

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, November 18, 2024
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL

6:30pm

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Peter Clemens, Alderman First Ward

Alice LeVert, Alderman Third Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

John Powers, Alderman Second Ward

Richard Walther, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

2. COMMENTS BY CITY MANAGER

A. Department Spotlight

- Communications and Community Engagement

- Dana Olson, Director

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

FINANCE COMMITTEE

- 1. Consideration of an Ordinance Restating and Reaffirming Ordinance No. 2013-070 (Debt Self-Limiting Ordinance -First Reading)**

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

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of an Ordinance restating and reaffirming Ordinance No. 2013-070.

BACKGROUND/DISCUSSION: The City is a home-rule unit of government pursuant to referendum. As a home-rule unit of government, the City is not subject to the Property Tax Extension Limitation Law (PTELL). However, the City Council has adopted ordinances in 2004, 2008 and 2013 setting forth its intent regarding property tax levies and the applicability of PTELL:

- Ordinance 2004-47 was adopted 8/2/04 prior to the referendum establishing the position of the City Council of the City of Lake Forest on the use of home rule authority.
- Ordinance 2008-08 was adopted 3/17/08, restating and reaffirming Ordinance No. 2004-47.
- Ordinance 2013-070 was adopted 12/2/13, restating and reaffirming Ordinance No. 2008-08.

Since 2004, the city has been faced with increasing costs to maintain more than \$500 million in capital assets. Beginning with the 2015 tax levy, the city has increased pay as you go financing of the City's five-year Capital Improvement Plan (CIP), recognizing that most of these expenses are ongoing in nature and should be financed with ongoing revenues, not debt financing. The capital improvements levy is deposited annually into the Capital Improvements Fund and is a primary funding source of the Five-Year CIP. Most expenditures included in this plan are ongoing and recurring expenditures, such as street resurfacing, capital equipment replacement and facility maintenance. Therefore, the City Council Finance Committee recently discussed a change to include this levy with other ongoing expenses such as General Fund, Parks and Recreation Fund and Library operations, as well as mandated pension contributions. This change would result in the 2004 Debt Levy cap (as adjusted annually) to be impacted only by debt service to be paid from the property tax levy.

At its November 12 meeting, the City Council Finance Committee directed staff to draft an Ordinance restating and reaffirming Ordinance No. 2013-070, including a change to move the Capital Improvements Levy to the aggregate levy cap and make the debt levy cap applicable to the debt service levy only.

BUDGET/FISCAL IMPACT: The proposed Ordinance would allow for the financing associated with the new police facility project. The proposed 2024 tax levy includes the addition of \$500,000 to begin phasing in the debt service of an anticipated bond issue to finance improvements to the City-owned property at 1925 Field Court.

COUNCIL ACTION: Grant first reading of an Ordinance Restating and Reaffirming Ordinance No. 2013-070 (Debt Self-Limiting Ordinance page 16).

2. Consideration of an Ordinance Establishing the 2024 Tax Levy (First Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of an Ordinance establishing the 2024 property tax levy.

BACKGROUND/DISCUSSION: The annual tax levy must be filed with the County Clerk by the last Tuesday in December. The City has a significant reliance on property tax revenue, which represents more than 50% of General Fund revenue.

Spreadsheets related to the proposed tax levy for 2024 are attached (**page 30**) for your consideration. These include: 1) the tax levy limitations under the tax cap; 2) the tax levy distributed by fund without new growth and allowances distributed; 3) the tax levy by fund

with new growth and allowances distributed; and 4) an explanation of the tax increase to an average homeowner.

The tax levy to be approved includes the needs of all City departments, as well as for pensions and debt service requirements. A summary of the proposed levy is as follows:

FUND	Proposed 2024 LEVY	2023 Extension	\$ CHANGE	% CHANGE
City General	\$ 16,710,325	\$ 15,905,865	\$ 804,460	5.06%
Pension Funds	7,241,472	7,076,505	164,967	2.33%
Parks and Recreation	6,455,563	6,518,608	(63,045)	-0.97%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	572,234	553,418	18,816	3.40%
Capital Improvements	2,100,000	1,542,169	557,831	36.17%
Library	4,684,908	4,502,965	181,943	4.04%
Library sites	495,961	479,653	16,308	3.40%
PTAB/CE Recapture	0	144,688	(144,688)	-100.00%
Bond Funds	3,106,050	2,790,191	315,859	11.32%
TOTAL TAX LEVY - CITY	\$ 41,491,513	\$ 39,639,062	\$ 1,852,451	4.67%
Ordinance (exclude Bond Funds)	<u>\$38,385,463</u>			

School District #67 levy amounts are not yet available and will be included for final reading on December 2. The school district amounts are estimates and subject to final approval by the School District Board.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/12/24	Discussion of proposed 2024 tax levy
City Council	11/4/24	Determination of a preliminary non-binding estimate of the 2024 levy
Finance Committee	10/21/24	Approval of 2024 Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed tax levy for 2024 reflects a 4.67% increase over the 2023 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 3.40% property tax cap increase on Parks/Recreation and Library levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; an increase in the Capital Improvements levy of \$500,000 to begin phase in of debt service related to the police facility project; increases attributable to new construction; and increases in General Fund and IMRF pension levy of 2.00%. Police and Fire pension costs are determined by an independent actuarial valuation and recommendation by the Pension Subcommittee. **The average increase to existing residents (\$800,000 home) is projected to be \$168 or 4.03%.**

COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2024 Tax Levy (page 20).

3. Approval of Ordinances Abating 2024 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests first reading of ordinances abating 2024 debt service property tax levies.

BACKGROUND/DISCUSSION: The proposed Ordinances provide for the abatement (reduction) of 2024 property taxes levied for the various outstanding general obligation alternate revenue bond issues. The tax levies for all bond issues are established and recorded with the County Clerk at the time the bonds are issued. Therefore, in order to reduce the 2024 bond tax levies, an abatement ordinance must be approved and filed with the County Clerk no later than March 1, 2025. The abatement of these general obligation alternate revenue bonds is possible due to the fact these bond funds have an adequate revenue source from water sales and/or TIF increment. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued.

The proposed Ordinances (beginning on **page 34**) are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2024 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2015 Bond Issue
- An Ordinance Abating the Total Tax being Levied in 2024 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2017 Bond Issue

BUDGET/FISCAL IMPACT: A summary of the proposed tax levy abatements is provided below:

2024 Debt Service Levy and Abatements

	Levy per County	TIF	Water	Net Levy
2015	638,175.00	(362,937.50)		275,237.50
2017	782,727.50		(782,727.50)	0.00
2019	825,962.50			825,962.50
2021	732,100.00			732,100.00
2023	1,272,750.00			1,272,750.00
	4,251,715.00	(362,937.50)	(782,727.50)	3,106,050.00
1% L/C	4,294,232.15			3,137,110.50

COUNCIL ACTION: Grant first reading of the Ordinances Abating 2024 Tax Levies for various general obligation bond issues.

4. Consideration of an Ordinance approving a Fee Schedule and Ordinance Adopting a New Fee Related to Liquor Licenses (First Reading)

PRESENTED BY: Diane Hall, Assistant Finance Director (847-810-3614)

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of the proposed Ordinances.

BACKGROUND/DISCUSSION: As part of the budget process, all departments are asked to review their user fees. A comprehensive fee schedule is provided as Exhibit A to the Ordinance approving a fee schedule, which clearly identifies the proposed fee increases highlighted in yellow and the proposed new fees highlighted in orange. Fees highlighted in green are not reflective of changes in existing fees; rather, they are clarifications due to a review of City Code and current practices or the addition of previously approved fees into the Fee Schedule.

Departments have provided supplemental memos justifying their proposed fee adjustments and new fees, which are included in the packet beginning on **page 59**. New fees require a separate Ordinance to be submitted by the department proposing the new fee and accompany the Ordinance approving the fee schedule. The following Ordinances are submitted for City Council consideration:

- Ordinance approving a fee schedule (**page 37**)
- Ordinance adopting a new fee establishing a "Class I-2" liquor license (**page 64**)

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/12/24	Discussion of proposed ordinances

BUDGET/FISCAL IMPACT: Annual revenue for the new and increased fees is estimated to be \$363 in the General Fund, \$15,933 in the Parks and Recreation Fund, \$54,038 in the Golf Course Fund and \$211,734 in the Water Utility Fund.

COUNCIL ACTION: Grant first reading of an Ordinance approving a fee schedule and Ordinance adopting a new fee related to liquor licenses.

PARKS & RECREATION AND PUBLIC WORKS COMMITTEE

1. **Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and Authorize the City Manager to Execute an Agreement in the Amount of \$447,410 to Include a 10% Contingency in the Amount of \$44,590 for a Total Cost of \$492,000.**

PRESENTED BY: *Chuck Myers, Superintendent of Parks & Forestry (847-810-3565)*

PURPOSE AND ACTION REQUESTED: The Parks & Recreation Board, the Public Works Committee, and City staff requests City Council award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and authorize the City Manager to execute an agreement in the Amount of \$447,410 to include a 10% contingency in the amount of \$44,590 for a total cost of \$492,000.

BACKGROUND/DISCUSSION: West Park is an 8.5-acre neighborhood park located on Green Bay Road, northwest of the City's Central Business District. The park has many amenities including a historic pavilion/warming house, picnic area, playground, baseball diamond, ice skating rink and four tennis courts.

The tennis courts have been resurfaced with a top coating of acrylic material and crack filler numerous times over the years, but the substrate of the courts was last paved with asphalt over 20 years ago and needs to be replaced. The courts are currently in poor condition, with many large structural cracks and an uneven surface. In addition, the dimensions of the courts and spaces around them are incorrect and do not meet USTA standards.

City staff worked with Kapur & Associates this summer on design and engineering of four new tennis courts for West Park. The courts will be in the same location on the site but will be extended slightly to the north and to the east to obtain the proper dimensions. The design included two material approaches for the base surface of the courts - asphalt and an alternate for post-tension concrete. The design with specifications for asphalt and alternatively with concrete was done to allow staff to better evaluate the pros and cons of both products and provide costs for both. The design and engineering were completed at the end of summer, with specifications and construction documents for bidding and construction.

Reconstruction of the courts will include removal of asphalt surface and fencing, examination of the base materials for suitability and replacement as necessary, installation of new drainage system, realignment and expansion of courts to meet USTA standards, application of a new surface, installation of new net posts, application of acrylic color surface and lines, fence replacement and a new practice wall.

The replacement of the four tennis courts at West Park is an investment that will yield numerous benefits for the community and aligns with our commitment to providing residents with high-quality parks and recreational facilities. After the full reconstruction of the four courts is complete, resurfacing with acrylic top surfacing is recommended every five years and staff has scheduled this in the City's CIP.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	10/21/2024	Reviewed and Recommended Approval
Parks & Recreation Board	10/15/2024	Reviewed and Recommended Approval
City Council	05/06/2024	Approval of Design Agreement
Finance Committee Workshop	11/13/2023	Provided Staff Direction for Design

BUDGET/FISCAL IMPACT: On September 4, 2024, City staff released an invitation to bid for the West Park Tennis Court Reconstruction Project. The bid opening was on September 25, 2024, and five sealed bids were received, as outlined below.

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

Firm Name	Dollar Amount Bid - Asphalt Base	Dollar Amount Bid - Concrete Base
Obsidian Asphalt Paving	\$447,410	(No Bid)
Maneval Construction	\$450,921	(No Bid)
Chicagoland Paving	\$460,000	(No Bid)
Abbey Construction	\$524,185	\$942,195
Hellas Construction	(No Bid)	\$1,549,335

After careful review of the bids by City staff, we are recommending the selection of Obsidian Asphalt Paving for the project. Reference checks have been done for similar projects completed by Obsidian and all have been excellent. If approved by City Council, the new courts will be completed in the spring of 2025.

Below is an estimated summary of Project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Improvement Fund 311-5703-476.76-05	\$540,000	\$492,000	Y

COUNCIL ACTION: Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and Authorize the City Manager to Execute an Agreement in the Amount of \$447,410 to Include a 10% Contingency in the Amount of \$44,590 for a Total Cost of \$492,000

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the November 4, 2024, City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 68**

COUNCIL ACTION: Approval of the November 4, 2024, City Council Meeting Minutes

2. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for The Women’s Board of Northwestern Lake Forest Hospital, The Guild of the Church of St. Mary and Lake Forest College Athletics (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 the proposed raffles from The Women’s Board of Northwestern Lake Forest Hospital, The Guild of the Church of St. Mary and Lake Forest College Athletics.

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, The Guild of the Church of St. Mary, and Lake Forest College Athletics are requesting waivers of the bond requirement and have submitted requests. Copies of the requests can be found beginning on **page 74**

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for The Women’s Board of Northwestern Lake Forest Hospital, The Guild of the Church of St. Mary and Lake Forest College Athletics (Approval by Motion)

3. Approval of a One Year Contract with American Printing Technologies for Processing Vehicle Licenses and Parking Permits in an Amount Not to Exceed \$44,000

STAFF CONTACT: *Diane Hall, Assistant Finance Director (847-810-3614)*

PURPOSE AND ACTION REQUESTED: Staff requests City Council award a one-year contract representing the 3rd year of a potential five-year agreement, based on performance, for the processing of the City’s vehicle licenses and parking permits to American Printing Technologies.

BACKGROUND/DISCUSSION: Staff requested a one-year contract approval to allow for the vehicle license program. The City’s vehicle license is used to provide funding for the Streets Department operating expenses, the vehicle license is also used to access the beach and compost center. Additionally, staff reviewed the use of the City’s current financial system to continue with the full process in-house. Staff will continue to research options over the coming year but are not making any new recommendations for changes at the current time. American Printing Technologies offers online purchases of vehicle licenses and parking permits, as well as fulfillment services and is the City’s current vendor for both processes. The City will supply the vehicle licenses and parking permits.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/20/23	City Council approved one year contract to American Printing Technologies.

BUDGET/FISCAL IMPACT:

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

Below is an estimated summary of Contract budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N

Finance Operating 101-1314-435-3510 & 101-1314-460-6013	\$44,000	\$44,000	Y
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COUNCIL ACTION: Approval of a One Year Contract with American Printing Technologies for Processing Vehicle Licenses and Parking Permits in an Amount Not to Exceed \$44,000

4. Approval to authorize the City Manager to Award a Contract for Tree Pruning for FY2025 to Advanced Tree Care for an Amount Not to Exceed \$77,000.

