

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**  
Monday, March 20, 2023  
220 E. Deerpath  
Lake Forest, IL 60045

**CALL TO ORDER AND ROLL CALL**

**6:30 p.m.**

Honorable Mayor, George Pandaleon

James E. Morris, Alderman First Ward

Jim Preschlack, Alderman Third Ward

Nancy P. Novit, 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. Donation to the Lake Forest Lake Bluff History Center**

- Elise Blochwitz, **Archivist Intern** and Margaret Boyer, City Clerk

**2. COMMENTS BY CITY MANAGER**

**A. Update on Deerpath Community Park Improvement Project**

- Dana Olson, Communications Manager

**3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

**4. COMMITTEE REPORTS**

**PUBLIC WORKS COMMITTEE**

**1. Update on Sir William Lane Watermain Replacement Project**

- Byron Kutz, Superintendent of Engineering

<b>5. ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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**1. Approval of March 6, 2023, City Council Meeting Minutes**

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

COUNCIL ACTION: Approval of March 6, 2023, City Council Meeting Minutes

**2. Annual Vendor Approval for FY2024**

STAFF CONTACT: *Elizabeth Holleb, Finance Director (847-810-3612)*

**PURPOSE AND ACTION REQUESTED:** Staff requests approval of the vendors listed on **page 19** for FY2024.

**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. For FY24, City staff is seeking approval of FY24 vendors approximately one month earlier than prior years to allow City operating departments to begin entering FY24 purchase orders on March 31. It should be noted that payment for FY24 goods/services will not begin until May 1.

The attached list identifies the vendors requested for approval for FY2024, with an indication of their approvals for FY2020-FY2023, 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 FY2024 have been included in the annual budget.

COUNCIL ACTION: Approval of the attached list of vendors (**page 19**) for Fiscal Year 2024.

**3. Grant Approval to Convey Justice Civil Dockets, Justice Criminal Dockets and Arrest Book Records of Historic Value for Preservation to the Lake Forest Lake Bluff History Center on behalf of the Lake Forest Police Department (Approval by Motion)**

STAFF CONTACTS: *Elise Blochwitz, Archivist Intern and  
Margaret Boyer, City Clerk (847-810-3674)*

**PURPOSE AND ACTION REQUESTED:** The City of Lake Forest has a rich history, and preserving its documents is an important way to maintain that history for future generations. City Staff is requesting approval to convey Justice Civil Dockets, Justice Criminal Dockets, and Arrest Book records of historic value for preservation to the Lake Forest Lake Bluff History Center.

**BACKGROUND/DISCUSSION:** In early 2019 a significant number of various historic City records were moved from storage in the Police Department to the City Hall Library for review and indexing. Records included justice dockets, arrest records, contracts, ordinances, minutes from Ad-Hoc Committees, an Index book, surveyors' reports, books, various files, photographs, ledgers, and other correspondence with the earliest date on a record of 1841.

To understand what all the records entailed, the City Clerk posted an internship opportunity in 2019 related to reviewing, indexing, and archiving records of historic value slated for preservation with Lake Forest College. Two students applied, and since then, both have been volunteering their time. One of the students, Elise Blochwitz first worked with the City as a volunteer and then went on to receive College credit for her work as an archivist on this project and is back with us as a volunteer to date.

In October 2022, as part of her credited internship, Elise facilitated a meeting with Laurie Stein, Deputy Director, and Head of Curation to review and access the Justice Civil Dockets (1899-1950), Justice Criminal Dockets (1951-1963), and Arrest Books (1934-1960) for donation. Since then, the History Center has been creating adequate space for the preservation of the records.

#### **TWO DECADES OF DONATIONS INCLUDE**

Item	Date
Justice Civil and Criminal Dockets and Arrest Books	3/2023 (with Council approval)
Collector's books, correspondence, payment vouchers, nomination papers, programs, news clippings	8/2009
1995 Official Plan of The City of Lake Forest	5/2007
Tax ledgers and Ledgers for Licenses and Fines	11/2007
Five hundred Plat of Surveys	2005

Historical records are an important part of our community identity. They help us understand our local history and the events that shaped our community by preserving these records we can help strengthen our community and foster a sense of acknowledging and honoring the memory of those who came before us.

**BUDGET/FISCAL IMPACT:** N/A

**COUNCIL ACTION:** Grant approval to convey Justice Civil Dockets, Justice Criminal Dockets, and Arrest Book Records of Historic Value for Preservation to the Lake Forest Lake Bluff History Center on behalf of the Lake Forest Police Department (Approval by Motion)

- 4. Award of the Lowest Responsive and Responsible Proposal for Dialogue Newsletter Printing Services to Vogue Printers, in the amount of \$26,076 and a 10.0% contingency in the amount of \$2,607 for a grand total of \$28,683.**

STAFF CONTACT: Dana Olson, Communications Manager, (847) 810-3772

**PURPOSE AND ACTION REQUESTED:** City staff request awarding the lowest responsive and responsible proposal for professional services related to the printing and mailing of the City's Dialogue newsletter to Vogue Printers, in the Amount of \$26,076 and a 10.0% contingency in the amount of \$2,607 for a grand total of \$28,683.

**BACKGROUND/DISCUSSION:** The City of Lake Forest regularly contracts with outside service providers to perform professional printing services for various projects including the quarterly Dialogue Newsletter, Recreation Seasonal Program Guide, and the Dickinson Hall News Brief, which are produced and delivered throughout the community.

The Dialogue Newsletter is print publication that is produced quarterly and includes a winter, spring, summer and fall edition. The newsletter is printed and delivered to every home, office, business, and post office box within the corporate limits of Lake Forest. Approximately 8,500 newsletters are distributed each quarter and are also available to view online.

**BUDGET/FISCAL IMPACT:** This Spring, the City issued a request for proposal ("RFP") for professional printing and mailing services for Community Newsletter Printing Services, which was released to more than a dozen professional printers in the area, posted on the City's website, and published in the Lake County News-Sun. The intent of the solicitation was to identify a printing partner to engage in a three-year professional services agreement for printing services, beginning in FY2024. The City received five responses and a selection committee, comprised of City staff, was formed to review them for responsiveness and compliance.

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

The following is a summary of the five proposals received:

Company Name	Singular Issue Price (16 pg. body + 4 pg. cover)	Pricer per add'l 250 issues (For internal City distribution)	Proposal Amount (4 issues for FY24)
UPS Printing	\$5,270	\$155	\$21,700
<b>Vogue Printers</b>	<b>\$6,415</b>	<b>\$104</b>	<b>\$26,076</b>
Burke Printing	\$6,690	N/A	\$26,760
Viso Graphic Inc.	\$7,561	\$222	\$31,136
Lake County Press, Inc.	\$12,100	\$300	\$49,600

Per the specifications listed in the RFP, the City requested respondents to submit pricing proposals on a per issue basis. The proposal amounts above reflect the total base costs for printing and delivery of four issues of the Dialogue for FY2024 along with the requested base cost and the pricing for an additional 250 issues that are distributed throughout City facilities. The prices do not include any additional work, including edits or amendments that may be required prior to printing. In addition to pricing, the City requested proposers submit company information and related experience, technical expertise, and qualifications regarding printing services the company provides. Additionally, sample printing work done to the same specifications in the solicitation was requested from each proposer. Reviewing samples of similar work is important in this process specifically, as a redesign of the community-wide newsletter was recently completed, and City staff want assurance that the firm demonstrated the technical capacity to deliver a product of equal quality.

After careful review of the responses, the City found several of the responding firms to not be compliant with the solicitation's specifications or samples of work that were requested by the solicitation to not be of the quality that the City is seeking. Along with the quality of services and firm reference/experience, the City also weighed scores by total pricing, a major consideration given the various pricing seen by each firm.

After discussion and follow up interviews and questions, it is for a combination of reasons including total price, quality, and service that City staff is recommending that Vogue Printers be recommended for a one-year contract to provide professional printing services for Dialogue Newsletter in FY2024. This vendor has been reliable and transparent with the City and has confirmed through printing samples they can maintain the quality and consistency in Dialogue printing that both the City and residents expect.

