

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, December 2, 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

- A. **Approve the Mayor's Appointment of Andrew Rick as Fire Chief Effective January 4, 2025**

COUNCIL ACTION: Approve the Mayors appointment

2. COMMENTS BY CITY MANAGER

- A. **Fire Department Ambulance Replacement**
- Pete Siebert, Fire Chief

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

FINANCE COMMITTEE

1. Gorton Community Center 2025 Budget Presentation

*PRESENTED BY: Andrew Trees, Board Chair;
Bob Scales, Finance & Operations Chair/City Director;
and Amy Wagliardo, Executive Director
STAFF CONTACT: Elizabeth Holleb (847-810-3612)*

BACKGROUND/DISCUSSION: Pursuant to Section 10.C.3 of the Restated Agreement Relating to the Gorton Property executed in July 2013, as amended by the First Amendment to Restated Agreement executed in October 2019, the Finance and Operations Sub-Committee

and the Gorton Executive Director shall submit to the City Manager and Finance Chair of the City Council for review and recommendation to the City Council the Center's annual budget and plans for the use of and programming at the property. The Annual Budget and Plan shall include a five-year financial forecast. Following review, the City Manager and Finance Chair shall submit a recommendation for approval, approval with modifications or rejection of the Annual Budget and Plan to the full City Council. Upon receipt of the recommendation, the City Council has the right to approve, approve subject to modification, or reject the Annual Budget and Plan. If rejected, the Center would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index. A copy of the Annual Budget, Capital Budget and Five-Year Forecast is provided beginning on **page 28**.

Section 10.D.1.b of the First Amendment to Restated Agreement sets forth GCC's maintenance obligations. GCC is required to include in its annual budget and plan sufficient funding to satisfy the GCC maintenance obligations each year. In any year the GCC's endowment falls below \$2 million, GCC is required to include in its annual budget and plan at least \$25,000 in that year and maintain that amount until the endowment again reaches \$2 million. For 2025, GCC's endowment exceeds \$2 million.

Representatives of Gorton met with Finance Committee Chair Eileen Looby Weber, City Manager Jason Wicha and Finance Director Holleb on November 12 to review Gorton's 2025 budget. The Gorton Board approved the 2025 Budget on November 11.

COUNCIL ACTION: It is recommended that the City Council approve the Gorton Community Center 2025 Budget.

2. Consideration of an Ordinance Restating and Reaffirming Ordinance No. 2013-070 (Self Limiting Ordinance - Final Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests final approval 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 final approval of an Ordinance Restating and Reaffirming Ordinance No. 2013-070 (Self Limiting Ordinance) (page 34).

***** OPEN PUBLIC HEARING ON THE CITY'S 2024 PROPERTY TAX LEVY ORDINANCE *****

3. Consideration of an Ordinance Establishing the 2024 Tax Levy (Final Reading – Public Hearing Required)

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

PURPOSE AND ACTION REQUESTED: Staff requests the City Council conduct a public hearing and approve final 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 38**) 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%
School District 67- ESTIMATED	\$ 41,648,963	40,048,649	\$ 1,600,314	4.00%
GRAND TOTAL	83,140,476	79,687,711	\$ 3,452,765	4.33%
Ordinance (exclude Bond Funds)	<u>\$80,034,426</u>			

School District #67 levy amounts are estimates and subject to final approval by the School District Board.

The levy for bond funds increases by more than 5.0% over the extended levy of the prior year. Therefore, in compliance with the Truth in Taxation Statute, a public notice was published in the November 21 edition of the Lake Forester for a public hearing on the proposed tax levy to be conducted December 2, 2024.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/18/24	First reading of 2024 Tax Levy Ordinance
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 (\$894,400 home) is projected to be \$171 or 4.03%.**

***** CLOSE PUBLIC HEARING ON THE CITY'S 2024 PROPERTY TAX LEVY ORDINANCE *****

COUNCIL ACTION: Conduct a public hearing on the proposed 2024 Tax Levy Ordinance. Upon closing the public hearing, it is recommended that the City Council consider final approval of an Ordinance Establishing the 2024 Tax Levy (page 42).

PUBLIC WORKS COMMITTEE

- 1. Award the Low Bid for the Deerpath Watermain Replacement Project to Campanella & Sons, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$1,154,179 and a 10% Contingency in the Amount of \$115,418 for a Total Project Cost of \$1,269,597**

PRESENTED BY: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request City Council approval of an agreement with Campanella & Sons for the Deerpath Watermain Replacement Project in the Amount of \$1,154,179 and a Contingency in the Amount of \$115,418 for a Total Project Cost of \$1,269,597.

BACKGROUND/DISCUSSION: The project involves upsizing the existing 8" main on Deerpath to a larger 12" main. Staff recommends replacing this main on Deerpath Road (Green Bay to Western) prior to the upcoming streetscape project (Oakwood to Western). Replacement of this project was included in the 2021 Water Masterplan study. Replacing this main prior to the streetscape investments is highly recommended as portions of the existing main are as old as 1929.

In early 2025, the City plans to begin construction of the Deerpath Streetscape Project. The first phase of the project will be this locally-funded watermain replacement project under Deerpath Road, east of Green Bay Road to Western Avenue. The anticipated construction date is from mid-January to the end of March 2025, or early April as necessary. Following the completion of the water main construction, the second phase of streetscape improvements (federally funded thus requiring an IDOT agreement approved by City Council on 11/18/24) will begin. These streetscape improvements will occur on Deerpath Road from Oakwood Avenue to Western Avenue. The separate streetscape project originally was anticipated to begin in April 2025 and has recently been adjusted to a May start date due to a change in the IDOT bidding date. More detailed project information of both the watermain and the streetscape project (separate award) can be found on the City's project webpage at www.cityoflakeforest.com/deerpathstreetscape

In order to complete all the work for both projects in a single 2025 construction season, it is necessary to commence the watermain work in January, prior to knowing the streetscape bid results which is scheduled for March 7, 2025.

This past summer, the City constructed the watermain at Deerpath and Green Bay intersection as an advanced project prior to the overall watermain and streetscape projects. Staff identified the magnitude of traffic impacts with the work specifically in the Green Bay intersection and due to the complexity of the intersection work paired with the traffic impacts, the intersection project was performed during the second week of August this past year (less disruptions to the community during summer-break). Having a portion of the watermain already complete benefits the schedule for the 2025 watermain and streetscape projects by lessening the traffic impacts and simplifying the logistics.

The remaining 2025 watermain replacement (this project) will start just east of the Green Bay intersection and extend through Western Ave. The anticipated construction schedule is mid-January to late March/early April, to ensure this advanced watermain project is complete prior to the Streetscape contractor starting. The project includes replacement of the main, fire hydrants, valve vaults, and all water services. The main will be replaced by open-cut installation which will require closure of the westbound lane which will be detoured to Westminster via Green Bay and McKinley Roads. The intent is to maintain eastbound traffic during the full extent of the project as possible. Installation of watermain through the Western Ave intersection, will take place during Spring Break week 2025 while traffic volumes are significantly lower. Sidewalk access in general will be maintained during the project except while water services are being installed. The watermain trench will be patched temporarily with concrete due to the fact that asphalt will not be available while this project is constructed during the winter months. This local project also includes resurfacing from Green Bay Road to Oakwood which will be coordinate in October with resurfacing by the Streetscape Contractor from Oakwood to Western.

The City reached out to all private-utility companies over the last year to encourage any necessary upgrades or repairs prior to completion of the City's streetscape investments. Staff is continuing ongoing coordination with these companies. As of now, North Shore Gas has expressed interest in upgrading their system between Green Bay and Western. City staff is still coordinating the logistics of this work and will assist in communicating the work to businesses and residents within the corridor.