STAFF CONTACT: *Corey Wierema, City Forester/Forestry Supervisor
(847-810-3564)*

PURPOSE AND ACTION REQUESTED: Staff is seeking City Council approval to continue the Municipal Partnership Initiative (MPI) that was approved in FY2024 and proceed with the second year of a three-year contract with Advanced Tree Care.

BACKGROUND/DISCUSSION: Starting with FY2024, the City began its first eight-year cycle pruning plan. Cycle pruning is an essential practice in urban forestry that helps maintain a healthy urban forest. By removing dead and competing branches, pruning encourages healthy new growth and maturation, maximizing a tree’s value and supporting its numerous environmental and community benefits, including increased property values. Under the second year of this contract, the City will prune approximately 1800 trees contractually in FY2025. This work will extend the functional lifespan of the City’s parkway trees, delay long-term expenses associated with removing and replacing unhealthy trees, and decrease the cost and liability associated with storm damage. The City Council has been briefed on the MPI, a program that uses economies of scale to secure low bid prices among neighboring municipalities that bid on similar projects yearly.

BUDGET/FISCAL IMPACT: The MPI Tree Pruning contract term agreement is from January 2023 through December 2025. The City of Lake Forest reserves the right to renew this contract for two (2) additional one (1) year periods subject to acceptable performance by the contractor.

The Village of Glenview initiated a joint public bidding process via the MPI to include the following categories of tree work: Group “A” Tree Removal, Group “B” Stump Removal, Group “C” Tree pruning. Four bids were received for the 2024 MPI Tree Group “C” Pruning Contract, and Advanced Tree Care provided the lowest proposed cost. At the time of the bid posting, the City did not participate. As with many MPI bid processes, other municipalities may join existing bid opportunities as authorized by the Governmental Joint Purchasing Act, 30 ILCS 525/0.01 *et seq.* (the “Act”) to take advantage of already secured pricing.

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific exception requested:

Administrative Directive 3-5, Section 9.0F – Government Joint Purchases

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
220-5888-435.35-10 Forestry Operating Fund	\$77,000	\$77,000	Y

COUNCIL ACTION: Approval to authorize the City Manager to Award a Contract for Tree Pruning for FY2025 to Advanced Tree Care for an Amount Not to Exceed \$77,000.

- 5. Ratify the purchase of five used vehicles for the Police Department and make exception to the Bidding Process and Authorize the City Manager to enter into an agreement with Havey Communications for vehicle lighting and equipment not to exceed \$40,136.**

STAFF CONTACT: Kevin Zelk, Deputy Chief of Police Administration (847-810-3816)

PURPOSE AND ACTION REQUESTED: Staff requests the Council ratify the purchase of five used vehicles. In March 2024, Council approved the use of Illinois Department of Commerce and Economic Opportunity grant funds for the purchase of used vehicles. Approximately \$40,000 of available grant funds remain after the initial purchases were made. Staff requests the formal bidding process be waived, and the City Manager be able to enter into an agreement with Havey Communications for vehicle lighting, equipment, and installation services for these vehicles.

BACKGROUND/DISCUSSION: The Lake Forest Police Department was notified by the office of State Senator Julie Morrison that we had received a \$250,000 grant through the Illinois Department of Commerce and Economic Opportunity (DCEO) for administrative expenses associated with public safety. As we assessed the greatest needs of our department, we determined this grant would be best used to address our aging unmarked vehicle fleet.

In March 2024, staff received approval from the City Council to authorize the City Manager to proceed with the purchase of used vehicles not to exceed \$250,000. Since March, the Police Department and Fleet staff located and purchased five used vehicles. After making these purchases, \$40,136 of grant funds are still available. Considering these vehicles will also need emergency lights and other essential equipment, staff contacted DCEO administrators and received approval to use the remaining funds for this purpose.

PROJECT REVIEW/RECOMMENDATIONS: Police Department and Fleet staff coordinated the search for quality used vehicles. Five vehicles were identified and purchased with City Manager authorization. The purchased vehicles will be used to replace our aging fleet of unmarked vehicles for our Investigations section. These vehicles do not need to meet the strict requirements for patrol use and can be any make or model. Furthermore, having vehicles that are not immediately recognized as belonging to law enforcement gives our detectives the ability to conduct their activities discreetly.

Working with our vehicle equipment upfitter, Havey Communications, these vehicles can all be equipped with covert vehicle lighting and emergency equipment.

BUDGET/FISCAL IMPACT:

Has competitive pricing been obtained for proposed goods/services? **No**

Staff received a waiver to the bidding process under Administrative Directive 3-5, Section 6.2 – Waiver of Procedures (requires 2/3 vote). Due to the nature of purchasing used vehicles, dealerships will not “hold” a vehicle while staff engages in the normal purchasing process to seek City Council approval on a regularly scheduled meeting date. The City Manager was granted the authority to approve the following purchases:

Vehicle	Dealership	Purchase Price
2022 Ford F150 Pickup	Libertyville Lincoln, Libertyville IL	\$41,705.00
2021 Jeep Grand Cherokee	Zeigler Auto Group, Schaumburg IL	\$36,211.03
2021 Hyundai Palisade	Zeigler Auto Group, Schaumburg IL	\$43,704.03
2022 Chrysler Pacifica	Zeigler Auto Group, Schaumburg IL	\$41,539.03
2024 Jeep Grand Cherokee	Zeigler Auto Group, Schaumburg IL	\$46,704.03

Staff requests a waiver to the bidding process under Administrative Directive 3-5, Section 6.2 – Waiver of Procedures (requires 2/3 vote). The Police Department has worked with Havey Communications for over 20 years, and based on research conducted on a recent project, they consistently provide us with the lowest prices available.

Staff requests the City Manager be able to enter an agreement with Havey Communication not to exceed \$40,136.

This project will be funded through the City's Capital Fund.

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-7502	\$0	\$ 250,000.00	N

These funds will be reimbursed by the grant managed by the Illinois Department of Commerce and Economic Opportunity.

COUNCIL ACTION: Ratify the purchase of five used vehicles for the Police Department and make exception to the Bidding Process and Authorize the City Manager to enter into an agreement with Havey Communications for vehicle lighting and equipment not to exceed \$40,136.

COUNCIL ACTION: Approve the five (5) omnibus items as presented

6. OLD BUSINESS

1. Approval of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the State of Illinois Department of Transportation for Construction of the Deerpath Streetscape Project, Section Number 19-00093-00-SW, for a Local Match of at least \$1,484,676 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project

PRESENTED BY: *Byron Kutz, P.E., Superintendent of Engineering (810-3555) and Jim Lockfeer, Assistant Director of Public Works (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and Staff request approval of an IDOT resolution for a Joint Funding Agreement necessary for federally funded construction for the Deerpath Streetscape. In addition, Staff requests authority to execute required IDOT agreements and any other paperwork for this project. Approval of the Joint funding agreement (completed and signed Appropriation Resolution along with the locally executed agreement) is required to proceed with the state bidding on January 17, 2025. Any costs above the available federal funds in general would be local capital funds. Attached is the draft IDOT Joint Funding Agreement.

BACKGROUND/DISCUSSION: The City received federal funding for the Deerpath Streetscape project via Illinois Transportation Enhancement Project (ITEP) funding. The Phase II design is wrapping up with the project currently scheduled to be bid by the State in January of 2025. Execution of the Joint Funding Agreement is required now to allow the State to bid out the project since the project is utilizing federal funds, as well as confirming the City's financial commitment to the City's local match.

In early 2025, the City plans to begin construction of the Deerpath Streetscape Project. The first phase of the project will be from mid-January to the end of March 2025. A water main (locally-funded therefore no IDOT agreement) under Deerpath Road, east of Green Bay Road to west of Western Avenue, will be replaced. Following the completion of the water main construction, the second phase of streetscape improvements (federally funded thus requiring an IDOT agreement) will begin. These streetscape improvements will occur on Deerpath Road from Oakwood Avenue to Western Avenue. The second phase of construction is anticipated to begin in early April 2025 and all project construction is estimated to be completed in mid-October 2025. The project aims to improve pedestrian safety, update aging infrastructure, enhance plantings and greenery, and incorporate more decorative elements along Deerpath Road. Plans for the Deerpath Streetscape Project have been underway for years, dating back to preliminary conversations with the Civic Beautification Committee in 2016. More detailed project information can be found on the City's project webpage at www.cityoflakeforest.com/deerpathstreetscape

The design-team is coordinating with IDOT on remaining items needed to proceed with a state bidding on January 17, 2025.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/12/2024	Deerpath Streetscape Project Update and Review of Project Budget

Public Works Committee	10/21/2024	Reviewed and Recommended Approval of Funding Agreements (this item)
Public Works Committee	10/21/2024	Reviewed and Recommended Approval of Phase II Change Order
City Council	10/21/2024	Approval of Easements

BUDGET/FISCAL IMPACT: Construction of this project will be partially funded by the Illinois Transportation Enhancement Project (ITEP) funding with the remaining balance to be funded by local capital funds and local water-sewer fund. The City submitted for an ITEP grant and was notified in April 2023 of an award of \$2,068,748. The local match represented in the title of this item must match the last accepted project cost-form to IDOT which was accepted earlier this year. The total project amount submitted to Lake Forest Finance as part of the CIP process on October 11 although has been adjusted and inflated as necessary above the last cost-form submitted to IDOT. The current estimated total streetscape construction cost excluding watermain and construction engineering (as will be awarded separately locally) is shown at \$4,400,000 (\$2,335,000 Local Capital Fund) which includes several items not reflected in the most recent accepted IDOT cost-form (cost adjustments and inflation). Actual costs will not be known until after the January 17, 2025 State Bidding. Any costs above the available federal funds in general would be local capital funds. The State will pay for the construction work and will invoice the City for the City’s share of the project (with the final invoice sometimes not being paid for several years after project completion due to the extensive amount of closeout paperwork).

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

Below is an estimated summary of project budget:

FY 2025/2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Capital Fund 311-3703-478.78-94	*\$2,810,000	\$1,484,676	**N

*The additional amount budgeted that is not being requested today is being reserved for the construction engineering item which will be presented at a future Council Item, as well as additional costs reflected in the October 11 CIP Budget Meeting which were not reflected in the previous IDOT cost-form earlier this year. ** This will be included as part of the FY26 budget development process.

The current estimated construction cost is based on design estimates. The City amount requested in the amount of \$1,484,676 is the City’s estimated local match of the construction costs less the grant amount of \$2,068,748 (excluding watermain and construction Engineering as there is no federal participation). The City is directly responsible for any additional local match needed above the available federal grant funds. From the IDOT Bureau of Local Roads (BLR) Manual for project bids considered within the anticipated cost range for a project: *‘The local agency must concur with the award. To expedite the contract award process, form BLR 05310 states that executing the joint agreement constitutes concurrence in the award of the construction contract to the lowest responsible bidder. The local agency is responsible for providing the district with verbal concurrence after the letting.’* For projects with bids that are considered outside the anticipated cost range for a project, IDOT internally will discuss the issues concerning the project. If IDOT believes that an award may be possible, the district

would then contact the local agency to obtain their concurrence and notify the Central IDOT office of the local agency's consent.

COUNCIL ACTION: Approval of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the State of Illinois Department of Transportation for Construction of the Deerpath Streetscape Project, Section Number 19-00093-00-SW, for a Local Match of at least \$1,484,676 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project

7. NEW BUSINESS

1. Consideration of a Recommendation from the Plan Commission of an amendment to Section 159.154, Personal Wireless Service Facilities Overlay District, of the City Code to designate a site or sites for telecommunications facilities such as cell towers, monopoles, and antennas in the vicinity of Waukegan and Everett Roads for the purpose of improving wireless service in the Waukegan Road Business District and more broadly in the 4th Ward.

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

The City Council will consider tabling this matter until further due diligence is completed in response to questions, concerns, and comments raised to date.

No Council comments or discussion are anticipated at this meeting.

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

9. ADJOURNMENT

A copy of the Decision Making Parameters is included with this agenda following this page.

Office of the City Manager

November 13, 2024

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

ORDINANCE NO. 2024-__

**AN ORDINANCE RESTATING AND REAFFIRMING
ORDINANCE NO. 2013-070**

WHEREAS, The City of Lake Forest (the "*City*") is a home rule, special charter municipal corporation; and

WHEREAS, prior to the approval of the City's home rule referendum, the then-sitting City Council of the City (the "*2004 Council*") adopted Ordinance No. 2004-47, which ordinance established the position of the 2004 Council on the use of home rule authority, and particularly pledged to abide by the "property tax cap" limitations of the Illinois Compiled Statutes as set forth in the Property Tax Extension Limitation Law (35 ILCS 200/18-185 et seq.)(the "*Tax Cap Law*"); and

WHEREAS, in evaluating the potential benefits of home rule, the 2004 Council recognized that flexibility in accessing the bond market was a significant advantage that home rule status provided over non-home rule status; and

WHEREAS, at the same time, the 2004 Council recognized that misuse of home rule powers could lead to greater annual debt service payments for City taxpayers in real dollars; and

WHEREAS, in order to take advantage of the benefits of home rule without exposing the taxpayers of the City to the risks of home rule, the 2004 Council adopted Ordinance No. 2004-47; and

WHEREAS, the voters of Lake Forest expressed their trust for its local governmental representatives and their preference for local control by approving a referendum granting the City home rule status in 2004; and

WHEREAS, in 2008, the City Council (the "**2008 Council**") adopted Ordinance No. 2008-8, being "An Ordinance Restating And Reaffirming Ordinance No. 2004-47"; and

WHEREAS, in 2013, the City Council (the "**2013 Council**") adopted Ordinance No. 2013-070, being "An Ordinance Restating and Reaffirming Ordinance No. 2008-8"; and

WHEREAS, the current City Council concurs with the 2004 Council, the 2008 Council and the 2013 Council that, notwithstanding its home rule status, the City should:

- (i) with respect to its annual debt service and levies for capital improvements, not exceed in real dollars \$2,589,806, which was the tax extension in 2004 for debt service amounts, exclusive of changes in the Illinois Municipal Price Index (the "**CPI**") as calculated by the Illinois Institute of Rural Affairs and the Illinois Municipal League [or, if the Illinois Municipal Price Index is no longer published, then the "Consumer Price Index" as defined in the Tax Cap Law] (the "**2004 Debt Level**"); and
- (ii) with respect to its "aggregate levy," being all property taxes levied by the City except for debt service levies for general obligation unlimited tax bonds and capital improvement levies, abide by the limitations of the "property tax cap" law; and

WHEREAS, consistent with sound fiscal planning, and to demonstrate its concurrence with the 2004 Council, 2008 Council and the 2013 Council, and to express more clearly the commitment reflected in Ordinance No. 2004-47, Ordinance No. 2008-8 and Ordinance No. 2013-070 with respect to the bonded indebtedness and changes in the CPI, the City Council desires to restate, reaffirm, and refine the intentions of the 2004 Council, 2008 Council and the 2013 Council to abide by the Tax Cap Law and to articulate affirmatively the intention to maintain the City's debt service levels consistent with the 2004 Debt Level in real dollars; and

WHEREAS, in recognition that the funding of capital improvements can often be accomplished more economically by direct levy rather than through the issuance of bonds (which involve both issuance costs and interest costs), and consistent with the intent of the 2004

Council, 2008 Council and the 2013 Council, the City Council desires to clarify that paying for capital improvements on a "pay as you go" basis while maintaining the 2004 Debt Level in real dollars is in the best interests of the City and its residents;

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

SECTION ONE: **Recitals.** The preceding recitals are incorporated into and made a part of this Ordinance.

