

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

Monday, April 18, 2022

Immediately following the Finance Committee meeting at 6:30pm.

CALL TO ORDER AND ROLL CALL **immediately following Finance Committee at 6:30 p.m.**

Honorable Mayor, George Pandaleon

James E. Morris, Alderman First Ward

Jim Preschlack, Alderman Third Ward

Jennifer Karras, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Melanie Rummel, Alderman Second Ward

Raymond Buschmann, Alderman Fourth Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

- A. Approval of a Resolution of Appreciation for retiring employee Friedrich Hoeft**

A copy of the resolution can be found beginning **on page 13**

COUNCIL ACTION: Approval of a Resolution of Appreciation for retiring employee Friedrich Hoeft

- B. Approval of a Resolution of Appreciation for Joanna Rolek, Executive Director at Lake Forest Lake Bluff Chamber of Commerce**

A copy of the resolution can be found beginning **on page 14**

COUNCIL ACTION: Approval of a Resolution of Appreciation for Joanna Rolek, Executive Director at Lake Forest Lake Bluff Chamber of Commerce

- C. Approval of an Arbor Day Proclamation**

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

COUNCIL ACTION: Approval of an Arbor Day Proclamation

- D. 2022-2023 Board and Commission Appointments and Reappointment's**

PARKS & RECREATION BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
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Mark Gorman	APPOINT	4

A copy of the volunteer profile sheet can be found on **page 16**

COUNCIL ACTION: Approve the Mayor's 2022-2023 Board and Commission Appointments and Reappointment's

2. COMMENTS BY CITY MANAGER

A. Municipal Electrical Aggregation Update
-Layla Werner, Management Analyst

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

FINANCE COMMITTEE

1. Approval of the Comprehensive Fiscal Plan for FY2023

PRESENTED BY: James Morris, Finance Committee Chairman
Staff Contact: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests approval of the Comprehensive Fiscal Plan for Fiscal Year 2023 (May 1, 2022 to April 30, 2023).

BACKGROUND/DISCUSSION: The City Council Finance Committee has reviewed various components of the Comprehensive Fiscal Plan for FY2023 at several public meetings over the past seven months. The Comprehensive Fiscal Plan includes the annual operating and capital budget for FY23, but also incorporates other financial related aspects including the Strategic Plan, financial policies, Five-Year Capital Improvement Program, five year financial forecasting, debt obligations, pay plan and personnel. The proposed Comprehensive Fiscal Plan is presented for final approval this evening. The document has been provided to the City Council under separate cover and was made available on the City's web site on April 11, 2022.

The following changes have been made to the budget figures since the March 14 Finance Committee meeting:

- Compensation adjustments are now reflected within the operating department budgets for all funds
- FY22 year-end estimates have been reviewed and revised.
- Minor changes to the Five-Year Capital Improvement Plan

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council Finance Committee	3/14/22	Operating Budget Workshop
City Council Finance Committee	1/18/22	Capital Budget Update
City Council	12/6/21	Adoption of Tax Levy; Fees
City Council	11/15/21	First Reading – Tax Levy; Fees
City Council Finance Committee	11/8/21	Capital Budget; Tax Levy; Fees
City Council Finance Committee	10/18/21	Fiscal Policy; Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed revenues for FY2023 total \$99.5 million compared to total expenditures for FY2023 of \$97.7 million. The proposed plan is balanced with all operating expenditures covered from current revenues. Capital expenditures are funded from current revenues and reserves in excess of the City Council's Fiscal Policy.

COUNCIL ACTION: Approval of the Comprehensive Fiscal Plan for Fiscal Year 2023

2. Annual Vendor Approval

PRESENTED BY: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests approval of the vendors listed on **page 18** for FY2023.

BACKGROUND/DISCUSSION: Section 38.37 of the City Code sets forth the authority to approve other purchases and contracts. On June 15, 2020, the City Council approved revisions to Chapter 38 of the City Code to increase the Council approval threshold from \$20,000 to \$25,000 effective May 1, 2020.

Section 38.37(A) provides that contracts with vendors or other providers delivering supplies or services on an unspecified but ongoing basis in annual amounts anticipated to exceed \$25,000 shall be presented to the City Council for consideration as part of the review and approval of the City budget.

The attached list identifies the vendors requested for approval for FY2023, with an indication of their approvals for FY2019-FY2022, if applicable. The City Council will continue to approve any single purchase over \$25,000 as specified in Chapter 38 of the City Code.

BUDGET/FISCAL IMPACT: Approval of the attached vendor list does not have an immediate fiscal impact. The amounts designated for each vendor for FY2023 have been included in the annual budget.

COUNCIL ACTION: Approval of the attached list of vendors (page 18) for Fiscal Year 2023.

3. **Consideration of an Ordinance making a Supplemental Appropriation for the Fiscal Year Beginning May 1, 2021 and Ending April 30, 2022 (First Reading, and if Desired by the City Council, Final Approval)**

*PRESENTED BY: Alderman James Morris, Finance Committee Chairman and
Elizabeth Holleb, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: It is recommended that the City Council approve a supplemental appropriation at the end of each fiscal year for any fund that is anticipated to exceed the original appropriation. Staff requests first reading and if desired by the City Council, final approval of an Ordinance making a supplemental appropriation in Fiscal Year 2022.

BACKGROUND/DISCUSSION: Based on year-end estimates provided by operating departments during the FY2023 budget development, supplemental appropriations are anticipated to be required as follows:

Motor Fuel Tax Fund - \$150,000

Current projections for expenses in this fund would exceed the FY22 appropriation ordinance. On July 19, 2021, the City Council approved the use of MFT Fund reserves for the Everett & Waukegan Road Intersection Phase II Base Design and the Phase I and Phase II Right-Hand Turn Lane design supplements. It was noted at the time that a supplemental appropriation would be submitted at the close of the fiscal year, if needed.

BUDGET/FISCAL IMPACT: The supplemental appropriation required to meet legal compliance as presented in the Ordinance is: \$150,000 in the Motor Fuel Tax Fund. The supplemental appropriation is funded from Fund balance reserves.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance (page 19) making a supplemental appropriation for the fiscal year beginning May 1, 2021 and ending April 30, 2022

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. **Approval of April 4, 2022, City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 22**

COUNCIL ACTION: Approval of April 4, 2022, City Council Meeting Minutes

2. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with the Women's Board of Northwestern Lake Forest Hospital Holding a Raffle in The City of Lake Forest. (Approval by Motion)**

STAFF CONTACT: Margaret Boyer, City Clerk (847.810.3674)

PURPOSE AND ACTION REQUESTED: Staff requests City Council consideration of waiving the fidelity bond requirement in connection with a proposed raffle from the Women's Board of Northwestern Lake Forest Hospital.

BACKGROUND: In January 2020 the City Council approved an Ordinance Amending Chapter 110, titled "Licenses and Miscellaneous" related to Raffles, to align these sections with recent State of Illinois Legislation. Section 110.0149, J, allows the raffle manager designated by the organization to seek a waiver of the bond requirement from the City Council.

At this time the Women's Board of Northwestern Lake Forest Hospital is requesting a waiver of the bond requirement and has submitted a request. A copy of the request can be found beginning on **page 29**.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with the Women's Board of Northwestern Lake Forest Hospital Holding a Raffle in The City of Lake Forest. (Approval by Motion)

3. Approval of a Twelve (12) Month Renewal Agreement with XO Communications for SIP Telecommunication Services at an Estimated Expense of \$30,500

STAFF CONTACT: Joseph Gabanski, Assistant IT Director (847-810-3591)

PURPOSE AND ACTION REQUESTED: Staff requests that the City enter into a twelve (12) month renewal agreement with XO communications for telephone business exchange access lines (SIP Trunks), local and long-distance services.

BACKGROUND/DISCUSSION: XO Communications, parent company Verizon, has been providing Citywide telephone services since 2015 parallel to the use of the ShoreTel telephone system. The current offering of Session Initiated Protocol (SIP) service connects all City desktop phones to the public telephone network and has not changed since its initial installation. While there are other companies that offer SIP services, XO's servicing is handled through Advanced Telecommunications of Illinois (ATI). This allows ATI to maintain support for the entire City ShoreTel telephone system and service dependencies, simplifying troubleshooting efforts when issues occur.

BUDGET/FISCAL IMPACT:

With the support of Wilson Consulting, a telecommunications consultant, the current service was competitively bid through an RFP process in 2015. At that time, XO was the lowest cost service that was ShoreTel certified. XO offers the value add of invoice simplification with a single point of contact and one invoice for all services. The requested expense is estimated due to the variability of actual telephone usage.

