

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, July 19, 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 7:41pm, 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 July 19, 2021 City Council meeting is being held remotely.

A. Assessment Notices

Mayor Pandaleon Noted that Lake County has begun mailing Assessment Notices, “the blue cards” to all Lake Forest residents. He explained that all residents have 30 days to file any appeal of their property assessed valuation. Mayor Pandaleon directed Lake Forest Property owners to the Lake County’s website for additional information.

COMMENTS BY CITY MANAGER

B. Report on a Dispatch Services Agreement between the Village of Glenview and the City of Lake Forest for Calendar Years 2022 through 2028
- Jason Wicha, City Manager

City Manager, Jason Wicha gave a brief overview regarding a Dispatch Services agreement between the Village of Glenview, and the City of Lake Forest, an item on tonight’s omnibus agenda. He introduced Finance Director, Elizabeth Holleb, who provided a detailed presentation outlining the feasibility study conducted in 2012 regarding 911 consolidation, specific items from the previous agreement, and the current recommendation to extend the contract. Additionally, Ms. Holleb presented the cost projections for the extension period through FY 2028.

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

COMMITTEE REPORTS

FINANCE COMMITTEE

Mayor Pandaleon asked for a motion to open the Public Hearing.

PUBLIC HEARING ON THE CITY'S ANNUAL APPROPRIATION ORDINANCE

Alderman Morris made a motion to open a Public Hearing on the City's Annual Appropriation Ordinance, seconded by Alderman Rummel. 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.

OPEN PUBLIC HEARING

Mayor Pandaleon opened the Public Hearing at 7:58 p.m.

Finance Director Elizabeth Holleb provided a brief overview of the legal mechanism regarding the Annual Appropriation Ordinance.

There were no comments from the public.

The Mayor asked if there was anyone from the public who would like to comment. Seeing none, he closed the Public Hearing at 8:00 p.m.

CLOSE PUBLIC HEARING

Alderman Morris made a motion to close a Public Hearing on the City's Annual Appropriation Ordinance, seconded by Alderman Rummel. 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.

1. Consideration of the Annual Appropriation Ordinance for FY2022 and Approval of Rollovers (Final Reading – Public Hearing Required)

Following the Public Hearing, the Mayor asked for a motion.

COUNCIL ACTION: Conduct a public hearing on the City's FY2022 Annual Appropriation Ordinance. Upon closing the public hearing, it is recommended that the City Council consider approval of the final reading of the Ordinance (page 29) and the rollovers

Alderman Morris made a motion to approve of the final reading of the Ordinance and the rollovers, seconded by Alderman Rummel. 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.

2. GFOA Certificate of Achievement for Excellence in Financial Reporting Award Presentation

Finance Chair Morris gave a brief presentation congratulating Assistant Finance Director, Diane Hall for receiving the GFOA Certificate of Achievement for Excellence in Financial Reporting.

3. Consideration of an Ordinance Providing for the issuance of not to exceed \$8,500,000 General Obligation Refunding Bonds, Series 2021, for the purpose of refunding certain outstanding general obligation bonds of the City, providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on said bonds, authorizing and directing the execution of an escrow agreement in connection with the issuance of said bonds, and authorizing the sale of said bonds to the winning bidder thereof (First Reading)

Finance Director, Elizabeth Holleb provided further background regarding bond parameters. She displayed the City's current outstanding bond obligations, and explained the recommendation to refinance the 2013 GO Bond issue. Ms. Holleb further explained the Bond Parameter Ordinance, which set the structure for the bond issues to proceed. This included a time period of when this could occur, debt servicing, and the value of debt service savings.

The City Council had discussion regarding the limit of 5% and what the current market conditions are.

The City Council had additional discussion regarding future debt capacity.

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

COUNCIL ACTION: Approval of first reading of the bond ordinance

Alderman Goshgarian made a motion to approve of first reading of the bond ordinance, seconded by Alderman Buschmann. 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.

4. Approval of an additional FY21 Transfer out of the General Fund as directed by the City Council in the Estimated Amount of \$4.26 Million to Fund One-Time Expenditures, to be determined at a later date.

Finance Director, Elizabeth Holleb gave a brief presentation regarding an additional transfer out of the General Fund for FY 21. She provided background of the FY 21 Budget Development timeline, and displayed how the FY 21 fiscal year compared to previous years, and the significance of the current surplus. Ms. Holleb explained how the budgeting process took more of a conservative approach, as sales tax reporting, income tax reporting and building permit revenue were impacted by the COVID-19 pandemic. Finally, Ms. Holleb outlined specific amount to be allocated to additional funds within the City, to allow for additional programs to continue to function.

The City Council had discussion regarding online sales tax collected by local governments. The City Council had additional discussion regarding the reserve fund level.

COUNCIL ACTION: Approval of an additional FY21 Transfer out of the General Fund as directed by the City Council in the Estimated Amount of \$4.26 Million to Fund One-Time Expenditures, to be determined at a later date.

Alderman Buschmann made a motion to approve of an additional FY21 Transfer out of the General Fund as directed by the City Council in the Estimated Amount of \$4.26 Million to Fund One-Time Expenditures, to be determined at a later date, seconded by Alderman Weber. 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.

***Mayor Pandaleon moved the New Business item, Consideration of a Recommendation from the Building Review Board in Support of New Designs and Plans for the Amberley Woods Courtyard Homes. (Waive First Reading and Grant Final Approval of an Ordinance) to be heard here. Detailed information is below.