SECTION TWO: **Debt Limits and Property Tax Caps.** Notwithstanding the City's status as a home rule unit, the City Council shall:

- (i) not exceed the 2004 Debt Level (as adjusted by the CPI from 2004 to the present) for the City's annual debt service amount, and
- (ii) except as provided in part (i) above, abide by the "property tax cap" for the City's aggregate levy in accordance with the Tax Cap Law; provided that the City Council may, in any year, increase its aggregate levy by more than the "property tax cap" (but not more than 5%) by a three-fourths vote of the City Council, but only if the moneys raised by such increase in property taxes in excess of the aggregate levy otherwise authorized under the Tax Cap Law is used either:
 - (a) for supplementing the Capital Improvement Fund of the City; or
 - (b) to replace revenues lost because of changes in the amount of the State Revenue Sharing Moneys paid to the City;

unless one of the following occurs:

- A. The City Council has determined that a bona fide emergency or legal requirement dictates said increase, or
- B. That an advisory referendum has determined support within the community for said increase.

SECTION THREE: Supersedence. This Ordinance supersedes Ordinance No. 2004-47, Ordinance No. 2008-8 and Ordinance No. 2013-070.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its adoption.

PASSED this ____ day of December, 2024.

AYES:

NAYS:

ABSENT:

APPROVED this ____ day of December, 2024.

Mayor

ATTEST:

City Clerk

TAX LEVY 2024-2025

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR ALL 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, 2024 AND ENDING APRIL 30, 2025.

WHEREAS, because of legal requirements relating to pension funding, the City is required to increase its annual levy to responsibly meet these obligations; and

WHEREAS, because of uncertainties relating to actual and potential Statewide legislation affecting revenue and tax issues for all municipalities, the City is unable to plan with any levy of predictability, which creates a bona fide emergency beyond the City's control for purposes of fiscal planning; and

WHEREAS, due to these legal requirements and bona fide emergency, the City is required to increase its annual tax levy at levels exceeding the levels set forth in the "tax cap" law,

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE AND STATE OF ILLINOIS:

SECTION 1: That the Annual Appropriation Bill, an ordinance making appropriation for the corporate purposes of The City of Lake Forest and the objects and purposes stated therein according to the departments, and other separate agencies, 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, 2024 and ending April 30, 2025 was duly passed the 15th of July, 2024 and thereafter published in pamphlet form as provided by law, which ordinance by reference thereto is hereby made a part of hereof.

SECTION 2: That the sum of thirty-eight million, three hundred eighty-five thousand, four hundred sixty-three dollars (\$38,385,463) having heretofore legally appropriated for all corporate purposes of The City of Lake Forest and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, to be collected from the taxes levied for the fiscal year commencing May 1, 2024 and ending April 30, 2025 be and same hereby is levied against all property subject to taxation with The City of Lake Forest as the same is assessed and equalized for State and County purposes for the said fiscal year.

That the purposes for which the said amount of thirty-eight million, three hundred eighty-five thousand, four hundred sixty-three dollars (\$38,385,463) hereto appropriated and hereby levied, respectively are as follows, to wit:

<u>GENERAL FUND</u>	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>General Government</u>		
Salaries and Benefits	\$ 3,513,910	\$ 2,330,450
Supplies/Other Services and Charges	5,104,782	3,385,525
Capital Equipment	200,000	132,641
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	4,320,432	-
TOTAL GENERAL GOVERNMENT	\$ 13,139,124	\$ 5,848,616

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>Legal</u>		
Contractual Services	\$ 450,000	\$ 334,207
TOTAL LAW	\$ 450,000	\$ 334,207
<u>Community Development</u>		
Salaries and Benefits	\$ 1,893,203	\$ -
Supplies/Other Services and Charges	592,835	-
Capital Equipment	-	-
TOTAL COMMUNITY DEVELOPMENT	\$ 2,486,038	\$ -
<u>Public Works Administration</u>		
Salaries and Benefits	\$ 548,238	\$ 405,285
Supplies/Other Services and Charges	129,894	\$ 96,024
TOTAL PUBLIC WORKS ADMINISTRATION	\$ 678,132	\$ 501,310
<u>Public Buildings</u>		
Building Maintenance Administration		
Salaries and Benefits	\$ 884,233	\$ 409,060
Supplies/Other Services and Charges	771,839	357,064
Capital Improvements	150,000	69,392
TOTAL PUBLIC BUILDINGS	\$ 1,806,072	\$ 835,515
<u>Streets</u>		
Salaries and Benefits	\$ 1,189,086	\$ -
Supplies/ Other Service and Charges	776,863	-
Capital Improvements	691,676	-
TOTAL STREETS	\$ 2,657,625	\$ -
<u>Sanitation</u>		
Salaries and Benefits	\$ 1,455,947	\$ 913,970
Supplies/ Other Service and Charges	1,205,996	757,063
TOTAL SANITATION	\$ 2,661,943	\$ 1,671,033
<u>Storm Sewers</u>		
Salaries and Benefits	\$ 135,643	\$ 100,041
Supplies/ Other Service and Charges	40,929	30,186
Capital Improvements	50,000	36,876
TOTAL STORM SEWERS	\$ 226,572	\$ 167,103

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>Engineering</u>		
Salaries and Benefits	\$ 600,036	\$ 235,041
Supplies/ Other Service and Charges	253,160	99,166
TOTAL ENGINEERING	<u><u>\$ 853,196</u></u>	<u><u>\$ 334,207</u></u>
<u>Fire</u>		
Fire Administration		
Salaries and Benefits	\$ 5,324,493	\$ 2,698,890
Supplies/ Other Service and Charges	383,498	194,388
Capital Improvements	50,000	25,344
Sub-Total	<u><u>\$ 5,757,991</u></u>	<u><u>\$ 2,918,622</u></u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 39,800	\$ 20,174
Sub-Total	<u><u>\$ 39,800</u></u>	<u><u>\$ 20,174</u></u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 136,250	\$ 69,063
Sub-Total	<u><u>\$ 136,250</u></u>	<u><u>\$ 69,063</u></u>
TOTAL FIRE	<u><u>\$ 5,934,041</u></u>	<u><u>\$ 3,007,859</u></u>
<u>Police</u>		
Salaries and Benefits	\$ 7,222,966	\$ 3,296,389
Supplies/ Other Service and Charges	1,459,360	666,017
Capital Improvements	105,334	48,072
TOTAL POLICE	<u><u>\$ 8,787,660</u></u>	<u><u>\$ 4,010,478</u></u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u><u>\$ 39,680,403</u></u>	<u><u>\$ 16,710,326</u></u>
Less: Total amount appropriated from other sources other than Tax Levy	22,970,077	
Sub-Total		16,710,326
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR GENERAL FUND		<u><u>\$ 16,710,326</u></u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY</u>		
For ILLINOIS MUNICIPAL RETIREMENT and SOCIAL SECURITY (Excludes Water and Sewer Department, Fleet, Deerpath Golf Course, Cemetery Commission and School District 67)		
General Fund - IMRF	\$ 735,031	\$ 708,289
General Fund - Social Security	842,090	708,288
Parks and Recreation Fund - IMRF	343,220	333,361
Parks and Recreation Fund - Social Security	343,220	333,361
	-	
TOTAL AMOUNT APPROPRIATED FROM ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY	<u>\$ 2,263,561</u>	<u>\$ 2,083,299</u>
Less: Total amount appropriated from other sources other than Tax Levy	180,262	
Sub-Total		2,083,299
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY		<u>\$ 2,083,299</u>
<u>FIREFIGHTERS'S PENSION FUND</u>		
Other Services and Charges	\$ 3,354,826	\$ 2,002,795
Contingency to meet expenses for emergencies and expenses not otherwise provided for	372,583	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE FIREFIGHTERS'S PENSION FUND	<u>\$ 3,727,409</u>	<u>\$ 2,002,795</u>
Less: Total amount appropriated from other sources other than Tax Levy	1,724,614	
Sub-Total		2,002,795
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND		<u>\$ 2,002,795</u>
Other Services and Charges	\$ 371,004	\$ 371,004
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND LAW PA 93-0869	<u>\$ 371,004</u>	<u>\$ 371,004</u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>POLICE PENSION FUND</u>		
Other Services and Charges	\$ 4,220,830	\$ 3,451,096
Contingency to meet expenses for emergencies and expenses not otherwise provided for	422,083	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE POLICE PENSION FUND	<u>\$ 4,642,913</u>	<u>\$ 3,451,096</u>
Less: Total amount appropriated from other sources other than Tax Levy	1,191,817	
Sub-Total		3,451,096
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE POLICE PENSION FUND		<u>\$ 3,451,096</u>

PARKS AND RECREATION FUND

Parks and Forestry

Administration		
Salaries and Benefits	\$ 2,518,531	\$ 2,434,245
Supplies/ Other Service and Charges	542,636	524,476
Capital Equipment	182,000	175,909
Sub-Total	<u>\$ 3,243,167</u>	<u>\$ 3,134,630</u>
Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 434,124	\$ 419,595
Sub-Total	<u>\$ 434,124</u>	<u>\$ 419,595</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 111,500	\$ 107,768
Sub-Total	<u>\$ 111,500</u>	<u>\$ 107,768</u>
Lake Front Facilities		
Supplies/ Other Service and Charges	\$ 36,500	\$ 35,278
Sub-Total	<u>\$ 36,500</u>	<u>\$ 35,278</u>
<u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 82,318	\$ 79,563
Sub-Total	<u>\$ 82,318</u>	<u>\$ 79,563</u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 43,956	\$ 42,485
Sub-Total	<u>\$ 43,956</u>	<u>\$ 42,485</u>
<u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 23,500	\$ 22,714
Sub-Total	<u>\$ 23,500</u>	<u>\$ 22,714</u>
<u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 12,500	\$ 12,082
Sub-Total	<u>\$ 12,500</u>	<u>\$ 12,082</u>
<u>Natural Areas Management</u>		
Supplies/ Other Service and Charges	\$ 40,000	\$ 38,661
Sub-Total	<u>\$ 40,000</u>	<u>\$ 38,661</u>
TOTAL PARKS AND FORESTRY SECTION	<u>\$ 4,027,565</u>	<u>\$ 3,892,777</u>
<u>Recreation</u>		
<u>Recreation Programs</u>		
Salaries and Benefits	\$ 3,453,812	\$ 952,994
Supplies/ Other Service and Charges	1,841,329	508,069
Capital Equipment	-	0
Sub-Total	<u>\$ 5,295,141</u>	<u>\$ 1,461,063</u>
Recreation and Parks Specific Purpose	\$ 125,000	\$ 125,000
Recreation Center Capital Equipment	50,000	50,000
Parks and Forestry Tree Replacement and Landscaping	100,000	100,000
Parks and Recreation Capital Asset Replacement Program (CARP)	297,000	285,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	1,058,115	-
TOTAL RECREATION SECTION	<u>\$ 6,925,256</u>	<u>\$ 2,021,063</u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	10,952,821	
Less: Total amount appropriated from other sources other than Tax Levy	8,931,758	
Sub-Total		5,913,840
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE PARKS AND RECREATION FUND		<u>\$ 5,913,840</u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
Special Recreation		
Salaries and Benefits	\$ 98,077	\$ 72,281
Supplies/Other Services and Charges	316,798	233,475
Capital Improvements	361,579	266,478
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	77,645	-
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR SPECIAL RECREATION	<u><u>\$ 854,099</u></u>	<u><u>\$ 572,234</u></u>

Capital Improvements Fund

Supplies/Other Services and Charges	\$ 3,715	\$ -
Capital Equipment	2,912,076	
Capital Improvements	19,182,090	2,100,000
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	2,209,788	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	<u><u>\$ 24,307,669.00</u></u>	<u><u>\$ 2,100,000</u></u>

PUBLIC LIBRARY FUND

Library Services

Salaries and Benefits	\$ 2,791,304	\$ 2,787,108
Supplies/Other Services and Charges	1,627,280	1,624,834
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	349,416	-
Total Lake Forest Public Library - General	<u><u>\$ 4,768,000</u></u>	<u><u>\$ 4,411,942</u></u>
Less: Total amount appropriated from other sources other than Tax Levy	356,058	
Sub-Total		4,411,942
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - GENERAL		<u><u>\$ 4,411,942</u></u>

Social Security and IMRF

Social Security	\$ 196,582	\$ 136,483
Illinois Municipal Retirement Fund (IMRF)	180,804	136,483
Total Lake Forest Public Library - Social Security and IMRF	<u><u>\$ 377,386</u></u>	<u><u>\$ 272,966</u></u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
Less: Total amount appropriated from other sources other than Tax Levy	104,420	
Sub-Total		272,966
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - SOCIAL SECURITY AND IMRF		<u>\$ 272,966</u>
 <u>Library Building</u>		
Salaries and Benefits	\$ 329,237	\$ 57,838
Supplies/Other Services and Charges	393,950	69,207
Sub-Total	<u>\$ 723,187</u>	<u>127,045</u>
Capital Equipment	\$ -	\$ -
Capital Improvements	2,100,000	368,916
Sub-Total	<u>\$ 2,100,000</u>	<u>\$ 368,916</u>
Total Lake Forest Public Library Building Maintenance and Repair (Sites and Building)	<u>\$ 2,823,187</u>	<u>\$ 495,961</u>
Less: Total amount appropriated from other sources other than Tax Levy	2,327,226	
Sub-Total		495,961
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - BUILDING MAINTENANCE AND REPAIR		<u>\$ 495,961</u>
 <u>Public Schools THE CITY OF LAKE FOREST</u>		
<u>School District No. 67**</u>		
From the Educational Fund	\$ 37,176,317	\$ -
From the Operations, Building and Maintenance Fund	\$ 7,321,972	-
From the Capital Projects Fund	\$ 4,847,223	-
From the Illinois Municipal Retirement Fund	\$ 421,170	-
From the Social Security Fund	\$ 482,658	-
From the Transportation Fund	\$ 1,256,776	-
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	<u>\$ 51,506,116</u>	<u>\$ -</u>
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District 67)		<u>\$ -</u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>Summary of the Amounts Appropriated From the the Several Funds</u>		
General	\$ 39,680,403	\$ 16,710,326
Illinois Municipal Retirement Fund (IMRF)	1,078,251	1,041,650
Social Security	1,185,310	1,041,649
Firefighter's Pension	3,727,409	2,002,795
Firefighter's Pension law PA 93-0869	371,004	371,004
Police Pension	4,642,913	3,451,096
Sub-Total	<u>\$ 50,685,290</u>	<u>\$ 24,618,520</u>
Parks and Recreation	\$ 10,952,821	\$ 5,913,840
Special Recreation	854,099	572,234
Capital Improvements	24,307,669	2,100,000
Public Library	4,768,000	4,411,942
Public Library - Social Security	196,582	136,483
Public Library - IMRF	180,804	136,483
Public Library - Sites and Building	2,823,187	495,961
Sub-Total	<u>\$ 44,083,162</u>	<u>\$ 13,766,943</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 37,176,317	\$ -
Operations, Building and Maintenance	\$ 7,321,972	\$ -
Capital Projects Fund	\$ 4,847,223	\$ -
Illinois Municipal Retirement Fund	\$ 421,170	\$ -
Social Security	\$ 482,658	\$ -
Transportation	\$ 1,256,776	\$ -
Sub-Total	<u>\$ 51,506,116</u>	<u>\$ -</u>
GRAND TOTAL	<u>\$ 146,274,568</u>	<u>\$ 38,385,463</u>

*** The City of Lake Forest School District No. 67 will be holding a special meeting and these tax levy numbers could change.