As stated, the base proposal does not include additional fees or expenses that may be related to proof changes or edits needed prior to printing and delivery. For this reason, staff is requesting for an additional 10% of the total cost in contingency funding for any additional expenses occurred with printing and editing of the dialogue issues.

It is important to note that in the past fiscal year, the City had experienced large increases in respect to printing costs and will experience significant cost savings through the newly identified vendor. City staff is recommending contracting with the firm for one year, with the opportunity to renew for up to three one-year terms to lock in printing pricing and increase future cost savings.

Below is an estimated summary of Project budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
City Council – Printing/Stationary 101-1101-460.60-13	\$34,000	\$28,683	Yes

**COUNCIL ACTION:** Award of the Lowest Responsive and Responsible Proposal for Dialogue Newsletter Printing Services to Vogue Printers, in the Amount of \$26,076 and a 10.0% contingency in the amount of \$2,607, for a total of \$28,683

**5. Approval to Purchase the Verkada Security Camera System from Modern Media Technologies in the Amount of \$51,490, and Structured Cabling from Graybar in the Amount of \$15,515**

*STAFF CONTACT: Jim Shaw, Director of Innovation and Technology (847)810-3590  
Joseph Gabanski, Assistant Director of Innovation and Technology (847)810-3591*

**PURPOSE AND ACTION REQUESTED:** Staff requests approval to expend capital funds for a Security Camera System for the following locations:

Forest Park Beach and Sailing  
Lake Forest Water Plant  
Lake Forest Water Tower  
Lake Forest Water Pumping Station (Westleigh Rd.)  
Public Safety Building (Partial)

**BACKGROUND/DISCUSSION:** This authorization would allow for the establishment of an upgraded centralized Security Camera System and associated hardware for the stated locations. With this implementation, activities within coverage zones would be documented and available for department stakeholders and Police in real time and on-demand. This cloud-based system provides granular access and 30-days of historical video. The system also provides real-time notification with robust search and analytical capabilities compliant with the Illinois (740 ILCS 14/) Biometric Information Privacy Act.

While some of these proposed installation locations have existing security cameras in place, staff have challenges in usability, sub-par video quality compared to today's standards, and difficulty in obtaining replacement analog video hardware. This fiscal year's project is part of an envisioned multi-year initiative that would consolidate discontinuous security camera systems currently in place and expand to City locations that have little to no coverage. Most City sites including parks are included in the plan and locations have been prioritized based on department feedback regarding level of need.

**PROJECT REVIEW/RECOMMENDATIONS:**

Milestone	Date	Comments
RFP Issuance	09/30/2022	
Vendor Proposals Submitted	10/19/2022	Fourteen Vendors Submitted Proposals. Received & Reviewed
System Demonstrations	11/04/2022-11/14/2022	Review & Recommendation by City Selection Committee

**BUDGET/FISCAL IMPACT:** On September 30, 2022, a Request for Proposals (RFP) for a citywide security camera solution was released by the City, published in the Lake County News Sun, and posted on the City's website. On October 19, 2022, the City received fourteen system proposals. A selection committee, comprised of department representatives, reviewed, and evaluated the responses based on the ability to fulfill identified needs, vendor qualifications, references, and proposed cost. Vendors were selected as finalists and provided a demonstration of their proposed system.

The following is the summary chart of vendors who proposed the preferred system, Verkada. It reflects all camera hardware, systems' usage licensing, staff training, and the first year of maintenance services.

Proposer Finalists	Hardware Cost	Annual Maintenance Licensing	Overall Proposal Cost
<b>Modern Media Technologies</b>	<b>\$46,200</b>	<b>\$5,290</b>	<b>\$51,490</b>
Total Automation Concepts	\$51,671	\$7,888	\$59,559
Tailored Security	\$59,932	\$6,820	\$66,752
Low Voltage Solutions	\$83,144	\$8,129	\$91,273

Based on the City selection committee's scoring of demonstrations, staff's recommended vendor is Modern Media Technologies for the Verkada Security Camera system. Modern Media is being recommended due to their product offering, quality of workmanship previously performed, understanding of our environment, and cost. The vendor has successfully completed audio/visual work for the City at Dickinson Hall, the Recreation Center/CROYA, and the Water Plant. They also come highly recommended by the Lake Forest School System being their vendor for AV and Security Camera systems. Modern Media is locally based out of Lake Bluff.

City staff has performed extensive walkthroughs of all City sites with the vendor to confirm camera coverage and most appropriate types of hardware. This included verification to ensure that the specific scope of the hardware proposed, implementation, training, and on-going services is right-sized for the City.

Due to available resources and funding, the identified locations listed in 'Purpose and Action Requested' are proposed as the first phase in this fiscal year of the multi-year initiative in an amount of \$51,490.

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

Furthermore, the installation of the cameras in the identified locations will require re-cabling as all existing cameras will be converted from analog to digital ethernet. As part of this phase of the project costs, staff is requesting to expend funds to Graybar as the Omnia Partners bid award winner for structured cabling, cable terminators, and minor peripherals in an amount of \$15,515.

The requested purchase is being made via the joint purchase co-operative, Omnia Partners, who coordinates and maintains lead agency solicited contracts on behalf of local government entities nationwide. Per Section 6.1D of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Numerous pieces of equipment are bid nationally, and such bids conform to all requirements of the Illinois State bidding laws.

Has City staff obtained competitive pricing for proposed goods/services? **No**  
Specific Exception Requested: Administrative Directive 3-5, Section 6.1D –Government Joint Purchase.

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
IT Capital 311-1303-466.66-13	\$72,000	\$67,005	Y

This project was identified as a FY23 capital project funded via the Capital Improvements Fund and the process to date coincides with the IT Long Range Plan.

**COUNCIL ACTION:** Approval to Purchase the Verkada Security Camera System from Modern Media Technologies in the Amount of \$51,490, and Structured Cabling from Graybar in the Amount of \$15,515

**6. Approval of an Illinois Department of Transportation Resolution Appropriating \$250,000 in Rebuild Illinois Funds to be used for Phase II Design Engineering Services of the Lake Woodbine Bridge**

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (847)810-3555*

**PURPOSE AND ACTION REQUESTED:** The Illinois Highway Code requires each municipality to submit a City Council Resolution appropriating MFT funds, for which the use of Rebuild Illinois Funds (RBI) follows a similar process. The Public Works Committee and Staff requests approval of a resolution appropriating \$250,000 in RBI funds to be used for the phase II design of the Lake Woodbine Bridge.

**BACKGROUND/DISCUSSION:** This resolution is the first step in fulfilling IDOT's requirements (similar to MFT) for the use of Rebuild Illinois funds. Subsequent City Council tasks include award of a phase II consultant agreement as well as approval of any necessary IDOT agreements. The City is required to follow IDOT guidelines in terms of project design and contract specifications.

According to the May 1, 2020, Circular Letter- The Illinois Department of Transportation (IDOT) was authorized to implement a \$1.5 billion grant program using proceeds from general obligation (transportation, series A) bonds authorized in the Rebuild Illinois capital program to provide Local Public Agencies (LPAs) with the funds for capital projects. Grants are allotted among LPAs based on the regular Motor Fuel tax (MFT) formula. The money for Rebuild Illinois grants comes from proceeds of general obligation bonds authorized pursuant to subsection (a) of Section 4 of the General Obligation Bond Act (30 ILCS 330/4). IDOT is authorized to use these funds to make grants "for planning, engineering, acquisition, construction, reconstruction, development, improvement, extension, and all construction-related expenses of the public infrastructure and other transportation improvement projects." Funds received from these Rebuild Illinois grants must be deposited into the LPA's MFT account. However, grant funds are separately accounted for, and expenditures must be in accordance with purposes authorized in subsection (a) of Section 4 of the General Obligation Bond Act.