Has City staff obtained competitive pricing for proposed goods/services? **No**
Administrative Directive 3-5, Section 6.1I – Existing Relationship

Below is an estimated summary of the telecommunications budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund Non-Dept. 101-2501-453.53-10	\$70,000	\$30,500	Y

COUNCIL ACTION: Approval of a Twelve (12) Month Renewal Agreement with XO Communications for SIP Telecommunication Services at an Estimated Expense of \$30,500

4. **Award a One-Year Professional Services Agreement for the City Engineering Services to Gewalt Hamilton Associates, Inc., to Include Authority to Provide Permit Reviews when the Full Cost is Reimbursable by the Developer or Property Owner, and Authorize the City Manager to Execute an Agreement with Two Additional One-Year Optional Renewals**

STAFF CONTACT: Byron Kutz, Superintendent of Engineering (810-3555)

PURPOSE AND ACTION REQUESTED: The Public Works Committee is recommending City Council award a one-year professional services agreement for the City engineering services to Gewalt Hamilton Associates, Inc., to include authority to provide permit reviews when the full cost is reimbursable by the developer or property owner, and authorize the City Manager to execute an agreement with two additional one-year optional renewals.

BACKGROUND/DISCUSSION: The City Surveyor and Engineer is needed to fulfill all statutory requirements and assist with plan reviews for watershed development, commercial development, and IEPA / IDOT permits. Recent plan reviews have primarily focused on applications that fall under the regulations of the Watershed Development Ordinance governed by the Lake County Stormwater Management Commission. In addition, as needed the City Engineer spends time reviewing plans for all the City's large infrastructure projects including storm sewers, ravines, water mains, and bridges. The assigned engineer from GeWalt Hamilton has been extremely responsive and has been able to participate in a multitude of meetings requested of him. Staff has also been very pleased with the engineer's quality of work.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	4/6/22	Reviewed and Approved Request to Enter Into a 1-Year Professional Services Agreement, with two additional one-year optional renewals
City Council	4/15/19	Approved 3-Year Professional Services Agreement
City Council	2/1/16	Approved 3-Year Professional Services Agreement
City Council	4/15/13	Approved 3-Year Professional Services Agreement

BUDGET/FISCAL IMPACT: On March 14, 2022, the City published a Request for Proposals (RFP hereafter) for City engineering services. The RFP required engineering firms to submit their proposals by March 28, 2022. A selection committee was formed of three staff members who work closely with the City Engineer to review the firms' qualifications.

Eleven engineering firms obtained the RFP document; two provided proposals. In the past when the City's engineering staff contacted engineering firms to inquire why they had not submitted a response, reasons provided ranged from the needed services not being in the firm's expertise, to the firms being too busy.

Based on reliable and quality service that has been provided over the past nine years, the staff committee recommended to the Public Works Committee that GeWalt Hamilton should be retained as the City Engineer for the next year, with two additional one-year optional renewals.

Gewalt Hamilton is the engineer for Lake Forest College. If at any point in the future, Lake Forest College proposes any development, expansion, or infrastructure modifications, such plans would be reviewed by in-house Engineering Staff or by another consultant. In addition, Gewalt Hamilton Associates has committed to not performing any engineering services for other private/commercial Lake Forest clients while working as the role of City Surveyor and Engineer.

The City budgets \$43,000 annually for City engineering services as they specifically pertain to City projects or issues requiring input from the City Engineer. Any dollars expensed for permit reviews are reimbursed by the developer or property owner. Not knowing how many new permit requests might be submitted throughout a fiscal year makes it difficult to estimate how much more than the \$43,000 will be spent for permit review services.

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

Company Name	Fee Schedule (Hourly Rate Range)
Gewalt Hamilton Associates, Inc.	\$69 - \$160
James Anderson Company	\$85 - \$135

After careful consideration, Gewalt Hamilton Associates, Inc. were unanimously selected by the selection committee as the recommended candidate. The basis for the selection was as follows:

- Gewalt Hamilton Associates, Inc. met and surpassed all qualifications outlined in the RFP.
- Gewalt Hamilton Associates, Inc. has extensive experience in providing municipal engineering services and has provided City Engineer services successfully for the City since 2013.
- Gewalt Hamilton Associates, Inc. has presented a reasonable fee schedule associated with their proposed teams.

FY 2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund Operating Budget 101-3747-435.35-10	\$43,000	\$43,000	Y

COUNCIL ACTION: Award a One-Year Professional Services Agreement for the City Engineering Services to Gewalt Hamilton Associates, Inc., to Include Authority to Provide Permit Reviews when the Full Cost is Reimbursable by the Developer or Property Owner, and Authorize the City Manager to Execute an Agreement with Two Additional One-Year Optional Renewals

5. **Award proposal from Northern Divers USA to purchase and install 3 new pumps for the Spruce and Sheridan Sanitary Sewer Lift Station for the Sum of \$94,725 Plus a 5% Contingency of \$4,750 for a Total of \$99,475.**

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff requests City Council approval to award the proposal to Northern Divers USA to replace three sanitary sewer pumps at the Spruce and Sheridan Sanitary Sewer Lift Station for the sum of \$99,475.

BACKGROUND/DISCUSSION: The Water Plant Operators monitor and operate the following five Sanitary Sewer Lift Stations located throughout town: Spruce and Sheridan, Bluffs Edge, Villa Turicum, Westfork and Willow Lakes. A sixth location on Oak Knoll will be operational soon. A lift station is a pumping station that discharges wastewater from lower elevations to higher elevations where it is sent via a force main to the North Shore Water Reclamation District to be treated. The lift station at Spruce and Sheridan is the largest station with six sewer pumps. The other four station operate with two pumps. The pumps are controlled by a programable logic controller (PLC) that monitors the flow into the station's wet well and automatically turns on pumps to clear the wet well. The station is designed to have up to 4 pumps running at once if necessary to meet the inflow demand. The pumps turn on and off in high flow situations by following the setpoints in the PLC. There are two redundant pumps at this station to allow for pump maintenance.

The existing pumps have been maintained, rebuilt at least three times each since being put into service in 1987 and are reaching the end of their useful life. Parts are available for rebuilding, however the amount of parts needed to be replaced along with the labor to remove, replace, align, and install the rebuilt pump of this age has begun to exceed the cost of a new pump. Staff worked with the pump supplier to ensure that the new pumps will fit properly into our current piping configuration. The RFP for the pump replacement project went out to bid in February of 2022. The replacement pumps currently have a 15-week lead time. The remaining three pumps currently have remaining service life. The pumps receive annual performance evaluations which determine rebuild/replacement scheduling.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
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Public Works Committee	4/6/2022	Reviewed and Recommended Approval
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BUDGET/FISCAL IMPACT: The Project followed the public bidding process. The invitation for the project was publicly advertised in the Paper. On March 11, 2022, staff received two proposals to replace the pumps (see chart below).

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

Company Name	Total FY 2022
Northern Divers USA	\$94,725
Illinois Pump	\$112,758

Upon reviewing the received bids, staff recommends proceeding with the low responsive proposal submitted by Northern Divers USA. They have successfully completed projects at the Water Plant, Sewer Lift Stations, and other City buildings. The favorable proposal amount to replace all three pumps will allow the project to be completed as designed.

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested Including Contingency	Budgeted? Y/N
Water Fund CIP 508-6003-467.67.57	\$100,000.00	\$99,475.00	Y

COUNCIL ACTION: Award proposal from Northern Divers USA to purchase and install 3 new pumps for the Spruce and Sheridan Sanitary Sewer Lift Station for the Sum of \$94,725 Plus a 5% Contingency of \$4,750 for a Total of \$99,475.

6. Consideration of a Request from the School of St. Mary for a Waiver of City Fees Assessed to Support an Upcoming Special Event. (Approval by Motion)

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

PURPOSE AND ACTION REQUESTED: Consistent with the process outlined in the Special Event Administrative Directive, a request for a waiver of fees for City services to support a Special Event is presented to the Council for consideration.

BACKGROUND/DISCUSSION: The School of St. Mary Parent Association ("the event organizer") applied for a permit to hold a Special Event on Saturday, April 23. The event is the Crusader 5K

Run/1 Mile Walk and will require short term closures on Illinois Road and Frost Place as walkers and runners travel from the School of St. Mary on Illinois Road to the bike path at the end of Frost Place. This route has worked successfully in the past and was developed with input from various City departments, including the Police Department. The event will occur early on a Saturday morning to minimize conflicts with traffic. The event organizer will be contacting all residents living along the route to advise them of the short term closure.

