action is requested.

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

- 1. EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c) (5), The City Council will be discussing the consideration of purchase or lease of real property and 120/2 (c), (6), The City Council will be discussing the disposition of property and the consideration for the sale or lease of property owned by the Public Body**

Adjourn into Executive Session

There will be no additional City business following the adjournment into Executive Session

9. ADJOURNMENT

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

Office of the City Manager

March 10, 2021

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 loss of Frank J. Waldeck at the age of 98 on February 12, 2021; and

WHEREAS, Frank Waldeck leaves a lasting legacy as a friend to all and a valued community leader; and

WHEREAS, his love for and pride in Lake Forest was evident to all, his enthusiasm for the community was contagious and inspiring; and

WHEREAS, Frank Waldeck served as Mayor of Lake Forest from 1978 to 1981 and under his leadership many important, forward looking initiatives were accomplished: the City's Recreation Center was constructed, the framework for CROYA was put in place, the first ordinances were passed establishing protections for the City's historic and environmental resources and the Chicago Bears were brought to Lake Forest College forming a partnership with the City that has endured for decades; and

WHEREAS, prior to being elected Mayor, Frank Waldeck served the community on the Plan Commission and the Zoning Board of Appeals, respectfully, diligently and wisely balancing a variety of interests always keeping in mind the long term welfare, success and character of the City he loved; and

WHEREAS, Frank Waldeck's service went beyond City appointed and elected positions, he offered his time and energy for the good of the community by serving on the Boards of the Lake Forest Symphony, the Lake Forest-Lake Bluff Historical Society (today the History Center), the Affordable Housing Commission of Lake County and the former Barat College; and

WHEREAS, Frank Waldeck never missed Lake Forest Day and being the consummate athlete even in his later years, preferred to walk alongside the Former Mayors' float in the parade rather than ride, to allow him to interact with his many friends and Lake Forest residents along the parade route; and

WHEREAS, Frank Waldeck and his beloved wife Patricia (deceased in 2012) brought their family to Lake Forest and raised their eight children here; Fred, James, Joseph, Thomas, Mary, Carol and the late Ann and William; and

WHEREAS, Frank Waldeck was a supportive father-in-law to his children's spouses and a cherished grandfather of 21 and loving great-grandfather of 6; and

WHEREAS, Frank Waldeck was a kind and genuine man, never too busy or too important to offer friendship, appreciation and encouragement to others; he saw the good in those around him; and

WHEREAS, Frank Waldeck will long be remembered for his love for his family, his community and his fellow residents; his contributions to Lake Forest were significant and;

WHEREAS, they just do not make 'em like Frank Waldeck any more, he will be truly missed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lake Forest in session on March 15, 2021, hereby expresses its deep regret and sincere sympathy to the members of the Waldeck Family.

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to the Waldeck Family, with a copy to be included in the official minutes of the March 15, 2021 meeting of the Lake Forest City Council.

George A. Pandaleon
Mayor

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Tuesday, February 23, 2021
SPECIAL City Council Workshop Meeting - City Council Chambers
REMOTE ACCESS MEETING

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:00pm, and the City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pandaleon, Alderman Morris, Alderman Karras, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann and Alderman Weber.

Absent: none

CALL TO ORDER AND ROLL CALL

6:00 p.m.

Mayor Pandaleon made the following statement as required by the Open Meetings Act. In accordance with state statute, Mayor Pandaleon has made a determination that it was not practical or prudent to schedule an in-person City Council meeting because of the COVID-19 pandemic, which is why this February 23, 2021 special City Council workshop meeting is being held remotely.

Mayor Pandaleon stated that because it is a workshop meeting, there will be no decisions about projects and, that the City Council will set direction for Staff.

City Manager Jason Wicha stated that this meeting was meant to educate the City Council on these future projects and potential time frames moving forward. This discussion is meant to be very high level, as there is still design work that needs to be completed for the following projects on the agenda. Mr. Wicha gave brief background on each project prior to the presentations.

1. Forest Park Bluff Stabilization Project

- **Michael Thomas, Director of Public Works**
- **Dave Kraft, P.E., C.F.M., Senior Civil Engineer, Hey and Associates, Inc. Overview of City's Capital Budget Process**

Director of Public Works, Michael Thomas gave a brief overview and history of the Forest Park Bluff Stabilization project, and all related projects dating back to 2009. Director Thomas discussed further in depth the Bluff analysis that was conducted by Hey & Associates and what the ongoing bluff stabilization efforts entailed over the previous year.

Director Thomas and introduced Dave Kraft, Senior Civil Engineer to give a more in depth presentation on the project. Mr. Kraft presented the different options that the City can pursue including bluff monitoring, identifying key areas for stabilization, and failure assessments. He discussed each potential option in depth, project timelines, and the projected cost associated with each approach presented.

Director Thomas gave additional background regarding sharing the pre-design report with the Forest Park Project Board, to identify the options, who ultimately supported option 1A outlined in the presentation.

The City Council had discussion clarifying the different slope angles and what would be considered stable, as well as the ground water flow and how it impacts the bluff.

There was additional discussion regarding the different options, and what challenges and opportunities the different options posed. Additionally, the Council had lengthy discussion regarding capital funding for this project.

2. Beach Profile Study and Long term Monitoring & Maintenance Plan

- **Chuck Myers, Superintendent of Parks, Forestry & Cemetery**
- **Mark Wagstaff, P.E., Senior Waterfront Engineer, Smith Group**

Superintendent of Parks, Forestry & Cemetery, Chuck Myers, gave an overview of the long term impacts of high water levels, and extensive weather events, and what the impact has been to Lake Forest Beach. Although there have been severe storms, he noted that Lake Forest beach has seen much less of an impact than other lake front communities. Superintendent Myers also described the preventative measures City Staff has taken to temporarily protect the area during the winter months.

Superintendent Myers introduced Mark Wagstaff, Senior Waterfront Engineer to give a more in depth presentation, reviewing the lakefront trends and issues. Mr. Wagstaff discussed the impacts of high winds, and rising water levels and how it affects the shoreline. He displayed an average monthly lake level including 100 years of data to demonstrate the historic trends. Additionally, Mr. Wagstaff outlined the potential opportunities for nature based solutions for the long term maintenance of the Lake Front.

The City Council had discussion regarding Lake Forest residents with lake front property, and how they are handling issues with shorelines.

Additionally, the City Council had lengthy discussion about outside funding for capital projects, and the planning process for a project of this magnitude.

3. Everett & Waukegan Intersection Improvement Project

- **Robert Ells, Superintendent of Engineering**
- **David Kreeger, P.E., Project Manager, Civiltech Engineering, Inc.**

Superintendent of Engineering, Robert Ells, gave a brief presentation regarding the Everett & Waukegan intersection improvement project. He stated that staff will be looking for direction from the Council regarding two components of the project. Superintendent Ells presented the project history, dating back to 2009, and other potential projects that were proposed at the site.