Section 3: Severability. If any provision of this Ordinance is declared unconstitutional, invalid, or otherwise unenforceable by a court of competent jurisdiction, then that provision shall be deemed severed from this Ordinance and the remainder of this Ordinance shall remain in full force and effect.

Section 4: The City Clerk of The City of Lake Forest is hereby directed to file a certified copy of this ordinance with the County Clerk of Lake County in the State of Illinois as required by law.

Section 5: This ordinance shall be in force and effect ten (10) days after its passage, approval and publication.

PASSED THIS ____ day of _____, 2024

City Clerk

APPROVED THIS ____ day of _____, 2024

Mayor

ATTEST:

City Clerk

That this ordinance be published in pamphlet form and be made available to the public at the City Hall service counter.

Attachment 1

**ESTIMATING EQUALIZED ASSESSED VALUATION, TAX LEVY LIMITATIONS
AND NEW GROWTH PROJECTIONS FOR 2024 LEVY**

PROJECTED EQUALIZED ASSESSED VALUATION

Based on information from the County Clerk's Office the projected Equalized Assessed Valuation (EAV) of property in The City of Lake Forest for the tax year 2024 is as follows:

2023 EAV for The City of Lake Forest	2,538,383,223
Estimated average change to existing property	<u>9.77%</u>
2024 EAV for existing property	<u>2,786,436,426</u>
Total Estimated New Construction Growth for 2024	\$ 17,284,003
Total Projected EAV for 2024 Tax Levy	<u>\$ 2,803,720,429</u>

COMPUTATION OF MAXIMUM TAX EXTENSION FOR UNDER THE PROPERTY TAX EXTENSION LIMITATION ACT

A.	Tax Levy Extensions for the 2023 Tax Year (Excluding Debt Service, Special Rec and partial Fire Pension Tax Levy Extension)		\$ 35,939,140
B.	Total Projected EAV for 2024 Tax Levy		\$ 2,803,720,429
C.	Total Estimated New Construction Growth for 2024		\$ 17,284,003
D.	CPI Increase for 2024 Levy		3.40%
Step 1	Numerator of Limiting Rate:	\$ 35,939,140 X	103.400% = <u>\$ 37,161,071</u>
Step 2	Denominator of Limiting Rate:	\$ 2,803,720,429 -	17,284,003 = <u>\$ 2,786,436,426</u>
Step 3	Limiting Rate (Per \$100 EAV):	\$ 37,161,071 /	2,786,436,426 = <u>\$ 0.01334</u>
Step 4	Maximum Tax Extension for 2024 Tax Year (Excluding Debt Service Tax Levy Extension):	\$ 2,803,720,429 X \$	0.01334 = <u>\$ 37,391,577</u>
Step 5	Added Tax Levy Extension Based on New Growth (Step 4 minus Step 1)		= <u>\$ 230,507</u>
	Aggregate Levy - Truth in Taxation Estimate:		104.04%
		Tax Cap	3.40%
		New Construction	<u>0.64%</u>
			<u>4.04%</u>

The City of Lake Forest Tax Levy 2024

Attachment 2

FUND	2024 LEVY	2023 Extension	\$ CHANGE	% CHANGE	
General	\$16,508,660	15,905,865	602,795	3.79%	Comms Dept Add
Pension Funds					
IMRF/SS - Funded Ratio 96.43%	1,416,577	1,388,801	27,776	2.00%	
Police Pension - Funded Ratio 57.5%	3,451,096	3,284,439	166,657	5.07%	Pens Subcommittee
Fire Pension - Funded Ratio 70.7%	2,002,795	2,046,952	(44,157)	-2.16%	Pens Subcommittee
Sub-Total Pension Funds	6,870,468	6,720,192	150,276	2.24%	
Other Funds					
Recreation and Parks	5,788,841	5,873,809	(84,968)	-1.45%	Comms Dept Deduct
Recreation and Parks-IMRF/SS	666,722	644,799	21,923	3.40%	
Special Recreation			0		
Capital Improvements (Cap Applies)	1,600,000	1,542,169	57,831	3.75%	5-year forecast
Begin Phase in Police Facility	500,000	0	500,000		
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%	
Library	4,656,066	4,502,965	153,101	3.40%	
Library-sites	495,961	479,653	16,308	3.40%	
Sub-Total Other Funds	13,832,589	13,168,395	664,195	5.04%	
TOTAL LEVY UNDER TAX CAP	37,211,718	35,794,452	1,417,266	3.96%	
Bond Funds (Cap Applies)					
2010/2013/2021 GO Bonds MS/CIP	732,100	729,100	3,000	0.41%	
2019 Refunding	825,963	827,463	(1,500)	-0.18%	
2023 Issue - Deerpath Park	1,272,750	942,256	330,494		
Extension Adjustment	0	27,634	(27,634)		
2015 GO Bonds - CIP	275,237	263,738	11,499	4.36%	
Sub-Total Bond Funds	3,106,050	2,790,191	315,859	11.32%	Truth in Taxation
TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	40,317,768	38,584,643	1,733,125	4.49%	
Fire Pension PA 93-0689	371,004	356,313	14,691	4.12%	
Special Recreation	572,234	553,418	18,816	3.40%	
PTAB/CE Recapture		144,688	(144,688)	N/A	
Plus New Growth	230,507		230,507	N/A	Preliminary Estimate
GRAND TOTAL TAX LEVY	41,491,513	39,639,062	1,852,451	4.67%	
Ord 2013-70 Debt/Capital Cap	5,206,050	4,332,360	873,690	20.17%	Cap \$4,304,725
Aggregate Levy (Truth in Taxation)	38,385,463	36,704,183	1,681,280	4.58%	
DISTRIBUTION OF GROWTH					
General Fund Levy -	\$ 201,665				
Library Levy -	28,842				
TOTAL NEW GROWTH	\$ 230,507				

The City of Lake Forest Tax Levy 2024

Attachment 3

FUND	2024 LEVY	2023 Extension	\$ CHANGE	% CHANGE	
General	\$16,710,325	15,905,865	804,460	5.06%	2% + new constr
<u>Pension Funds</u>					
IMRF/SS	1,416,577	1,388,801	27,776	2.00%	
Police Pension	3,451,096	3,284,439	166,657	5.07%	Pens Subcommittee
Fire Pension	2,373,799	2,403,265	(29,466)	-1.23%	Pens Subcommittee
Sub-Total Pension Funds	7,241,472	7,076,505	164,967	2.33%	
<u>Agency Funds</u>					
Recreation and Parks	5,788,841	5,873,809	(84,968)	-1.45%	
Recreation and Parks-IMRF/SS	666,722	644,799	21,923	3.40%	
Recreation and Parks-Specific Purpose	125,000	125,000	0	0.00%	
Special Recreation	572,234	553,418	18,816	3.40%	
Capital Improvements	2,100,000	1,542,169	557,831	36.17%	\$500k Police Fac
Library	4,684,908	4,502,965	181,943	4.04%	
Library-sites	495,961	479,653	16,308	3.40%	
Sub-Total Agency Funds	14,433,665	13,721,813	711,853	5.19%	
AGGREGATE LEVY	38,385,463	36,704,183	1,681,280	4.58%	
<u>Bond Funds</u>					
2010/2013/2021 GO Bonds MS/CIP	732,100	729,100	3,000	0.41%	
2019 Refunding	825,963	827,463	(1,500)	-0.18%	
2023 Issue - Deerpath Park	1,272,750	942,256	330,494		
Extension Adjustment	0	27,634	(27,634)		
2015 GO Bonds - CIP	275,237	263,738	11,499		
Sub-Total Bond Funds	3,106,050	2,790,191	315,859	11.32%	
PTAB/CE Recapture	0	144,688	(144,688)	N/A	
GRAND TOTAL TAX LEVY	41,491,513	39,639,062	1,852,451	4.67%	

**The City of Lake Forest
Tax Levy
2024
Explanation of Homeowner Increase**

Attachment 4

	2024 LEVY	2023 Extension	\$ CHANGE	% CHANGE
Levy before growth and exclusions	\$ 37,211,718	\$ 35,794,452	\$ 1,417,266	3.96%
Plus growth and exclusions	1,173,745	909,731	\$ 264,014	
TOTAL LEVY UNDER TAX CAP	\$ 38,385,463	\$ 36,704,183	\$ 1,681,280	4.58%
PTAB/CE Recapture	0	144,688	\$ (144,688)	
Bond Funds	3,106,050	2,790,191	\$ 315,859	11.32%
TOTAL TAX LEVY	\$ 41,491,513	\$ 39,639,062	\$ 1,852,451	4.67%
Increase excl new growth/exclusions	40,317,768	38,584,643		4.49%
	2024 Forecast	2023 Actual		
City Equalized Assessed Value (EAV) 1/3 market value	2,803,720,429	2,538,383,223		
City Levy	41,491,513	39,639,062		
Tax Rate	1.4799	1.5616	levy divided by EAV X 100	
Average Home Market Value	\$ 878,177	\$ 800,000		
EAV	292,726	266,667		
EAV X Tax Rate/100	\$ 4,332	\$ 4,164	\$ 168	4.03%

This is the impact projected on an average existing home.

This represents 23% (City) and 3% (Library) of the entire tax bill.

(Impacts on individual properties may differ.)

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2024
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2015 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 3rd day of August, 2015 authorize the issuance of General Obligation Bonds, Series 2015 in the amount of \$9,780,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2015 Bond Fund from sources other than property taxes; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2015 due in the fiscal year commencing May 1, 2025, therefore a portion of the levy of the tax provided in the original bond ordinance passed August 3, 2015, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2024 Tax Levy in the amount of \$362,937.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,780,000 General Obligation Bonds, Series 2015 of The City of Lake Forest, Lake County, Illinois passed August 3, 2015.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2024

City Clerk

APPROVED THIS _____ day of _____, 2024

Mayor

ATTEST:

City Clerk

2015

AN ORDINANCE

ABATING THE TOTAL TAX BEING LEVIED IN 2024
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2017 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 15th day of May 2017, authorize the issuance of General Obligation Bonds, Series 2017 in the amount of \$9,295,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2017 Bond Fund from sufficient revenues collected from the City owned waterworks and sewerage system; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay the total tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2017 due in the fiscal year commencing May 1, 2025, therefore the total levy of the tax provided in the original bond ordinance passed May 15, 2017, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate the total 2024 Tax Levy of \$782,727.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,295,000 General Obligation Bonds, Series 2017 of The City of Lake Forest, Lake County, Illinois passed May 15, 2017.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2024

City Clerk

APPROVED THIS _____ day of _____, 2024

Mayor

ATTEST:

City Clerk

2017

Proposed Changes in Fee Schedule

November 18, 2024
City Council

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-_____

**AN ORDINANCE APPROVING A
FEE SCHEDULE FOR THE CITY OF LAKE FOREST**

WHEREAS, The City has established various fees and charges as part of its codes, ordinances, rules, regulations, and policies, which fees and charges are reviewed from time-to-time; and

WHEREAS, the City Council has reviewed such fees and charges, and hereby determines that it is necessary to adjust certain existing fees and charges, and/or to establish formally other fees and charges; and

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to adopt 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: Approval of Fee Schedule. The City Council hereby approves the fee schedule set forth in Exhibit A ("***Fee Schedule***"). To the extent any provision of any code, ordinance, regulation, rule, or policy of the City is

contrary to the Fee Schedule, such provision is hereby deemed amended so that the Fee Schedule shall control. Any fee or charge not otherwise listed on the Fee Schedule shall remain unchanged and in full force and effect.

SECTION THREE: Effective Date of Fee Schedule. The fees and charges set forth on the Fee Schedule shall take effect as of the date noted on the Fee Schedule.