City services are requested by the event organizer including delivery of barricades and parking cones to several locations along the route and Police Officer presence at various intersections to protect the safety of those participating in the event as well as members of the public. In accordance with the Fee Schedule adopted annually by the City Council, fees for City services were calculated for this event and assessed in the total amount of \$1,765.00. A written request to the City Council was submitted by the event organizer and is included in the Council packet, **page 30**.

COUNCIL ACTION: If desired by the City Council, approve a motion granting the request of the School of St. Mary Parent Association waiving the fees in the amount of \$1,765.00 as assessed by the City to support an upcoming special event.

7. Consideration of a Recommendation from the Plan Commission in Support of a Special Use Permit for “Duffer’s”, a New Restaurant Proposed in Westwood Center, 950 N. Western Avenue. (If desired by the Council, Waive First Reading and Grant Final Approval of the Ordinance.)

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

PURPOSE AND ACTION REQUESTED: A recommendation from the Plan Commission is presented for City Council consideration as part of the Omnibus Agenda.

BACKGROUND/DISCUSSION: Duffer’s, a casual, family friendly, golf themed restaurant and bar is proposed in the existing commercial building at Westwood Center. The restaurant will front on Western Avenue and will bring energy and activity to the streetscape. Indoor and outdoor seating will be offered seasonally, the front windows will open to offer a fresh air dining experience and limited seating is planned along the front of the building. This new restaurant is a partnership between Jeff Urso (Donati’s) and Joe Knesley (Chief’s), two local restauranteurs, each with a strong following. The restaurant will share a kitchen with Donati’s/Jefe’s, Tacos. Shared kitchens are more frequent today as restaurants respond to the need to be flexible and strive to remain economically viable. Golf simulators are planned in the restaurant to offer a unique dining and recreational experience, an amenity not offered elsewhere in Lake Forest.

The City Code classifies restaurants located within 150’ of residential zoning districts as special uses and therefore, a public hearing on this matter was conducted by the Plan Commission. Restaurants located further away from residential properties are permitted outright, no public review process is required.

No public testimony was presented to the Commission on this petition. The Commission voted 5 to 0 to recommend approval of a Special Use Permit to authorize Duffer’s to the City Council subject to conditions of approval consistent with previous approvals for restaurants in

Westwood Center. The conditions as recommended by the Commission are detailed in the ordinance which is included in the Council packet beginning on **page 31**. In summary, the conditions address the overall site, hours of operation, parking, noise, outdoor dining, ventilation, deliveries and use of the alley.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving a Special Use Permit for Duffer's at Westwood Center, 950 N. Western Avenue in accordance with the Plan Commission's recommendation.

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

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS
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9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 12** of this packet.

Office of the City Manager

April 13, 2022

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 APPRECIATION

WHEREAS, FRIEDRICH HOEFT has been a dedicated employee of The City of Lake Forest since March 5, 1985 as Maintenance Worker with the Water & Sewer Department and as Assistant Supervisor for this past year; and

WHEREAS, FRIEDRICH HOEFT has been relied upon for all facets of the Department for his expertise as the primary backhoe operator to repair mainbreaks, install water and sewer lines, repair storm catch basins and called upon to aid other operating Sections special projects; and

WHEREAS, FRIEDRICH HOEFT has used his 40 years of experience and knowledge of in the water and sewer field to educate and train his co-workers with operating equipment, emergency response during flooding and mainbreak events, utility locates, fire hydrant maintenance and storm and sanitary sewer maintenance; and

WHEREAS, FRIEDRICH HOEFT provided many devoted years and long hours as a main-line snow plow driver and equipment operator for hauling snow; and

WHEREAS, FRIEDRICH HOEFT has been a dependable and dedicated employee, who took pride in the services he provided, the quality of work he performed and the care of the equipment he operated; and

WHEREAS, FRIEDRICH HOEFT will honorably retire from the City on **March 11, 2022**; and

WHEREAS, FRIEDRICH HOEFT served in the following positions during his dedicated career:
Maintenance Worker II and Water & Sewer Assistant Supervisor

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the administration and residents of the community, hereby expresses its appreciation and gratitude to **FRIEDRICH HOEFT** for a public service faithfully performed; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **FRIEDRICH**, with a copy to be included in the official minutes of the April 18, 2022 meeting of the Lake Forest City Council.

Mayor



Resolution of Appreciation

WHEREAS, Joanna Rolek, a former Lake Bluff resident and current Executive Director of the Lake Forest/Lake Bluff Chamber of Commerce is celebrating her 25th business anniversary; and

WHEREAS, Joanna Rolek has steadfastly served our community for over 25 years, and

WHEREAS, Joanna Rolek has brought the Lake Forest/Lake Bluff Chamber of Commerce through the birth of the Internet, Google, Amazon, and has tirelessly advocated for all local business and small business owners in the North Shore; and

WHEREAS, Joanna Rolek has devoted the past 25 years of her career to representing and serving over 500 Lake Forest/Lake Bluff Chamber of Commerce members in one of the largest chambers on the North Shore; and

WHEREAS, Joanna Rolek has sought to develop and enrich the next generation of business owners and entrepreneurs through her contributions of instruction and mentorship to the students of Lake Forest High School, Lake Forest College, and other young people in our community;

WHEREAS, Joanna Rolek has fostered innovation, friendships, and a legacy of compassion and service to our community;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the administration and residents of the community, hereby expresses its deep appreciation and gratitude to Joanna Rolek.

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to Joanna Rolek, with a copy to be included in the official minutes of the **April 18, 2022**, meeting of the Lake Forest City Council.

George A. Pandaleon, Mayor



PROCLAMATION

WHEREAS, Arbor Day will be officially observed in the State of Illinois on Friday, April 29, 2022, by proclamation of the Governor and the planting of trees on Arbor Day is a traditional activity throughout the State and The City of Lake Forest, and

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

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

WHEREAS, the celebration of Arbor Day 2022 in Lake Forest will include the distribution of tree seedlings to the public at designated locations, and Arbor Day 2022 will be celebrated throughout the day in programs at schools and other locations; and at Northcroft Park (located at 1365 S. Ridge Rd), on Friday, April 29 at 10:00 a.m., where the City's official Arbor Day tree, one oak tree, will be planted, and

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

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

NOW, THEREFORE, I, George Pandaleon, Mayor of The City of Lake Forest, do hereby proclaim Friday, April 29, 2022, as ARBOR DAY in The City of Lake Forest, and I urge all citizens to support efforts to protect our trees and woodlands, to support our City's forestry program, to plant trees on this day, and to join in the celebration ceremonies.

IN WITNESS HEREOF, I have hereunder set my hand and have had the Seal of The City of Lake Forest affixed this 18th day of April, 2022.

George Pandaleon, Mayor

Contact Info

First Name: Mark
 Last Name: Gorman
 E-mail: mark.f.gorman@gmail.com
 Title: Co-founder and Board Member
 Organization:
 Address: 240 Kimberly Ln
 Address Line 2:
 City: LAKE FOREST
 State: Illinois
 Zip: 60045-3890
 Mobile Phone: (847) 769-6325
 Home Phone:
 Notes:

Resident Data/Stats

Ward: Ward 4
 Precinct: West Deerfield 386
 US Citizen: Yes
 Registered Voter: Yes
 Lake Forest Resident since(YYYY): 2011
 Business Name:
 Type of Business:
 Business Phone:
 Position:
 Date of Birth (Optional):
 Education: University of Arizona, MBA with
 concentration in Finance
 Marquette University, B.S. Accounting
 CPA, 1981 (license no longer maintained)
 Spouse's Name: Nancie Campbell
 Children's Birth Years:

Interest in Community Positions

Mayor: No Interest at this time
 Alderman: No Interest at this time
 #67 School Board: No Interest at this time
 #115 School Board: No Interest at this time
 Caucus Committee: No Interest at this time
 Audit Committee: I am currently applying / Consider me for this position in the future
 Board of Fire & Police Commissioners: I am currently applying / Consider me for this position in the future
 Building Review Board (BRB): I am currently applying / Consider me for this position in the future
 Cemetery Commission: No Interest at this time
 Committee Representing Our Young Adults (CROYA): No Interest at this time
 Construction Codes Commission: No Interest at this time
 Elawa Farm Commission: No Interest at this time
 Fireman's Pension Fund - Board of Trustees: I am currently applying / Consider me for this position in the future
 Gorton Community Center Board of Directors: No Interest at this time
 Historic Preservation Commission: No Interest at this time
 Legal Committee: No Interest at this time
 Library Board: No Interest at this time
 Park & Recreation Board: I am currently applying / Consider me for this position in the future
 Planning Commission Labels: I am currently applying / Consider me for this position in the future
 Police Pension Fund - Board of Trustees: I am currently applying / Consider me for this position in the future
 Senior Resources Commission: No Interest at this time
 Zoning Board of Appeals (ZBA): No Interest at this time
 Other Positions:

Other Considerations

Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

Travel schedule relatively flexible and can be managed around meeting requirements.