Superintendent Ells introduced David Kreeger, Project Manager of Civiltech Engineering to present the scope of the project. He discussed the improvements including the dedicated right turn lane, lengthening the left turn lane, lengthening the right turn lane eastbound on Everett, and lengthening the left turn lane westbound on Everett. Superintendent Ells additionally discussed the City and grant expenses to-date, and Mr. Kreeger elaborated on the costs moving forward for the anticipated improvements.

The City Council had lengthy discussion regarding the traffic study conducted, and the overall safety of the Waukegan Everett intersection.

4. Opportunity for Public Comment

There were no callers and no one attending used the raised hand feature.

5. Adjournment

There being no further discussion. Alderman Preschlack made a motion to adjourn, seconded by Alderman Weber. Motion carried unanimously by voice vote at 9:14 p.m.

Respectfully Submitted
Margaret Boyer, City Clerk

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, March 1, 2021
City Council Meeting - City Council Chambers
REMOTE ACCESS MEETING

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:30 pm, and the City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pandaleon, Alderman Morris, Alderman Karras, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann, and Alderman Weber.

Absent: none

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Pandaleon made the following statement as required by the Open Meetings Act. In accordance with state statute, Mayor Pandaleon has made a determination that it was not practical or prudent to schedule an in-person City Council meeting because of the COVID-19 pandemic, which is why this March 1, 2021, City Council meeting is being held remotely.

Mayor Pandaleon made comments regarding the Vaccine Buddies program, managed by a group of volunteers to seek out vaccination appointments for seniors. He recited a thank you note received, sent by a Lake Forest resident, who was able to get a COVID-19 vaccine appointment. He stated that more information can be found on the City's website.

COMMENTS BY CITY MANAGER

A. Parks & Recreation Programing Update
- Sally Swarthout, Director of Parks & Recreation

City Manager, Jason Wicha, introduced the Director of Parks & Recreation, Sally Swarthout to discuss the success of the Vaccine Buddies program, in addition to providing a programming update for summer registration. Director Swarthout provided more detail to the City Council stating that Dickinson Hall has partnered with more than twenty community volunteers, to roll out the LFLB Vaccine Buddies program. In the two weeks since the program has been active, the group has registered 323 individuals which 242 of have booked appointments. Director Swarthout introduced Tricia Schwall to answer any additional questions regarding the program.

The City Council discussed future programming for Dickinson Hall and praised staff for their organization of the Vaccine Buddies program.

Director Swarthout displayed a brief video, showing the camp offerings for the 2021 season. She stated that camp offerings can be found online, or in the print brochure mailed to residents. Registration will be

available beginning on March 2, 2021. Director Swarthout discussed additional community events for the spring and summer.

The City Council discussed additional ways to promote the video and registration to new Lake Forest residents via social media.

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

Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

Katie Dumlar offered comments to the City Council regarding the Deerpath/ Route 41 construction project.

COMMITTEE REPORTS

PROPERTY AND PUBLIC LAND COMMITTEE

1. Consideration of a Recommendation from the Property and Public Lands Committee and the Housing Trust Fund Board. (Consideration of Motion)

Alderman Goshgarian gave a brief overview of the Senior Cottages development on a portion of the City-owned Grove Campus site, next to Dickinson Hall. He stated that this was originally brought forward by the Senior Resource Commission and the Senior Citizen Foundation, and was endorsed by the Housing Trust Fund Board. After additional discussion, it was determined a new location identified as a City-owned 1.5 acre lot at the Northwest corner of Everett and Telegraph road, would possibly be better suited. He gave background as to why this new location would be a suitable fit for the Senior Cottages.

The City Council discussed the City-owned property to the North and West of the proposed area.

COUNCIL ACTION: If desired by the City Council, approve a motion in support of proceeding with the necessary due diligence and public review process to allow consideration of the development of Senior Cottages on City-owned property located on the northwest corner of Everett and Telegraph Roads and indicating preliminary support for the donation of the land if all required approvals and funding is secured

Alderman Rummel made a motion to approve a motion in support of proceeding with the necessary due diligence and public review process to allow consideration of the development of Senior Cottages on City-owned property located on the northwest corner of Everett and Telegraph Roads and indicating preliminary support for the donation of the land if all required approvals and funding is secured, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian and Buschmann. The following voted "Nay": Alderman Weber. 7-Ayes, 1 Nay, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approve the Extension of the Mayor's Declaration of a Local State of Emergency until the next City Council Meeting**
- 2. Approval of the February 16, 2021, City Council Meeting Minutes**
- 3. Approval of the Check Register for the Period of January 23 – February 19, 2021**
- 4. Approval of a Recommendation from the Public Works Committee to Award the 2021 Old Elm Parking Lot Low Bid to Schroeder Asphalt Services in the Amount of \$107,747 to Include**

a 10% Construction Contingency in the Amount of \$10,774 for a total of \$118,521, and Approve the Electric Vehicle (EV) Charging Station Portion of this Project to Winston Electric in the amount of \$22,950, for a Grand Total Project Cost of \$141,471

- 5. Approval of a Recommendation from the Public Works Committee to Award of Bid to the Lowest Responsive and Responsible Bidder, V3 Construction Group for the Ringwood Ravine Project, in the Amount of \$955,590 Plus a 10% Contingency in the Amount of \$95,559 for a total of \$1,051,149**
- 6. Approval of a Recommendation from the Public Works Committee to Waive the Bid Process and Award a Contract to Northern Divers U.S.A. for the Water Plant Intake Cleaning Project Included in the FY '22 Budget, in the amount of \$185,000**
- 7. Consideration of a Professional Services Contract to Provide Surveying and Engineering Services Related to Assessing the Feasibility of the Development of Senior Cottages on the Northwest Corner of Everett And Telegraph Roads**
- 8. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**
- 9. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**

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

There was additional discussion on items #5 and #8.

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

Seeing none, he asked for a motion.

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

Alderman Notz made a motion to approve the nine (9) Omnibus items as presented, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. 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

OLD BUSINESS

NEW BUSINESS

- 1. Consideration of Recommendations from the Plan Commission and Building Review Board in Support of Redevelopment of the Southeast Corner of Waukegan and Everett Roads with a Mixed Use Development. (First Reading of Ordinances)**

Director of Community Development, Catherine Czerniak gave an overview and background of the property located at the southeast corner of Waukegan and Everett roads. She discussed the previous proposals for this site, and the Plan Commissions consideration of this project over the past three meetings. Ms. Czerniak noted that the request before the City Council for action is a special use permit for the drive through being proposed for the coffee shop, in addition to the professional office space on the first floor of the building, as opposed to retail. Additionally, design approval is also requested for the overall site plan, and the variance for building height.

Director Czerniak gave a brief overview of the campus development, including a description of the included amenities. She indicated on the site plan which the Plan Commission and the Building Review Board noted the 10-foot buffer proposed is different from what is seen in commercial and residential properties, as the two to three feet is recommended. Also, she discussed the additional landscaping that would be done on the property.