Over the last few months, City Staff including the Communications Department have been developing and implementing a comprehensive communications plan for both projects. So far (as of 11/20/24), the project team has met with more than 20 business and property owners, mailed over 75 letters, sent over 60 outreach emails, hosted a drop-in session for businesses, conducted door-to-door outreach, and more. As the project enters the community outreach phase, the team is launching an awareness-building campaign across the City's digital channels, temporary signs along the corridor, hosting Pop-up "Cookies and Construction" info sessions, publishing a cover story in the Winter Dialogue that will be mailed to all households, and much more.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
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Public Works Committee	11/18/2024	Review and Approval of Watermain Project (this project)
City Council	11/18/2024	IDOT Funding Agreements (Streetscape only)
Finance Committee	11/12/2024	Deerpath Streetscape Project Update and Review of Overall Project Budget
City Council	11/4/2024	Approval of Phase II Change Order
City Council	10/21/2024	Approval of Easements
City Council	7/15/2024	Approval of Watermain Agreement at Deerpath and Green Bay Intersection.

BUDGET/FISCAL IMPACT: The project was placed out to bid in late-October with a subsequent bid opening on November 14, 2024. Eight contractors picked up plans, with a total of five bids received. City engineering staff will oversee the contractor and work with the Communications Manager to ensure progress updates are provided weekly to the public. This project is part of the comprehensive, overall Deerpath Streetscape communication efforts.

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

The following is a summary of the five bids received:

Company Name	Bid Amount
Campanella & Sons, Inc.	\$1,154,178.77
DiMeo	\$1,232,240
C.Szabo Contracting Inc.	\$1,250,480.50
Bolder Contractors	\$1,300,149.30
Joel Kennedy Constructing Corp	\$1,307,116

This project is funded by the FY2025 Water Fund in the amount of \$1,350,000. Originally this project was anticipated to occur in FY2026 for the amount of \$950,000 but was adjusted to FY2025 in the amount of \$1,350,000 during the October Estimated-Actuals Budget process.

Below is an estimated summary of the project budget:

FY 2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Water Capital Fund 508-3703-477.77-07	\$1,350,000	\$1,269,597	N

If necessary, a supplemental appropriation will be presented for City Council approval at the close of the fiscal year.

COUNCIL ACTION: Award the Low Bid for the Deerpath Watermain Replacement Project to Campanella & Sons, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$1,154,179 and a 10% Contingency in the Amount of \$115,418 for a Total Project Cost of \$1,269,597

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the Check Register for the Period of October 26th – November 22, 2024

STAFF CONTACT: *Jamese Scott, Staff Accountant (847-810-3618)*

BACKGROUND/DISCUSSION: City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

Check Register for October 26 - November 22, 2024

	Fund	Invoice	Payroll	Total
101	General	992,584	1,845,321	2,837,905
501	Water & Sewer	182,688	217,910	400,598
220	Parks & Recreation	159,978	457,961	617,939
311	Capital Improvements	992,143		992,143
202	Motor Fuel Tax	7,502		7,502
230	Cemetery	53,692	50,796	104,488
210	Senior Resources	19,004	40,400	59,405
510	Deerpath Golf Course	15,079	2,656	17,735
601	Fleet	52,126	66,708	118,833
416 - 434	Debt Funds			0
248	Housing Trust			0
201	Park & Public Land			0
	All other Funds	1,731,738	217,018	1,948,756
		\$4,206,533	\$2,898,770	\$7,105,303

Included in the subtotal denoted as "All other Funds" is \$873,431 in Medical and Dental plan expenditures and \$514,603 in Water & Sewer Cap Imp Fund Expenditures.

COUNCIL ACTION: Approval of the Check Register for the Period of October 26th – November 22, 2024

2. Approval of Ordinances Abating 2024 Tax Levies for Various General Obligation Bond Issues (Final Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests final approval 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 52**) 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: Approval of Ordinances Abating 2024 Tax Levies for various general obligation bond issues (Final Reading)

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

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

PURPOSE AND ACTION REQUESTED: Staff requests final approval 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 78**. 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 55**)
- Ordinance adopting a new fee establishing a "Class I-2" liquor license (**page 82**)

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/18/24	First reading of proposed ordinances
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 final approval of an Ordinance approving a fee schedule and Ordinance adopting a new fee related to liquor licenses.

4. Approval of an Amended and Restated Intergovernmental Service Agreement between the City of Lake Forest and the Village of Lake Bluff

STAFF CONTACT: *Jason Wicha, City Manager*

PURPOSE AND ACTION REQUESTED: City staff recommends City Council approval of an amended and restated Intergovernmental Agreement (IGA) for services provided by the City to the Village of Lake Bluff.

BACKGROUND/DISCUSSION: The City of Lake Forest and the Village of Lake Bluff have a long history of collaboration and cooperation. It has been a mutually beneficial relationship allowing for cost-effective and high-quality services being provided to residents of both communities. Pursuant to a May 2011 intergovernmental service agreement, which was amended in 2020, the City provides the following services to Lake Bluff:

- Ambulance/Emergency Medical Services (EMS)
- Building Inspections and Plan Review
- CROYA
- Public Access Television
- Senior Center

During Fiscal Year 2025 budget deliberations, the City Council approved the addition of a Senior Advocate position to the Senior Services budget. The Senior Advocate had previously been a contractual position funded by the Lake Forest – Lake Bluff Senior Citizens Foundation. The foundation graciously agreed to continue to fund this position and a Memorandum of Understanding (MOU) between the City and foundation was approved, setting forth and clarifying the funding commitments of the foundation for various components of the Senior Services budget. This MOU necessitated an amendment to the Lake Bluff IGA.

Also during FY25 budget discussions, CROYA sought to add an additional youth worker position to meet increasing demands for youth programming and support. The request was not included in the approved budget pending discussions with Lake Bluff and the school districts regarding potential cost sharing.

The proposed IGA can be found beginning on **page 86**. The amended and restated IGA provides enhanced services to Lake Forest and Lake Bluff youth and senior communities. Specifically, the amendments provide the following:

- CROYA Services – Previously, CROYA service charges were based on a formula, but capped at \$62,500 per year. Over time, this had resulted in the City funding a disproportionate share of the CROYA budget. The proposed IGA removes the annual cap and increases Lake Bluff’s cost share for youth programming. It is anticipated that during the FY26 budget deliberations, the increase in Lake Bluff CROYA funding can be combined with increased City funding to allow for the addition of another CROYA Youth Worker.
- Senior Services – The service charge formula has been amended to mirror the CROYA formula, which allocates the full Senior Services budget, less program fees and contributions from the Lake Forest Lake Bluff Senior Foundation, to both Lake Bluff and Lake Forest based on total membership of the Senior Center. An additional change provides that if the year end reconciliation results in a credit to Lake Bluff, the credit amount will remain in the Senior Resources Fund and used for future senior center activities, rather than being refunded to Lake Bluff.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Lake Bluff Village Board	11/11/24	Approval of amended and restated IGA.

BUDGET/FISCAL IMPACT: The IGA sets forth the formula and timing of Village payments to the City for services provided. The IGA allows both communities to provide an excellent level of service in a cost-effective manner. The proposed change for CROYA will result in additional annual revenue of approximately \$100,000. The change for Senior Services will reduce Lake Bluff’s contribution annually, which is offset by increased foundation contributions. The agreement would be effective November 1, 2024, resulting in additional funding for only one-half of the current fiscal year.