Please list any current or previous community service activities, interests, directorships, etc. -- public or private. For each activity please indicate years served and positions held:

Have not held community Board positions in the past.

I have served on numerous business Boards and I am currently on the Board of Altan Pharma Ltd since 2015.

Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

Over the course of my career I have developed significant experience in all key areas of sales, marketing, finance, capital expenditures, business planning and analysis, forecasting, manufacturing etc. Key experience includes:

Abbott Laboratories, 1983-2007 (retired)

1. Financial Planning and Analysis (1983-1987)

2. Numerous domestic and international general management positions at Abbott, the last prior to retirement, the Corporate Officer responsible for Abbott's Medical Nutrition business.

3. Chief Operating Officer and Board Member, Idex Helath and Science (2011 - 2014)

4. Co-founder and Board Member, Altan Pharma Ltd (2015 to Present)

References (Optional):

Sean Murphy, Lake Forest resident and business contact, 847-772-5607

Happy to provide more if needed.

Please state briefly why you are volunteering to serve The City of Lake Forest:

I am significantly reducing the time I commit to private business activities and I would like to give back to the community after many years of enjoying the benefits afforded to Lake Forest residents through the dedication of previous individuals that have made LF a great place to live.

Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee.:

I do not believe there would be anything significant unless an issue arose with a close personal or business contact but that is highly unlikely.

The City of Lake Forest
FY2023 City Council Vendor Approvals - April 18, 2022
DRAFT for consideration by City Council on 4/18/22

Section 38.37(A) of Lake Forest City Code: Vendors or other providers delivering supplies or services on an unspecified but ongoing basis in annual amounts anticipated to be more than \$25,000, such contracts or similar authorizations shall be presented to the City Council for consideration as part of the review and approval of the City's annual budget. Individual purchases of \$25,000 or greater still require specific City Council approval.

<u>Department</u>	<u>Vendor</u>	<u>Approved FY2019</u>	<u>Approved FY2020</u>	<u>Approved FY2021</u>	<u>Approved FY2022</u>	<u>Proposed FY2023</u>	<u>Description:</u>
Human Resources	Clark Baird Smith	50,000	70,000	70,000	70,000	70,000	Professional Services - legal
Police	LaLuzerne & Smith	50,000	50,000	60,000	60,000	60,000	Professional Services - City Prosecutor
Finance	Speer Financial	35,000	35,000	35,000	35,000	35,000	Financial Advisory Services
Non-Department	North Shore Gas Company	45,000	45,000	45,000	45,000	45,000	Utility Services
Non-Department	ComEd	75,000	75,000	75,000	75,000	70,000	Utility Services
Non-Department	AT&T	55,000	55,000	55,000	55,000	55,000	Utility Services
Human Resources	IL Dept of Employment Security	75,000	75,000	75,000	87,000	87,000	Unemployment insurance
Non-Department	Constellation Energy Services	380,000	380,000	380,000	385,000	425,000	Utility Services
Human Resources	IRMA	1,250,000	1,250,000	1,250,000	1,250,000	1,450,000	Member Contribution and Deductibles
Parks/Recreation	NSSRA	275,000	275,000	315,000	300,000	300,000	Membership and inclusion services
Parks/Recreation	Friends of LF Parks and Rec	35,000		57,000	57,000	72,000	Special Event Contributions/Audit Cost
Cemetery	William Blair & Company	30,000	30,000	30,000	30,000	30,000	Cemetery investment services
Innovation/Tech	Comcast of Chicago	24,000	24,000	24,000	33,000	33,000	Internet and television services
Innovation/Tech	Heartland		40,000	40,000	30,000	30,000	ArcServe and VMWare maint; IT consulting
Public Works	Avalon Petroleum						Fuel - The amount designated is for all associated purchases over the fiscal year. Price quotes are obtained with each individual order.
Public Works	Gas Depot						
Public Works	Al Warren Oil Company						
Public Works	Bell Fuels, Inc				300,000	300,000	
Public Works	Mansfield Oil Company						
Public Works	Texor Fuel Services						
Public Works	Conserv FS						
City Manager	Verizon Wireless				150,000	150,000	Wireless/cellular services - State Bid
						3,212,000	

THE CITY OF LAKE FOREST

ORDINANCE NO. _____

**AN ORDINANCE MAKING A SUPPLEMENTAL APPROPRIATION FOR
THE FISCAL YEAR BEGINNING MAY 1, 2021
AND ENDING APRIL 30, 2022**

WHEREAS, on July 19, 2021, The City of Lake Forest adopted Ordinance No. 2021-042 entitled *“An Ordinance Making Appropriation for Corporate Purposes and for the Public Schools of the City of Lake Forest, County of Lake and State of Illinois, for the Fiscal Year Commencing May 1, 2021 and Ending April 30, 2022”* (*“Appropriation Ordinance”*); and

WHEREAS, there is either additional revenue available to the City or estimated to be received by the City, which additional revenue became available or was estimated to be received subsequent to the adoption of the Appropriation Ordinance, or there is revenue available to the City from fund balances available when the Appropriation Ordinance was adopted but that were not appropriated at that time; and

WHEREAS, pursuant to 65 ILCS 5/8-2-9, the Mayor and City Council have determined that it is proper and necessary to appropriate such revenue through the adoption of this Ordinance;

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 incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Supplemental Appropriation. The City Council hereby approves a supplemental appropriation for the objects and purposes as set forth in the schedule attached hereto as Exhibit A.

SECTION THREE: Effective Date. This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2022

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2022

Mayor

ATTEST:

City Clerk

EXHIBIT A:

Supplemental Appropriation Schedule

Motor Fuel Tax Fund \$150,000

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Tuesday, April 4, 2022
City Council Meeting - City Council Chambers
220 E Deerpath

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:30pm, 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

A. Approval of a Resolution of Appreciation for Retiring Deputy Fire Chief, Kevin Cronin

Mayor Pandaleon read the Resolution of Appreciation for Retiring Deputy Fire Chief, Kevin Cronin.

COUNCIL ACTION: Approve the Resolution of Appreciation for Retiring Deputy Fire Chief, Kevin Cronin

Deputy Fire Chief, Kevin Cronin thanked the City Council and staff for their kind remarks and recognition. He expressed gratitude for the community and organization.

Alderman Goshgarian made a motion to Approve the Resolution of Appreciation for Retiring Deputy Fire Chief, Kevin Cronin, seconded by Alderman Preschlack. The following voted "Aye": Alderman Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 7-Ayes, 0 Nays, motion carried.

COMMENTS BY CITY MANAGER

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

COMMITTEE REPORTS

PUBLIC WORKS COMMITTEE

1. **Report on the 2022 Patching & Resurfacing Project (Omnibus Item overview)**
 - **Michael Thomas, Director of Public Works**

Director of Public Works, Michael Thomas, provided a brief overview of the patching and resurfacing project explaining the various items that are done in house, and items that the City will contract out. Mr. Thomas explained that funding was reduced this year, due to the usage of asphalt. He explained that the work will be done from May 2022- July 2022 to avoid school traffic. Additionally, Mr. Thomas displayed a map explaining the various roads that will be resurfaced during 2022.

The City Council thanked Mr. Thomas for prioritizing concerns over Conway Road.

- 2. Authorize the City Manager to Execute an Agreement for Construction of the Burr Oak Area Storm Sewer Project to DiMeo Brothers, Inc. in the Base Amount of \$3,896,876 Plus a 10% Contingency of \$389,688. Contingent Upon Final Legal Counsel Approval of the Lake Forest / Lake County Stormwater Management Commission Inter-Governmental Agreement (SMC IGA hereafter), Approve a Change Order in the Amount of \$655,150 Plus a 10% Contingency of \$65,515 for a Total Not-to-Exceed Project Amount of \$5,007,229**

Director of Public Works, Michael Thomas, provided background regarding the timeline of the project, beginning in early May, and the communications pieces being created for the project. Mr. Thomas stated that from the 2019 storm water study conducted, the Burr Oak storm sewer was listed as a top priority. He further explained the bidding process stating DiMeo Brothers being utilized by the City before in addition to using engineering assistance to identify changes that need to be made. Mr. Thomas highlighted the communications plan explaining the usage of in-person meetings, letters mailed to residents, flyers, and the usage of all digital forms of communication.