Director Czerniak reviewed the areas of focus from both the Plan Commission and the Building Review Board including parking, pedestrian amenities, access points, on-site circulation, building height, and quality of material. She noted the increase in parking spaces and that the variance was recognized by the Plan Commission, after further discussion with the tenants. This is to help provide adequate parking for employees, patients, and patrons. Director Czerniak reviewed additional height variances granted in the area of the proposed development in the City.

She concluded the presentation by reiterating the two ordinances provided to the City council. The first ordinance, approving a special use permit for the drive-thru, first floor offices, and the parking and setback variances, and the second ordinance, approving the height variance.

The City Council had a lengthy discussion regarding the building materials, overall landscaping of the site, parking, and the height of the building. There was an additional lengthy discussion regarding how the new development may impact the overall West Lake Forest business district.

Hearing no further discussion Mayor Pandaleon asked for a motion.

COUNCIL ACTION: If determined to be appropriate by the City Council, approve first reading of an ordinance granting a Special Use Permit authorizing redevelopment of the property and approving a drive-thru for a coffee shop, professional offices on the first floor in the B-1 District, and variances to allow off-site employee parking and encroachment of a small portion of the office building into the required setback.

Alderman Buschmann made a motion to approve the first reading of an ordinance granting a Special Use Permit authorizing redevelopment of the property and approving a drive-thru for a coffee shop, professional offices on the first floor in the B-1 District and variances to allow off site employee parking and an encroachment of a small portion of the office building into the required setback, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

AND

If determined to be appropriate by the City Council, grant first reading of an ordinance approving the design aspects of the overall site and building for the losue development.

Alderman Morris made a motion to grant first reading of an ordinance approving the design aspects of the overall site and building for the losue development, seconded by Alderman Buschmann. The following voted

"Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian and Buschmann. The following voted "Nay": Weber. 7-Ayes, 1 Nay, motion carried.

Mayor Pandaleon made additional comments regarding the feasibility of the development.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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The City Council had an additional discussion regarding the Senior Cottages development, along with a discussion of possible in-person City Council meetings. City Manager Wicha reported that staff is working out logistics of a possible hybrid type meeting for future City Council meetings.

ADJOURNMENT

There being no further business Mayor Pandaleon asked for a motion. Alderman Goshgarian made a motion to adjourn, seconded by Alderman Karras. Motion carried unanimously by voice vote at 8:29 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.



Illinois Department of Transportation

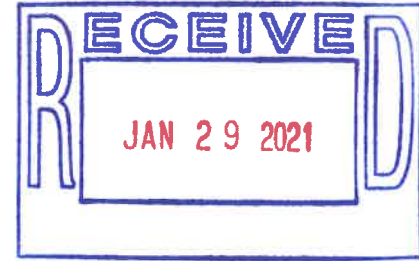
Office of Highways Project Implementation / Region 1 / District 1
201 West Center Court / Schaumburg, Illinois 60196-1096

PERMITS

RESOLUTION FOR CONSTRUCTION ON STATE HIGHWAY

January 21, 2021

The Honorable George A. Pandaleon
Mayor
City of Lake Forest
220 East Deerpath
Lake Forest, IL 60045



Dear Mayor Pandaleon:

Chapter 121 of the Illinois revised statutes requires that any person, firm or corporation desiring to do work on state maintained rights of way must first obtain a written permit from the Illinois department of transportation. This includes any emergency work on broken watermain or sewers.

A surety bond is required with each permit application to insure that all work is completed in accordance with state specifications and that the right of way is properly restored.

For permit work to be performed by employees of a municipality a resolution is acceptable in lieu of the surety bond. This resolution does not relieve contractors hired by the municipality from conforming with the normal bonding requirements nor from obtaining permits.

The resolution should be enacted for a period of two years. This procedure will save time and effort as well as reduce the annual paperwork associated with an annual resolution.

In order to expedite the issuance of permits to your municipality during the next two calendar years the attached sample resolution should be adopted and a signed and certified copy thereof returned to this office. This resolution does not constitute a blanket permit for work in the State system. A separate application must be made in each instance. In the case of an emergency, verbal authority may be given prior to receipt of the written application. After normal working hours or weekends, this authority can be obtained from our Communications Center at (847)705-4612.

The Honorable George A. Pandaleon
January 21, 2021
Page two


RE: RESOLUTION FOR CONSTRUCTION ON STATE HIGHWAY

We would appreciate the cooperation of your community in withholding the issuance of building permits along State highways until the builder shows evidence of a State highway permit having been obtained. Our permit staff would be willing to answer any questions you may have regarding current policies or practices and to work with your planning commission on any new developments within your municipality.

Do not hesitate to contact Ms. Beverly Hawley, Office Coordinator, at (847) 705-4142 if you have any question or need further assistance.

Very truly yours,

Jose Rios, P.E.
Engineer of Operations

By: 
Thomas G. Gallenbach, P.E.
Traffic Permit Engineer

RESOLUTION

Whereas, the City of Lake Forest, hereinafter referred to as MUNICIPALITY, located in the County of Lake, State of Illinois, desires to undertake, in the years of 2021 and 2022, the location, construction, operation and maintenance of driveways and street returns, watermain, sanitary and storm sewers, street lights, traffic signals, sidewalk, landscaping etc., on State highways, within said MUNICIPALITY, which by law and/or agreement come under the jurisdiction and control the Department of Transportation of the State of Illinois hereinafter referred to as Department, and,

Whereas, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the MUNICIPALITY or by a private person or firm under contract and supervision of the MUNICIPALITY.

NOW, THEREFORE, be it resolved by the MUNICIPALITY:

FIRST: That MUNICIPALITY hereby pledges its good faith and guarantees that all work shall be performed in accordance with conditions of the permit to be granted by the Department, and to hold the State of Illinois harmless during the prosecution of such work, and assume all liability for damages to person or property due to accident or otherwise by reason of the work which it to be performed under the provision of said permit.

SECOND: That all authorized officials of the MUNICIPALITY are hereby instructed and authorized to sign said working permit on behalf of the MUNICIPALITY

I, _____, hereby certify the Above to be true copy of the resolution passed by the MUNICIPALITY Dated, this _____

of _____ AD. _____

Corporate Seal

By: _____



Resolution for Improvement Under the Illinois Highway Code



Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

Section Number

12-00094-00-BR

BE IT RESOLVED, by the Council of the City

Governing Body Type

Local Public Agency Type

of Lake Forest

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed
LAKE RD	049-6852		Over Ravine (At Woodbine Lane)	Ravine

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Completion of the Phase I study for the Lake Woodbine Bridge project to include an updated traffic analysis, architectural study, structural study, environmental study, and an overall roadway study. This reflects a number of changes to the project from what was originally anticipated.

