

The City of Lake Forest
Property & Public Lands Committee
Proceedings of the Tuesday, January 22, 2019
Open Session Minutes – City Council Conference Room, City Hall

I. Call to Order and Roll Call

Chairman Reisenberg called the meeting to order at 5:01 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; Sally Swarthout, Director of Parks, Recreation & Forestry; and City Attorney, Julie Tappendorf

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

A motion was made by Alderman Morris to approve the minutes, as amended, from the Property and Public Lands Committee meeting held on December 3, 2018. The motion was seconded by Alderman Preschlack. The motion carried unanimously by voice vote.

III. Opportunity for Public Comment

There were no members of the public that chose to speak.

IV. Discussion Regarding the Potential Lease of City-Owned Property

Assistant to the City Manager Mike Strong presented on a request from the CROYA Foundation to review the existing lease arrangement that they have with the City for use of the Recreation Center for the CROYA operation. He added that the lease is entering its fifteenth year, and current lease language allows the City to reconsider use of the property beginning in year 15. He stated that he would be working with the City Attorney to draft some documents that memorialize CROYA's use of the Recreation Center for their programming. He anticipated having a strategy and potential document prepared for the next Committee meeting.

Assistant to the City Manager updated the Committee on the status of the Hansa Coffee Roasters sub-lease of the vacant tenant space in the east train station. He stated that they have engaged a new attorney who is reviewing the document, and hopes that they would be ready to submit permit paperwork sometime in February.

Assistant to the City Manager updated the Committee on the status of the ongoing discussions and negotiations with the Elawa Farm Foundation regarding the operating agreement and Special Use Permit/Master Plan. He stated that City staff is prepared to present the recommendation for the Special Use Permit and Master Plan to City Council, pursuant to the Committee's direction. He stated that staff recently met with the Foundation to review open issues and continue dialogue, as well as, an attorney that they have engaged.

Mr. Strong stated that during this meeting dialogue centered on governance of the Commission and Elawa Farm Foundation Board, use and occupancy of the Cottage (whereby the Foundation would not be responsible for the Cottage lease), term and potential charges the City would pay the Foundation for use of the site, along with coordinating activities and events within the

53 property. He reported that the Foundation was not prepared to move forward with the restated
54 operating agreement, as presented; however, that they did not support any of the City’s positions
55 on these topics.
56

57 City Attorney Julie Tappendorf stated that this negotiation process has become an additional issue
58 and concern. She stated that the Foundation was provided a copy of the revised agreement with
59 these points in November. She added that the Foundation implied that they were going to work
60 off the 2014 agreement, not the revised agreement. Ms. Tappendorf added that the Foundation’s
61 position has shifted since October, when the City first sat down with Foundation representatives
62 to review various issues, including governance. She stated that at that point there was interest to
63 discuss them; however, since they have dismissed any discussion on the topics.
64

65 Mr. Strong reported that the Foundation was going to be meeting internally in early February, and
66 anticipated they would be ready to review language in mid-February. Discussion ensued on the
67 open issues and the Committee directed staff to follow up with the Foundation and reaffirm its
68 position on these items and asked that staff schedule the Special Use Permit and Master Plan at
69 the March City Council meeting as recommended by the Zoning Board of Appeals.
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71 **V. Adjournment into Executive Session**

72 A motion was made by Alderman Morris to enter into executive session for the purpose of
73 discussing and conducting a review of the minutes mandated by the Open Meetings Act. The
74 motion was seconded by Alderman Preschlack. The motion carried unanimously by roll call
75 vote.
76

77 *The Committee entered into Executive Session at 5:48 p.m.*

78 *The Committee Reconvened into Open Session at 5:55 p.m.*
79

80 **VI. Action on Items Discussed During Executive Session**

- 81
- 82 1. Approval of Executive Session Meeting Minutes of the Property & Public Lands Committee.
 - 83 a. October 30, 2017 (As Amended)
 - 84 b. August 9, 2018
 - 85 c. December 3, 2018
- 86

87 Alderman Morris made a motion to approve Executive Session minutes of the Property & Public
88 Lands Committee for 10/30/17 (as amended), 8/9/18, 12/3/18. The motion was seconded by
89 Alderman Preschlack. The motion carried unanimously by roll call vote.
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91 **VII. Adjournment**

92 There being no further business, Alderman Morris moved, seconded by Alderman Preschlack, to
93 adjourn the meeting at 5:56 p.m. The motion carried unanimously by voice vote.
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95 Respectfully submitted,

96
97 Mike Strong
98 Assistant to the City Manager
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