COUNCIL ACTION: Approval of the Proposed Amended and Restated Intergovernmental Service Agreement between the City of Lake Forest and the Village of Lake Bluff

5. Approval to Extend the City's Grant Services Agreement with The Ferguson Group for Grant Research/Writing Services for 2025

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

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval to extend the City's agreement with The Ferguson Group for calendar year 2025.

BACKGROUND/DISCUSSION: The City's FY21 Budget allocated funds for a Finance Department initiative to improve grant administration and to provide assistance to City departments in seeking grant funding from federal, state and local sources. In September 2020, the Finance Department issued a Request for Proposals (RFP) for grant services. The RFP sought proposals for both grant writing and grant administration services. Respondents could provide proposals for either or both services and the City reserved the right to award portions of the services to multiple respondents to provide the most advantageous overall strategy for the City. The City received five (5) proposals for consideration and a proposal review committee was created with representation from multiple City departments. In January 2021, the City Council approved the Committee's recommendation to enter into agreements with The Ferguson Group for Grant Research/Writing and with Carahsoft for eCivis grant administration software:

Grant Research – The Ferguson Group offers three tiers of service for grant identification and research services. The City contracted with The Ferguson Group for Tier 2 at \$2,000/month for 2021-2024, with the option to purchase Tier 3 services on an hourly basis, as needed. This approach is again recommended for 2025, with The Ferguson Group seeking a modest increase in the monthly fee to \$2,100/month for the renewal year.

Grant Writing – The Ferguson Group proposes fees for grant writing based on the type and length of grant. As a client of The Ferguson Group for grant research, the City receives a 15% discount on grant writing. The City can contract with The Ferguson Group for grant writing on a case-by-case basis, since City staff have become fairly well versed in preparing grant applications. The Ferguson Group has provided grant application review services on an hourly basis since 2022.

Grant Administration – Grant administration is provided through eCivis software. The City licenses five (5) users, and The Ferguson Group has one (1) user license.

The Finance Department will provide a comprehensive report on the 2024 Grant Program at the January 21 City Council Finance Committee meeting. The City has been very successful in obtaining grant funding awards in 2021-2024.

Staff recommends approval to extend the City's current agreement with The Ferguson Group for 2025 at the proposed rate of \$2,100/month, per the attached offer letter (**page 93**).

BUDGET/FISCAL IMPACT: Costs associated with the proposed agreement have been included in the City's Fiscal Year 2025 budget.

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

Below is an estimated summary of the project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund/Finance Department 101-1314-435.35-10	\$30,000	\$30,000*	Y

* The Ferguson Group Tier 2 (\$25,200/year) plus an allocation for Tier 3 services on an hourly basis. Grant writing and/or application review services would be engaged on a case-by-case basis in addition to the costs summarized above.

COUNCIL ACTION: Approval to Extend the City's Grant Services Agreement with The Ferguson Group for Grant Research/Writing Services for 2025

6. Award of the contract for 2025 GIS Services to MGP, Inc. in the not-to-exceed amount of \$126,998 and 2025 Plotting Costs in the not-to-exceed amount of \$2,299 for a Total Cost of \$129,297

STAFF CONTACT: *George Issakoo, Assistant City Manager (847-810-3680)*

PURPOSE AND ACTION REQUESTED: Staff recommends awarding the contract for Geographic Information System (GIS) Services to MGP, Inc. in the not-to-exceed amount of \$126,998 for calendar year 2025 and 2025 GIS associated plotting costs in the not-to-exceed amount of \$2,299. The 1-year agreement is from January 1, 2025, through December 31, 2025.

BACKGROUND/DISCUSSION: In 2010, the City joined the GIS Consortium (GISC). The GIS Consortium is a public entity consisting of local governments that work collectively to achieve the benefits of GIS and related technologies.

Currently there are 41 members in the GISC including nearby communities such as Highland Park, Deerfield, Glenview, and Skokie. The GIS Consortium is based on an innovative approach that manages staffing costs by sharing professional resources. The mission of the Consortium is to create value for its members by identifying opportunities for minimizing cost and risk.

MGP, Inc. is the current service provider for the City's Geographic Information Systems program and provides technical support services to the entire GIS Consortium. A site specialist is assigned to each community to manage the day-to-day GIS operations in that community.

The GISC staffing model was reduced two years ago from 100% staffing to 50% staffing for Lake Forest. This will be the third year of implementing the 50% staffing allocation model. Under the new allocation, City staff have been able to effectively move projects forward with the on-site analysts and look to continue with this model moving forward. MGP staff will be onsite about eight days a month to provide GIS services to city staff, the public and consulting firms as needed.

Innovation is an important emphasis for the contract with GIS going forward and therefore MGP agreed to hosting routine lunch-and-learns with City Staff to discuss opportunities for additional innovative approaches with GIS.

Each municipality is responsible for approving an annual service provider contract with MGP to reflect the specific needs and budget of the individual community.

BUDGET/FISCAL IMPACT: The GIS Consortium Service Provider Contract for MGP in Lake Forest for Calendar Year 2025 is for services not to exceed \$120,198 for staffing costs. Additionally, the City also pays \$6,800 for fixed-costs that MGP incurs with this contract for a total of \$126,998. The 2025 staffing costs of \$120,198 is an increase of 4.5% (\$5,176) from the 2024 GIS contract. The annual ESRI licenses (due October 31) of \$6,505 is not included as budgeted separately by IT/Finance.

Services provided will include direct management, development, and the operation and maintenance of the City's GIS system. MGP also provides investigation, research and development of new functionality and capability to benefit all GIS Consortium members.

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

If no, indicate the specific exception requested:

Administrative Directive 3-5, Section 6.11 – Existing Relationship

Beginning on **page 102** of your packet is the Calendar Year 2025 GIS Consortium Service Provider Contract for MGP. January through April expenses will be made from the City's FY2025 budget, while May through December expenses will be funded from the City's FY2026 budget.

Below is an estimated summary of Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
101-3747-435.35-46	\$129,297	\$129,297	Y*

*Part of the FY 2026 budget approval process

COUNCIL ACTION: Award of the contract for 2025 GIS Services to MGP, Inc. in the not-to-exceed amount of \$126,998 and 2025 Plotting Costs in the not-to-exceed amount of \$2,299 for a Total Cost of \$129,297

7. Approval for annual renewal of Adobe Acrobat Licensing with Hypertec in the amount of \$27,446.

STAFF CONTACT: Cameron Burrell, Interim Director of Innovation and Technology (847-810-3598)

PURPOSE AND ACTION REQUESTED: Staff requests approval for Adobe Acrobat licensing agreement with Hypertec which includes maintenance services and additional licensing for expanded staff support.

BACKGROUND/DISCUSSION: The Adobe suite of products which is used by city employees is an integral part of day-to-day operations including processing financial documents, building permitting and planning, as well as utilizing the suite of products to produce marketing material for programing and initiatives. Adobe facilitates collaboration by enabling users to annotate and comment on PDFs. Multiple stakeholders can review and provide feedback on documents, improving and maintaining consistent operational workflow. Additionally, continuing to use Adobe for our business operations is critical for maintaining our reduction of

paper processes throughout the organization. Adobe Acrobat is a best of breed product and the industry leader for PDF management and creative software tools.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
RFP Issuance	11/04/2024	RFP Published in Pioneer Press, published in publicnoticeillinois.com
Proposals Submitted	11/18/2024	Five Vendor Submitted Proposals Received & Reviewed

BUDGET/FISCAL IMPACT: Annual licensing for Adobe has been steadily increasing by 6%-7% year over year. Additionally, we are seeing an increase in usage for Adobe Acrobat Pro across the organization and are requesting three additional licenses be purchased to accommodate this.