The City Council asked clarifying questions regarding the construction of the 1401 N Western Avenue building.

COUNCIL ACTION: Authorize the City Manager to Execute an Agreement for Construction of the Burr Oak Area Storm Sewer Project to DiMeo Brothers, Inc. in the Base Amount of \$3,896,876 Plus a 10% Contingency of \$389,688. Contingent Upon Final Legal Counsel Approval of the Lake Forest / Lake County Stormwater Management Commission Inter-Governmental Agreement (SMC IGA hereafter), Approve a Change Order in the Amount of \$655,150 Plus a 10% Contingency of \$65,515 for a Total Not-to-Exceed Project Amount of \$5,007,229

Alderman Rummel made a motion to Authorize the City Manager to Execute an Agreement for Construction of the Burr Oak Area Storm Sewer Project to DiMeo Brothers, Inc. in the Base Amount of \$3,896,876 Plus a 10% Contingency of \$389,688. Contingent Upon Final Legal Counsel Approval of the Lake Forest / Lake County Stormwater Management Commission Inter-Governmental Agreement (SMC IGA hereafter), Approve a Change Order in the Amount of \$655,150 Plus a 10% Contingency of \$65,515 for a Total Not-to-Exceed Project Amount of \$5,007,229, seconded by Alderman Goshgarian. 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.

- 3. Authorize the City Manager to Execute an Agreement for Construction Assistance Services for the Burr Oak Area Storm Sewer Project to GeWalt Hamilton Associates, Inc. in an Amount Not-to-Exceed \$40,250**

Mayor Pandaleon read the item and asked the City Council for comments, seeing none. He asked for a motion

COUNCIL ACTION: Authorize the City Manager to Execute an Agreement for Construction Assistance Services for the Burr Oak Area Storm Sewer Project to GeWalt Hamilton Associates, Inc. in an Amount Not-to-Exceed \$40,250

Alderman Morris made a motion to Authorize the City Manager to Execute an Agreement for Construction Assistance Services for the Burr Oak Area Storm Sewer Project to GeWalt Hamilton Associates, Inc. in an Amount Not-to-Exceed \$40,250, 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.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of March 7, 2022, City Council Meeting Minutes**
- 2. Approval of the Check Register for the Period of February 26 – March 25, 2022**
- 3. Approval of a Resolution Reallocating 2022 Volume Cap to the Village of Buffalo Grove, Illinois**
- 4. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with the School of St. Mary Holding a Raffle in The City of Lake Forest. (Approval by Motion)**
- 5. Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding the Class C-1 and C-3 Liquor Licenses (First reading and if appropriate final approval)**
- 6. Award of the Lowest Responsive and Responsible Proposal for Dialogue Newsletter Printing Services to Lake County Press, Inc., in the Amount of \$40,180 and a contingency in the amount of \$1,800, for a total of \$41,980**
- 7. Approve the Purchase of Mobile Radios for the Fire Department from state bid vendor Motorola Solutions in the Amount of \$100,793.86, of which \$86,137.30 is Grant Funded**
- 8. Approval to Award a Three-Year Contract to First Student for Recreation Department Program and CROYA Bussing Services.**
- 9. Approval to Award the Forest Park Boardwalk Project Design to Hey and Associates, Inc. in the Amount of \$60,000.**
- 10. Award of Bid for the Public Safety Fire Garage Roof Replacement Project to the Lowest Responsive and Responsible Bidder Riddiford Roofing and Authorize the City Manager to Execute an Agreement in the Amount of \$378,636 to Include a 10% Contingency in the Amount of \$38,864 for a Total of \$416,500**
- 11. Award of the Low Bid for the 2022 Patching & Resurfacing Project to Peter Baker & Son Co. and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$850,000**
- 12. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission. (First Reading and if Desired by the City Council, Final Approval)**
- 13. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
- 14. Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**

15. Consideration of Recommendations from the Plan Commission and Building Review Board in Support of Adaptive Reuse and Expansion of an Existing Office Building at 1401 N. Western Avenue for Multi-Family Residential Use (Waive First Reading and Grant Final Approval of Ordinances)

COUNCIL ACTION: Approval of the twelve (15) Omnibus items as presented

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately. Alderman Goshgarian disclosed that he has a financial interest in item #15, and that after City Attorney discussion it was not necessary to recuse himself. Mayor Pandaleon noted item # 9 was brought forward because there has been a donation to the City. Alderman Buschmann inquired about naming rights. City Manager Wicha acknowledged the donor and stated this will be back at the City Council for recognition. Mayor Pandaleon again asked the Council if there were any other items. Seeing none, he asked for a motion. Alderman Karras made a motion to approve the fifteen (15) Omnibus items as presented, 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.

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

Mayor Pandaleon moved this item to be heard earlier in the agenda, following opportunity for citizens to address the city council on non-agenda items.

1. Consideration of a Recommendation from the Parks and Recreation Board in Support of Improvement of the Athletic Fields at Deerpath Park with Artificial Turf Fields and a Request for Authorization to Proceed with Next Steps to Implement the Recommendation

Director of Parks and Recreation, Sally Swarthout, provided an in-depth presentation regarding the recommendation from the Parks and Recreation Board in support of improvements to the athletic fields at Deerpath park. Ms. Swarthout explained the recommendation provides guidance to proceed with next steps on the project. She began by displaying the number of historic cancellations due to weather and field conditions, stating that scheduled practices and games are cancelled due to poor field condition especially during the spring and fall months.

Ms. Swarthout exhibited a project timeline, dating back to 2019 when the Parks and Recreation Master Plan was approved, including the need to improve athletic fields in the City. The timeline walked through the feasibility study, the City Council workshops, the schematic design process, the residential survey, and the various community engagement sessions. Additionally, Ms. Swarthout presented four options discussed by the Parks and Recreation board, ultimately concluding to recommend artificial turf improvements to Deerpath Park.

Finally, Ms. Swarthout reviewed the options for the City Council action. Approve the recommendation from the Park and Recreation Board, reject the recommendation from the Park and Recreation Board, or table the discussion on athletic field improvements.

Members of the City Council offered their opinion and asked clarifying questions. The City Council continued lengthy discussion regarding the options presented to be considered by the City Council.

Mac Elliot offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf and encouraged the Council to build community consensus.

Michele McClain offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting health and safety concerns.

Paul Hamann offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf and encouraged moving play to a dry area.

Mary Galea offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting fiscal responsibility and health concerns.

Erin Lonegran offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf encouraging natural grass improvements.

Richard Chun offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf encouraging the Council to act in the best interest to improve the fields.

Marcus Schabacker offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting injury and environmental impacts.

Yuh Schabacker-Koppel offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf asking the Council to table the item and study natural grass option.

Wiebke Droege offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting that the products are not recyclable, and the option is not sustainable.

Jennifer Turner offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting land preservation.

Erin Helms offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting health concerns and asked the council to consider a dome option.

David Hamming offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting injury.

Brian Dacy offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting dangerous conditions when the grass fields are wet.

Tom Ford offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting that being able to get on a field and play a sport has great impact on children's wellbeing.

Dewey Winebreuner offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting turf fields will not change the character of Lake Forest.

Quinn Garrigan offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf not that the grass fields are unkept and as a coach kids need to get out and play.

Simrata offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting health and safety concerns and lower extremity injury

The City Council took a five-minute break.

Jackie Greca offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting we need to start with engineering.

Deborah Gallagher offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting that the AYSO needs the improvement.

Jodi Cofer offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting health concerns.

Steve Mahn offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting that natural grass drainage doesn't last.

Brady Goodman offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting safety of turf.

Tim Hender offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf encouraging the Council to move this to the next step.

Kate Rother offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting families need this option.

Reid Kelly offered comments to the City Council in favor of athletic field improvements utilizing synthetic turf noting the value of turf fields.

Mary Mathews offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting a different conclusion based on the evidence.

Sally Grover offered comments to the City Council in opposition to athletic field improvements utilizing synthetic turf noting emission concerns on wildlife.

The City Council had additional discussion, asking City staff clarifying questions.

COUNCIL ACTION: Options for Council consideration are offered below.

Approve the recommendation from the Parks and Recreation Board and authorize and direct the City Manager to conduct a Request for Proposals process to select a firm to complete an engineering and design study for artificial turf athletic fields at Deerpath Park. After completion of the Request for Proposals process, return to the City Council for consideration of the award of the contract.