SECTION FOUR: 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 _____, 2024

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2024

Mayor

ATTEST:

City Clerk

Exhibit A

Schedule of Fees and Charges

City of Lake Forest Fee Schedule - Exhibit A

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Public Works						
Water Fees:						
Water Utility Fees/Charges						
Turn Off Water Fee	Water	75				51.064
Turn Off Water Fee After Hours	Water	100				51.064
Turn On Water Fee	Water	75				51.064
Turn On Water Fee After Hours	Water	100				51.064
Water Main Taps						
1 Inch	Water	500				51.030(b)
1-1/2 Inch	Water	1,000				51.030(b)
2 Inch	Water	1,300				51.030(b)
3,4,6 and 8 inch taps	Water	900				51.030(b)
Water Meter Fees						
3/4 Inch	Water	470				51.045(e)
1 Inch	Water	540				51.045(e)
1-1/2 Inch	Water	910				51.045(e)
2 Inch	Water	1,165				51.045(e)
3 inch	Water	2,615				51.045(e)
4 inch	Water	3,950				51.045(e)
6 inch	Water	6,840				51.045(e)
Water Meter Contractor Bond - Temporary Meter						
	Water	1,500			0	51.015
Water Plant Investment Fee						
New Single Family Home - vacant lot	Water	2,900				52.15
Multi-Family Dwelling - new structure	Water	2,652				52.15
Residential pools, sprinkler systems	Water	459				52.15
Nonresidential buildings - new structures and additions	Water	1.02/sq ft of entire interior area of the building				52.15
Institutional buildings - new structure and additions	Water	.94/sq ft of entire interior area of the building				52.15
only if eligible for fed and state tax exempt status	Water	interior area of the building				
General Fees:						
Sticker for Leaf/Grass Bags						
	General	1.00 per sticker				50.016
Sanitation:						
Special Pickup	General	40 per 2 cubic yard				50.039 (c)
White Goods	General	65				50.015
White Goods W/CFC	General	90				50.015

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Monthly refuse collection fee	General	12 Per Month				50.021
55 Gallon Recycle Cart/Fee for extra cart only	General	75				
35 Gallon Recycle Cart/Fee for extra cart only	General	55				
Earth Machine Back Yard Composter	General	55				
Licenses:						
Scavengers - collects and disposes of multi-family and commercial waste		1,500 per company				50.055
Scavengers - collects and disposes of residential and commercial roll -offs		750 per company				50.055
Scavengers - collection and cleaning of portable toilets		200 per company				50.055
Engineering						
Sewer System Connection Fee:						
Single Family Dwelling		825				N/A
Two - family Dwelling		825 per unit				N/A
Multi-family Dwelling		165 per population equiv				N/A
		1,650 min				
Non-Residential Buildings		165 per population equiv				N/A
		1,650 min				
Institutional buildings with Fed and State tax exempt status		825 per connection				N/A
Site Grading:						
Site Grading - New construction		640				N/A
If no grading, request may be submitted for a waiver of the requirement of grading plan		240				N/A
Resubmittal		165				N/A
Revisions to approved grading plans		125				N/A
Erosion and sediment control measures		240				N/A
Site grading security (financial guarantee - refundable)		3,000 per acre of development				N/A
Floodplain Development Permit						
1 & 2 FAMILY		355				
ALL OTHERS		530				
Water Shed Development Fee: Revised Fee Schedule:						
General Fees						
Sediment and Erosion Control Only						
Single Family Residential Lot (See site grading ordinance)		see ordinance				151.05
Single Family Residential Lot (within regulatory floodplain)		1,040				151.05

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Development (<10 acres)		2,400				151.05
Development (≥ 10 acres)		3,560				151.05
Minor Development						
Without detention		2,120				151.05
With detention or Fee - in - lieu		3,120				151.05
Major Development						
With detention or Fee-in-lieu		5,400				151.05
Within regulatory floodplain (< 10 acres)		3,280				151.05
Within regulatory floodplain (≥ 10 acres)		8,640				151.05
Wetland Fees						
Category I Wetland impacts less than or equal to 1 acre		880				N/A
Category II Wetland impacts greater than 1 acre and less than 2 acres		3,640				N/A
Category III Wetland impacts greater or equal to 2 acres or impacts a HQAR		4,400				N/A
Category IV Wetland impacts involving either restoration, creation or enhancement		1,440 2,760				N/A N/A
Resubmittal fee (1/3 of total watershed Dev. Fee + General + wetland fees)		347-2,880				N/A
Earth Change Approval		1,720				N/A
Securities - financial guarantee refundable		3,000 per acre of development				N/A
Variances		4,240				N/A
Appeals		1,920				N/A
Flood Plain Analysis and Report		35				N/A
Construction Engineering Standards Manual		35				N/A
Community Development						
Water Utility Fees/Charges:						
Water Service Inspection Fee	Water	50				N/A
Home Inspection Fee	Water	150				51.065
Home Inspection Fee - Re-Inspection	Water	50				51.065
Home Inspection Waiver	Water	25				51.065
General Fees:						
Zoning Analysis	General	100				159.052
Building & Development Fees:						
Service Contracts:						
Lake Bluff	General	Per Agreement				N/A
Bannockburn	General	5,000 min. & 50% over that				N/A

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)		City Code Section
			FEE (n/c if blank)	% CHANGE Amount \$\$ Projected Revenue	
Plan Review :					
Remodeling up to \$12,000	General	55			150.145
\$12,001 to \$48,000 Remodeling	General	82			150.145
\$48,001 - \$120,000 Remodeling	General	145			150.145
Over \$120,000 Remodeling	General	246			150.145
Additional fee for plan reviews that require more than 2 hours	General	55 per additional hour			150.145
New Construction - SFD	General	428			150.145
New Construction - 2FD	General	246/unit			150.145
New Const. - Com. & Multi. Fam.		612+50/			150.145
3 or more units		1,000 Sq. Ft.			150.145
Plan Re-Submittal Fee	General	140 per re-submittal			150.145
Alterations to Approved Plans	General	140 + 55 per hour fee for reviews requiring more than 2 hours			150.145
Contractor Change	General	\$50 (plu \$20 each Additional)			150.145
Building Scale Calculation Fees:					
Single Family residence - first review	General	400			150.148
With completed Building Scale worksheet/detailed plans	General	200			150.148
Two-family dwelling	General	189 per unit			150.148
With completed Building Scale worksheet/detailed plans	General	120			150.148
Additional reviews (for revised plans)	General	102			150.148
On-site inspection for an existing dwelling	General	102			150.148
Office meeting to discuss for building scale calculation	General	50			150.148
Building Scale Waiver Request	General	100			150.148
Building Review Board Fees:					
Signs/Awnings/Landscaping/Lighting/Fences	General	75			150.147
Two or more of above	General	125			150.147
Storefront Alterations	General	100			150.147
New Commercial building, school, hospital or multi-family building per building	General	700			150.147
Alterations or major additions to commercial buildings, schools, hospitals or multi-family buildings - per building	General	323			150.147
New multi-building projects - per building	General	850 + 175 for more than 4 buildings (per building)			150.147
Changes to approved building materials	General	60			150.147
Demolition with replacement structure	General	2,230			150.147
Demolition partial and replacement addition	General	1,310			150.147

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Demolition w/o Replacement Structure	General	1,310				150.147
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Replacement/new single family home/duplex structure	General	1,310				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Historic Preservation Commission Fees:						
Demolition (complete) and replacement structure	General	2,450				155.07
Demolition (partial) and replacement structure	General	1,529				155.07
Removal of less than 50%						155.07
Replacement Structure, prior demolition	General	1,310				155.07
Demolition w/o Replacement Structure	General	1,441				155.07
Changes to approved building materials	General	60				39.140
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Rescission of local landmark designation, amendment of						155.07
local landmark designation or historic map amendment	General	2,500				155.07
Signs/Awnings/Landscaping/						
Lighting/Fences	General	75				155.07
Two or more of above	General	125				155.07
Storefront Alterations	General	100				155.07
New Commercial building, school, hospital or multi-family building	General	700				155.07
per single building						
Alterations or major additions to commercial buildings, schools,	General	323				155.07
hospitals or multi-family buildings - per building						
New multi-building projects - per building	General	850 + 175 for more than				155.07
		4 buildings (per building)				
Project Fees:						
Red Tag , per violation, per day (minimum \$150 first offense)	General	300				150.005
Stop Work Order (Minimum \$250 first offense, limited scope)	General	750				150.005
Street Obstruction - per 30 lineal feet of public right-of-way	General	100				150.005
Re-Inspection all permits (failed/no show)	General	175				150.005
Additional Inspections	General	50				150.005
Off Hour Inspections	General	50 administration fee plus per hour cost of inspector				150.005
Tree fencing inspection fee		135				N/A

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Recording of Right-of-Way agreement for sprinkler system, driveway apron	General	70 (up to 4 pages, 5 each addl page)				150.145
Construction Trailer Permit (Commercial Construction Sites only)	General	100 per month				150.145
Tree removal without permit	General	750 per inch				999.999
Vegetation removal in protected area without permit	General	750 per violation				999.999
Recording of Plat of Subdivision	General	75 plus Lake County Fee				
Const. Codes Comm. Fees:						
Variances from Construction Code	General	250				150.110
Administrative Appeals	General	150				150.110
Material/Product Evaluation	General	350				150.110
Demolition Tax	Cap Imp & Afford Housing	12,000				150.110
Zoning Board of Appeals:						
Variations from Zoning Code	General	310				159.02
Administrative Appeals	General	150				159.02
Special Use Permit - Existing Developments	General	755				159.02
Legal Ad Publication (as required)	General	85				159.02
Plan Commission:						
Minor Subdivisions-Tentative Approval 2,3 or 4 lots payable at time of application	General	2,184				156.026(a)(3)
Minor Subdivisions-Final Approval	General	250+35/lot plus engineering and recording fees				156.026(a)(3)
Major Subdivisions-Tentative Approval 5 or more lots	General	3,822+35 for each lot over 5				156.026(a)(3)
Major Subdivisions-Final approval paid prior to recording of plat	General	400+35/ plus 5/lot				156.026(a)(3)
	General	over 10; + engineering and recording fees				156.026(a)(3)
Planned Preservation Subd Special Use Permit plus minor/major subdivision fee	General	2,500				156.026(a)(3)
Zoning Change	General	3,328				156.026(a)(3)
Filing fee for all other developments	General	788				156.026(a)(3)
Code Amendment	General	3,328				156.026(a)(3)
Extension of Tentative Subdivision Plat Approval	General	150				156.026(a)(3)
Administrative Property Line shift	General	250				156.026(a)(3)
Special Use Permit	General	1,035				156.026(a)(3)
Special Use Permit - Restaurant within 150' of Residential	General	500				156.026(a)(3)

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Escrow Deposit - 3rd Party Review (Refundable)	General	5000				
Permits:						
Building Permits repair and maintenance under \$6,000	General	40				150.145
Building Permits - \$100,000 or less	General	1.5% of total construction 50 min				150.145
Building Permits - over \$100,000						
\$100,001 - \$200,000	General	2% of total construction				150.145
\$200,001 - \$500,000	General	4,000 + 1% of total cc in excess of 200,000				150.145
\$500,001 and above	General	7,000 + .5% of total cc in excess of 500,000				150.145
Solar installation/Geo Thermal/Wind/Electric Charging Stations	General	.05% of construction cost				150.145
Underground storage tank removal	General					
single family and duplex		150 per tank				150.145
All other properties	General	250 per tank				150.145
Permit Extensions - After Final Expiration	General	150 administration fee plus 20% of the original permit fee - 6 month extension				150.145
Sign	General	1.5% construction cost 50 min				150.145
Administration Demolition Approval - Life Safety/Nuisance	General	500				150.145
Driveway Permits:						
Driveway Resurfacing Permit (not required for sealcoating)	General	50				150.145
Driveway Bond	General	250				150.485
Plumbing /Electric/HVAC:						
Irrigation Systems	General	2.00 per head 60 min				150.145
Plumbing - base charge	General	60+5.50/fix.				150.145
Sanitary Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Storm Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Electrical	General	100, plus 1 per unit beyond 100 total units				150.145
Electrical Service	General	75				150.145
Electric - motors	General	75 + .50 per horsepower				150.145
HVAC						
Residential - New or replacement						
1 or 2 units	General	52				150.145
Each additional unit	General	45				150.145
Duct work	General	52				150.145
Commercial New	General	52 per 1,500 sq ft of floor area				150.145

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Commercial - replacement of existing units	General	same as residential				150.145
Purchase of Parking						
Space per Zoning Code	General	to be set by City Council at the time of approval based on market costs				150.145
						150.145
Elevators:						
Elevator Inspection Fee	General	Variable				150.145
Elevator Permits - New elevators	General	65				150.145
Licenses - Annual:						
Health -Restaurant (20 or Less)	General	250				113.03(d)(1)
Health - Restaurant (21-99)	General	350				113.03(d)(2)
Health - Restaurant (100 + Seats)	General	600				113.03(d)(3)
Health - Itinerant Restaurant	General	250				113.03(d)(4)
Health - Food Store	General	100				113.21(d)
Health - Limited Food Store (selling candy)	General	50				113.21(d)
Health - Mobile Food/Beverage Vendor	General	100				113.21
Food Vendor (delivery)	General	150/Veh.				113.21(d)
Milk Vendor (delivery)	General	100/Veh.				113.21(d)
Ice Vending Machine per machine	General	110				95.061
Food Vending Machine per machine	General	55				113.21(d)
Candy Vending Machine per machine	General	55				113.21(d)
Pop/Soft drink Vending Machine per machine	General	55				113.21(d)
Milk Vending Machine per machine	General	55				113.21(d)
Tobacco vending machine per machine	General	50				135.136
Amusement Machine per machine	General	110				110.104
HVAC Contractor	General	60				150.145
Electrical Contractor	General	60				150.145
Juke Box	General	25				110.083
Pool Table	General	25				112.095(b)(1)
Tree and Vegetation Removal:						
Application Review Fee	General	40				99
Removal of Heritage Tree	General	40 per tree				99
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	General	40 per tree				99
						99
Removal of trees or vegetation from a Conservation Easement	General	35 per 1 1/2 acre site				99
Removal of trees from a Tree Preservation or No Disturbance area	General	40 per tree				99
Removal of trees or shrubs from any ravine or bluff	General	40 per 1 1/2 acre site				99
Removal of trees or shrubs from a public right of way	General	40 per 1 1/2 acre site				99

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
or other public property						99
Ash tree removals, dead or hazardous trees (application fee only)	General	No Fee				99
Bonds: Refundable Upon Timely/Satisfactory Completion						
Permit Renewal - for projects with estimated construction costs of \$200,000 or less refundable upon completion of project within one year	General	20% of permit fee			0	150.145
Permit Renewal - for projects with estimated construction costs of more than \$200,000 refundable upon completion of project within 20 months	General	22% of permit fee			0	150.145
Street Opening Bond	General	500				98.058
Public Sanitary/Storm Sewer or Water Main Bond/R.O.W. (each)	General	500				
New Curb Cut and Temporary Curb Crossing	General	500				
Fire Protection Fees:						
Life Safety Plan Review Fee - New Constr/Addition	General	500 min or .05 sf includes all floors				150.145
Life Safety Plan Review Fee - Remodel/Alteration	General	60 min or .05 sf includes all areas				150.145
Fire Suppression Systems (Plan review and 2 inspections)						
Single Family/Duplex Residential						
New	General	120 or .05 per sf whichever is greater				150.145
Addition/Alteration	General	60 or .05 per sf for scope of work area whichever is greater				150.145
Hot work	General	100				150.145
Commercial/Multi Family						
New	General	500 or .05 per s.f. whichever is greater 250 or .05 s.f. for scope of work area whichever is greater				150.145
Addition/Alteration	General	150 per system (in addition to above fees for the overall system)				150.145
Specialized Suppression (FM 200, clean agent)	General	100				150.145
Stand pipe riser	General	100				150.145
Hood and Duct Extinguishing System - New	General	300 per system				150.145
Hood and Duct Extinguishing System - Alteration	General	100 per system				150.145
Fire Alarms						
Single Family/Duplex Residential	General	75 or .05 per s.f. whichever is greater				150.145
Commercial/Multi Family - New	General	500 or .05 per s.f. whichever is greater				
Commercial/Multi Family - Addition/Alteration	General	75 or .05 per s.f. whichever is greater				150.145