Vendor	Total Amount	Proposal Scoring (out of 20)
Axtel	\$27,293	15
CDW	\$29,387	8
Coquina Labs	\$22,189	10
Hypertec	\$27,446	16
VPrime Tech	\$28,793	11

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

Our proposal review team identified Hypertec as the vendor that best meets the criteria we require for working with a vendor on such a critical component of our internal operations. They provided all requested documentation and an impressive portfolio showcasing their body of work.

Below is an estimated summary of Project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested*	Budgeted? Y/N
101-1315-415-43-37 IT Operating	\$25,643	\$27,446	Y

* The amount requested over budget can be absorbed through other budgetary savings

COUNCIL ACTION: Approval for annual renewal of Adobe Acrobat Licensing with Hypertec in the amount of \$27,446.

- 8. Request to Approve the Purchase of a Replacement Ambulance by ARV Inc. in the amount of \$360,883.00 equipped with a Stryker Power Load and Cot in the amount of \$77,919.53. The combined requested sum for ambulance and Stryker equipment of \$438,802.53 plus a contingency of 5% for a total not to exceed \$460,742.66.**

STAFF CONTACT: *Andy Rick, Deputy Chief (810-3865)*
Jim Lockfefer, Assistant Director of Public Works Public Works (810-3542)

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council's approval to purchase this replacement ambulance as part of a larger fleet restructuring plan devised by the Fire Department. The replacement ambulance will replace a 16-year-old ambulance (2008 International Horton).

BACKGROUND/DISCUSSION: The Fire Department has diligently worked to devise a fleet restructuring plan over the past few years. The Department believes the plan is fiscally responsible, while also providing the necessary apparatus for the Department. The fleet restructuring plan includes updating the Department's four ambulances over the next several years and looking to purchase ambulances on a three to four-year replacement cycle. The Department's first responders need to have dependable and functional ambulances to provide the highest level of service possible to the residents and visitors of Lake Forest. The 2008 International Horton Ambulance currently serves as a frontline response vehicle at Station 2 and has exceeded its useful service life of 15 years. Accounting for industry delays in manufacturing, it will be 20 years old when the replacement ambulance is delivered.

The Fire Department has worked with the Public Works Department to develop a vehicle replacement plan, which includes replacement of this ambulance. The Department has taken a measured approach that includes purchasing ambulances on a rotating basis to help maximize the useful service life of these vehicles.

The Fire Department put together an ambulance committee to work on designing and purchasing a new ARV ambulance in FY25. The committee was comprised of members of all ranks, and they worked diligently to design an apparatus that was affordable and suited the specific needs of our department. The success of the committee in FY25 has led the department to construct a "twin" of the FY25 purchase, with some minor changes.

ARV was able to provide a vehicle that met the Department's needs and budget. ARV is a member of the Helping Governments Across the Country Buy (HGACBuy) Purchasing Program and meets all the requirements outlined in the City's purchasing directive.

Stryker Power Load and Cot systems are used on a daily basis to transport patients from emergency calls. The Power Load system is a high priority for the safety of our patients and our personnel. Both systems enhance the safety of our ambulances by decreasing the chances of injuries to those we are caring for, and the paramedics rendering care. Additionally, the method of securing the cot in the ambulance with the Power Load far exceeds current safety standards.

BUDGET/FISCAL IMPACT: The funds for this purchase are included in the proposed FY26-30 Capital Improvement Program FY28 budget for \$450,000. Currently there is a 30 month delay from time of order to delivery from ARV. The two-three year wait time is not unique to ARV, as all custom ambulance builders are reporting similar delays. ARV does not require any payment until we take delivery of the ambulance, but the price is locked in when we sign the contract to order the ambulance. ARV typically announces price increases every sixty days, so locking the purchase price in two years before we take delivery will save the City a substantial amount of money. \$450,000 was budgeted for the ambulance and the purchase of a Stryker Power Pro 2 Cot and Power Load. The Stryker components will be purchased directly from Stryker during the manufacturing process in coordination with ARV for installation.

Stryker is reporting 5-10% annual cost increases and has given us a projected quote reflecting that projection in FY28. While the Power Load and Cot are purchased directly through Stryker, the timing of the order and install are coordinated with ARV Inc. All installation is included in the pricing and done during the manufacture process when the ambulance is being built. When the ambulance is delivered the Stryker components are fully functional and ready for service.

The contingency is necessary due to the potential price increases associated with the Stryker components. The order will not take place with Stryker until the ambulance assembly process is ready for installation. The quote give by Stryker is their estimation of the cost in FY28 and is not locked until the order is placed. There is also a consideration that in two years the ambulance may have an option or accessory that would provide added value to safety for crew or patient that should be addressed.

Has competitive pricing been obtained for proposed goods/services? **No**
 If no, indicate the specific exception requested:

Acknowledge the exception noted in Administrative Directive 3-5, Section 6.1D – Government Joint Purchases and approve the amount requested. ARV is a member of the HGACBuy Purchasing Program and complies with the Governmental Joint Purchasing Act, 30 ILCS 525/0.01 *et seq.*, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* Administrative Directive 3-5, Section 6.1B – Sole Source Vendor – All ambulance cots (4) owned by the department are Stryker brand cots and the Stryker Power Load system must be used with our current ambulance cots. Having the same equipment in each ambulance allows us to interchange units, saves money on service contracts, and provides paramedics with the same work platform in every vehicle. The fire department has an area specific salesperson from Stryker that we have been working with for many years and look to continue the excellent working relationship.

Company Name	Dollar Amount
ARV	\$360,883.00
Stryker	\$77,919.53
Contingency	\$21,940.13
<i>Total</i>	<i>\$460,742.66</i>

Below is an estimated summary of the Project budget:

FY2028 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Improvement Fund	\$450,000	\$460,742.66	N*

*If approved by the City Council, this amount will be included in the FY28 budget when the City will take delivery.

COUNCIL ACTION: Advanced Approval of a FY28 Capital Improvement Funding Purchase of a Replacement Ambulance by ARV Inc. in the amount of \$360,883.00 equipped with a Stryker Power Load and Cot in the amount of \$77,919.53. The combined requested sum for

ambulance and Stryker equipment of \$438,802.53 plus a contingency of 5% for a total not to exceed \$460,742.66

9. 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 Lake Forest / Cherokee School Sidewalk Connection Project, Section Number 23-00099-00-SW, for a Local Match of at least \$100,000 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project

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

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 Lake Forest/Cherokee School Sidewalk Connection project in Whispering Oaks. 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 March 7, 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 applied for a Safe Routes to School (SRTS) grant and received \$140,000 dated April 28, 2022, for construction of sidewalk improvements in the Whispering Oaks Subdivision which is just southeast of Cherokee School. The Phase II design is wrapping up with the project currently scheduled to be bid by the State in March 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.

Whispering Oaks Subdivision is a well-established neighborhood with mainline sidewalks throughout; however, the sidewalks are missing defined roadway pedestrian crossings with striped crosswalks and ADA detectable ramps. The scope includes six specific intersections for the pedestrian safety improvements. The roadways include Longwood Drive and Morningside Drive that intersect Grandview Lane, Beverly Place and Western Avenue. As this project will be partially funded through the federal Safe Routes to School program, all approvals will be through the IDOT Bureau of Local Roads.

