

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 Programming 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.*

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| <b>ORDINANCES</b> |
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| <b>OLD BUSINESS</b> |
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| <b>NEW BUSINESS</b> |
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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 Isoue 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 Isoue 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.

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

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| <b>ADJOURNMENT</b> |
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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](http://www.cityoflakeforest.com).*