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Inspections/Tests						
Annual & New Underground Flush test	Water	75 + cost per gallon of water at current rate as approved by the City Council based on pipe size				150.145
Annual & New Fire Pump Test	Water	175 + cost per gallon of water at current rate as approved by the City Council based on pump size				150.145
						150.145
Small Wireless Facilities:						
Application for Collocation - Installation of facility	General	650				
Application for Collocation - Installation of multiple facilities	General	350 per facility				
Application for installation of new utility pole or support structure	General	1,000				
Annual recurring rate for collocations on a City utility pole located in the right-of-way. (* Or the City's actual, direct, and reasonable costs related to the wireless provider's use of space on the City utility pole)	General	200				
Other:						
Alternative Letter of Credit Review	General	100 per review				150.145
Conditional Certificate of Occupancy - Landscape only due to season (single family and duplex)	General	300 per unit				150.145
Conditional Certificate of Occupancy(single family and duplex)	General	550				150.145
Conditional Certificate of Occupancy(multi-family and commercial)	General	25 per square foot, whichever is greater, to a maximum of 2,000				150.145
Estate Sale - Non-Resident operator	General	50				
Finance						
Water Utility Fees/Charges:						
Water Sales/1,000 Gallons						
Effective with Water Bills mailed on or after May 1, 2025						
Lake Forest Residential - to 10,000 Gallons per Quarter	Water	4.50				51.061(a)
Lake Forest Residential - 10,001 to 60,000 Gallons per Quarter	Water	6.20				51.061(a)
Lake Forest Residential - over 60,000 Gallons per Quarter	Water	7.00				51.061(a)
Lake Forest All Other Users	Water	6.50				51.061(a)
Lake Forest - Billable City Accounts	Water	3.25				51.061(a)

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Del Mar Woods	Water	9.15				51.061(a)
Other Non resident users	Water	9.15				51.061(a)
Sewer Charge/1,000 Gallons (winter usage)	Water	1.16				51.061(a)
Customer Charge - Water (Inside)						
5/8" to 1.5" meter	Water	57/quarter	60/quarter	5.26%	211,734	51.061(b)
2" to 4" meter	Water	215/quarter	220/quarter	2.33%		51.061(b)
6" and above meter	Water	945/quarter	955/quarter	1.06%		51.061(b)
Benefit Access Program Discount - must renew annually	Water					N\A
Customer Charge - Water (Outside)						
5/8" to 1.5" meter	Water	75/quarter				51.062(b)
2" to 4" meter	Water	240/quarter				51.062(b)
6" and above meter	Water	1000/quarter				51.062(b)
Customer Charge - Sewer						
5/8" to 1.5" meter	Water	5/quarter				52.15€(1)
2" to 4" meter	Water	20/quarter				52.15€(1)
6" and above meter	Water	100/quarter				52.15€(1)
Beach Parking Fee:						
Beach Parking						
Temporary (Resident)	General	85				73.45
Temporary (Non-Resident)	General	910				73.45
Parking Permits:						
Resident-Full Year	Parking	313				73.27(c)(7)
Resident-Monthly	Parking	30/Month				73.27(c)(7)
Resident - Unlimited	Parking	1,000				73.27(c)(7)
Employer Purchased-Full Yr.	Parking	180				73.27(c)(7)
Employer Purchased-Monthly	Parking	20/Month				73.27(c)(7)
Non-Resident-Full Year	Parking	700				73.27(c)(7)
Non-Resident - Monthly	Parking	60/Monthly				73.27(c)(7)
Daily Parking Fee-Telegraph	Parking	3				73.27(c)(7)
Daily Parking Fee-All Other	Parking	3				73.27(c)(7)
Licenses:						
Car and Lt Truck	General	85				74.179(b)
Heavy Truck (8,000+ lbs.)	General	110				74.179(b)
Motorcycles	General	45				74.179(b)
Senior Citizen 65 and over	General	no discount				N/A
Transfers	General	5				74.184 & 185
Penalties	General	50%				74.179(b)

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Auto Dealer License	General	50+20/Veh				74.183
Disabled vehicle sticker (Benefit Access Program)	General	45				N/A
Real Estate Transfer Tax	Cap Imp	4.00 per 1,000				39.155(b)
Non-sufficient funds Fee	General	25				10.99
Credit Card Service Fees:						
Daily Parking	General	.25 per transaction				73.27(c)(7)
Development Related Fees	General	2.95% (Minimum 1.95)				N/A
Cemetery Related Fees	Cemetery	2.95% (Minimum 1.95)				N/A
Public Safety Pension Fee:						
Residential Utility Accounts	General	20 per Quarter				N/A
All Other Utility Accounts (exclude irrigation only services)	General	70 per Quarter				N/A
Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2025						
Class A -Adult Single	DPG	1,650	1,800	9.00%	5,100	97.051
Class B -Adult Combo	DPG	2,900	3,200	10.00%	1,800	97.051
Class D -Junior	DPG	750	825	10.00%	1,000	97.051
Class F - Senior Citizen	DPG	1,200	1,350	12.50%	3,000	97.051
Seasonal Fees (Non-Resident) effective January 1, 2025						
Class A -Adult Single	DPG	2,200	2,420	10.00%	1,000	97.051
Class B -Adult Combo	DPG	2,900	3,200	10.00%	0	97.051
Class D -Junior	DPG	750	825	10.00%	250	97.051
Class F - Senior Citizen	DPG	1,400	1,550	10.00%	1,600	97.051
Daily Fees-Resident: effective January 1, 2025						
Weekday-9	DPG	41	50	4.00%	2,371	97.051
Weekday-18	DPG	54	85	6.00%	15,000	97.051
Weekend 9	DPG	46	63	5.00%	1,693	97.051
Weekend -18	DPG	67	110	5.00%	7,380	97.051
Electric Golf Carts: effective January 1, 2025						
9 Holes Single Rider	DPG	17	20	18.00%	2663	97.052

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
18 Holes Single Rider	DPG	22	25	14.00%	5623	97.052
Range Balls						
Small Bucket	DPG	10	12	20.00%	1,512	97.051
Medium Bucket	DPG	15	17	13.00%	2,326	97.051
Large Bucket	DPG	22				97.051
Pull cart						
9 holes	DPG	8	10	25.00%	0	97.051
18 hoes	DPG	10	12	20.00%	0	97.051
USGA Handicap Fees - Members	DPG	45	50	11.00%	0	97.051
Permanent Tee Time - Weekend	DPG	500	525	5.00%	1,000	97.051
Lockers						
18 inch	DPG	160	200	25.00%	720	97.051
12 inch	DPG	140	150	7.00%	0	97.051
Park Fees						
Park Picnic Permits						
0 - 149 People	Parks/Rec	100	125	25.00%	2025	N/A
150 or more People	Parks/Rec	150	175	17.00%	2100	N/A
Picnic Tables	Parks/Rec	25 per table				
Grills	Parks/Rec	85 per grill				
Boating and Beach Fees - effective February 1, 2025						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	Parks/Rec	565	582	3.00%	1105	97.066
Watercraft Ramp 2nd boat/ half season	Parks/Rec	283	292	3.00%	189	97.066
Watercraft Ramp (R) (Sen.)	Parks/Rec	451	465	3.00%	252	97.066
Watercraft Ramp (R) (Sen) 2nd boat/ half season	Parks/Rec	227	234	3.00%	28	97.066
Watercraft Ramp (NR)	Parks/Rec	1,130	1,164	3.00%	204	97.066
Watercraft Ramp (NR) (Sen) 2nd boat/ half season	Parks/Rec	565	582	3.00%	34	97.066
Year round compound storage Resident	Parks/Rec	2,482	2,556	3.00%	521	97.066
Year round compound storage Resident senior	Parks/Rec	2,002	2,062	3.00%	300	97.066
Year round compound storage non-resident	Parks/Rec	3,755	3,868	3.00%	0	97.066
Seasonal compound storage Resident	Parks/Rec	1,695	1,746	3.00%	0	97.066
Seasonal compound storage Resident Senior	Parks/Rec	1,355	1,396	3.00%	82	97.066
Seasonal compound storage Non-resident	Parks/Rec	2,540	2,616	3.00%	0	97.066
Year round watercraft rack storage resident	Parks/Rec	684	705	3.00%	210	97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Year round watercraft rack storage resident senior	Parks/Rec	549	565	3.00%	48	97.066
Year round watercraft rack storage non-resident	Parks/Rec	1,130	1,164	3.00%	0	97.066
Seasonal watercraft rack storage resident	Parks/Rec	400	412	3.00%	504	97.066
Seasonal watercraft rack storage resident senior	Parks/Rec	319	329	3.00%	130	97.066
Seasonal watercraft rack storage non-resident	Parks/Rec	757	780	3.00%	46	97.066
Year round watercraft sand storage resident	Parks/Rec	847	873	3.00%	52	97.066
Year round watercraft sand storage resident senior	Parks/Rec	678	698	3.00%	0	97.066
Year round watercraft sand storage non-resident	Parks/Rec	1,270	1,308	3.00%	0	97.066
Seasonal watercraft sand storage resident	Parks/Rec	519	535	3.00%	16	97.066
Seasonal watercraft sand storage resident senior	Parks/Rec	415	427	3.00%	12	97.066
Seasonal watercraft sand storage non-resident	Parks/Rec	779	802	3.00%	23	97.066
South Beach Parking Permit (R)	Parks/Rec	167	172	3.00%	545	97.066
South Beach Parking Permit (R) (Sen.)	Parks/Rec	131	135	3.00%	388	97.066
South Beach Parking Permit (NR)	Parks/Rec	910				97.066
South Beach Parking Permit Employee/Retiree	Parks/Rec	100				97.066
Daily Boat Launch resident	Parks/Rec	65				97.066
Daily Boat Launch nonresident	Parks/Rec	80				97.066
Resident Guest Daily Parking Pass, limit 5 per season	Parks/Rec	15				97.066
Nanny Parking Pass	Parks/Rec	85				97.066
Senior Caregiver Parking Pass	Parks/Rec	85				97.066
Non resident beach fee, weekends and holidays	Parks/Rec	25				97.069
Fitness Center Fees - effective May 1, 2025						
Individual resident rate	Parks/Rec	504	528	4.80%	3,240	
Individual resident rate - 1 months	Parks/Rec	50	53	6.00%	36	
Individual non-resident rate	Parks/Rec	636	660	3.80%	0	
Individual non-resident rate - 1 months	Parks/Rec	63	66	4.80%	0	
Couple resident rate	Parks/Rec	876	912	4.10%	1,152	
Couple resident rate - 1 month	Parks/Rec	87	91	4.60%	12	
Couple non-resident rate	Parks/Rec	1,056	1,104	4.50%	0	
Couple non-resident rate - 1 months	Parks/Rec	106	111	4.70%	0	
Family resident rate	Parks/Rec	1,176	1,224	4.10%	432	
Family resident rate - 1 months	Parks/Rec	117	122	4.30%	10	
Family non-resident rate	Parks/Rec	1,392	1,464	5.20%	0	
Family non-resident rate - 1 months	Parks/Rec	139	146	5.00%	0	
Senior resident rate	Parks/Rec	384	396	3.10%	720	
Senior resident rate - 1 months	Parks/Rec	38	40	5.30%	12	
Senior non-resident rate	Parks/Rec	456	480	5.30%	48	
Senior non-resident rate - 1 months	Parks/Rec	46	48	4.30%	0	
Senior couple resident rate	Parks/Rec	624	648	3.80%	360	

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Senior couple resident rate - 1 months	Parks/Rec	62	65	4.80%	6	
Senior couple non-resident rate	Parks/Rec	780	828	6.20%	48	
Senior couple non-resident rate - 1 months	Parks/Rec	78	82	5.10%	0	
Student resident rate	Parks/Rec	384	396	3.10%	72	
Student resident rate - 1 month	Parks/Rec	38	40	5.30%	8	
Student non-resident rate	Parks/Rec	456	480	5.30%	0	
Student non-resident rate - 1 month	Parks/Rec	46	48	4.30%	0	
Matinee resident rate	Parks/Rec	288	300	4.20%	468	
Matinee resident rate - 1 month	Parks/Rec	29	30	3.40%	3	
Matinee non-resident rate	Parks/Rec	336	360	7.10%	24	
Matinee non-resident rate - 1 month	Parks/Rec	34	36	5.90%	0	
All-inclusive - member - effective December 6, 2012	Parks/Rec	408	420	2.90%	468	
All-inclusive - non-member - effective December 6, 2012	Parks/Rec	865	908	5.00%	0	
OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	General	10 first/4 additional				5.36
Death certificates (January 1, 2013)	General	14 first/6 additional				5.36
On-line data entry fee by city staff (January 1, 2010)	General	10				N/A
Solicitor/Peddler Permit Original Application	General	55				117.01(b)
Solicitor/Peddler Permit Renewal	General	40				117.40
Electric Car	General	1 per Hour				N/A
Licenses:						
Raffle License	General	40				110.150
Tobacco License	General	500				135.138(f)
Landscape License (March 1 to Feb 28)	General	100				110.217
Penalties - Landscape License Applications after June 1	General	25				110.217
Auctioneers License	General	5 Daily & 1.00 per employee				110.026
Factories and Slaughterhouses	General	500				110.047
Mobile Auto Service	General	50 per unit				110.200
Athletic Contests	General	50 per day				112.0029B)
Bowling Alley	General	10 per lane per year				112.025
Circuses	General	100 per day circus conducted				112.041
Circuses - Side Show	General	50 per day circus conducted				112.042
Motion Pictures - Establishment capacity 500 or more persons	General	.50 per seat				112.075
Public Dances	General	500				112.112
Theatrical Performances - less than 500 persons	General	100				112.126