The anticipated schedule is to complete all construction work during the summer months so not to impact the pedestrian traffic during the school year. In order to do that, design needs to proceed with a target State construction bidding of March 7, 2025. This date would allow executing the contracts and having the preconstruction meeting in advance of starting work in June 2025 once school is out for the summer and completing the improvements prior to the start of the next school year in August 2025.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
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Public Works Committee	11/18/2024	Reviewed & Recommended City Council Approval of IDOT Funding Agreements
Finance Committee	11/12/2024	Construction Included with FY '26 Capital Plan
City Council	3/4/2024	Approval of Design Engineering Services
Public Works Committee	2/20/2024	Reviewed & Recommended City Council Approval of Design Engineering Services
Finance Committee	11/14/2022	Design Included with FY '24 Capital Plan

BUDGET/FISCAL IMPACT: Construction of this project will be partially funded by the SRTS funding with the remaining balance to be funded by local capital funds. The City submitted for a SRTS grant and was notified in April 2022 of an award of \$140,000. The local match represented in the title of this item must match the last accepted project cost-form to IDOT. Actual costs will not be known until after the March 7, 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:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Capital Fund 311-3703-467.67-12	*\$150,000	\$100,000	Y**

*The remaining \$50,000 not being requested today is reserved for construction engineering assistance for the extensive IDOT paperwork and closeout process.

**Amount included in preliminary FY26 capital plan

The current estimated construction cost is based on design estimates. Total construction costs are estimated at \$240,000. The City amount requested in the amount of \$100,000 is the City's estimated local match of the construction costs less the grant amount of \$140,000. 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 Lake Forest / Cherokee School Sidewalk Connection Project, Section Number 23-00099-00-SW, for a Local Match of at least \$100,000 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project

- 10. Approval of Two Items Related to the Ringwood Bridge- First: Approval of an Illinois Department of Transportation Resolution Appropriating \$150,000 in Motor Fuel Tax (MFT) Funds to be used for Phase I Design Engineering Services of the Ringwood Bridge Project. Second: Approval of Phase I Design Engineering Services for the Ringwood Bridge Project to Ciorba Group, and Authorize the City Manager to Execute an Agreement in the Amount of \$237,470 to Include a 5% Contingency in the Amount of \$11,874 for a Total Cost of \$249,344**

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and Staff request approval of two items tonight with the first being appropriating \$150,000 of MFT funds to be used for phase I design of the Ringwood Bridge. The Illinois Highway Code requires each municipality to submit a City Council Resolution appropriating MFT funds. The second item is the approval of Phase I design engineering services to Ciorba in the amount of \$237,470 plus \$11,874 contingency for a total of \$249,344. Staff requests authority to execute necessary IDOT agreements including the BLR 05530-Local Public Agency Engineering Services Agreement, and any other paperwork related to the design work.

BACKGROUND/DISCUSSION: The Ringwood Bridge is a single span concrete spandrel arch bridge over a ravine, located on Ringwood Road just northeast of the Westleigh and Sheridan intersection. The bridge was constructed in 1913 with a new deck and bridge railings constructed in 1989. City staff have been monitoring the deteriorating condition, and in October 2022 submitted for construction grant funds via the Illinois Special Bridge Program (ISBP) to fund potential future reconstruction of the bridge. Although the grant application was unsuccessful, IDOT provided positive feedback that the bridge is a good candidate for this program and would be more favorable for future grant awards following completion of a Phase I design. The 2022 sufficiency rating of the bridge was 18 (the IDOT Bridge Sufficiency Rating Scale is from 1 to 100 with 1 being the worst and greater than 50 considered satisfactory per Federal guidelines). The load rating of the bridge has been previously reduced (restricting the weight of trucks allowed to cross the bridge) following findings from a thorough inspection performed as part of the City's bridge study.

The 2022 study states '*based on the chloride profiles from previous core samples, concrete removal and overlay of the deck would need to be deeper than the top layer of reinforcement, which would require a reinforced overlay, making replacement a reasonable alternative.*' The project will remove the existing bridge and replace it with a structure that will recognize and be compatible with the historic character of the surrounding historic district. The project is proceeding within the context that federal funding will be utilized for construction. The utilization of federal funds will require an extensive public input process via the National Environmental Policy Act (NEPA). The public will be given opportunity to provide their opinions and feedback on the bridge-type.

Regarding the MFT resolution being requested tonight, this resolution is the first step in fulfilling IDOT's requirements for the use of MFT funds. The City is required to follow IDOT guidelines in terms of project design and contract specifications.

Regarding the approval of phase I design engineering services being requested tonight, with the bridge's current low Sufficiency rating, staff recommends that the City proceed with completing Phase I design. Completion of Phase I milestones will better the City's chances with future grant applications. Once completed, the design will be submitted to IDOT for their review and comments. The anticipated phase I duration including review time by IDOT is a minimum of 24 months. Projects reviewed by IDOT (all federally funded projects) typically have three distinct phases; Phase I (or the project Study) consists of developing the project scope, conducting public input, environmental and drainage studies, utility coordination, and preliminary design of a project. The consultant will provide concepts for different proposed bridge types, with two or three being recommended to the Historic Preservation Commission and community.

The first 6-9 months of the Phase I process will be initial set up and IDOT coordination in which City Council preference for bridge-types would not yet be necessary. This will allow for City Council decisions to be made first for the Lake Woodbine Bridge project which will then help guide the aesthetic direction for the Ringwood Bridge.

A Tentative construction date would be determined upon award of federal funds, however, is estimated around 2029/2030 at the earliest.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	11/18/2024	Reviewed & Recommended City Council Approval for Appropriating \$150,000 in MFT Funds, and Award of Phase I Design Engineering to Ciorba Group
Finance Committee	11/12/2024	Additional \$25,000 Included in Capital Plan
Finance Committee	11/13/2023	\$225,000 Included in Capital Plan

BUDGET/FISCAL IMPACT: Regarding the MFT resolution portion of this council write-up, this will initiate the process with IDOT to authorize the use of MFT funds for the phase I design of the Ringwood Bridge. Construction of this project is currently unfunded and dependent on receiving an Illinois Special Bridge Program (ISBP) grant award with the remaining balance to be funded by MFT funds. Any design and construction amount above that would be local capital funds. The current estimated construction cost is \$4,000,000 which is solely a rough estimate as a bridge-type has not yet been determined.

Regarding the phase I design engineering services approval portion of this council write-up, the Engineering Section solicited Request for Proposals (RFP) from professional engineering firms to perform civil/structural engineering design services. Seventeen firms acquired the RFP package and five submitted proposals. The proposals were reviewed by a committee of staff members.

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

The following is a summary of the five proposals received:

Company Name	Proposal Amount
Ciorba Group	\$237,470
Exp	\$255,854
Lochner	\$265,341
Horner & Shiffrin	\$277,886
Kimley Horn	\$406,648

Ciorba Group demonstrated in their proposal that they have the historical and technical expertise necessary for this project based on their successful completion of a historic bridge replacement in Highland Park.

Phase II design services is not included in the scope and will be solicited separately in the future.

Below is an estimated summary of project budget:

Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Capital Fund (FY2026) 311-5103-467.67-23	\$25,000	\$24,344	Y*
Capital Fund (FY2025) 311-5103-467.67-23	\$75,000	\$75,000	Y
Motor Fuel Tax Fund (FY2025) 202-3703-478.78-76	\$150,000	\$150,000	Y

*Amount included in preliminary FY26 capital plan

In terms of background for the MFT funding: the Illinois Motor Fuel Tax (MFT) Fund is derived from a tax on the privilege of operating motor vehicles upon public highways and of operating recreational watercraft upon the waters of this State, based on the consumption of motor fuel. The Department of Transportation allocates these monies according to the provisions outlined in the MFT fund distribution statute, 35 ILCS 505/8 and initiates the process for distribution of motor fuel tax to the counties, townships, and municipalities. Each month a warrant is issued to each municipal treasurer in the amount of the municipality's share of Motor Fuel Tax Fund collected for the preceding month. Monthly distributions are posted on the department's website. City Staff received initial approval from IDOT on July 1, 2024 that design for the Ringwood Bridge utilizing MFT funds is an applicable stated use.