2. That there is hereby appropriated the sum of Eighty-Seven Thousand Four Hundred Seventy Dollars and 00/100

Dollars (\$87,470.00) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, _____ City Clerk in and for said City
Name of Clerk Local Public Agency Type Local Public Agency Type

of Lake Forest in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Council of Lake Forest at a meeting held on _____
Governing Body Type Name of Local Public Agency Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____
Day Month, Year

(SEAL)

Clerk Signature

Date

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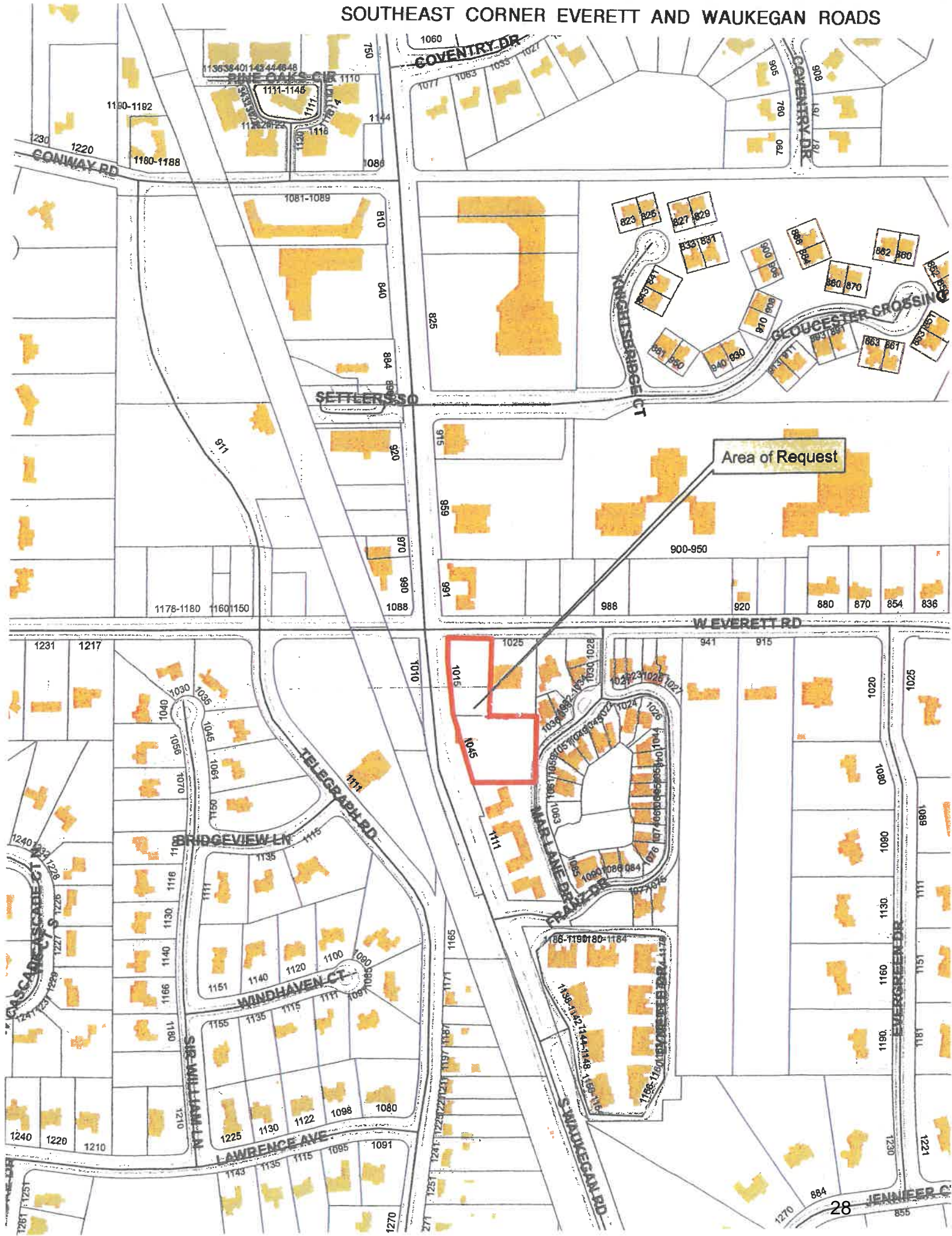
Approved

Regional Engineer
Department of Transportation

Date

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SOUTHEAST CORNER EVERETT AND WAUKEGAN ROADS



THE CITY OF LAKE FOREST

ORDINANCE NO. 2021-_____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AUTHORIZING A MIXED USE DEVELOPMENT INCLUDING A DRIVE THRU, PROFESSIONAL OFFICES ON THE FIRST FLOOR OF A MEDICAL OFFICE BUILDING AND ASSOCIATED VARIANCES ON PROPERTY LOCATED ON THE SOUTHEAST CORNER OF EVERETT AND WAUKEGAN ROADS COMMONLY KNOWN AS 1015 – 1045 S. WAUKEGAN ROAD

WHEREAS, 1015 LLC and 1045 LLC, (Carmen Iosue, Luke and Nicole Mertens, Joshua Iosue, Megan Iosue and Joseph Iosue) ("**Owner/Developer**") intend to redevelop that certain real property located on the southeast corner of Everett and Waukegan Roads and commonly known as 1015 and 1045 S. Waukegan Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the B-1 Neighborhood Business District under the Lake Forest Zoning Ordinance; and

WHEREAS, the Property has historically been the site of a gas station, vehicle service and repair shop, and a garden supply retail business with indoor and outdoor merchandise displays; and

WHEREAS, the Property has been vacant for more than ten years and cited by many as an eyesore at the south entrance to one of the City's business districts; and

WHEREAS, the B-1 District permits a mix of uses, other uses however, including a drive thru and professional offices, are only permitted if approved by the City through the granting of a Special Use Permit; and

WHEREAS, the Owner/Developer has filed a petition (the "**Petition**") for a special use permit ("**SUP**") to authorize a drive thru, professional offices on the first floor and approving variances from parking and setback requirements to allow redevelopment

of the site with a three story medical office building and a small retail building to be occupied by a coffee shop (the "**Improvements**"); and

WHEREAS, the Petition was filed in accordance with the regulations of Section 159.045, Special Uses, of the Lake Forest Zoning Code; and

WHEREAS, the Plan Commission did conduct a properly noticed public hearing on the Petition over the course of three meetings that occurred on September 9, 2020, January 13, 2020 and February 10, 2021 and after having fully heard and having considered the evidence and testimony by all those who wished to testify and after deliberating, voted 5 to 2, to make the following findings and to recommend approval of the "**Proposal**" [being the proposed redevelopment and use of the Property with the Improvements as generally depicted in Exhibit B (the "**Site Plan**")], subject to the terms and conditions of approval hereinafter set forth:

Findings

1. The proposed use will not be detrimental to or endanger public health, safety, morals, comfort or general welfare. The proposed uses, a small retail building and a medical office building will not generate excessive traffic, noise, odors, light or after hours activities. Ingress and egress points are located to minimize safety hazards for pedestrians and vehicles. The current plan eliminates several existing curb cuts closest to the intersection. Reducing the number of curb cuts limits the number of potential conflict points for pedestrians and vehicles.
2. The proposed use will not be injurious to the use and enjoyment of property in the immediate vicinity or substantially diminish property values. The site has been an eyesore for an extended period of time. The proposed use is an appropriate transitional use adjacent to the residential neighborhoods to the east and south. The neighboring residential development will be enhanced from the current conditions along the perimeter of the property with the planned installation of a solid fence and 10 foot wide landscaping bed including canopy trees.
3. The use will not impede the normal and orderly development and improvement of the surrounding properties. The majority of properties in the area are developed. The proposed use and site development will enhance the entrance to the Waukegan Road/Settlers' Square Business District and the

overall streetscape creating interest and signaling to passersby that they are entering an active area.