OR

Reject the recommendation from the Parks and Recreation Board and authorize and direct the City Manager to conduct an RFP process for an engineering and design study for natural turf athletic fields or a hybrid approach at Deerpath Park. After completion of the Request for Proposals process, return to the City Council for consideration of the award of the contract.

OR

Table the discussion of athletic field improvements

Alderman Notz made a motion to Approve the recommendation from the Parks and Recreation Board and authorize and direct the City Manager to conduct a Request for Proposals process to select a firm to complete an engineering and design study for artificial turf athletic fields at Deerpath Park. After completion of the Request for Proposals process, return to the City Council for consideration of the award of the contract, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Notz, Preschlack, Goshgarian, and Weber. The following voted "Nay": Alderman Karras, Rummel and Buschmann. 5-Ayes, 3-Nays, motion carried.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
--

ADJOURNMENT

There being no further business Mayor Pandaleon asked for a motion. Alderman Preschlack made a motion to adjourn, seconded by Alderman Goshgarian. Motion carried unanimously by voice vote at 10:45 pm.

Respectfully Submitted
Margaret Boyer, City Clerk

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

THE WOMEN'S BOARD
OF NORTHWESTERN LAKE FOREST HOSPITAL

March 28, 2022

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

Dear Mayor Pandaleon,

The Women's Board of Northwestern Lake Forest Hospital is asking for the City Council's consideration of a waiver for the requirements of the fidelity bond, with regards to our Women's Board 75th Anniversary Gala raffle license application.

The "Diamond Raffle" includes a Jingle Jangle necklace with an estimated value of approximately \$3,000.00 and we anticipate the number of tickets to be sold at 1 for \$20 or 6 for \$100.

Thank you in advance, for your consideration.

Sincerely,



Seamus Collins, VP, Operations, Northwestern Medicine Lake Forest Hospital
On behalf of The Women's Board of Northwestern Lake Forest Hospital



SCHOOL OF ST. MARY

To Learn, To Serve, To Lead

March 22, 2022

Dear City Council of Lake Forest,
Re: Fee Waiver Request

We, the Parent Association of the School of St. Mary are excited to be hosting our second Crusader 5K Run & 1 Mile Walk on Saturday, April 23! As a thriving part of the Lake Forest community, this event is open to the public from all surrounding areas. We feel that after a few years without events this is a great way to build community spirit and to reinforce relationships with more people in the area.

The School of St. Mary is located on two campuses in Lake Forest. Our Primary Grade Center (Preschool thru 3rd grade) is located at 900 West Everett Road in Lake Forest & our Upper Grade Center (4th-8th grade) is located at 185 E. Illinois Rd in Lake Forest. We are a not-for-profit organization that depends upon our Crusader Annual Fund greatly.

This event will allow participants from Lake Forest and all around to see this community's beautiful place. It also has the advantage that it will encourage people to come back here for shopping, dining out & much more! Lake Forest has a lot to offer its visitors!

The School of St. Mary depends greatly on its Crusader Annual Fund (the fundraising arm of the school), in order to cover its overhead, faculty salaries, facility improvements as well as instructional tools to assist in our student's educational process. Events such as this one will allow us to continue serving the children of Lake Forest with a Blue Ribbon winning education.

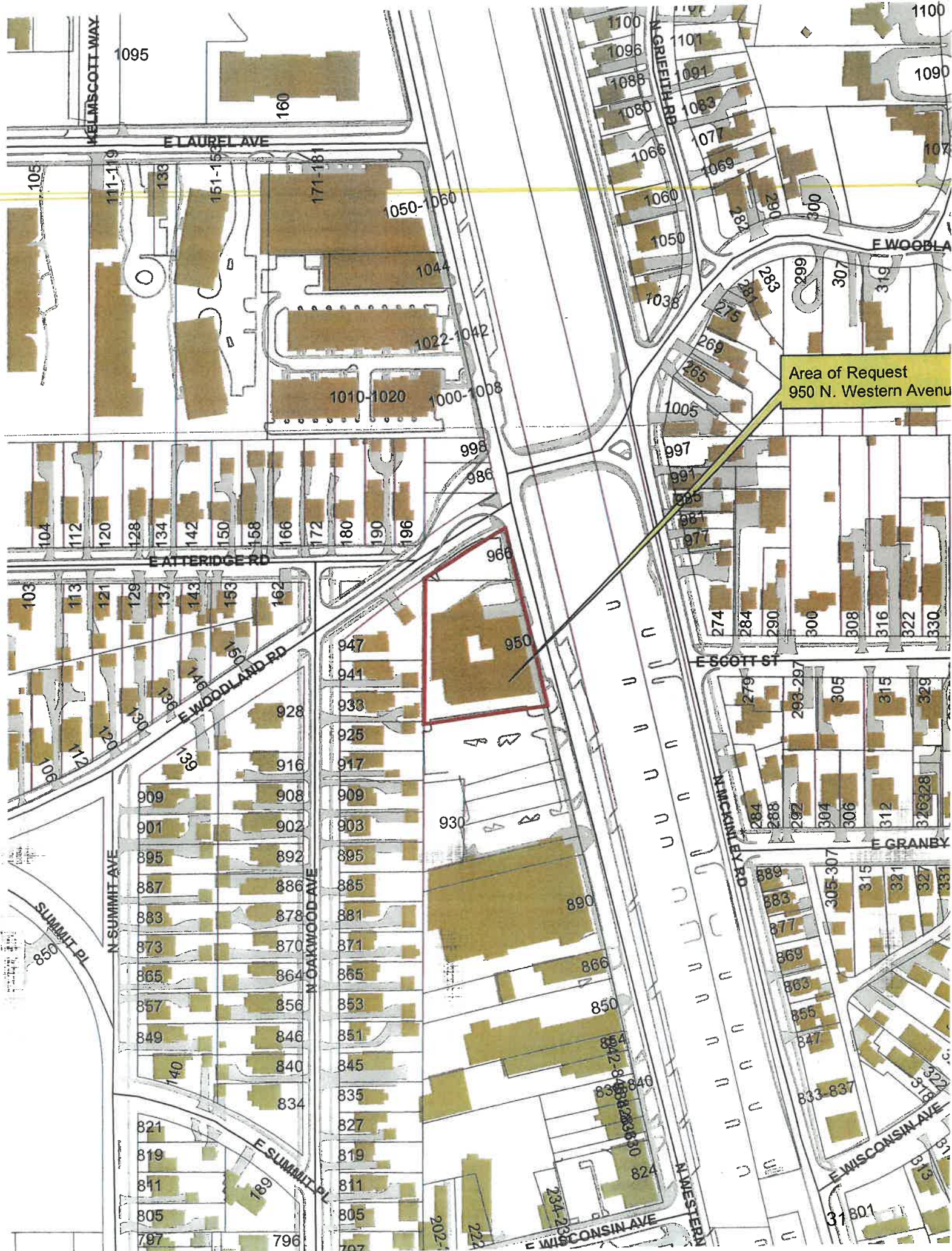
As a cornerstone of the Lake Forest community for over 100 hundred years, we ask you to please waive the event fees of \$1,765 (Invoice #JSE2022-0002) to continue to grow and thrive in Lake Forest.

Sincerely,
The School of St Mary Parent Association

Primary Grade Center
900 West Everett Road, Lake Forest, IL 60045
ph. (847) 283-9800, fax (847) 283-8742



Upper Grade Center
185 East Illinois Road, Lake Forest, IL 60045
ph. (847) 234-8371, fax (847) 234-9593



Area of Request
950 N. Western Avenue

THE CITY OF LAKE FOREST

ORDINANCE NO. 2022-_____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AUTHORIZING DUFFER'S, A FULL SERVICE RESTAURANT TO OPERATE AT 950 N. WESTERN AVENUE, WITHIN 150 FEET OF A RESIDENTIAL ZONING DISTRICT

WHEREAS, Westwood Square LLC, Todd Altounian 25%, Nicole Altounian 25%, Jennifer Bianchi 25%, James Altounian II 25% (collectively, the "**Owners**") is the Owners of that certain real property commonly known as 950 N. Western Avenue Lake Forest, Illinois and legally described in Exhibit A, attached hereto (the "**Property**"); and

WHEREAS, Jeff Urso and Joe Knesley (the "**Tenant**") propose to establish and operate the proposed restaurant, Duffer's, in existing tenant space previously approved for restaurant use; and;

WHEREAS, the Tenant, with the approval of the Owner, has filed a petition (the "**Petition**") requesting approval of a Special Use Permit ("**SUP**") to authorize a new full service restaurant, Duffer's, within 150 feet of a residential zoning district with the Plan Commission for its evaluation and recommendation; 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 on March 9, 2022, and, after having fully heard and having considered the evidence and testimony offered and after brief deliberation, voted 5 to 0, to recommend approval of the request subject to the conditions of approval hereinafter set forth and made findings as detailed on Exhibit B, attached hereto and made a part hereof; and

WHEREAS, the Plan Commission welcomed the new restaurant and thanked Mr. Urso and Mr. Knesley for their commitment to the community particularly during the pandemic; and

WHEREAS, the City Council (i) concurs with the findings of the Plan Commission, (ii) finds that the uses and Improvements as authorized herein will satisfy the requirements of Sections 159.045 and 159.111(C) 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 Petition and grant the SUP as set forth in the Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY MAYOR AND THE CITY COUNCIL OF THE CITY OF LAKE FOREST, 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 Sections 159.045 and 159.111(C) 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 Petition and grants the SUP authorizing the establishment and operation of Duffer', a full service restaurant on the Property generally in conformance with the plans as depicted on Group Exhibit C attached hereto and made a part hereof.

