

The City of Lake Forest
Property & Public Lands Committee
Proceedings of the Tuesday, November 6, 2018
Open Session Minutes – City Council Conference Room, City Hall

I. Call to Order and Roll Call

Chairman Reisenberg called the meeting to order at 4:03 p.m., and Assistant to the City Manager Mike Strong called the roll of Committee members.

Present: Chairman Reisenberg, Alderman Morris, and Alderman Preschlack

Also present were: Robert Kiely, City Manager; Catherine Czerniak, Director of Community Development; and Sally Swarthout, Director of Parks, Recreation & Forestry

There were three members of the public in attendance.

II. Approval of the Minutes from the Regular Session of the Property and Public Lands Committee

A motion was made by Alderman Preschlack to approve the minutes, as amended, from the Property and Public Lands Committee meeting held on August 9, 2018. The motion was seconded by Alderman Morris. The motion carried unanimously by voice vote.

III. Elawa Farm Discussion

Robert Kiely, City Manager, Catherine Czerniak, Director of Community Development, Sally Swarthout, Director of Parks & Recreation, and Mike Strong, Assistant to the City Manager, gave an overview to date along with an introduction of various documents related to the governance of Elawa Farm. The Committee had lengthy discussion regarding the governance structure and role of the Elawa Farm Commission, the Zoning Board of Appeals (“ZBA”) recommendation on the Special Use Permit and Master Plan, and the status of negotiations concerning the operating agreement with the Elawa Farm Foundation.

a. Review of Elawa Farm Governance and Process

Mr. Kiely introduced a concept to the Committee for restructuring the Elawa Farm Commission, to work similarly to the Gorton Community Center whereby Caucus appointees would serve on the Finance Committee of the Elawa Farm Foundation rather than a separate Commission. The Committee requested that a recommendation be discussed with the Foundation and incorporated into the governing documents for future review.

Public Comment: Joanne Miller, Executive Director of the Elawa Farm Foundation stated that the Foundation is currently investigating how Gorton operates to understand the concept, as presented.

b. Review Master Plan and Special Use Permit Recommendation

Ms. Czerniak reviewed the ZBA’s recommendation concerning the Special Use Permit and Master Plan and discussed changes to use areas, program opportunities, private event spaces, and conditions for the operation of Elawa Farm. Additional discussion with the Committee included the role of the City in overseeing and managing cumulative activity both on and adjacent to Elawa Farm. The Committee requested that City staff prepare a recommendation for how to implement the ZBA’s recommendation.

52 Public Comment: Joanne Miller, Executive Director of the Elawa Farm Foundation stated
53 that the Foundation has concerns regarding the definition of amplified music, and their ability
54 to raise revenue due to new limitations on the number of amplified events allowed on the site.
55

56 **c. Key Operating Issues and Financial Considerations**

57 Mr. Strong reviewed additional operating issues including the City’s interest in consolidating
58 the use agreement and cottage lease that authorizes space at Elawa Farm for the Parks and
59 Recreation Department to house the Wildlife Discovery Center. He stated that the City
60 would contribute a maintenance fee to the Foundation for the ongoing use of property by the
61 Parks and Recreation Department, but that it would no longer provide lease payments for use
62 of the Cottage.
63

64 Public Comment: Joanne Miller, Executive Director of the Elawa Farm Foundation stated
65 that the termination of the Cottage lease, coupled with the limitation on rental events, would
66 have a substantial financial impact on the Foundation’s budget for next year.
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68 Alderman Morris suggested that a meeting occur with the Elawa Farm Foundation to
69 understand how the changes presented would affect their budget for next year.
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71 **IV. Opportunity for Public Comment**

72 No member of the public chose to speak.
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74 **V. Adjournment**

75 There being no further business, Alderman Morris moved, seconded by Alderman Preschlack, to
76 adjourn the meeting at 5:37 p.m. The motion carried unanimously by voice vote.
77

78 Respectfully submitted,
79

80 Mike Strong
81 Assistant to the City Manager