4. The site plan provides for pedestrian pathways through and along the development site. The pedestrian paths are separated to the extent possible from the drive thru and are clearly identified.
5. The drive thru is sited, configured and screened in a manner that is consistent with the character of the area. Perimeter landscaping and enhancements are proposed as part of the development along the drive thru lane and at the intersection. The drive thru lane is in part screened by the building. The site design in combination with the planned landscaping serve to minimize the visual impacts of the drive thru on the streetscape.
6. The drive thru as proposed does not interfere with on street traffic. The access points to the overall development are set apart from the drive thru lane.
7. The exterior architectural appearance of the buildings and overall site has been reviewed and endorsed by the City's Building Review Board.
8. Adequate utilities and roadways exist to support the proposed development. Stormwater management will be improved across the site. Areas of the site where stormwater currently runs off uncontrolled will be addressed by the installation of stormsewers. The amount of impervious surface on the site will be slightly decreased.

WHEREAS, the City Council (i) concurs with the findings of the Plan Commission, (ii) finds that the uses and Improvements included in the Proposal and as authorized herein will satisfy the requirements of Section 159.045(E) of the Zoning Code, and (iii) subject to the terms and conditions herein set forth, finds and determines that it is in the best interests of the City and its residents to approve the Proposal and grant the SUP inclusive of the requested variances as set forth in the Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY MAYOR AND THE CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE. **Recitals:** The foregoing recitals are incorporated into this Ordinance as if fully set forth.

SECTION TWO. **Approval of SUP:** Pursuant to Section 159.045 of the Zoning

Code and subject to the limitations set forth in the City Code and the conditions set forth in Section Three of this Ordinance, the City Council hereby approves the Proposal and grants the SUP authorizing the use and related Improvements on the Property, as more fully depicted on the Site Plan.

SECTION THREE: **Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property must be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Compliance with the Plans. The Improvements (including on-site landscaping and screening) must be developed on the Property in substantial compliance with the Site Plan; provided, however, that final plans for signage, exterior lighting and landscaping shall be subject to the review and recommendation of the Building Review Board and ultimate approval of the City Council.
- D. Fees and Costs.
The Owner/Developer shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner/Developer (or the successor of Owner) shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose

such lien in the name of the City as in the case of foreclosure of liens against real estate.

E. Use Limitations.

The drive thru shall only be used for a coffee shop type business. Any proposed use for another purpose including, but not limited to, a fast food restaurant or a bank shall be subject to further review and approval by the City through a public review process.

As needed based on parking demand and in order to offer convenient and available on site parking for customers and patients, employee parking shall be directed off site through agreements with nearby private property owners or in the public parking lots on the west side of the railroad tracks through the purchase of permits or payment of daily fees.

F. Improvements and Site Operations

1. The property owner either directly or through the tenants, shall be responsible for assuring that a plan for off site parking is developed. Parking for employees, customers and patients is prohibited on residential streets. The City shall be notified at least 30 days in advance of pending changes to off site parking arrangements.
2. Sightline studies shall be prepared for the ingress and egress points to and from the development and shall be subject to review and approval by the City Engineer with the goal of maximizing pedestrian and vehicle visibility and safety. On an ongoing basis, the property owner shall be responsible for managing vegetation in the areas adjacent to the ingress and egress points to maintain adequate sightlines.
3. A lighting reduction plan shall be provided to the City and will be subject to review and approval by staff to assure that light impacts on neighboring residential properties are minimized especially during after business hours.
4. The final signage, lighting and landscaping plans shall be subject to review by the Building Review Board with particular attention to establishing a streetscape character consistent with the overall business district and mitigating impacts on nearby properties through design elements.

SECTION FOUR: Amendment to Ordinance. Any amendments to the terms, conditions, or provisions of this Ordinance that may be requested after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject

to the standards and limitations, provided in Section 159.045 of the Zoning Code, including an amendment to the SUP itself in the manner provided in the Zoning Code and by applicable law.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council as set forth in a resolution duly adopted without public notice or hearing, be of no force or effect if Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 60 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit C and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS ____ DAY OF _____, 2021.

AYES:

NAYS:

ABSENT:

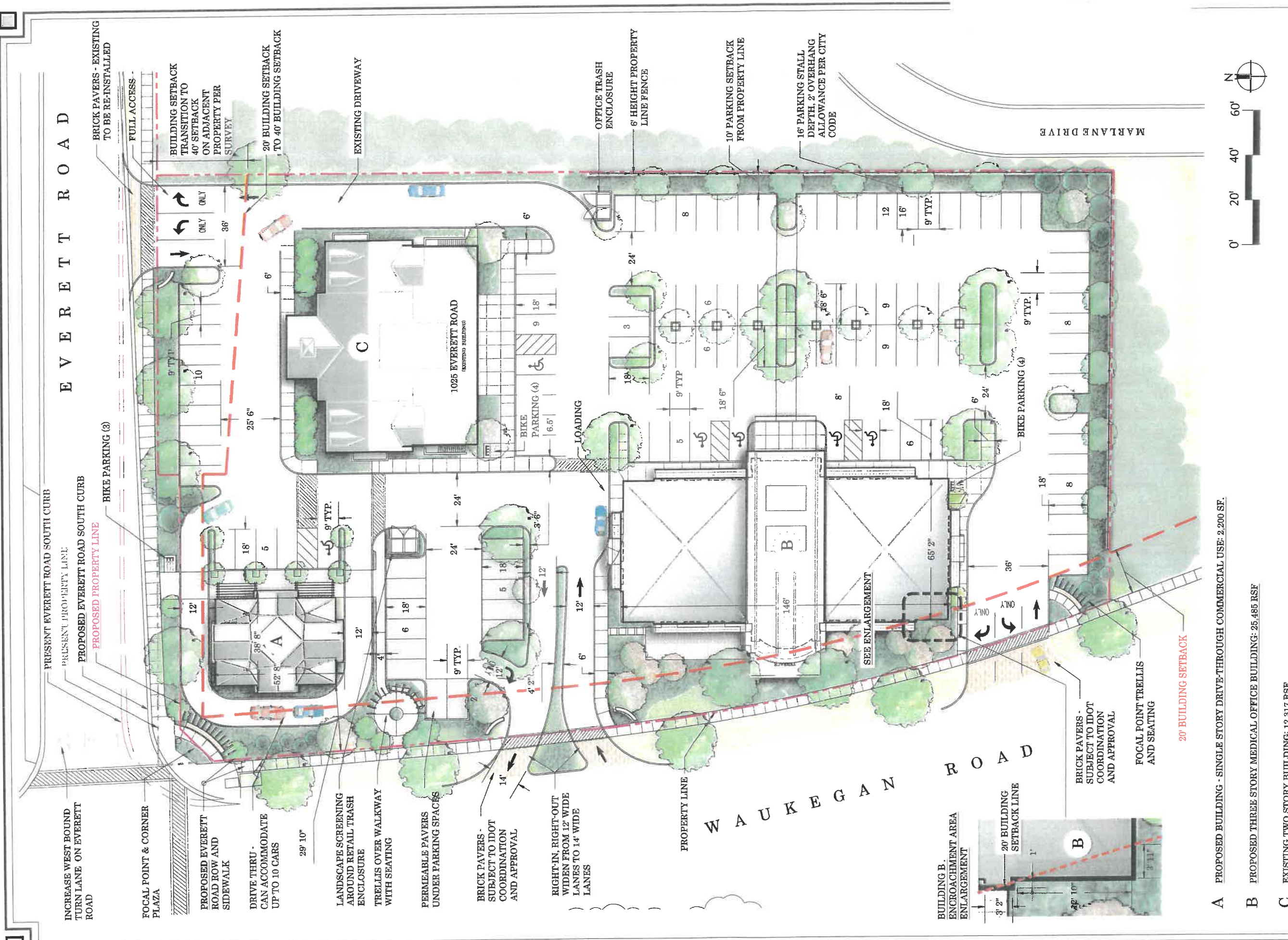
ABSTAIN:

APPROVED THIS ____ DAY OF _____, 2021.

MAYOR

ATTEST:

City Clerk



- A PROPOSED BUILDING - SINGLE STORY DRIVE-THROUGH COMMERCIAL USE: 2,200 SF.
- B PROPOSED THREE STORY MEDICAL OFFICE BUILDING: 25,485 RSF
- C EXISTING TWO STORY BUILDING: 12,317 RSF.

BUILDING A, B AND C TOTAL AREA: 40,002 SF.
PARKING RATIO 2.9 CARS/1,000 SF.
PROPERTY AREA: 2.30 ACRES, ZONING B-1
IMPERVIOUS AREA: 1.908 ACRES (PREVIOUS IMPERVIOUS AREA 1.99 ACRES)
LANDSCAPE AREA: 17%

117 PARKING SPACES (6 ADA SPACES + 111 TYP. SPACES)
(4) ADA PARKING SPACES REQUIRED PER ADA STANDARDS, (6) PROVIDED.
A, B AND C TOTAL PARKING SPACES: 117 SPACES

CONCEPTUAL SITE PLAN

EVERETT AND WAUKEGAN ROAD

Lake Forest, IL

February 1, 2021

Iosue Investment, LLC

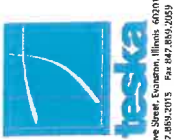
1025 Everett Road

Lake Forest, IL 60045

Jack Frigo

(847) 940 2200

Jack@FrigoCompany.com



537 (Case Sheet) Everett, Illinois - 0201
Tel: 847.280.2015 Fax: 847.280.2019

THE CITY OF LAKE FOREST

ORDINANCE NO. 2021- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN AND A HEIGHT VARIANCE FOR THE PROPERTY LOCATED AT 1015 AND 1045 S. WAUKEGAN ROAD

WHEREAS, 1015 LLC and 1045 LLC (Carmine Iosue 65%, Luke and Nicole Mertens 14%, Joshua Iosue 7%, Megan Iosue 7% and Joseph Iosue 7%) ("**Owner**") are the owners of that certain real property commonly known as 1015 and 1045 S. Waukegan Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the B-1, Neighborhood Business District; and

WHEREAS, the Owner desires to construct a medical office building and a retail building including site improvements and landscaping on the property ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on January 6, 2021; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the B-1 Neighborhood Business District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,
3. the main mass of the building generally complies with the height limitation in the zoning district; the parapet and a limited central element exceed the permitted height and generally conform to the height of limited elements of other buildings in the area,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code and the City's home rule authority and other statutory powers, and

subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans, as modified in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action, attached hereto.
- D. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals

set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- E. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2021.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2021.

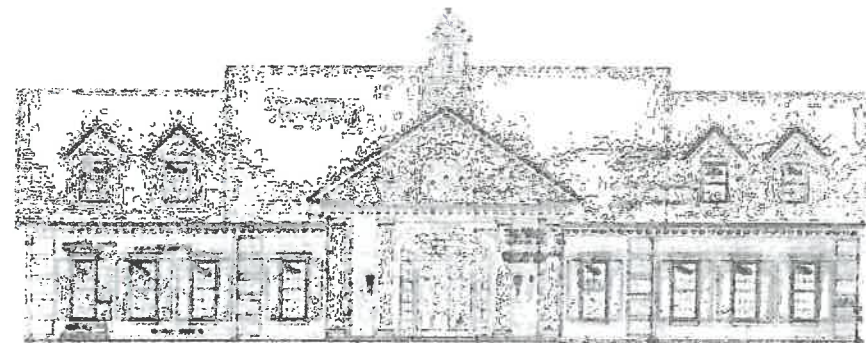
Mayor

ATTEST:

City Clerk

The Plans

A: Retail Building



C: 1025 West Everett

EXISTING BUILDING



B: Office Building

Campus Building Elevations



MELICHAR ARCHITECTS
THE PRACTICE OF FINE ARCHITECTURE

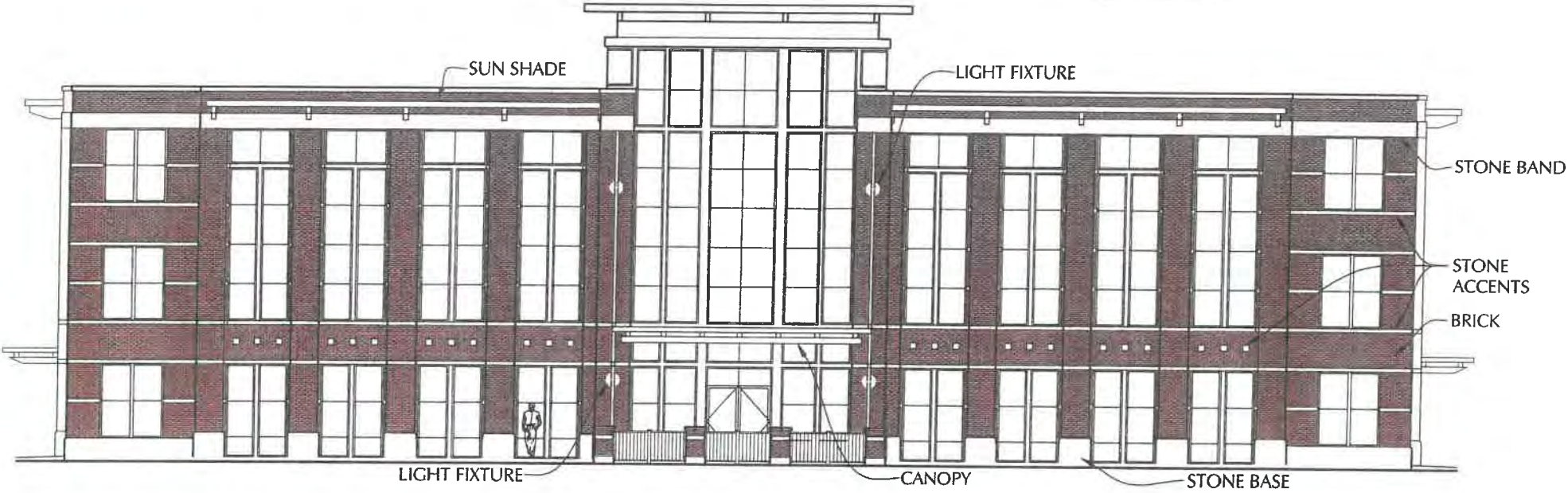
207 EAST WESTMINSTER LAKE FOREST, ILLINOIS 60045
P 847-295-2440 F 847-295-2451 © 2020 MELICHAR ARCHITECTS

PROPERTY DEVELOPMENT FOR
IOSUE INVESTMENT, LLC
AT EVERETT AND WAUKEGAN ROAD
LAKE FOREST, IL

JOB NO.: 1918

ISSUE DATE: DEC. 18, 2020

The Plans



BUILDING B - SCHEMATIC WEST (WAUKEGAN ROAD) ELEVATION
SCALE: 1/16" = 1'-0"



BUILDING B - SCHEMATIC SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



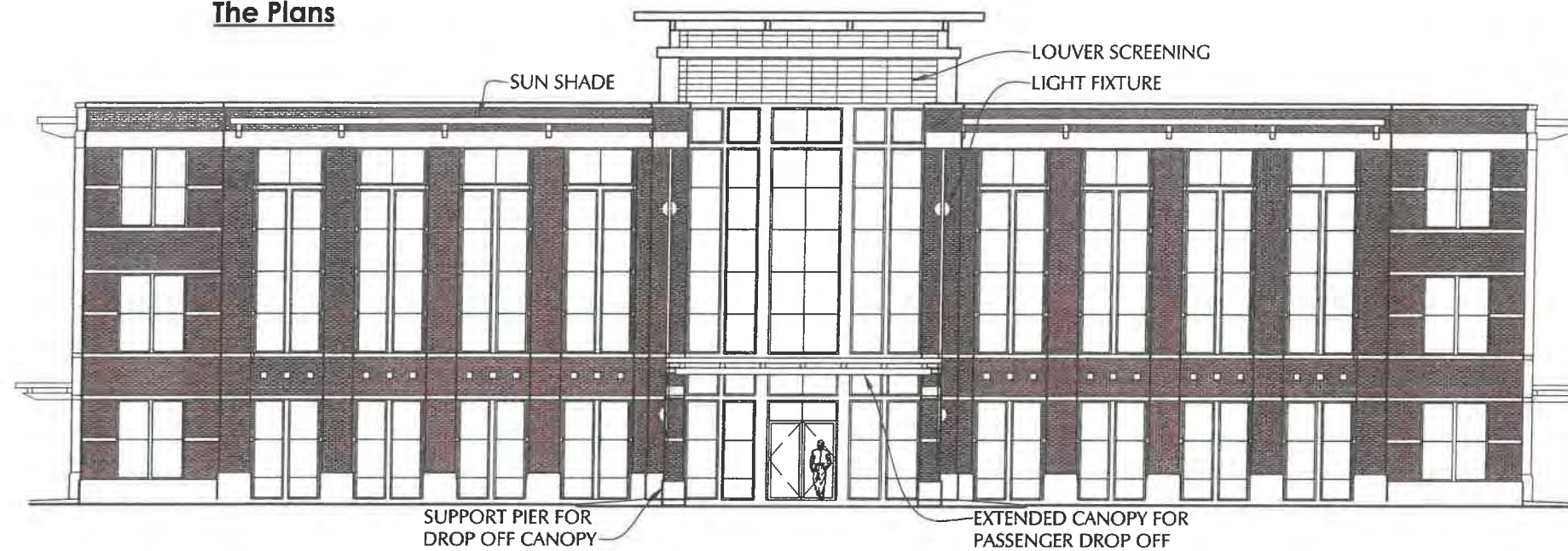
MELICHAR ARCHITECTS
THE PRACTICE OF FINE ARCHITECTURE

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PROPERTY DEVELOPMENT FOR
IOSUE INVESTMENT, LLC
AT EVERETT AND WAUKEGAN ROAD
LAKE FOREST, IL

JOB NO.: 1918

ISSUE DATE: DEC. 28, 2020
42

The Plans

BUILDING B - SCHEMATIC EAST ELEVATION

SCALE: 1/16" = 1'-0"



BUILDING B - SCHEMATIC NORTH ELEVATION

SCALE: 1/16" = 1'-0"