The Lake Woodbine Bridge is a three-span concrete arch bridge over a ravine, located on Lake Road near the Woodbine intersection. In February 2011, the City requested grant funds under the Highway Bridge Replacement and Rehabilitation Program (BRP) to be used toward the design of the reconstruction of the Lake Woodbine Bridge. The 2021 sufficiency rating of the bridge was 25 (the IDOT Bridge Sufficiency Rating Scale is from 1 to 100 with 1 being the worst and greater than 50 considered satisfactory per Federal guidelines). The load rating of the bridge has been reduced over the past several years following findings from a thorough inspection performed as part of the City's bridge study. The project will remove the existing bridge and replace it with a clear-span structure and railings that will recognize and be compatible with the historic character of the surrounding historic district.

A summary of project milestones completed over the last few years can be found below:

- Public Information/Input meeting #1 held on December 13, 2021
- Public Information/Input meeting #2 held on February 16, 2022
- Certificate of Appropriateness form the Historic Preservation Commission received on March 16, 2022
- Preliminary Bridge Design and Hydraulic Report submitted to IDOT on December 13, 2022



With its current low Sufficiency Rating, staff recommends that the City proceed with completing the Phase II design. Once completed, the design will be submitted to IDOT for their review and comments. The anticipated phase II duration including review time by IDOT is a minimum of 15 months. Tentative construction is late 2024 to Spring 2025 (depending on IDOT design review timelines). The City budgeted funds in FY 2023 for this Phase II design work.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Finance Committee	11/08/2021	Included in Capital Plan
Public Works Committee	03/6/2023	Reviewed & Recommended City Council Approval

**BUDGET/FISCAL IMPACT:** This resolution will initiate the process with IDOT to authorize the use of RBI funds for the phase II design of the Lake Woodbine Bridge. To date, the City has received Rebuild Illinois Bond funds of approximately \$1,270,000. All allocated Rebuild Illinois bond funds must be obligated by no later than July 1st, 2025, which coincides with the end of the Rebuild Illinois Capital Program. Construction of this project will be partially funded by the Illinois Special Bridge Program (ISBP) with the remaining balance to be funded by Rebuild Illinois Bond funds. The City submitted for a ISBP grant on October 5, 2021; and was notified on August 17, 2022, of an award of \$1,945,000 for construction. The current estimated construction cost is \$2,300,000 which is based on preliminary drawings. It is also expected that the city will consult out construction inspection as well.

The City is currently soliciting proposals from consultant-engineers for this phase II design. Award of the design is tentatively scheduled for the April 17, 2023, City Council meeting.

**COUNCIL ACTION:** Approval of an Illinois Department of Transportation Resolution Appropriating \$250,000 in Rebuild Illinois Funds to be used for Phase II Design Engineering Services of the Lake Woodbine Bridge

**7. Approval of a Public Works Committee Recommendation to Purchase 2,000 Tons of Road Salt from Morton Salt in the Amount of \$164,129 for the FY '24 Winter**

STAFF CONTACT: *Jim Lockfeer, Assistant to the Director of Public Works (847) 810-3542*  
*Matt Brugioni, Streets Section Supervisor (847) 810-3572*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and City staff requests City Council approve a purchase of 2,000 tons of road salt from Morton Salt in the amount of \$164,129 for the FY '24 winter. If the salt is not used in the upcoming winter, it will be stored and used the following winter.

**BACKGROUND/DISCUSSION:** Completed in May of 2015, the Municipal Services Building two salt bays allow the City to store 2,400 tons of road salt, equating to 83% of the City's average annual usage of 2,900 tons. Since 2016, the City has participated in the annual Lake county's joint salt bid and purchase.

The following chart provides a summary of the current inventory, tonnages requested for winter 2023/2024, and a reserve for the FY '25 winter. With Route 60 being a concrete road (requiring more salt) staff again included 1,000 tons in its estimate for the two State roads. If this amount is not used for the State roads, it will simply be purchased and lessen the amount requested next year at this time.

Anticipated End of FY'23 Snow Season Salt Inventory	1,200 tons
Amount to be Delivered in April (Existing FY '23 Purchase PO)	700 tons
Additional Amount Requested in April with Current Contract Price (20% Max Allowed)	380 tons
Pre-2023/2024 Winter Inventory	<u>2,280 tons</u>
Tons to be Purchased for 2023/2024 Winter Reserve	<u>1,620 tons</u>
Total Tons Available for Winter 2023/2024	3,900 tons

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	3/6/2023	Reviewed and Recommended FY '24 Salt Purchase

**BUDGET/FISCAL IMPACT:** Lake County's Department of Transportation held its bid opening on April 12, 2022. Three companies submitted bids with Morton Salt being the lowest bid. Under the current contract, next winter's price increase per ton *cannot* exceed 5%.

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

Below is an estimated summary of the salt purchase budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund – Streets Section Acct. #: 101-5136-465-65-11	\$169,260	\$164,129	Y

**COUNCIL ACTION:** Approval of a Public Works Committee Recommendation to Purchase 2,000 Tons of Road Salt from Morton Salt in the Amount of \$164,129 for the FY '24 Winter.)

- 8. Award the Low Bid for the Sir William Lane Watermain Replacement Project to A Lamp Concrete Contractors, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$888,645 and a Contingency in the Amount of \$61,355 for a Total Project Cost of \$950,000**

STAFF CONTACT: Byron Kutz, P.E., Superintendent of Engineering (847)-810-3555

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and staff request City Council approval of an agreement with A Lamp Concrete Contractors, Inc. for the Sir William Lane Watermain Replacement Project in the Amount of \$888,645 and a Contingency in the Amount of \$61,355 for a Total Project Cost of \$950,000.

**BACKGROUND/DISCUSSION:** The project involves replacing an existing break-prone 8" watermain located on Sir William Lane from Lawrence Ave to Everett Road. Also included with the project is the Valve Repairs project consisting of eight valves throughout the City to be replaced. Bidding and awarding both projects of this similar work-type together provides economies of scale.

Each year, as part of the City's Capital Improvement Program, staff evaluates the condition of existing watermain infrastructure in terms of age, capacity, watermain breaks, and other capital improvement projects scheduled on that street. Based on these factors, staff develops a schedule to replace the City's water distribution system at an optimum functional level.

Valves are a crucial component of the City's water distribution system. When water main breaks occur, Water & Sewer Section staff will close water main valves to isolate the break. The valve repairs are identified during the City's annual valve turning program.

Work for Sir William is currently planned to begin in mid-May or early June in order to complete the work prior to the resurfacing contractor paving the road afterwards in early September. Staff will coordinate with Everett Elementary School and will adjust the schedule as needed. To reduce impacts to the nearby school, residents and the motoring public, a majority of the watermain will be installed utilizing a trenchless-directional drilling technique, thereby creating less excavation and disturbance in the construction area. Equipment and material will be staged at the Fire Station #2 north parking-lot which will also help reduce disturbance to the residents on Sir William during the work. Valve work at the other various locations would take place following the completion of the Sir William project.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Finance Committee	11/14/2022	Included with FY '24 Capital Plan
Public Works Committee	3/6/2023	Reviewed & Recommended City Council Approval

**BUDGET/FISCAL IMPACT:** The project was placed out to bid in early-February with a subsequent bid opening on February 23, 2023. A total of five bids were received. City engineering staff will oversee the contractor and work with the Communications Manager to ensure progress updates are provided weekly to the public.

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

The following is a summary of the five bids received:

Company Name	Bid Amount
A Lamp Concrete Contractors, Inc.	\$888,645
Campanella & Sons, Inc.	\$926,692
Lenny Hoffman Excavating Inc.	\$960,475
Archon Construction Co Inc	\$1,184,780
Joel Kennedy Constructing Corp	\$1,247,200

This project is funded by the FY2024 Water Fund in the amount of \$850,000 as well \$100,000 for Valve Repairs. Awarding the project at the full amount provides a ~7% contingency in the amount of \$61,355.

Below is an estimated summary of the project budget:

FY 2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Water Capital Fund 508-3703-477.77-07	\$950,000	\$950,000	Y

**COUNCIL ACTION:** Award the Low Bid for the Sir William Lane Watermain Replacement Project to A Lamp Concrete Contractors, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$888,645 and a Contingency in the Amount of \$61,355 for a Total Project Cost of \$950,000

**9. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**

STAFF CONTACT: *Catherine Czerniak*  
*Director of Community Development (847) 810-3504*

**PURPOSE AND ACTION REQUESTED:** The following recommendation from the Building Review Board is presented to the City Council for consideration as part of the Omnibus Agenda.