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Theatrical Performances - more than 500 persons	General	150				112.126
Theatrical Performance not covered by 112.126	General	25 per day				112.127
Junk Yard or Junk Shop	General	75				114.22
Junk Dealer collected by vehicle	General	20 per vehicle				114.23
Pawnbroker	General	100				116.03
Expressmen and Draymen	General	25				118.156
Alcoholic and Beverages:						
Class A-1	General	2,700				111.036
Class A-2	General	1,500				111.036
Class A-3	General	275				111.036
Class B-1	General	2,500				111.036
Class C-1	General	2,600				111.036
Class C-2	General	3,000				111.036
Class D-1	General	2,500				111.036
Class E-1	General	3,000				111.036
Class F-2	General	100 for each 48 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-3	General	75 for each 48 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-4	General	500 per vendor for the duration of the sporting event				111.036
Class F-5	General	1,100				111.036
Class F-6	General	600				111.036
Class G-1	General	200				111.036
Class G-2	General	600				111.036
Class I-1	General	0	150	100.00%		111.036
Class I-2	General	0	100	100.00%		111.036
Class I-3	General	100				111.036
Class J	General	500				111.036
Class K	General	40/each 7 day license period				111.036
Annual Renewal	General	150 renewal existing or change in owners or officers				111.036
Application Fee	General	300 new license				111.043
Application for Change in Owners or Officers	General	100				111.043
Liquor License Penalty Fee	General	25				111.036

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Impact Fees:						
Library	Library	see ordinance				150.023
Fire and Emergency Services	General	see ordinance				150.023
Park Site	PPL	see ordinance				150.023
Park Development	PPL	see ordinance				150.023
Police	General	see ordinance				150.023
Public Works	General	see ordinance				150.023
School District 67 (information only)	pay School	see ordinance				150.023
High School District 115 (information only)	pay School	see ordinance				150.023
Police						
Fines & Penalties:						
Overtime Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Lot (base fee - 1st Offense)	General	25/75/125				73.99
Overtime Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Other	General	25/75/125				73.99
Parking at Boat Ramp (base fee - 1st Offense)	General	125/250/350				73.46
No Vehicle License (base fee - 1st Offense)	General	75/100/125				74.179
No parking east of Sheridan Road (base fee - 1st Offense)	General	125/150/175				73.99
No Animal License (base fee - 1st Offense)	General	15/25/35				91.032
Dog-At-Large (base fee - 1st Offense)	General	40/50/100				91.050
Code Violations	General	variable				Variable
Motor Code Violations	General	variable				Variable
Recreational Powered Device Violation	General	100 - 300				79.11
Dog Barking (base fee - 1st Offense)	General	40/50/100				91.004
Dog Impound	General	25				91.014
Leaf Burning	General	100				94.2
Handicapped Parking	General	250				73.21
Dog Public Nuisance	General	100/500/750				91.053
Burglar Alarm Fees	General	0/50/100/250				110.125
Vehicle Immobilization fee	General	100				73.50
E-911 Surcharge	E911 Fund	0.65				39.181
Copies of Accident Reports	General	5				71.032
FOIA copy fees >50 pages	General	.15 per page				33.3
Transient Merchant License	General	100.00				117.20(f)

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Fire						
General Fees & Charges:						
Ambulance-Resident ALS transport	General	1,300.00				94.51
Ambulance-Resident ALS2 transport	General	1,400.00				94.52
Ambulance-Resident BLS transport	General	1,200.00				94.53
Ambulance-Non Resident ALS transport	General	1,700.00				94.54
Ambulance- Non Resident ALS2 transport	General	1,800.00				94.55
Ambulance-Non Resident BLS transport	General	1,600.00				94.56
Ambulance - Mileage	General	11.00 per mile				94.58
Fireworks Permit	General	250				94.5
Open Burn Permit	General	100				94.5
Bonfire Permit	General	100				94.5
Fire Watch	General	Overtime hourly Rate				94.5
Annual Fire Pump Test	General/Water	10 Admin Fee + Water Usage				94.5
Annual Inspections - 4th re-inspection	General	100				94.5
Annual Inspections - 5th re-inspection	General	200				94.5
Annual Inspections - 6th re-inspection	General	400				94.5
Fire Alarm Fees	General	0/50/100/250				110.125
Hazardous Substance Incident						
Level I Hazardous Substance Incident	General	250 per day during hazard substance incident occurs or removal activities				41.01
Level II Hazardous Substance incident	General	500 per day during hazard substance incident occurs or removal activities				41.01
Level III Hazardous Substance incident	General	1,000 per day during hazard substance incident occurs or removal activities				41.01
Miscellaneous Materials Cost - Level I incident	General	50				41.01
Miscellaneous Materials Cost - Level II incident	General	100				41.01
Miscellaneous Materials Cost - Level III incident	General	500				41.01
Reimbursable Costs	General	100% of cost incurred				41.01
Senior Resources						
Membership Dues:						
Residents of Lake Forest, Lake Bluff and unincorporated						
Lake Forest and Lake Bluff	Senior Resources	35 per person				97.087
		55 per family				97.087
Outside of Lake Forest and Lake Bluff	Senior Resources	45 per person				97.087

Add prior approved fees

New Fee

Change to fee

	Fund	FY2025 (\$)	PROPOSED FY2026 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
		75 per family				97.087
Circuit Breaker participants Lake Forest and Lake Bluff residents only	Senior Resources	10 per person				97.087
		15 per family				97.087
Car and Bus rides	Senior Resources	3/fee each direction				97.087
		6 round trip				97.087
Taxi subsidy- Lake Forest and Lake Bluff residents living within the Lake Forest High School District	Senior Resources	16 coupons/month for a value of 3/each				97.087

Special Events

Special Event Fees:						
Application Fee	General	50				10.13
Application Fee - Late Fee	General	50% of fee per 30 days				10.13
Escrow Deposit - Special Events	General	500				10.13
Police Officer hourly rate	General	99	103	4.00%	187	10.13
Firefighter/Paramedic hourly rate	General	96	99	3.13%	52	10.13
Police and Fire Vehicle	General	110				10.13
Public Works hourly rate	General	76	78	2.63%	62	10.13
Parks hourly rate	Parks/Rec.	76	78	2.63%	62	10.13
Special Event Inspection	General	100				94.5
Tent Permit	General	100 or .05 per sq ft				94.5
A-Frame Barricades	General	5				98.011
Barricades 1 - 10	General	40				98.011
Parking Cones	General	1				98.011
Bleacher keep in park	General	50				10.13
Bleacher move to another location	General	195				10.13
Litter Barrels 1-6	General	14				10.13
Picnic Tables 1 - 6	General	32				10.13
Grills	General	195				10.13
Inflatable amusement inspection	General	100				94.5
Carnival rides	General	200				94.5
Filming Class A - Application	General	150				
Filming Class B - Application	General	100				
Filming Class C - Application	General	50				
Filming Class A - Permit	General	475				
Filming Class B - Permit	General	375				
Filming Class C - Permit	General	125				
Filming Class A - Deposit (Refundable)	General	1000				
Filming Class B - Deposit (Refundable)	General	500				

Supplemental Memos Regarding Proposed Fee Adjustments

To: Diane Hall, Assistant Finance Director
From: John Westly, Deerpath Golf General Manager
CC: Mike Wick, Director of Parks and Recreation
Date: October 21, 2024
Re: Deerpath Golf Course FY26 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff and KemperSports Management Staff are bringing forward the Deerpath Golf Course fees for FY26.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for Deerpath Golf Course for FY26. We analyzed several factors including utilization and surrounding facilities fees while putting together the fees schedule. KemperSports Management and City Staff are recommending the following:

- **Membership Fees:** Increase resident and non-resident Single and Senior Annual Pass fee to allow for estimated revenue increase in both classifications of 3% for FY26.
- **Greens Fees:** Increase the rate for weekday and weekend fees. The rate for weekday's would be capped \$85 (green fee / cart fee) while weekend cap would be \$110 (green fee / cart fee) . Allow the dynamic pricing model to set prices based off of the utilization of the course. This will allow the green fee prices to fluctuate and take advantage of times of increased demand. Golf rates will be adjusted during the season based on marketplace demands.
- **Other Fees:** Increase the 9 -hole weekday cart fee from \$17 to \$20 and increase the 18-hole cart fee from \$22 to \$25 per player. In addition, raise the small range bucket from \$10 to \$12, medium range bucket from \$15 to \$17 while keeping the large at current rate. I also propose with lockers being fully rented in the new locker facility to increase locker rental prices from \$160 to \$200/year

BUDGET/FISCAL IMPACT: Projected revenue impact on fees collected will be an additional \$54,038 from FY25 . Current tee time utilization is measured at 75% occupation on weekdays, and 86% weekends. With limited tee sheet supply we must increase pricing slightly to keep up with inflation and payroll increases.

City Staff and Kemper Sports Management are requesting the approval of the proposed FY26 Deerpath Golf Course fee structure.

MEMORANDUM

To: Diane Hall, Assistant Finance Director

From: Joe Mobile, Superintendent of Recreation

Date: October 23, 2024

Subject: Lake Forest Recreation Department FY26 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: The Parks and Recreation Board and City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees, Lakefront fees and pavilion rental fees for fiscal year 2026. The Park and Recreation Board has approved the fee schedule on October 15, 2024, and request that the proposed FY2026 fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for the fitness center, Lakefront and pavilion rental fee changes for FY2026.

Fitness Center Fee Changes:

Staff have analyzed several factors including membership trends, and surrounding facilities fees while putting together the fees schedule. The Fitness Center’s memberships fluctuate considerably throughout the year. As a result, staff takes a conservative approach for revenue growth by assuming membership levels will remain the same throughout the year based on membership totals in September. City Staff are recommending the following:

Fitness Center Fees: Staff are recommending increasing all membership fees by an adjusted 5% for FY26 to cover increases to expenses to manage the Fitness Center. The 5% increase was taken over FY25 fees and then adjusted to be divisible by 12 months so that our registration software system can use the automatic monthly billing for all annual memberships. This adjustment to the increase will provide a consistent amount to be drawn each month providing our members a smooth and understandable transaction.

Lakefront Fee Changes:

Staff have analyzed several factors including usage trends and surrounding community’s lakefront fees while putting together the fees schedule. Staff are recommending an increase to most fees allowing us to remain competitive with other lakefronts. The fee increases are based on actual usage as of September.

Lakefront Fees: Staff is recommending increasing the Lakefront permit fees by 3% for FY2026 with a few exceptions that will remain the same as in fiscal year 2025; nanny/caregiver parking pass (\$85), resident guest daily pass (\$15), non-resident beach access fee (\$25) and non-

resident daily boat launch fee (\$65). The 3% increase was taken over FY25 approved fees. Staff feel that a 3% increase is necessary to help cover increases in expenses to operate the facility.

Pavilion Rental Fee Changes:

Staff have analyzed several factors including utilization, and surrounding facilities fees while putting together the fees schedule. Staff is taking a conservative approach for revenue growth by assuming that participation levels will remain constant with FY25 usage. The Pavilion Rental fees have not been increased since 2019, at which time they were increased \$25 per rental. City Staff are recommending the following:

Pavilion Rental Fees: Increase all Pavilion Rental fees by \$25 for FY26. The litter deposit and additional hour fees will remain constant with FY25. The not-for-profit rental fee will also increase \$25 per reservation but will remain \$25 less than the normal price. Northcroft and Townline Park fees will increase to \$175 per reservation while all the other pavilion fees will increase to \$125.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$7,119 over FY25 budgeted fees with the 5% increase to the Fitness Center fees. Also, staff anticipate an increase of \$4,689 over FY25 budgeted fees for the Lakefront Permit fees. The revenue increases are based upon actual usage from September 2024 and will fluctuate with FY26 usage. Staff anticipates a positive revenue differential of \$4,125 over FY25 budgeted fees for the Pavilion Rental fees. All pavilion rental fees will become effective February 1, 2025, in line with the start of permitting season.

RECOMMENDED CITY COUNCIL ACTION: The Parks and Recreation Board and City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees, Lakefront permit fees and Pavilion Rental fees for fiscal year 2026 for approval.

MEMORANDUM

TO: Elizabeth Holleb, Director of Finance

FROM: Margaret Boyer, City Clerk

DATE: October 22, 2024

SUBJECT: Establishing a fee that was inadvertently left off of the Fee schedule and increasing another.

In recent months while auditing OCM fees, it was discovered that the Class I-2 Liquor license and fee was inadvertently left off the fee schedule. The Class I-1, I-2 and I-3 are related to “bring your own beverage”, BYOB. Specifically, the I-1 and I-2 are related to corkage fees. There are no proposed changes to the Class I-3.

In summary, this license Class allows established license holders to allow patrons to BYOB.

- I-1 includes beer, wine and spirits.
- I-2 includes beer and wine only.

Both classes allow for a corkage fee of an amount not-to-exceed \$ 10.00. The BYOB corkage fee is established by the State. The fees shown below are like surrounding areas that have BYOB as an option.

Staff is seeking the change shown below

CLASS	CURRENT	RECOMMENDED	CODE SECTION
I-1	\$0	\$150.00	111.036
I-2	Establish	\$100.00	111.036

The Establishing Ordinance attached. Staff is seeking to add an additional fee and increase an established fee.

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024 - _____

**AN ORDINANCE ESTABLISHING A NEW FEE
RELATED TO “CLASS I-2” LIQUOR LICENSE**

WHEREAS, The City of Lake Forest is a home rule, special charter municipal corporation; and

WHEREAS, the City Council, on an annual basis reviews fees and charges related to liquor licensing and having done so, hereby determines that it is necessary to establish a new fee in the Class I-2 liquor license; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its residents to adopt 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. **Approval of New Fee Related to I-2 Liquor Licensing.**
The City Council hereby approves the fee as set forth in Exhibit A, New Fee Related to Class I-2 liquor license and directs that said fee shall be incorporated into the Supplemental Fee Schedule for the City of Lake Forest and reviewed and adjusted on an annual basis as part of the Supplemental Fee Schedule as determined to be necessary by the City Council.

SECTION THREE: **Effective Date of the New Fees Related to I-2 Liquor Licensing.** The fees and charges set forth in Exhibit A shall take effect as of January 1,

2025, consistent with the date of the Fee Supplemental Schedule for FY 2025 as adopted by the City Council.