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 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 recommended by the Building Review Board and previously approved by the City Council.
- D. Fees and Costs. The Owners/Tenant 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/Tenant 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. Conditions Pertaining to the Overall Westwood Square Development.

Conditions pertaining to the **overall Westwood Center Site** (from previous approvals)

1. Perimeter fencing, retaining walls and landscaping at the north and west boundaries of the site shall be regularly inspected and maintained by the property owner. The fence must remain sturdy and in a full upright position, with all fence panels in place and in good condition. The retaining wall must remain in a solid and sturdy condition; any loose materials must be replaced. Landscaping along Woodland Road must be maintained in good condition and replaced as necessary, subject to the determination of the City's Certified Arborist, to provide substantial screening along the fence.
2. Vegetation along the public sidewalk on Woodland Road must be kept trimmed and may not obstruct or endanger pedestrian or bicycle traffic on the sidewalk.
3. Use of the alley on the south and west sides of the building shall be limited as follows:
 - a. The alley shall be used only for deliveries, trash pick-up and by emergency and security vehicles.
 - b. No parking, standing or staging of vehicles, other than for the purposes noted above, is permitted.
 - c. No portion of the alley shall be used as a drive thru or staging area for pick up by individuals, delivery services or by restaurant delivery personnel.
 - d. No gathering, loitering or smoking in the alley is permitted.
 - e. A sign shall remain posted stating that deliveries and trash pickup is permitted only between the hours of 7 a.m. and 6 p.m., on weekdays.
4. The property owner is responsible for establishing parking policies that give priority to customer parking, rather than employee parking, on the site. The property owner is responsible for monitoring parking activities and working with all the tenants on an ongoing basis to assure compliance with the policies. The policies shall address the following:
 - a. Employees shall park off site in the Central Business District employee parking lot on McKinley Road during peak customer times.
 - b. No employee parking shall be permitted on Western Avenue.
 - c. No parking by employees or customers shall be permitted on residential streets.

Conditions Specific to **Duffer's**

5. Signage, if not consistent with the previously approved signage for the overall building, shall be subject to review and approval by the Building Review Board.
6. Documentation of maintenance and inspection of the ventilation system must be submitted to the City on a regular basis after installation and after the opening of the restaurant.

7. Delivery drivers, if any, shall queue in the underground garage. No delivery drive access or staging shall occur in the alley.
8. All outdoor seating shall be vacated no later than 30 minutes after the business closes. No gathering in the courtyard by customers or employees is permitted after hours.
9. No outdoor speakers are permitted. During times when the windows are open along Western Avenue creating indoor/outdoor space, sound levels shall be regularly monitored to assure that any amplified sound from inside the restaurant is not audible on any residentially zoned property.
10. During peak hours, the restaurant owners are responsible for assuring regular monitoring of the parking lots and neighboring residential streets to verify that parking is occurring consistent with the established policies and to take corrective action if necessary.
11. The property owners and restaurant owners are responsible for informing and directing employees and customers to appropriate parking areas. As necessary, the owners shall inform City staff of recurring parking or circulation issues on the site and corrective action shall be taken.

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, or by 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, 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 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. 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 _____, 2022.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED THIS ____ DAY OF _____, 2022.

MAYOR

ATTEST:

City Clerk

EXHIBIT B

Findings of Fact

Performance Standard - Availability of parking

Westwood Center differs from many other developments and commercial buildings located in the Central Business District because there are a significant number of parking spaces on site. In addition to the surface parking lot on the northern portion of the site, which has 24 spaces, there is parking underneath the building for about 60 cars.

The spaces in the surface lot and in the underground garage are shared by all the tenants in the building. Most businesses in the development, particularly the second floor office tenants, are daytime businesses so in the evenings, most of the spaces on the site will be available for customers of the restaurants. Public parking for customers is also available on both sides of Western Avenue. Currently, in the evenings, the Western Avenue parking spaces in the immediate area are unused except for the spaces closer to the entrance to Jewel. Employee permit parking is available on the east side of the railroad tracks, no permits are required for parking in these lots in the late afternoons and evenings.

Importantly, given the convenient location, it is expected that some customers, from the surrounding residential areas, will walk to the restaurant.

The City will monitor the need for designated pick up spaces along Western Avenue and, if appropriate add or remove signage as the demand for these types of spaces ebbs and flows.

The owners of Westwood Center will be responsible for advising all tenants that the on site parking, both the surface parking and underground parking, is intended for customers first and foremost, not employees. During peak customer hours, the building management must require employees of all the businesses in Westwood Center to park in the Central Business District employee parking lot on the east side of the railroad tracks. Westwood Center has a distinct advantage over many other businesses in the Central Business District because employees will have only a short walk along Woodland Road, under the lighted viaduct, to the off site employee parking lot on McKinley Road, east of the railroad tracks.

No employee or customer parking is permitted on streets in the adjacent residential neighborhoods. Community Development staff will work with the property and business owners and the City's Police Department to assure that parking for Westwood Center does not occur on residential streets. With the available parking on the site, on Western Avenue and in the parking lot on the east side of the railroad tracks; parking in adjacent residential neighborhoods has not been an issue in the past. If parking by employees or customers of the restaurants, offices or other businesses in Westwood Center does occur on residential streets, the City will act promptly to stop that activity. This staff report includes a recommendation prohibiting employee and customer parking on residential streets.

Performance Standard – Building Review Board Approval

No exterior alterations are proposed as part of this petition. If the proposed signage for the business does not conform to previous approvals for the building, Building Review Board review will be required.

Performance Standard – Issuance of a Liquor License

The City Council has jurisdiction over issuing liquor licenses and determining whether businesses should or should not be permitted to serve or sell alcohol. As noted above, an application for a liquor license will be considered by the City Council concurrent with the Special Use Permit. The issuance of a liquor license is not under the purview of the Plan Commission.

Liquor licenses granted by the City Council establish hours during which liquor can be sold. Most liquor licenses allow the sale of alcohol between the hours of 11 a.m. and midnight although some licenses permit the sale of alcohol earlier in the morning.

Performance Standard – Ventilation Systems

The City Code requires the installation of high quality air filtration systems and ventilation systems for all restaurants. No new kitchen equipment or ventilation systems are planned to serve the new restaurant.

The Code requires the submittal of confirmation of regular maintenance and cleaning of the ventilation systems in restaurants to the City on an ongoing basis.

Performance Standard – Amplified Sound

No amplified outdoor sound is permitted by the Code. Since this restaurant is proposed to have windows along Western Avenue that open to provide an indoor/outdoor space, sound levels will need to be monitored to assure that there are no noise impacts on the surrounding residential neighbors. City staff will work closely with the restaurant owners to monitor sound levels and make immediate adjustments is needed.

Performance Standard – Schedules for deliveries and trash pickup

Hours for deliveries to restaurants and trash pickup for the overall Westwood Center development are limited to 7 a.m. to 6 p.m. The owners of the new restaurant stated that deliveries and trash pickup will follow current schedules and will be within the permitted hours. Deliveries will be made on the south side of the building or through the front door, off Western Avenue.

Although the Performance Standards in the Code do not specifically address deliveries from the restaurant to customers. Delivery and pickup services will likely be offered by the new restaurant. There is a direct stairway from the new restaurant space to the below grade parking garage. The alley will not be used by deliver drivers for staging or pickups. The north/south portion of the alley is immediately adjacent to the rear yards and private spaces of adjacent homes and in the past, activity in the alley, staging for deliveries, resulted in complaints from neighboring

residents. Staging the drivers in the parking garage minimizes the potential for impact on neighboring property owners.