**BACKGROUND/DISCUSSION:**

1040 Anna Lane – The Building Review Board recommended approval of a new single family residence on a vacant lot in the Serena Woods Subdivision. The Homeowners' Association submitted a letter in support of the petition. (Board vote: 6 - 0, approved)

The Ordinance approving the petition as recommended by the Building Review Board, with key exhibits attached, is included in the Council packet beginning on **page 20**. The Ordinance, complete with all exhibits, is available for review in the Community Development Department.

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving the petition in accordance with the Building Review Board's recommendation.

**COUNCIL ACTION:** Approve the nine (9) omnibus items as presented

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 14** of this packet.

Office of the City Manager

March 15, 2023

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.*

The City of Lake Forest  
CITY COUNCIL MEETING  
***Proceedings of the Monday, March 6, 2023***  
City Council Meeting – City Council Chambers  
**220 E Deerpath, Lake Forest, IL 60045**

CALL TO ORDER AND ROLL CALL: Margaret Boyer, City Clerk asked the Council for a motion to appoint Alderman Morris as Mayor Pro-Tem for the evening. Alderman Goshgarian made a motion, seconded by Alderman Notz. All in favor. Motion carried unanimously by voice vote.

Mayor Pro Tem Morris called the meeting to order at 6:34p.m, and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pro Tem Morris, Alderman Novit, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann, and Alderman Weber

Absent: Honorable Mayor Pandaleon, Alderman Rummel

**CALL TO ORDER AND ROLL CALL**

**PLEDGE OF ALLEGIANCE** was recited.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Pro Tem Morris shared that the City Council will adjourn into executive session following the meeting.

**COMMENTS BY CITY MANAGER**

City Manager Jason Wicha reminded the community that next Monday, March 13 at 5:00 p.m., is the City Council Finance Committee Operating Budget Workshop at Dickinson Hall.

City Manager Wicha then introduced Reagan Walsh, Management Analyst, and Yates McLaughlin, Management Intern, to discuss the community-wide survey that will be undertaken in the coming months.

**A. Introduction to the Community-Wide Survey**

Reagan Walsh outlined a request for City Council to award a contract to conduct a community-wide survey, recommending the ETC Institute. He explained that the survey customization, benchmarking, cost, and reporting capabilities were the main reasons why the vendor is recommended. Mr. Walsh noted that the survey will be aimed at getting feedback on city services, as well as acting as a precursor to the strategic planning process. Yates McLaughlin then reported the schedule of events, noting the launch of the survey happening in spring or early summer, the collection period being one (1) month, and the presentation of results occurring later in the summer or early fall.

The City Council had discussion on overall customization of the questions, how many respondents allowed per household and incentives for taking the survey.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

Dawn Marie Müller Introduced herself to the City Council noting her recent residency, and her background in physics and engineering.

<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
---

1. **Approval of February 21, 2023, City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of January 28 – February 24, 2023**
3. **Approval of a Ten-Year Term for the 2023 General Obligation Bond Issue**
4. **Approval to Engage Matt Pawa of Seeger Weiss and Michael Layden of Prendergast Layden for Legal Services**
5. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for Lake Forest County Day School (Approval by Motion)**
6. **Consideration of Award of a Contract for Professional Services to Conduct a Community-Wide Survey by ETC Institute, Inc. for an amount not to exceed \$26,500**

**COUNCIL ACTION: Approve the six (6) omnibus items as presented.**

Mayor Pro Tem Morris asked members of the Council if they would like to remove any item or take it separately. Alderman Buschmann requested that Omnibus item #3 be taken separately. Mayor Pro Tem Morris asked if there were any additional items to be removed. Alderman Buschmann asked Council members to consider a change to the minutes. Members of the City Council were in favor of the change. The amended portion is shown in italics below.

*“Mayor Pandaleon stated that the turf field will require maintenance in 10-15 years, only on the rug and the infill. He also added that revenue gained will be allocated for maintenance and future replacement.”*

Mayor Pro-Tem Morris asked for a motion to approve the now five (5) Omnibus items as presented and amended.

Alderman Goshgarian made a motion to approve the five (5) Omnibus items as presented and amended, seconded by Alderman Weber. The following voted “Aye”: Alderman Morris, Novit, Notz, Preschlack, Goshgarian, Buschmann, and Weber. The following voted “Nay”: none. 7-Ayes, 0-Nays, motion carried.

Mayor Pro-Tem Morris asked Alderman Buschmann for comments on his request to remove the item.

Alderman Buschmann stated his opinions toward this item, noting environmental concerns, usability, and difference in turf field delegation to departments.

Mayor Pro Tem Morris then asked for a motion to approve item #3 that was removed.

**COUNCIL ACTION: Approval of a Ten-Year Term for the 2023 General Obligation Bond Issue**

Alderman Preschlack made a motion to approve a ten-year term for the 2023 General Obligation Bond Issue, seconded by Alderman Notz. The following voted “Aye”: Alderman Morris, Notz, Preschlack, Goshgarian, and Weber. The following voted “Nay”: Alderman Buschmann, and Novit. 5-Ayes, 2-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.*

<b>OLD BUSINESS</b>
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- 1. Approval of a Request from the Cemetery Commission to authorize the City Manager to enter into a contract with Semper Fi Land Services for Renovations to the Memorial Garden at the Lake Forest Cemetery, for an Amount not to Exceed \$905,000, and Approval of an Inter-Fund Loan with the Cemetery to Borrow \$905,000 from the City to be paid over a Ten-Year Period at 3.5% Interest Rate.**

Mr. Chuck Myers provided the City Council with an overview of the Cemetery renovation, noting design areas and a recent decision to decrease the scope of the project. . Mr. Myers reported that the project should be completed by the end of September.

As recommended by the Cemetery Board, he noted that most of the garden will stay the same to honor the original design, however walkways and fountain renovations will be the main components of the project. He then outlined the project's cost, reporting a total project cost of \$1,095,500 and an ROI of \$2,546,000 from four-hundred and fourteen (414) niches.

The City Council had discussion on who is the obligor on the loan, the decrease in the original scope of the project. Elizabeth Holleb, Finance Director explained that since the Cemetery Fund is part of the City, an interfund loan from the General Fund is proposed.

**COUNCIL ACTION: Approval of a Request from the Cemetery Commission to authorize the City Manager to enter into a contract with Semper Fi Land Services for Renovation to the Memorial Garden at the Lake Forest Cemetery, for an Amount not to Exceed \$905,000, and Approval of an Inter-fund Loan with the Cemetery to Borrow \$905,000 from the City to be paid over a Ten-Year Period at 3.5% Interest Rate.**

Mayor Pro Tem Morris asked for a motion.

Alderman Preschlack made a motion to approve a request from the Cemetery Commission to authorize the City Manager to enter into a contract with Semper Fi Land Services for Renovation to the Memorial Garden at the Lake Forest Cemetery, for an Amount not to Exceed \$905,000, and Approval of an Inter-fund Loan with the Cemetery to Borrow \$905,000 from the City to be paid over a Ten-Year Period at 3.5% Interest Rate, seconded by Alderman Weber.

The following voted "Aye": Alderman Morris, Alderman Novit, Notz, Preschlack, Goshgarian, Buschmann, and Weber. . The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

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

Mayor Pro Tem Morris noted there will be no further business following Executive Session, and asked for a motion.

- 1. EXECUTIVE SESSION pursuant to 5ILCS120/2(c), 11 The City Council will be discussing pending litigation.**

Alderman Preschlack made a motion to adjourn into Executive Session pursuant to 5ILCS120/2(c), 11 The City Council will be discussing pending and imminent litigation, seconded by Alderman Goshgarian.

The following voted "Aye": Alderman Morris, Novit, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

**Adjournment into Executive Session at 7:24p.m.**

**Reconvene into Regular Session at 7:51 p.m.**

<b>ADJOURNMENT</b>
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There being no further business Mayor Pro Tem Morris asked for a motion. Alderman Preschlack made a motion to adjourn, seconded by Alderman Notz. Motion carried unanimously by voice vote at 7:52p.m.