MELICHAR ARCHITECTS
THE PRACTICE OF FINE ARCHITECTURE

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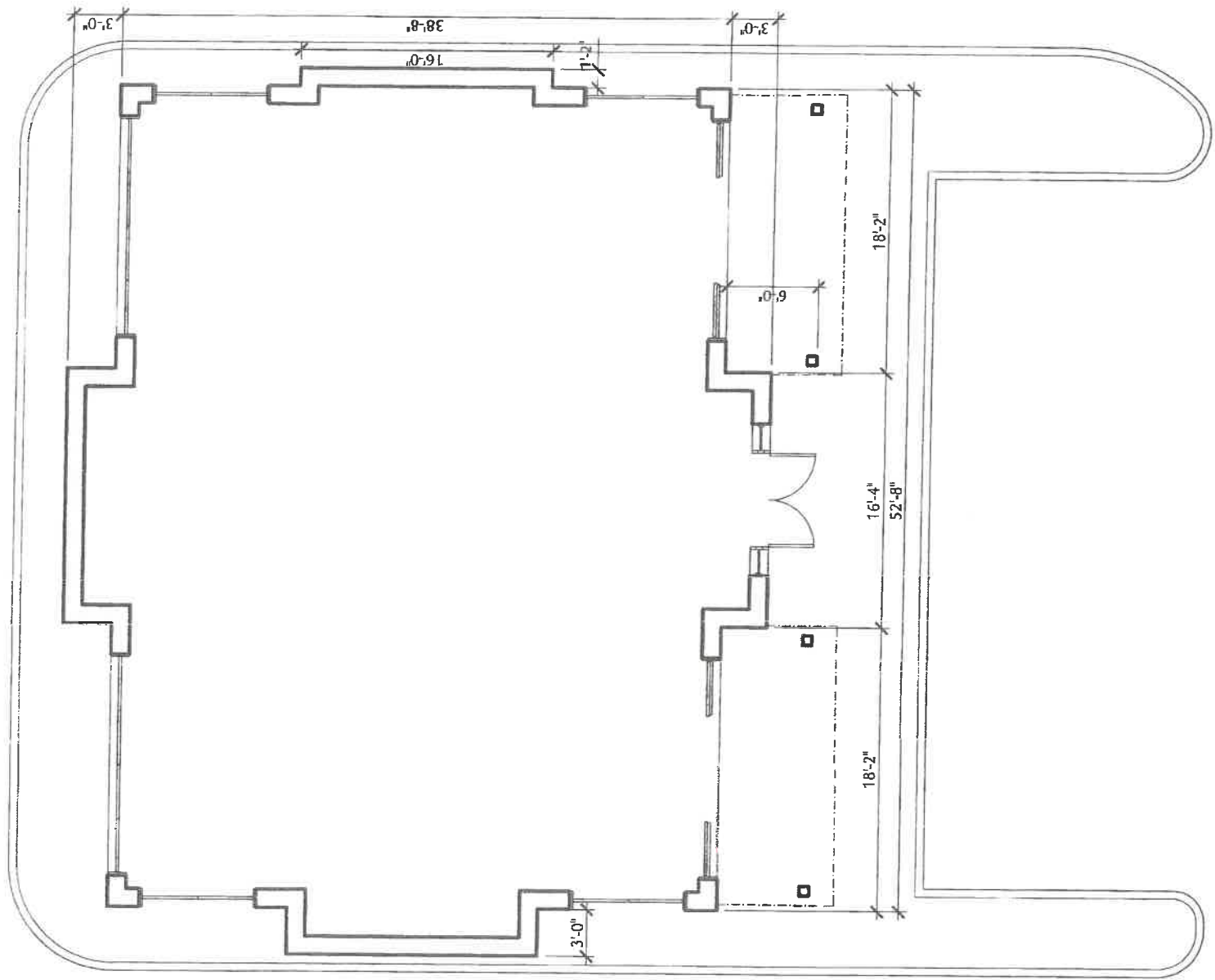
PROPERTY DEVELOPMENT FOR
IOSUE INVESTMENT, LLC
AT EVERETT AND WAUKEGAN ROAD
LAKE FOREST, IL

JOB NO.: 1918

ISSUE DATE: DEC. 18, 2020

The Plans

RETAIL BUILDING - ELEVATION & FLOOR PLAN





MELICHAR ARCHITECTS
THE PRACTICE OF FINE ARCHITECTURE
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PROPERTY DEVELOPMENT FOR
IOSUE INVESTMENT, LLC
AT EVERETT AND WAUKEGAN ROAD
LAKE FOREST, IL

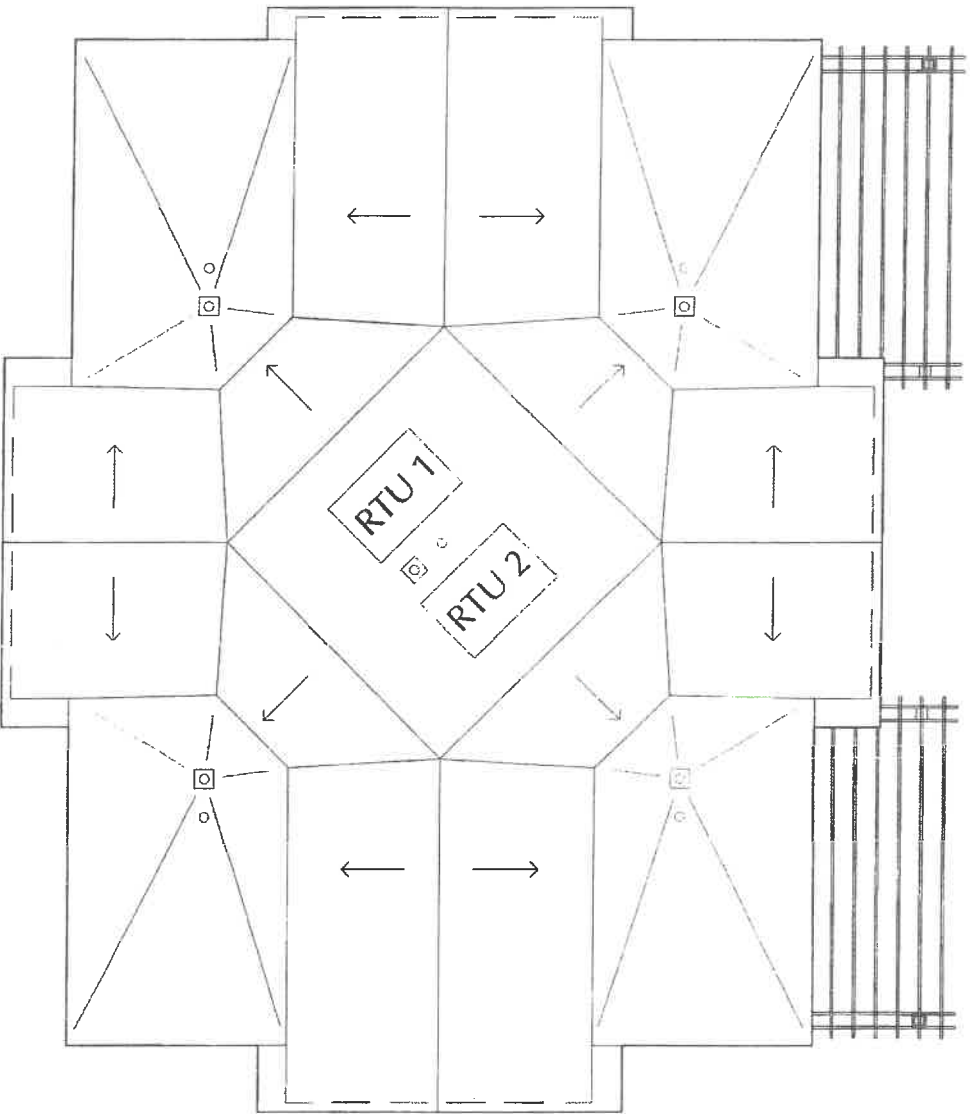
JOB NO.: 1918
DWG. NO.:
ISSUE DATE: DEC. 28, 2020

The Plans

RETAIL BUILDING - ELEVATION & ROOF PLAN



BUILDING A - SCHEMATIC NORTH ELEVATION
Scale: 1/8" = 1'-0"



BUILDING A - SCHEMATIC ROOF PLAN
Scale: 1/8" = 1'-0"





MELICHAR ARCHITECTS
THE PRACTICE OF FINE ARCHITECTURE
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PROPERTY DEVELOPMENT FOR
IOSUE INVESTMENT, LLC
AT EVERETT AND WAUKEGAN ROAD
LAKE FOREST, IL

JOB NO.: 1918
DWG. NO.:
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