SECTION FOUR: 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 _____, 2024

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2024

Mayor

ATTEST:

City Clerk

**FOR INCORPORATION INTO THE SUPPLEMENTAL FEE SCHEDULE FOR
THE CITY OF LAKE FOREST**

EXHIBIT A

New Fee Related to Class I-2 Liquor License

❖ **New Fee I-2 \$ 150.00**

MEMORANDUM

TO: Elizabeth Holleb, Director of Finance
FROM: Diane Hall, Assistant Finance Director
DATE: October 25, 2024
SUBJECT: Special Event Hourly Rate Increases

Purpose and Action Requested

The purpose of this memorandum is to present a request to amend certain fees associated with Special Events. City staff is seeking City Council approval of fee adjustments proposed in this memorandum for personnel hourly rates related to special event fees and support.

Background

The City of Lake Forest processes and issues several different types of special event permits through Community Development. City staff regularly reviews these processes and their associated fees in an effort to ensure they remain compliant with both local and statutory regulations, consistent with internal administrative directives and policies, align with the City’s costs to provide services and promote customer-friendly business practices.

From time-to-time, community organizations seek to utilize City-owned property or request special city services (e.g. equipment rentals/delivery) and City employees (e.g. general event support, security, or emergency medical services) to support their event. Pursuant to the City Code (§10.13), fees for these City services may be imposed in connection with recovering costs related to the personnel time associated with this support.

Rates for City employees are set based on an average total compensation (includes salaries and benefits) for employees in the workgroup. Traditionally, the City has adjusted these rates to reflect changes in union contracts and special contractual rates for special time worked or overtime. Rates proposed for FY2026 reflect approved changes to salaries and benefits as outlined in the City’s official Pay Plan and bargaining unit contract, if applicable. Accordingly, City staff is requesting to adjust rates to reflect these contract amounts, as follows:

Personnel Classification	Current Rate	Proposed Rate	% Change	Projected Revenue
Police Officer Hourly Rate	\$99.00	\$103.00	4.00%	\$187.00
Firefighter/Paramedic Hourly Rate	\$96.00	\$99.00	3.13%	\$52.00
Public Works Hourly Rate	\$76.00	\$78.00	2.63%	\$62.00
Parks Hourly Rate	\$76.00	\$78.00	2.63%	\$62.00

Please do not hesitate to contact me directly if you have questions concerning these proposed fee changes for FY2026.

The City of Lake Forest
CITY COUNCIL MEETING MINUTES
Proceedings of the Monday, November 4, 2024 6:30 pm
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

NOTE: The Ragdale tour was postponed

CALL TO ORDER AND ROLL CALL: Honorable Mayor Tack called the meeting to order at 6:30 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Tack, Alderman Novit, Alderman Notz, Alderman Powers, Alderman Goshgarina, Alderman LeVert, Alderman Weber and Alderman Walther.

Absent: none

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

COMMENTS BY CITY MANAGER

A. Community Spotlights

- **Lake Forest Lake Bluff History Center**
 - **Carol Summerfield, Executive Director**

City Manager Wicha welcomed Carol Summerfield, Executive Director at the Lake Forest Lake Bluff History Center. Ms. Summerfield gave a presentation on an upcoming exhibit *Returning Home From War Vet's Experiences from WWI to Today* at the History Center. The Exhibit opens November 8. Ms. Summerfield also reported that Lectures begin Thursday, November 14 at 7pm with Captain Jim Hawkins with the topic "A Veterans Perspective on Transitioning to the Workforce. Lastly, she reported that The City of Lake Forest has had a resident in every war since the Civil War.

- **Youth Conservation Corps**
 - **Beth Pierson, Manager, Strategic Partnerships for the Youth Conservation Corps.**

City Manager Wicha welcomed Beth Pierson of Youth Conservation Corps who reviewed their Mission Statement and introduced Jennifer Yonanne the Executive Director of the Youth Build Program. She shared the long history in Lake County, including GED/high school diploma program, Industry-recognized certifications, Life Skills, Leadership Development, Community Service, Career readiness, Placement and Leadership Development. And YCC impact – cycle of empowerment.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

AUDIT COMMITTEE

1. Audit Committee Report and Presentation of the Fiscal Year 2024 Annual Comprehensive Financial Report

Mark Dillon, Audit Committee Chair reported on Financial Reporting Achievements that include the following: Certificate of Achievement in Finance Reporting

- Awarded by Government Finance Officers Association (GFOA)
- 45th Consecutive Year (Fiscal Y/E 2023)
- Award for 2023 Popular Annual Financial Report
 - Awarded by GFOA
 - 3rd Time Received
- Distinguished Budget Presentation Award
 - Awarded by GFOA for FY25 Annual Budget
 - 9th Time Received

Chairman Dillon reported on the Baker Tilly Audit Opinion that included Financial Statements presented fairly in all material respects (i.e. "Clean"), No significant deficiencies or material weaknesses identified, on budget for time and costs as per our letter agreement, 2nd year for increased Finance team member participation due as a result of succession planning initiatives, and no Management Letter Issues (none received in past 9 Years)

Additionally, he reported that committee improvements projected would be City Foundations and cyber security risks.

The City Council had discussion on emerging risks on various Foundations.

Mayor Tack asked if there was anyone from the public who would like to comment on this matter. Seeing none, he asked for a motion.

COUNCIL ACTION: Receipt of the audit report for the fiscal year ended April 30, 2024

Mayor Tack asked for a motion. Alderman Weber made a motion to acknowledge receipt of the audit report for the fiscal year ended April 30, 2024, seconded by Alderman Novit. The motion was carried unanimously by voice vote

PUBLIC WORKS COMMITTEE

- 1. Approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000**

Dan Martin, Superintendent of Public Works and Brian Hackman with Strand and Associates gave an overview of this item that included approval of the bid for the Automated Meter Infrastructure (AMI) Project to United Meters, Inc. This contract includes the installation of Neptune solid-state meters, sourced through Ferguson, the manufacturer's representative. The project award is based on the acceptance of the computed unit price bid, with a total budgeted cost of up to \$5,693,575 over fiscal years 2025 through 2029. Additionally, approval is requested for an agreement with Strand Associates, Inc. to provide construction engineering services for the project. The agreement is for \$181,425, also spanning FY2025 through FY2029. Additionally, noting

transitioning to a AMI system offers substantial improvements in efficiency and service. AMI provides near real-time water usage data, enabling both the City and customers to monitor consumption more effectively. It allows customers to access a web-based portal to track their water usage, set up alerts for high usage or potential leaks, and make informed decisions about water conservation. Additionally, AMI integrates with existing leak detection equipment, streamlining operations, reducing water loss, and improving the accuracy of billing and record-keeping. These benefits contribute to greater operational efficiency and enhanced customer service.

At the November 7, 2023, Finance Committee Capital Budget Meeting, staff was directed to extend the water meter replacement project from two or three years to five years in order to better distribute future capital costs and manage long-term financial impacts. By spreading the replacement over five years, the City will avoid significant future strains on the Water Fund as meters reach the end of their useful life. An average of approximately 1,240 meters will be replaced each year, with priority given to the oldest meters that are either failing or showing signs of imminent failure.

The bid opening for the meter installation took place on October 1, 2024, and the City received one bid from United Meters, Inc. (UMI). United Meters, Inc. has a long-established presence in the industry and was previously awarded the City's meter installation contract in 2004 and performed favorably.

The City Council had discussion on over installation schedule, weather dependent installation, water loss, existing policies, the mobile app for mutual accountability, portal set up, non-ionizing energy, same as Com Ed uses for meter reading, the City will use a total of 8 antennas.

Mayor Tack asked if anyone from the public would like to comment.

Diane thanked the City for newer technology and asked about RF energy.

Mayor Tack asked if anyone else from the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000

Alderman Notz made a motion of approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000, seconded by Alderman Clemens. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

- 2. Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489**

Mike Thomas, Director of Public Works presented this item. He summarized project need, background information and current status to say the construction scope includes storm-sewer replacement and upsizing, curb and gutter replacement, full-depth resurfacing, ADA improvements, and necessary golf course

restoration. These improvements will help reduce recurring flooding (10yr storm) on Ahwahnee Lane/Road and reduce overland-flow on the Deerpath Golf Course from the detention pond to the Skokie River.

The tentative schedule is work starting at the Golf Course after 1/6/25 with a 4/1/25 substantial completion. Work on the upstream storm sewer along Ahwahnee Road/Lane will start tentatively after 3/18/25 with a 7/19/25 substantial completion. A letter will be sent to residents within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule.

The City Council had discussion on traffic, the project, the new strategic Plan, stormwater management, resident input.

Mayor Tack asked if anyone else from the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489

Alderman Walther made a motion to approve Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489, seconded by Alderman Goshgarian. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the October 7, 2024, City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of September 28th – October 25, 2024**
3. **Determination of a Non-Binding Estimate of the Amount of Revenue to be Generated from Property Taxes for the 2024 Calendar Year and Establishment of December 2, 2024 as a Public Hearing Date (if required) in Accordance with the Truth in Taxation Statute**
4. **Approval of Veeam Backup and Recovery software solution and Exagrid hardware with 3-year maintenance from Heartland Business Systems in the amount of \$66,935.**
5. **Approval to Waive the Bid Process and Authorize the City Manager to enter into an agreement with Havey Communications for new squad car upfitting and squad car realignment equipment and services for \$106,752.60 plus a 3% contingency for a total of \$109,955.18.**
6. **Authorization of a contractual agreement for Recreation Department Pickleball Instruction in the amount of \$84,367.**
7. **Approval to Waive the Bid Process and Approve a Purchase of a Replacement Streets Section Truck in the Amount of \$120,000 and the Trade-In of the Current 2005 Streets Section Truck as Surplus Property in the amount of \$10,000 to Kunes Auto Group**

8. **Approval of a Public Works Committee Recommendation to Waive Competitive Bid Requirements and Authorize the City Manager to Execute an Advanced Materials Contract for the Deerpath Streetscape Project with Coldspring in the amount of \$337,550**
9. **Approval of a Public Works Committee Recommendation to Approve a Change Order for Additional Phase II Design Engineering Services to Thomas Engineering Group for the Deerpath Streetscape Project in the Amount of \$29,925**
10. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board for 270 Majestic Oak Court. (First Reading and if Desired by the City Council, Final Approval)**
11. **Consideration of a Recommendation from the Plan Commission in Support of Tentative Plat Approval for a 4-Lot Subdivision, Saunders Place. (Approval by Motion)**
12. **Consideration of a Special Use Permit Amendment, Donation Agreement, Maintenance Agreement, and Third Amendment to Operating Agreement Associated With a Land Donation from the Lansing Family to the City of Lake Forest to Complete the Garden at the Ragdale Campus, 1230, 1260, and 1271 N. Green Bay Road. (Approval by Motion and if Desired by the City Council, Waive First Reading and Grant Final Approval of an Ordinance.)**

COUNCIL ACTION: Approve the twelve (12) omnibus items as presented

Mayor Tack asked the Council if there were any items to be removed or taken separately. Seeing none, he asked for a motion.

Alderman Powers made a motion to approve the twelve (12) Omnibus items as presented, seconded by Alderman LeVert. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Council Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.

OLD BUSINESS

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

Mayor Tack noted there will be no further business following executive session, he then asked for a motion to adjourn into **Executive Session pursuant to 5 ILCS 120/2 (c)(1), the City Council will be discussing specific personnel.**

Alderman Novit made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c)(1), The City Council will be discussing specific personnel, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

1. EXECUTIVE SESSION

Adjournment into Executive Session 7:42 pm.

Reconvene into Regular Session 8:10 pm.

ADJOURNMENT

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Weber made a motion to adjourn, seconded by Alderman Powers. The motion was carried unanimously by voice vote at 8:11 p.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. Click on I Want To, then click on View, then choose Archived Meetings Videos.

THE WOMEN'S BOARD
OF NORTHWESTERN MEDICINE LAKE FOREST HOSPITAL

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Susan Weninger

October 31, 2024

Mayor Tack
The City of Lake Forest
220 E. Deerpath
Lake Forest, IL 60045

Dear Mayor Tack,

The Women's Board of Northwestern Medicine 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 Holiday Boutique Raffle license application. The Holiday Boutique Raffle includes items with an estimated value of approximately \$2,300 and we anticipate the number of tickets to be sold at 250.

Thank you in advance for your consideration.

Most sincerely,

Amanda Szwast, Elyse Butler and Shannon Engelland
Co-chairs, Women's Board Holiday Boutique
Women's Board of Northwestern Medicine Lake Forest Hospital

Karin Mohar
Northwestern Memorial Foundation Lake Forest Hospital

1000 NORTH WESTMORELAND ROAD, LAKE FOREST, ILLINOIS 60045

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Laura Skinner
Sue Skinner
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Susan Weninger

October 31, 2024

Mayor Tack
The City of Lake Forest
220 E. Deerpath
Lake Forest, IL 60045

Dear Mayor Tack,

The Women's Board of Northwestern Medicine 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 Holiday Boutique Raffle license application. The Holiday Boutique Raffle includes items with an estimated value of approximately \$2,000 and we anticipate the number of tickets to be sold at 300.

Thank you in advance for your consideration.

Most sincerely,

Amanda Szwast, Elyse Butler and Shannon Engelland
Co-chairs, Women's Board Holiday Boutique
Women's Board of Northwestern Medicine Lake Forest Hospital

Karin Mohar
Northwestern Memorial Foundation Lake Forest Hospital

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Terry Swarhout
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Kathy Walgreen
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Carol Whiting
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The Parish of St. Mary

201 E. Illinois Road, Lake Forest, Illinois 60045-1917

847.234.0205

www.churchofstmary.org

November 11, 2024

Mayor Tack
The City of Lake Forest
220 E. Deerparh
Lake Forest, IL 60045

Dear Mayor Tack,

The Guild of the Church of St. Mary is asking the City to consider waiving the fidelity bond requirements regarding our Boutique Raffle license application. The Raffle includes items donated by boutique vendors with a maximum value of \$500, and we anticipate selling 500 tickets.

Thank you in advance for your consideration.

Sincerely,

Melissa Haak
Director of Development and Marketing
Church of St. Mary, Lake Forest



November 4, 2024

Mayor Tack
The City of Lake Forest
220 E. Deerpath Rd.
Lake Forest, IL 60045

Dear Mayor Tack,

Lake Forest College Athletics is asking for the City Council's consideration of a waiver for the requirement of the fidelity bond, with regards to our Lake Forest College Athletics Cash Raffle license application. The raffle includes cash winnings of \$5,000 and we anticipate the number of tickets to be sold at 5,000.

Thank you for your consideration.

Sincerely,

Chris Pier

Chris Pier
Associate Athletic Director – Budget & Compliance