Respectfully Submitted,  
Margaret Boyer, City Clerk

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

**The City of Lake Forest**  
**FY2024 City Council Vendor Approvals - March 20, 2023**  
**DRAFT for consideration by City Council on 3/20/23**

**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 FY2020</u>	<u>Approved FY2021</u>	<u>Approved FY2022</u>	<u>Approved FY2023</u>	<u>Proposed FY2024</u>	<u>Description:</u>
Human Resources	Clark Baird Smith	70,000	70,000	70,000	70,000	70,000	Professional Services - legal
Police	LaLuzerne & Smith	50,000	60,000	60,000	60,000	70,000	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	59,000	Utility Services
Non-Department	ComEd	75,000	75,000	75,000	70,000	70,000	Utility Services
Non-Department	AT&T	55,000	55,000	55,000	55,000	n/a	Utility Services
Human Resources	IL Dept of Employment Security	75,000	75,000	87,000	87,000	87,000	Unemployment insurance
Non-Department	Constellation Energy Services	380,000	380,000	385,000	425,000	473,000	Utility Services
Human Resources	IRMA	1,250,000	1,250,000	1,250,000	1,450,000	1,450,000	Member Contribution and Deductibles
Parks/Recreation	NSSRA	275,000	315,000	300,000	300,000	300,000	Membership and inclusion services
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	33,000	33,000	35,000	Internet and television services
Innovation/Tech	Heartland	40,000	40,000	30,000	30,000	50,000	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	300,000	
Public Works	Mansfield Oil Company						
Public Works	Texor Fuel Services						
Public Works	Conserv FS						
City Manager	Verizon Wireless			150,000	150,000	150,000	Wireless/cellular services - State Bid
						3,179,000	



THE CITY OF LAKE FOREST

ORDINANCE NO. 2023- \_\_\_\_

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 1040 ANNA LANE

**WHEREAS**, Craig and Jennifer Tomasino ("**Owners**") are the owners of that certain real property commonly known as 1040 Anna Lane, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence Zoning District; and

**WHEREAS**, the Property is a vacant, buildable lot; and

**WHEREAS**, the Owners desire to build a new residence, attached garage and make other site improvements including the installation of landscaping ("**Improvements**") as depicted on the site plan, architectural drawings and conceptual landscape plan attached hereto as **Group Exhibit B** ("**Plans**"); and

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

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on February 1, 2023; and

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

1. the Property is located within the R-4, Single Family Residence District under the City Code,

2. the Owners propose to construct the Improvements as depicted on the plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

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

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

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

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

**SECTION TWO: Approval of Application.** Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

**SECTION THREE: Conditions on Approval.** The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and

limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner 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.

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

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

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2023.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**EXHIBIT A**

**Legal Description of Property**

Legal Description:

Lot 4 in the Serena Woods Subdivision

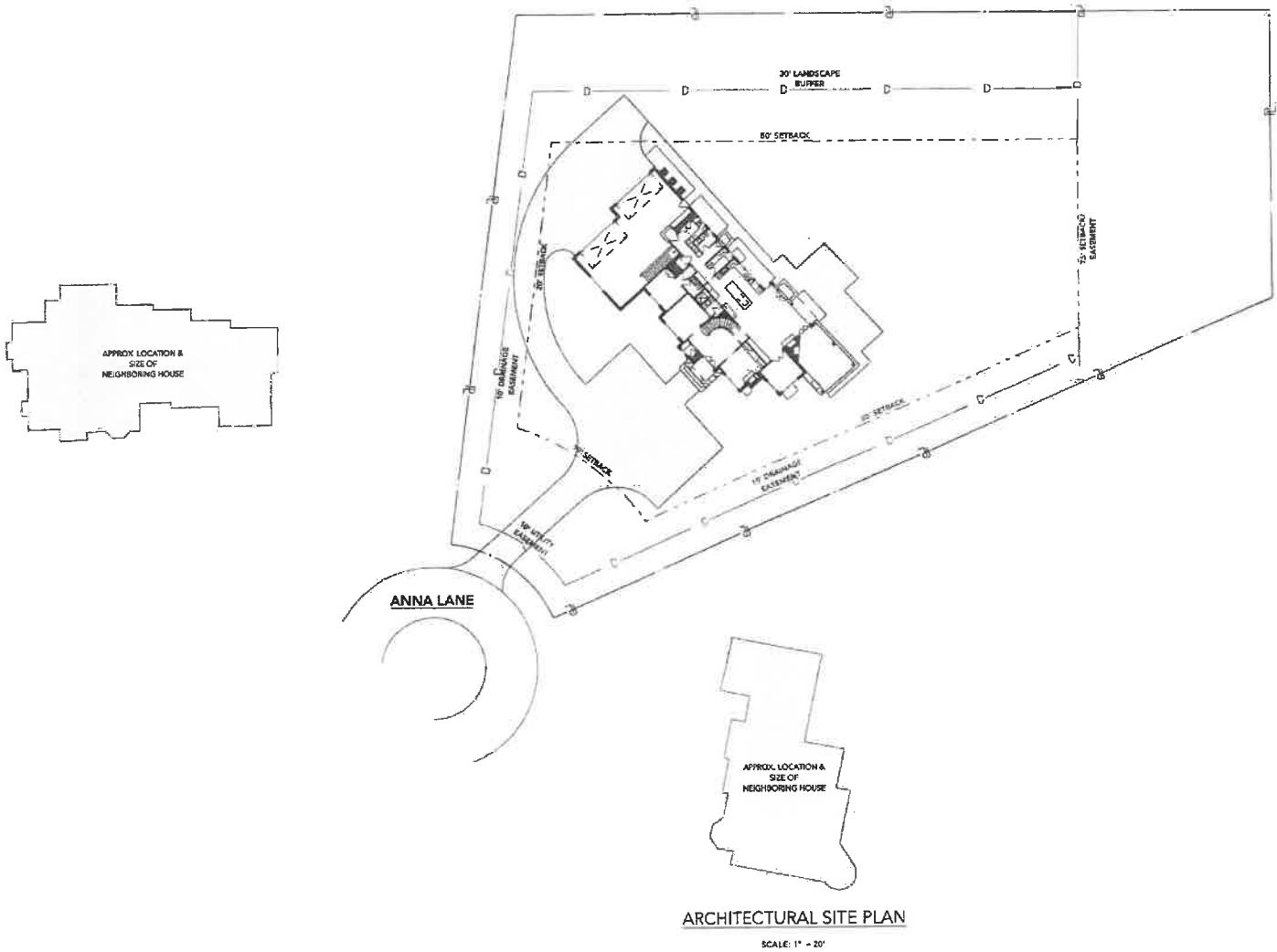
P.I.N. 16-18-203-044

Commonly known as: 1040 Anna Lane

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



DATE	DESCRIPTION
10/12/18	Rev. Design Dev.
10/12/18	Rev. Final Review
1/20/19	Rev. City Design Review
2/20/19	Rev. Client Review
3/22/19	Rev. City of Lake Forest Building Review Board
3/27/19	Rev. City of Lake Forest Building Review Board
1/13/19	Rev. Rev. Lake Forest Building Review Board
1/24/19	Rev. Rev. Lake Forest Building Review Board
1/24/19	Rev. Rev. Site Plan Lake Forest Bldg

AP

A. PERRY ARCHITECTS, ILLINOIS, PLLC.  
1220 WASHINGTON AVE.  
WILMETTE, IL 60091  
847.348.0888  
WWW.APERRYHOMES.COM

TOMASINO RESIDENCE

1040 Anna Lane  
Lake Forest, IL 60045

PROJECT NO.: 222PM

PROJECT TYPE: NEW CONSTRUCTION

FILE: 23012L.DMSHPL.CAD

DATE: 07.28.22

BY: A. PERRY ARCHITECTS, ILLINOIS, PLLC.

