

THE CITY OF LAKE FOREST

**Regular Meeting Minutes
Legal Committee
January 23, 2020
Lake Forest City Hall
7:00 a.m.**

1. Call to Order

The meeting was called to order at 7:03 a.m. In attendance was Chairman Dale Tauke and members Tim Franzen, Anthony Mancini, Joy Guscott-Mueller, David Michael, and Aldermen Melanie Rummel. Also in attendance were City Attorney Julie Tappendorf; City Manager, Jason Wicha; and Assistant to the City Manager Mike Strong.

2. Approval of Minutes of the Legal Committee

a. Minutes from the October 17, 2019 Regular Meeting

A motion was made by Member Guscott-Mueller and seconded by Member Franzen to approve the minutes of the October 17, 2019 regular meeting, as amended. That motion passed by a vote of 6-0.

3. Opportunity for Public Comment

There were no members from the public who chose to speak.

4. Adjourn into Executive Session to discuss executive session minutes and matters relating to pending or threatened litigation.

Alderman Rummel made a motion to enter into Executive Session, subject to 5ILCS 120/2 (11) (21), for the purposes of discussing matters of litigation that are probable, imminent or pending and to review executive session minutes as authorized by the Open Meetings Act. The motion was seconded by Member Franzen. The motion carried unanimously by roll call vote.

The Committee entered into Executive Session at 7:08 a.m.

The Committee Reconvened into Open Session at 7:57 a.m.

5. Action on items discussed during Executive Session

a. Executive Session Minutes from the May 9, 2019 Regular Meeting

A motion was made by Member Michael and seconded by Member Guscott-Mueller to approve the executive session minutes of the October 17, 2019 regular meeting. That motion passed by a vote of 6-0

6. Other Matters

a. Review of Quarterly Legal Services Financial Report

Assistant to the City Manager Mike Strong provided an overview of the Quarterly Financial Report, and reported on modifications that were made to the report based on the Committee's discussion in this past winter. The Committee requested modifications to the reporting structure to include total months billed, percentage of year complete and percentage of budget spent. Chairman Tauke also requested additional notes be added, when relevant, to any variances on the report. No formal action was taken by the Committee.

b. Approval of Regular Meeting Schedule for 2020

Assistant to the City Manager Mike Strong provided a list of potential meeting dates for 2020, which was reviewed by the Committee. A motion was made by Chairman Tauke and seconded by Member Franzen to approve the 2020 meeting schedule as presented. That motion passed by a vote of 6-0

7. Adjournment

There being no further business at this time, Alderman Rummel moved, seconded by Member Michael to adjourn, which motion passed unanimously by a voice vote at 8:08 a.m.

Respectfully Submitted,

Mike Strong, Assistant to the City Manager