COUNCIL ACTION: Approval of Two Items for the Ringwood Bridge- First: Approval of an Illinois Department of Transportation Resolution Appropriating \$150,000 in Motor Fuel Tax (MFT) Funds to be used for Phase I Design Engineering Services of the Ringwood Bridge Project. Second: Approval of Phase I Design Engineering Services for the Ringwood Bridge Project to Ciorba Group, and Authorize the City Manager to Execute an Agreement in the Amount of \$237,470 to Include a 5% Contingency in the Amount of \$11,874 for a Total Cost of \$249,344

11. Consideration of Ordinances Approving Recommendations from the Building Review Board for 744 Northmoor Road, 250 Butler Drive, 1200 Lawrence Avenue and 1124 Fairview Avenue. (First Reading and if Desired by the City Council, Final Approval)

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

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

BACKGROUND

250 Butler Drive - The Board recommended approval of a new single family residence on a vacant lot and the associated site improvements. In response to testimony from one neighbor, the Board confirmed that the City Engineer will review the drainage and grading plan prior to the issuance of any permits and recommended landscape screening near the garage to mitigate the potential impact of headlights on the neighboring property.

(Board vote - 6 to 0)

1200 Lawrence Avenue - The Board recommended approval of a new single family residence on a vacant lot and the associated site improvements. One resident spoke noting that the Homeowners' Association (HOA) for the subdivision has not approved the use of synthetic roof products and also questioned whether the driveway as proposed provides for adequate access into the garage. The Board noted that City approval of synthetic roof products does not negate any approval rights the HOA may have. As a condition of approval, the Board recommended an auto-turn study to assure that the driveway provides for adequate maneuverability. (Board vote - 6 to 0)

1124 Fairview Avenue - The Board recommended approval of a new single family residence on a vacant lot and the associated site improvements. In response to testimony from one neighbor, the Board confirmed that the City Engineer will review the drainage and grading plan prior to the issuance of any permits. (Board vote - 6 to 0)

744 Northmoor Road - The Board recommended approval of a second story addition over an existing attached garage. No public testimony was presented on this petition. This petition was also considered by the Zoning Board of Appeals as detailed in the following agenda item. (Board vote - 6 to 0)

Ordinances approving the petitions as recommended by the Building Review Board with key exhibits attached are included in the Council packet beginning on **page 124**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances approving the petitions for 744 Northmoor Road, 250 Butler Drive, 1200 Lawrence Avenue and 1124 Fairview Avenue in accordance with the Building Review Board's recommendations.

12. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 744 Northmoor, 854 Highview Terrace and 40 N. Sheridan Road. (First Reading, and if Desired by the City Council, Final Approval)

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

PURPOSE AND ACTION REQUESTED: The following recommendations from the Zoning Board of Appeals are presented to the City Council for consideration as part of the Omnibus Agenda along with the associated Ordinances.

BACKGROUND

744 Northmoor Road – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance to allow a second story addition, over an existing garage, partially within the side yard setback. The Building Review Board also considered this petition as detailed in the previous agenda item. No public testimony was presented on this petition. (Board vote: 6-0)

854 Highview Terrace – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance from the accessory structure side yard setback to allow a replacement detached garage generally in the same location as the existing deteriorating garage. Letters of support were received from two neighboring property owners. (Board vote: 5-0)

40 N. Sheridan Road – The Zoning Board of Appeals recommended approval of an Ordinance granting variances to allow a small addition and air conditioning units within the side yard setback. In response to concerns raised by the neighboring property owner, the Board required the air conditioning units to be located adjacent to the wall of the house to minimize the extent of encroachment into the side yard setback and required sound mitigation measures. (Board vote: 5-0)

Ordinances approving the variances as recommended by the Zoning Board of Appeals, with key exhibits attached, are included in the Council packet beginning on **page 164**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of Ordinances approving variances from zoning setbacks for 744 Northmoor, 854 Highview Terrace and 40 N. Sheridan Road in accordance with the Zoning Board of Appeals' recommendations.

13. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission Granting a Building Scale Variance and Approving an Addition and Alterations at 121 N. Green Bay Road. (First Reading and if Desired by the City Council, Final Approval)

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

PURPOSE AND ACTION REQUESTED: The following recommendation from the Historic Preservation Commission is presented to the City Council for consideration along with the Ordinance as part of the Omnibus Agenda.

BACKGROUND

121 N. Green Bay Road – The Commission recommended approval of an Ordinance granting a building scale variance to allow a garage addition and a pool house. Although the Commission has final authority over design related decisions, final approval by the City Council is required for building scale variances. No public testimony was presented to the Commission on this petition. (Approved 6 – 0)

An Ordinance approving a building scale variance for 121 N. Green Bay Road, with key exhibits attached, is included in the Council packet beginning on **page 188**. The Ordinance with complete exhibits is available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance approving a building scale variance and the design aspects of a garage addition and pool house at 121 N. Green Bay Road as recommended by the Historic Preservation Commission.

14. Consideration of a Recommendation from Staff to Approve a Resolution Accepting Certain Public Improvements in the Oak Knoll Woodlands Subdivision. (Approval by Motion)

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

PURPOSE AND ACTION REQUESTED: Consideration of acceptance of certain public improvements completed to date as part of the Oak Knoll Woodlands Subdivision.

BACKGROUND/DISCUSSION: In 2015, the City Council, based on a recommendation from the Plan Commission, approved the Oak Knoll Woodlands Planned Preservation Subdivision. The subdivision improvements were built out on the site over an extended period of time, eleven of the sixteen homes have been constructed to date with construction of one additional home now underway.

The subdivision approvals required the installation of various public improvements, utilities, streets, and landscaping. Installation of the public water and sanitary sewer systems is complete, inspections have been conducted by City Public Works staff, punch list items satisfactorily addressed by the developer, and the systems are operating properly. To assure that going forward these systems are properly monitored and maintained by City crews, City acceptance of these certain public improvements is recommended at this time. Upon completion of public improvements in new subdivisions, the City routinely accepts improvements that are designated as part of the approval process as “public”.

The curbs, streets, streetlights, and parkway landscaping in this subdivision are also public improvements however, those elements require additional work prior to being ready for City acceptance. Completion of those elements is anticipated in the spring and following successful inspection of those elements, acceptance of those items will be presented for Council consideration.

The Resolution is included beginning on **page 201** of the Council packet.

COUNCIL ACTION: If desired by the City Council, by motion, approve a Resolution Accepting Certain Public Improvements in the Oak Knoll Woodlands Subdivision.

COUNCIL ACTION: Approve the fourteen (14) omnibus items as presented

- 6. OLD BUSINESS
- 7. NEW BUSINESS
- 8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS
- 9. ADJOURNMENT

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

Office of the City Manager

November 27, 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.