Customer pickups will occur in front of the restaurant, on Western Avenue.

The trash from the restaurant will be housed in the alcove provided for a dumpster located on the south side of the building. Per City Code, trash and grease must be kept in a closed container. Trash will be collected no less than three times a week, more frequently if needed.

Performance Standard – Minimizing impacts on single family homes: light, noise, traffic

The proposed restaurant will be in an existing commercial building. Delivery trucks and other users of the alley shall only enter the alley from Woodland Road and exit on to Western Avenue to minimize the impact of headlights and noise on the neighborhood. The building owner shall provide appropriate signage and is responsible for enforcement. As noted above, conditions are proposed at the end of this report prohibiting the use of the alley as a staging area for deliveries or a break area for employees from any of the businesses at Westwood Center. Various conditions of approval as recommended at the end of this report are proposed to minimize impacts on the adjacent residential neighborhood.

Provided below is an evaluation of the **Criteria for Special Use Permits** in the City Code.

Special Use Permit Criteria #1: The establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.

The proposed restaurant is consistent with other uses in the Central Business District and is not unlike other uses that are in proximity to the residential neighborhoods that border the full length of the City's business. In general, the business and residential uses have been able to co-exist for many years. Issues do come up at various locations from time to time and efforts are made to resolve them by working with all parties to assure that both the residential neighborhoods and the business district thrive.

The continued operation of Westwood Center as an upgraded and fully occupied commercial development, with increased attention to operations and maintenance, will not be detrimental to or endanger public health, safety, morals, comfort or general welfare.

Special Use Permit Criteria #2: The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted and will not substantially diminish and impair property values within the neighborhood.

The proposed new restaurant is consistent with the commercial nature of the Westwood Center development and consistent with the type of uses that have existed at this location in the past. The proposed use, if operated consistent with the recommended conditions of approval, will not be injurious to the use and enjoyment or value of properties in the immediate area. Importantly, the restaurant operators are experienced, and known and respected in the community. The proposed restaurant will be an amenity to the neighboring residential area and will add vitality to the City's business district.

Consistently, resident surveys have indicated an interest in bringing new restaurants into the City's business district. In addition, the City's Strategic Plan places a high priority on encouraging new businesses to bring increased activity into the City's core and support property values throughout the community.

Special Use Permit Criteria #3: The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. In business districts, the special use will not negatively affect the overall character of the area or detract from the primary retail nature of the district.

The surrounding area is already developed. The proposed restaurant will likely help to attract other tenants to Westwood Center to provide options and meet the needs and interests of the growing residential population located within walking distance of this commercial development. The proposed restaurant will add to the vitality of the Central Business District and offer an additional dining option in the City's core area. The proposed restaurant, if operated consistent with the proposed conditions of approval, will not negatively affect the overall character of the area and will support and enhance the business district.

Special Use Permit Criteria #4: The exterior architectural appearance and functional plan of any proposed structure will not be incompatible with existing buildings, sites, the larger neighborhood or district so as to cause a substantial depreciation in the property values.

No new buildings are proposed. Exterior renovations to the building have recently been completed after review by the Building Review Board.

Special Use Permit Criteria #5: Adequate utilities, access roads, drainage and or necessary facilities have been or are being provided.

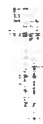
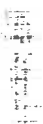
Adequate utilities and other infrastructure are in place to serve the new restaurant which will be in an existing commercial development.

Special Use Permit Criteria #6: Adequate measures have been or will be taken to provide ingress and egress.

This is an existing commercial site. No changes are planned to the location or configuration of the curb cuts. The alley is designated for one-way travel, allowing entry to the alley from the north and exit on to Western Avenue, into the commercial district, rather than into the residential neighborhood.

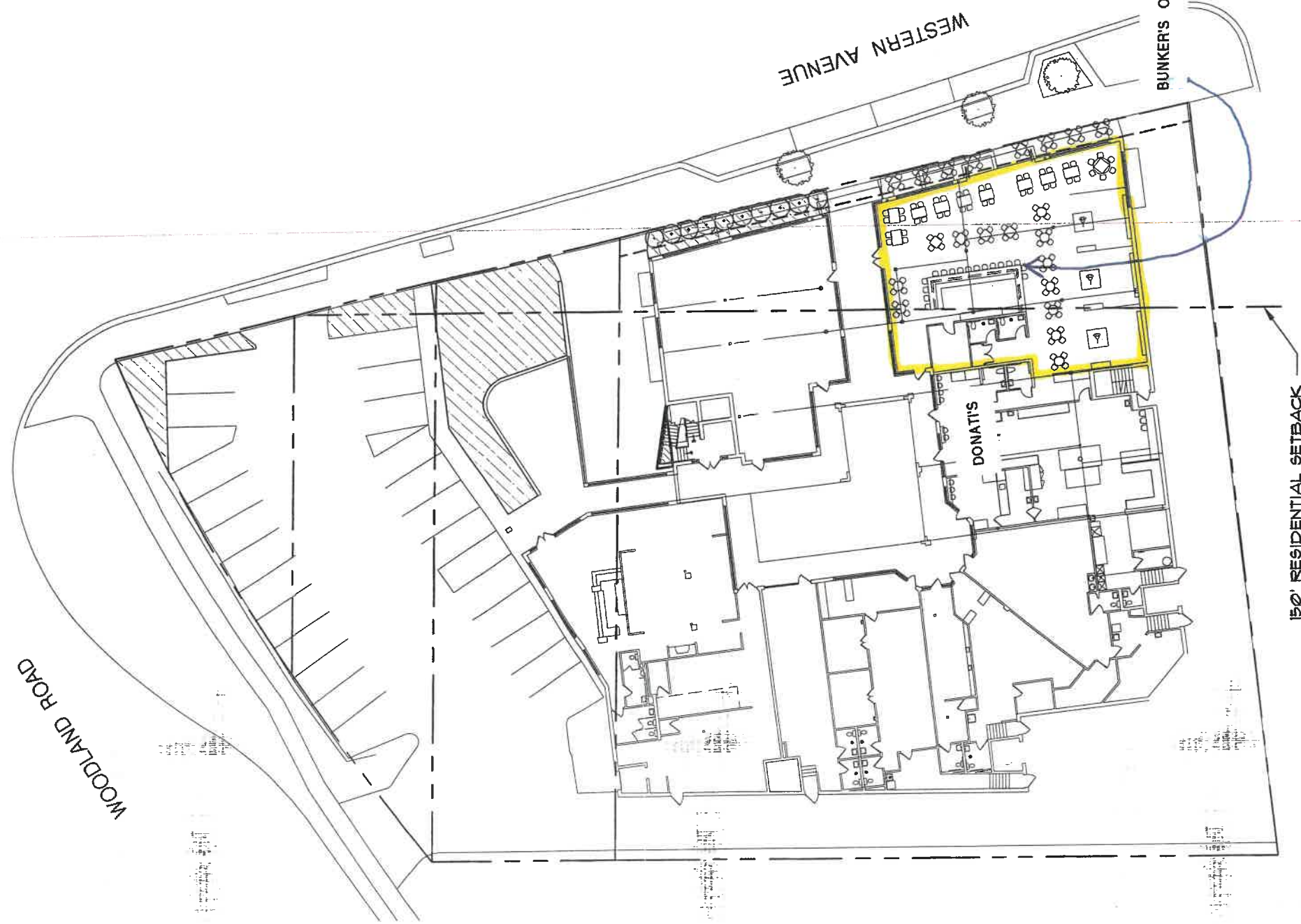
Special Use Permit Criteria #7: The special use shall conform to the applicable regulations of the district in which it is located except as such regulations may in each instance be modified by the City Council as part of the Special Use Permit.

As recommended, the Special Use Permit for the proposed restaurant will allow operation of the restaurant in a manner consistent with the regulations of the B-2, Community Commercial Business District. No variances from the regulations of the district are requested and the recommended conditions of approval will put operating parameters in place for the new restaurant and the overall Westwood Center.





WESTWOOD CENTER
SITE PLAN
202.02.16 SCALE: 1" = 30'-0"



W A
Witmer & Associates
Architecture and Interior Design
witmerandassoc.com



Witmer & Associates
Architecture and Interior Design
witmerandassoc.com

WESTWOOD CENTER
FIRST FLOOR PLAN
Feb 16, 2022 SCALE: 1/8" = 1'-0"