ARCHITECTURAL SITE PLAN

A-11

SHEET 1 OF 1

Professional Design Firm # 15K000142-0001

ARCHITECTS SEAL

EXPIRES: 11/30/24

26

# GROUP EXHIBIT B

## The Plans



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

### ELEVATION NOTES:

- STONE VENEER
- BRICK VENEER
- CONCRETE w/ CHIMNEY CAP
- CUT LIMESTONE WINDOW SURROUNDS AS SHOWN
- BRICK SOLIDER COURSE: HEADER w/ KEYSTONE & BRICK ROW LOCKS w/ 4" CUT LIMESTONE SILL
- 1x PRE-STAINED CEDAR PLYWOOD
- CEDAR BRICKMETS, AS SHOWN
- MACHINE CUT CEDAR SHAKE ROOFING, AS SHOWN
- MODIFIED BITUMEN ROOFING, AS SHOWN
- STANDING SEAM METAL ROOF
- ALUMINUM STEP FLASHING @ ALL WALL/ ROOF TO MASONRY CONDITIONS
- ALUMINUM ROOF FLASHING
- ALUMINUM GUTTERS & DOWNSPOUTS
- TYPICAL OVERHANG CONDITION: 1x6 CEDAR FASCIA BO. w/ 1x6 CEDAR FREEZE BO. w/ CEDAR PLYWOOD SOFFIT (ALL MATERIAL PRE-STAINED)
- TYPICAL RAKE OVERHANG CONDITION: 1x6 CEDAR TRIM BO. ON 1x6 CEDAR FASCIA BO. w/ 1x6 CEDAR FREEZE BO. w/ CEDAR PLYWOOD SOFFIT (ALL MATERIAL PRE-STAINED)
- TYPICAL SOFFIT CONDITION: 1x2 CEDAR TRIM BO. w/ BLACK INSECT SCREENING & CEDAR PLYWOOD SOFFIT (ALL MATERIAL PRE-STAINED) EXTERIOR TRIM CARPENTER TO PAINT & FRAMING BLACK IN LOCATIONS OF INSECT SCREENING
- COLUMN CONDITION: 1x CEDAR TRIM COLUMN w/ BASE & CAP (SEE DETAIL)
- WINDOWS ARE DEVOTED BASIC UNIT SIZE. VERIFY w/ SELECTED MFG. TO INSURE LOGICSS WHERE REQ'D.
- SEE ELECTRICAL PLAN FOR EXTERIOR LIGHT LOCATIONS

### ALTERNATES:

- PROVIDE ALTERNATE REQ. FOR CUT LIMESTONE WINDOW SURROUNDS (SEE DETAIL OF BRICK SOLIDER COURSE: HEADER w/ KEYSTONE & BRICK ROW LOCKS w/ 4" CUT LIMESTONE SILL, IN PROXY RIGHT ELEVATIONS ONLY)

### WINDOW NOTES:

- REQUIRED EGRESS WINDOWS AS DETICED ON ELEVATIONS
- REQUIRED SAFETY GLASSING AS DETICED ON ELEVATIONS
- REQUIRED SAFETY GLASSING FOR ALL PROTECTION SHOCKS AS DETICED ON ELEVATIONS
- EMERGENCY ESCAPE AND RESCUE OPENING IN ALL ROOMS THAT MAY BE USED AS SLEEPING ROOMS SHALL BE 5.7 SQUARE FEET WITH A MINIMUM CLEAR OPENING OF 20" AND A MINIMUM CLEAR OPENING OF 20"
- REMOVE SAFETY GLASSING IN ALL HAZARDOUS LOCATIONS INCLUDING WINDOWS WHERE AN EDGE IS WITHIN 2' OF OPEN EDGE OF A SHARP EDGE. WINDOWS LOCATED LESS THAN 4' ABOVE THE STANDING SURFACE OF A TUB OR SHOWER. WINDOWS LOCATED LESS THAN 4' ABOVE A SHOWER LANDING OR WALKING SURFACE.
- WINDOWS WITH AN AREA OF GREATER THAN 200 SQUARE FEET AND WHOLE BOTTOM EDGE LESS THAN 18" ABOVE THE FLOOR.
- WINDOWS LOCATED MORE THAN 72" ABOVE FINISHED GRADE ON THE EXTERIOR SHALL NOT HAVE AN OPENING LESS THAN 36" ABOVE FINISHED FLOOR IN THE ROOM.
- EXCEPTIONS:
- WINDOWS WHOSE OPENINGS WILL NOT ALLOW A BRICK GUTTERER OPENING TO PASS THROUGH THE OPENING WHEN THE OPENING IS IN A HAZARDOUS POSITION.
- OPENINGS THAT ARE PROTECTED WITH WINDOW CLIMBERS THAT COMPLY WITH ASTM F-2082 OR F-2083

### UNIEL SCHEDULE

(UNLESS NOTED OTHERWISE)

OPENING	SIZE
4'-0" x 5'-4"	5'6" x 3'6" x 5'11"
4'-0" x 5'-4"	5'1" x 3'6" x 5'11"
5'-5" x 6'-6"	5'1" x 3'6" x 5'11"
6'-7" x 8'-0"	6'1" x 4" x 3'8"
8'-0"	SPECIFIC NOTE

### ALL WOOD WRAP TO BE CEDAR TRIM

1x12 CEDAR TRIM

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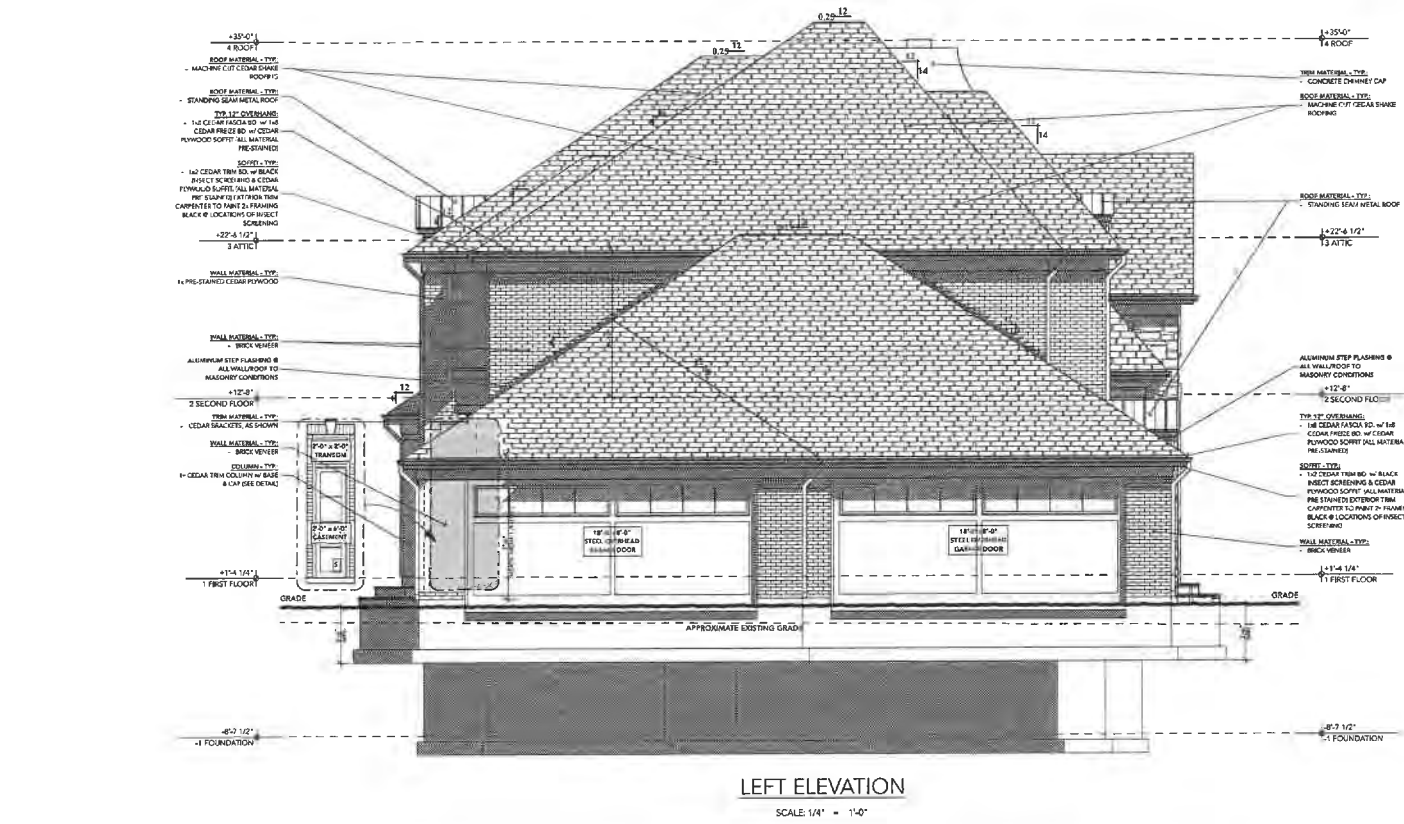
1x12 CEDAR TRIM