Gorton Center FIVE YEAR FORECAST

	ACTUAL 2022	ACTUAL 2023	BUDGET PROJECTED 2024	BUDGET 2025	PROJECTED 2026	PROJECTED 2027	PROJECTED 2028
Fund Balance 1/1	10,255,417	9,198,418	9,373,047	9,425,474	9,488,979	9,554,390	9,621,763
Revenue							
Room Rentals/Leases	386,222	470,510	494,917	550,979	567,508	584,534	602,070
Programs and Events	509,287	624,772	754,647	863,040	888,931	915,599	943,067
Children's Learning Center	410,915	459,778	526,328	565,918	582,896	600,382	618,394
Unearned Revenue/Contributions	371,259	387,399	571,699	535,000	551,050	567,582	584,609
Total Revenue	1,677,683	1,942,459	2,347,591	2,514,937	2,590,385	2,668,097	2,748,140
Expenses							
Administration	895,068	1,079,546	1,332,323	1,300,237	1,339,244	1,379,421	1,420,804
Programs and Events	339,087	349,814	457,688	564,390	581,322	598,761	616,724
Children's Learning Center	302,557	347,459	411,197	472,447	486,620	501,219	516,256
Fundraising Expenses	84,625	48,536	143,128	165,004	169,954	175,053	180,304
Total Expenses	1,621,337	1,825,355	2,344,336	2,502,078	2,577,140	2,654,455	2,734,088
Operating Income	56,346	117,104	3,255	12,859	13,245	13,642	14,051
Depreciation Expense	(309,728)	(308,861)	(318,084)	(327,627)	(337,456)	(347,579)	(358,007)
Temporarily Restricted Activity, Net	44,858	(227,118)	(88,268)	(90,916)	(93,644)	(96,453)	(99,346)
Permanently Restricted Activity, Net	(848,475)	593,504	455,524	469,190	483,265	497,763	512,696
Other							
Net Income	(1,056,999)	174,629	52,427	63,506	65,411	67,373	69,394
Fund Balance 12/31	9,198,418	9,373,047	9,425,474	9,488,979	9,554,390	9,621,763	9,691,158

**Gorton Community Center
2025 Budget**

	2021	2022	2023	2024 Budget	2025	\$ Variance	% Variance
	Actual	Actual	Actual	Projected	Budgeted	2025 Bgt vs 2024 Refrcst	2025 Bgt vs 2024 Refrcst
Operations Income/(Expense):							
Room Rentals & Leases	354,688	442,514	470,510	494,917	550,979	56,062	11.33%
Operations Expense *	(633,213)	835,068	(1,176,986)	(1,332,323)	(1,300,237)	32,086	-2.41%
Operations, net	(278,525)	(103,949)	(706,477)	(837,406)	(749,258)	88,148	10.53%
Programs & Events Income/(Expense):							
Income	351,296	304,331	624,772	754,647	863,040	108,393	14.36%
(Expense)	(185,832)	(159,665)	(350,364)	(457,688)	(564,390)	(106,702)	23.31%
Programs & Events, net	165,464	144,666	274,408	296,959	298,650	1,691	0.57%
Drop In Center Income/(Expense):							
Income	415,563	215,892	529,778	526,328	565,918	39,590	7.52%
(Expense)	(283,941)	272,518	355,313	(411,197)	(472,447)	(61,250)	14.90%
Drop-In Center, net	131,622	(56,626)	174,464	115,131	93,471	(21,660)	18.81%
Unrestricted Activity - Fundraising:							
Income	432,926	396,380	424,548	571,699	535,000	(36,699)	-6.86%
(Expense)	(78,671)	(82,783)	(53,803)	(143,128)	(165,004)	21,876	14.14%
Unrestricted Activity, net	354,256	313,597	370,745	428,571	369,996	(58,575)	3.00%
Income (Loss) from Operations	372,817.42	297,688	113,140	3,255	12,859	9,604	3.23%
* Operations Expense above includes credits for the endowment distribution and Covid relief grants. Below is a reconciliation of these amounts.							
Operations Expense Detail:							
Operations Expense, adj. for grant relief	(922,530)	(1,016,659)	- (1,176,986)	(1,332,323)	- (1,478,833)	- (146,510)	- (0)
Grant Relief:							
Endowment Distribution	150,345		-	-	178,596	178,596	0.00%
Covid Relief Grants	138,972	106,942	-	-	-	-	0.00%
Operations, net	(633,213)	(909,717)	# (1,176,986)	(1,332,323)	(1,300,237)	32,086	-2.41%