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 June 21, 2021, City Council Meeting Minutes**
3. **Approval of July 19, 2021, SPECIAL City Council Workshop Meeting Minutes**
4. **Approval of the Check Register for the Period of May 22 – June 25, 2021**
5. **Approval of Amendments to the Lake Forest Cemetery Commission Investment Policy**
6. **Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance**
7. **Approval of both a Change Order to the Agreement with H.W. Lochner, Inc. and an IDOT Resolution for Additional MFT Funds for Phase I Design of the Lake/Woodbine Vehicle Bridge in the Amount of \$27,328**
8. **Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**
9. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
10. **Approval of an IDOT Resolution and Use of MFT Funds in the Amount of \$186,170 for the Everett & Waukegan Road Intersection Phase II Base Design and the Phase I & Phase II Right-Hand Turn Lane Design Supplement, and the Ratification of Expenses Related to the Additional Evaluation of the Intersection in the Amount of \$45,348, to Civiltech Engineering, Inc.**
11. **Authorize the Mayor and City Manager to Execute Documents Extending the Dispatch Services Agreement between the Village of Glenview and the City of Lake Forest for Calendar Years 2022 through 2028**
12. **Consideration of a Recommendation from the Plan Commission in Support of a Special Use Permit for "Lucky Duck", a Tapas Restaurant Proposed in Westwood Center, 950 N. Western Avenue. (If desired by the Council, Waive First Reading and Grant Final Approval of the Ordinance.)**

COUNCIL ACTION: Approval of the twelve (12) Omnibus items as presented

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately. Seeing none, he asked for a motion.

Alderman Goshgarian made a motion to approve the twelve (12) 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

1. **Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding Alcoholic Beverages (final approval)**

COUNCIL ACTION: Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding Alcoholic Beverages

Mayor Pandaleon asked the Council if there were questions. Seeing none, he asked for a motion.

Alderman Weber made a motion to approve of an Ordinance Amending the City of Lake Forest City Code Regarding Alcoholic Beverages, 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.

2. **Consideration of an Ordinance Amending the Fee Schedule to reflect changes to the Liquor Code (final approval)**

COUNCIL ACTION: Consideration of an Ordinance Amending the Fee Schedule to reflect changed to the Liquor Code (Final Approval)

Mayor Pandaleon asked the Council if there were questions. Seeing none, he asked for a motion.

Alderman Goshgarian made a motion to approve of an Ordinance Amending the Fee Schedule to reflect changed to the Liquor Code (*Final Approval*), 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.

NEW BUSINESS

***This item was heard earlier in the meeting

1. **Consideration of a Recommendation from the Building Review Board in Support of New Designs and Plans for the Amberley Woods Courtyard Homes. (Waive First Reading and Grant Final Approval of an Ordinance)**

Cathy Czerniak, Director of Community Development provided an in depth presentation regarding a recommendation from the Building Review Board in support of new designs and plans for the Amberley Woods Courtyard Homes. Ms. Czerniak explained why this item has been placed on the agenda for City Council discussion. She began by providing extensive background explaining the initial discussion that took place on February 3, regarding the 19 vacant lots in the Amberley Woods Courtyard.

At the February meeting, the Building Review Board continued the petition, finding that the overall design, exterior materials and quality of the homes as then presented was not consistent with the existing homes in the development or the homes in the surrounding developments. The petitioner returned to the Building Review Board in April with revised plans, presenting four different floor plans that would be available to potential buyers. The Board commended the petitioner for remaining consistent with existing architecture in Lake Forest. The Board recommended additional refinements to the proposed materials to be utilized. To prevent delays in the project, the Building Review Board agreed to create a subcommittee of two members, which met with the developer to resolve the outstanding items.

At the June meeting, the Building Review Board unanimously endorsed the plans presented, subject to the specified conditions including landscaping and lighting. In addition to receiving a presentation from the petitioner, the Building Review Board received a number of letters from property owners residing near the development, regarding roofing material which were shared with the City Council.

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John Barry offered comments to the City Council
Wayne Urbanek offered comments to the City Council
Keith Krebs offered comments to the City Council

The City Council had lengthy discussion regarding the future aspects of the development and each member provided lengthy comments.

COUNCIL ACTION: If determined to be appropriate by the City Council, accept the recommendation of the Building Review Board and waive first reading of an ordinance approving the new plans for the Amberley Woods Courtyard homes and grant final approval

OR

Modify the recommendation of the Building Review Board and approve first reading of the Ordinance and direct staff and the City Attorney to modify the conditions and findings as appropriate and present the revised Ordinance to the Council for final action at a future meeting.

OR

Remand the petition to the Building Review Board for further consideration.

Alderman Goshgarian made a motion to accept the recommendation of the Building Review Board and waive first reading of an ordinance approving the new plans for the Amberley Woods Courtyard homes and grant final approval, 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.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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Alderman Karras discussed the potential of a farmers market in the fall at the west side train station.

ADJOURNMENT

There being no further business Mayor Pandaleon asked for a motion. Alderman Rummel made a motion to adjourn, seconded by Alderman Preschlack. Motion carried unanimously by voice vote at 10:01 pm.

*Proceedings of the Monday, July 19, 2021
Regular City Council Meeting*

Respectfully Submitted
Margaret Boyer, City Clerk

A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting www.cityoflakeforest.com. Click on I Want To, then click on View, then choose Archived Meetings Videos.