1x12 CEDAR TRIM

1x12 CEDAR TRIM

GROUP EXHIBIT B

The Plans



**ELEVATION NOTES:**

- STONE VENEER
- BRICK VENEER
- CONCRETE CHIMNEY CAP
- CUT LIMESTONE WINDOW SURROUNDS AS SHOWN
- BRICK SOLDIER COURSE HEADER w/ KEYSTONE & BRICK ROW LOCKS w/ 4" CUT LIMESTONE SILL
- 1/2 PRE-STAINED CEDAR PLYWOOD
- CEDAR BRACKETS, AS SHOWN
- MACHINE CUT CEDAR SHAKE ROOFING, AS SHOWN
- MODIFIED BLENDED ROOFING, AS SHOWN
- STANDING SEAM METAL ROOF
- ALUMINUM STEP FLASHING @ ALL WALL/ROOF TO MASONRY CONDITIONS
- ALUMINUM ROOF FLASHING
- ALUMINUM GUTTERS & DOWNSPOUTS

**WINDOW NOTES:**

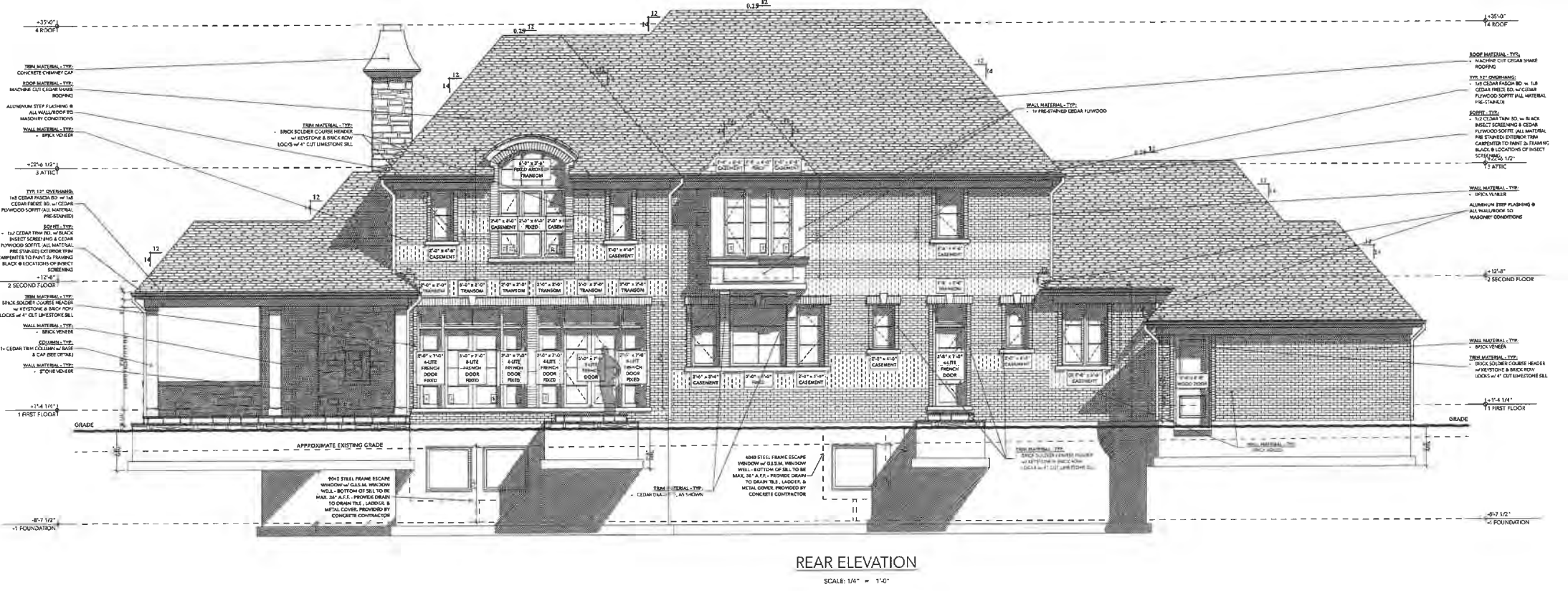
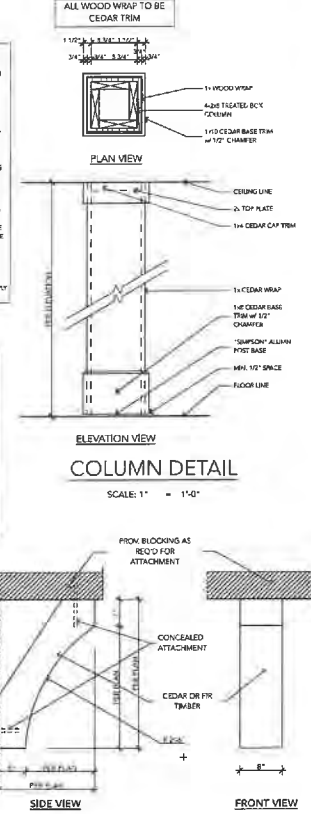
- REQUIRED SAFETY GLASSING AS SHOWN ON ELEVATIONS
- REQUIRED SAFETY GLASSING FOR FALL PROTECTION (WOC) AS SHOWN ON ELEVATION
- EMERGENCY ESCAPE AND RESCUE OPENINGS IN ALL ROOMS THAT MAY BE USED AS SLEEPING ROOMS SHALL BE 5.7 SQUARE FEET WITH A MINIMUM CLEAR OPENING OF 20" AND A MINIMUM CLEAR OPENING HEIGHT OF 20"
- PLACED SAFETY GLASSING IN ALL HAZARDOUS LOCATIONS INCLUDING WINDOWS WITH AN AREA OF GREATER THAN NINE SQUARE FEET AND WHOLE BOTTOM EDGE IS LESS THAN 18" ABOVE THE FLOOR
- WINDOWS LOCATED MORE THAN 27" ABOVE FINISHED GRADE OR THE SURFACE BELOW SHALL NOT HAVE AN OPENING LESS THAN 27" ABOVE FINISHED FLOOR IN THE ROOM
- SCREENS
- WINDOWS WHOSE OPENINGS WILL NOT ALLOW A RICH EXAMETER BRUSH TO PASS THROUGH THE OPENING WHEN THE OPENING IS IN A PLUMB-SET OPENED POSITION
- OPENINGS THAT ARE NOTICED WITH WINDOW GLASS THAT COMPLY WITH ASTM F 2086 OR F 2295

**INTEL SCHEDULE (UNLESS NOTED OTHERWISE)**

OPENING	SIZE
4'-0" to 5'-4"	3/4" x 3/8" x 5/16"
4'-0" to 5'-4"	5" x 3/8" x 5/16"
5'-5" to 6'-4"	5" x 3/8" x 3/8"
6'-5" to 8'-0"	6" x 3/4" x 3/8"
≥ 8'-0"	SPECIFIC NOTE

**ALTERS:**

- PROVIDE ALTERNATE BID FOR CUT LIMESTONE WINDOW SURROUNDS IN LIEU OF BRICK SOLDIER COURSE HEADER w/ KEYSTONE & BRICK ROW LOCKS w/ 4" CUT LIMESTONE SILL @ FRONT RIGHT ELEVATIONS ONLY



DATE	DESCRIPTION
10/11/22	Ass. Design Dev
10/12/22	Ass. Final Review
11/03/22	Ass. City Design Review
11/03/22	Ass. Client Review
12/02/22	City of Lake Forest Building Review Board
12/27/22	Ass. BID/ Permit
1/13/23	Rev. Lake Forest Building Review Board
1/24/23	Rev. Lake Forest Building Review Board
2/16/23	Rev. Site Plan Lake Forest BRR
2/16/23	Rev. Lake Forest Building Review Board
2/16/23	Permit Submittal

Professional Design Firm # 164.008762-0001

ARCHITECTS SEAL

EXPIRES: 11/30/24

REAR / LEFT ELEVATIONS

A-6

of 10  
SHEET 7

**AP**

A. PERRY ARCHITECTS, ILLINOIS, PLLC.

1220 WASHINGTON AVE.  
WILMINGTON, IL 60091  
847.345.6668  
WWW.APERRYHOMES.COM

**TOMASINO RESIDENCE**

1040 Anna Lane  
Lake Forest, IL 60045

PROJECT NO.: 22.2904

PROJECT TYPE: NEW CONSTRUCTION

FILE: 230308\_Tomasino\_CD.pdf

DATE: 07.28.22

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The Plans

PRELIMINARY LANDSCAPE PLAN



242 West Highway 45  
Indian Creek, Illinois 60061  
Tel: (847)818-8888

PROJECT  
**TOMASINO RESIDENCE**  
LANDSCAPE PLAN  
1040 W ANNA LANE  
LAKE FOREST, IL



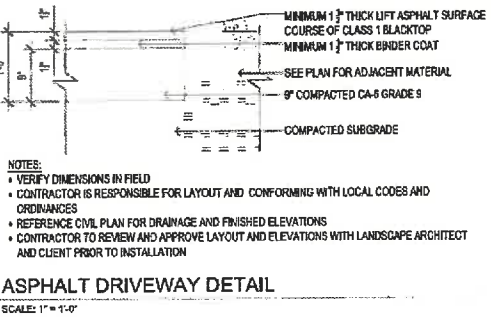
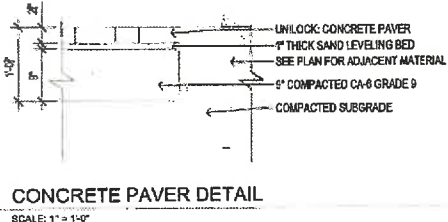
PROPOSED PLANT LIST	SCIENTIFIC NAME	COMMON NAME	SIZE	ROOT	QTY	COMMENTS
SHADE TREES						
AR	Acer rubrum 'Frank Jr.'	Redpointe® Maple	3" cal.	DBS	4	FRONT YARD REQUIREMENT
AS	Acer saccharum 'Sulcata'	Fall Fiesta® Sugar Maple	4" cal.	DBS	2	TREE REMOVAL REPLACEMENT
ORNAMENTAL TREES						
AG	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Apple Serviceberry	18" ht or 2" cal.	DBS	1	FRONT YARD REQUIREMENT
BN	Betula nigra	River Birch	18-22" ht or 2" cal.	DBS	1	FRONT YARD REQUIREMENT
CC	Cornus canadensis	Eastern Reddog	18" ht or 3" cal.	DBS	2	FRONT YARD REQUIREMENT
CM	Cornus sp.	Cornelian Cherry Dogwood	18" ht.	DBS	3	TREE REMOVAL REPLACEMENT
EVERGREEN TREES						
PA	Pinus strobus	Norway Spruce	18" ht.	DBS	3	TREE REMOVAL REPLACEMENT
PO	Pinus strobus	Serbian Spruce	18" ht.	DBS	1	FRONT YARD REQUIREMENT
TP	Thuja plicata 'Green Giant'	Green Giant Arborvitae	12-18" ht.	DBS	3	FRONT YARD REQUIREMENT
TP	Thuja plicata 'Green Giant'	Green Giant Arborvitae	18" ht.	DBS	7	TREE REMOVAL REPLACEMENT
SHRUBS						
BGM	Buxus 'Green Mountain'	Green Mountain Boxwood	36" ht.	DBS	4	FRONT YARD REQUIREMENT
CS	Cornus sericea 'Variegata'	Variegated Dogwood	36" ht.	DBS	24	FRONT YARD REQUIREMENT
SM	Syringa meyeri 'Palibin'	Meier's Korean Lilac	36" ht.	DBS	8	FRONT YARD REQUIREMENT
CD	Calluna dichotoma 'Early Amethyst'	Purple Beautyberry	3 gal.	Cont.	10	PHASE 2 INSTALL
HP	Hydrangea paniculata 'Jane'	Little Lime Hydrangea	3 gal.	Cont.	10	PHASE 2 INSTALL
PERENNIALS/ORNAMENTAL GRASSES						
GM	Geranium macranthum 'Sevan's Variety'	Sevan's Geranium	1 gal.	Cont.	100	PHASE 2 INSTALL
PY	Parthenocissus 'Hedera'	Parthenocissus	1 gal.	Cont.	100	PHASE 2 INSTALL
YS	Thymus serpyllifolius 'Pink Chiffon'	Queen's Thyme	4" pot.	Cont.	100	PHASE 2 INSTALL
TURF						
		HD2000® Kentucky Bluegrass Sod	12"	SOD	5,225	FRONT YARD
		HD2000® Kentucky Bluegrass Sod	12"	SOD	14,300	REAR YARD

NOTE: All proposed planting beds to be covered with 2" of shredded hardwood and aged pine bark fines mulch. No soil is to be exposed and will be covered with plantings, mulch or sod.

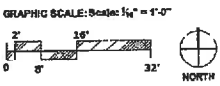
TREE REMOVAL LIST						
	SCIENTIFIC NAME	COMMON NAME	SIZE	TAG #	CONDITION	REASON
TREES						
	Malus sp.	Crabapple	7"	1	3	TWO CLOSE TO DRIVEWAY
	Malus sp.	Crabapple	7"	2	3	TWO CLOSE TO DRIVEWAY
	Malus sp.	Crabapple	7"	3	3	TWO CLOSE TO DRIVEWAY
	Malus sp.	Crabapple	6"	4	3	TWO CLOSE TO DRIVEWAY
	Prunus sp.	Ash	5"	5	4	TWO CLOSE TO DRIVEWAY
	Quercus rubra	Red Oak	11"	108	3	HOUSE CONSTRUCTION

NOTE: A total of 45" inches of 8" trees are slated to be removed and will be replaced as required by the City of Lake Forest and shown on the landscape plan. The current plan indicates several trees being planted as replacements for the removals. More trees can be added to the proposed planting plan if necessary.

	SCIENTIFIC NAME	COMMON NAME	SIZE	TAG #	CONDITION/REASON
DEAD TREES					
	Ulmus americana	AMERICAN ELM	6"	8	6 DEAD - HAZARD
	Prunus sp.	ASH	12"	12	6 DEAD - HAZARD
	Prunus sp.	ASH	10"	17	6 DEAD - HAZARD
	Prunus sp.	ASH	7"	29	6 DEAD - HAZARD
	Pinus strobus	Scots Pine	13"	92	6 DEAD - HAZARD
	Pinus strobus	Scots Pine	11"	95	6 DEAD - HAZARD
	Pinus strobus	Scots Pine	11"	100	6 DEAD - HAZARD



NOTES:  
• VERIFY DIMENSIONS IN FIELD  
• CONTRACTOR IS RESPONSIBLE FOR LAYOUT AND CONFORMING WITH LOCAL CODES AND ORDINANCES  
• REFERENCE CIVIL PLAN FOR DRAINAGE AND FINISHED ELEVATIONS  
• CONTRACTOR TO REVIEW AND APPROVE LAYOUT AND ELEVATIONS WITH LANDSCAPE ARCHITECT AND CLIENT PRIOR TO INSTALLATION



ARCHITECTURAL REVIEW

DRAWN: JL  
CHECKED: JP  
REVISIONS:

1 2023-01-23 REV.1 - HOUSE FOOTPRINT  
2023-12-23 REVIEW PLAN-SUBMITTAL  
NO. DATE ISSUE  
SHEET

SITE PLAN

L1.00  
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