Gorton Community Center
2025 Budget

	FY 2025					2025 Budget	\$ Variance		% Variance		Notes
		2021	2022	2023	2024 Budget		2025	2025 Bgt vs	2025 Bgt vs		
		Actual	Actual	Actual	Projection		Budget	2024 Refrcr	2024 Refrcr		
Room Rentals & Leases											
4001 - Annual Leases		145,896	157,526.00	150,678	153,955	160,078	6,123	3.98%	See Annual Leases subschedule; difference from 2024 is Suite 214 & LL 031.1		
4002 - Daily and Contract Rent, Net		73,127	121,040.17	149,075	127,383	156,000	28,617	22.47%	5% increase in fees, daytime use is up		
4003 - Drop In Center Rent		54,604	56,292.04	56,252	59,679	62,660	2,981	4.99%	5% increase over 2024		
4004 - Theatre Rent		56,967	76,165.80	76,813	90,523	106,963	16,440	18.16%	5% increase in fees		
4004 - Technical Fees		24,094	31,490.00	37,692	63,377	65,278	1,901	3.00%	3% increase in tech fees		
		354,688	442,514.01	470,510	494,917	550,979	56,062	11.33%			
Operation Expense											
5001 - Payroll											
5001.01 - Administration		427,905	472,871.88	575,540	677,992	769,683	91,691	13.52%	includes 3% increase overall and adjustment to average hours worked		
5001.02 - Porter		62,761	76,949.71	68,055	68,586	74,452	5,866	8.55%	3% increase to porter payroll and an adjustment to budgeting average hours across the team		
5001.03 - Taxes		33,057	36,805.28	42,708	51,821	63,747	11,926	23.01%	7.65% of payroll		
5001.04 - Payroll Fees		3,651	4,116.30	4,934	9,477	7,800	(1,677)	-17.70%	\$300.00 per 26 pay periods		
Total 5001 - Payroll		527,374	590,743.17	691,238	807,876	915,682	107,806	13.34%			
5002 - Porter/Cleaning Services		84,380	85,881.56	107,104	99,710	105,000	5,290	5.31%	5% increase due to possible change in Vendors		
5003 - Copier		5,682	5,560.47	5,969	5,777	6,000	223	3.86%	\$500/mo includes lease and avg copy charge		
5004 - Postage		756	932.01	2,505	996	1,000	4	0.40%	Regular Mail Stamps		
5006 - Marketing		72,070	81,219.51	94,140	151,848	160,000	8,152	5.37%			
5007 - Printing		-	-	-	200	200	-	0.00%	stationary, Check printing, misc		
5008 - Insurance											
5008.02 - Liability Insurance		20,631	38,982.19	18,000	26,960	29,656	2,696	10.00%	assuming 10% increase over last year, moved 30% to daycare expense		
5008.03 - Workers Compensation Insurance		4,429	5,935.00	5,278	3,436	3,780	344	10.00%	assuming 10% increase over last year, moved 30% to daycare expense		
5008.05 - Liquor Liability Insurance		80	475.00	900	550	600	50	9.09%	assuming 10% increase over last year		
5008.04 - Directors & Officers Insurance		21,221	17,372.79	-	1,248	1,373	125	10.02%	assuming 10% increase over last year		
5008.10 - Reimbursed Health Insurance		-	-	43,971	55,374	56,000	626	1.13%	50% Subsidy for Participants		
Total 5008 - Insurance		46,360	62,764.98	68,149	87,568	91,409	3,841	4.39%			
5009 - Website Maintenance		671	671	-	2,300	2,369	69	3.00%	Hearst \$150/month plus misc upgrades		
5010 - Accounting		11,500	12,100.00	13,897	14,750	15,635	885	6.00%	6% increase assumed		
5011 - Office Supplies		6,423	5,617.19	9,660	6,064	6,200	136	2.24%	3% increase		
5012 - Utilities											
5005 - Internet		4,947	4,659.16	5,275	5,115	5,724	609	11.91%	Comcast \$262/mo; Fusion Cloud \$215/mo		
5012.01 - Gas		14,345	16,143.67	13,597	11,713	12,064	351	3.00%	3% increase		
5012.02 - Electric		40,816	31,474.09	40,508	34,592	35,630	1,038	3.00%	3% increase		
5012.03 - Water/Sewer		2,147	2,640.30	2,756	3,028	3,119	91	3.00%	3% increase		
5012.04 - Telephone		10,791	3,063.49	9,786	7,591	7,819	228	3.00%	3% increase/ CLC will pick up \$75/mo		
Total 5012 - Utilities		73,046	57,980.71	71,922	62,039	64,356	2,317	3.73%			
5014 - Building Maintenance											
5014.02 - Pest Control		675	405.00	675	405	572	167	41.23%	5% increase/Quarterly service		
5014.03 - Cleaning Supplies		6,107	7,953.27	9,829	9,458	9,975	517	5.47%	5% increase		
5014.10 - Theatre Maintenance		3,012	8,379.92	15,115	6,619	6,930	311	4.70%	5% increase/annual inspections and supplies		
5014.11-Storage Unit		-	-	-	-	8,700	-	-	to pay for the Metro Self Storage unit that was previously donated		
5014.08 - Miscellaneous		33,714	32,763.36	33,521	29,148	30,900	1,752	6.01%	5% increase over FY 2024/ elevator, HVAC and other building maintenance		
Total 5014 - Building Maintenance		43,508	19,130.47	59,140	45,630	57,077	11,447	25.09%	Above per Facility Mgr		
5015 - Bank/Credit Chg and Late Fees		15,558	15,558	31,853	27,505	15,000	(12,505)	-45.46%	change in how tickets are processed will mean fewer raw bank fees coming through to this line item.		
5017 - Miscellaneous											
5017.01 - Dues and Subscriptions		2,217	2,317.97	2,702	1,728	1,800	72	4.17%	Annual Report Fee, Filing Fee		
5017.02 - Vending Machine		(33)	(263.92)	73	50	50	-	0.00%	Net from Vending Machine		
5017.03 - License Fees		1,459	15.00	670	950	1,000	50	5.26%	Liquor, Chamber		
5017.06 - Exec Director's Discretionary Fund		14,684	9,892.82	3,020	5,787	5,000	(787)	-13.60%	Exec Director Discretionary Fund, non-budgeted items, Chairman's discretionary		
5017.05 - Meeting Expense		2,680	4,111.62	4,209	3,886	4,000	114	2.93%	Board Meetings, Staff & Misc Meetings		
5017.09 - Education/Conferences		113	297.00	3,105	5,969	6,000	32	0.00%	MAX Conference,		
5017.08 - Staff Development		925	2,128.13	7,546	1,562	1,700	138	8.83%	Staff training, staff appreciation & staff meetings		
Total 5017 - Miscellaneous		22,046	18,499	21,325	19,931	19,550	(381)	-1.91%			
5019 - Computer Equip/Maint/Software		18,752	18,752	12,000	11,549	31,000	19,451	168.42%	Replace computer equipment and ongoing maintenance; New CRM Software Annual Fee.		
5021 - Strategic Planning Contingency		-	-	-	-	-	-	0.00%			
5020 - Non-Capital Items		-	-	1,759	400	500	100	25.00%	carts other miscellaneous		
Other Income											
4301 - Administrative Fees		5,100	5,100.00	5,100	6,000	6,180	180	3.00%	3% increase/DIC Agreement, \$515/month for copies, accountant, cr card fees		
4302 - Interest		487	591.93	3,507	5,790	5,964	174	3.01%	Money Market Acct		
4304 - Miscellaneous		10	-	5,067	30	-	(30)	0.00%			
4306 - Distributions - Endowment Fund		150,345	-	-	-	178,596	178,596	0.00%			
4307 - Covid-19 Relief		138,912	106,972.21	-	-	-	-	0.00%			
Total Operations Expense		633,213	867,405	1,176,986	1,332,323	1,300,237	(32,086)	-2.41%			
		(278,525)	(424,891)	(706,477)	(837,406)	(749,258)	88,148	-10.53%			
Programs & Events - Income											
Programs											
4101 - Sports		12,675	11,895.40	12,424	11,884	18,380	6,496	54.66%			
4102 - Joalida Art		-	-	-	-	11,120	11,120	0.00%			
4103 - Yoga		2,648	10,067.30	12,371	9,642	10,029	387	4.01%			
4104- Adult Art		-	-	-	-	36,650	36,650	0.00%			
4105- Youth Art		-	-	-	-	10,608	10,608	0.00%			
4106 - Sewing		12,314	12,432.50	23,679	32,587	32,450	(137)	-0.42%			
4107 - Bridge & Other Games		520	15,217.90	16,839	21,739	22,540	801	3.68%			
4109 - Food & Drink Classes		12,475	10,027.70	7,802	14,452	13,755	(697)	-4.82%			
4111 - Other		52,826	51,980.90	76,195	110,360	24,000	(86,360)	-78.25%			
4112 - Manners		3,630	7,935.55	6,244	6,268	5,645	(623)	0.00%			
4113- Film Camp		-	-	-	-	26,250	26,250	0.00%			
4115 - Workshops		-	-	-	-	3,000	3,000	0.00%			

Gorton Community Center
2025 Budget

	FY 2025				2025 Budget	\$ Variance		% Variance		Notes
	2021 Actual	2022 Actual	2023 Actual	2024 Budget Projection		2025 Bgt vs 2024 Refrcst	2025 Bgt vs 2024 Refrcst	2025 Bgt vs 2024 Refrcst	2025 Bgt vs 2024 Refrcst	
4125 - Music & Dance Lessons	285		21,219	36,787	42,800	6,013	0.00%			
4129 - Wellness (Meditation)	-	1,861.00	-	5,113	6,242	11,365	5,123	0.00%		
4100 - Palette & Pours- MOVED TO ADULT ART	1,465	3,858.75	3,068	2,628	-	(2,628)	-100.00%			
4124 - DPAL Art Classes- MOVED TO ADULT ART	18,981	21,027.45	17,036	20,512	-	(20,512)	-100.00%			
4132-Improv & Acting	14,944	44,758.25	90,986	130,737	120,455	(10,282)	-7.86%		Gorton Drama Studio classes - 2024 projection includes Mr. V classes	
4134-Improv & Acting- MR. V Classes	-	-	-	-	31,226	-	0.00%		Mr. V Classes listed separately	
4140 - Stem (Robothink)	11,525	17,104.95	19,367	22,440	25,160	2,720	12.12%			
Events	144,286	208,168	312,341	426,278	445,433	19,155	4.49%			
4117 - Safety Town	14,433	17,890.75	18,810	11,593	14,320	2,727	23.52%			
4118 - Dog Day	202	120.00	-	75	-	(75)	-100.00%			
4120 - Film Festival & Series	15,946	28,951.34	41,580	34,552	44,400	9,848	28.50%			
4199 - Hughes Distribution	23,616	25,558.12	22,177	23,505	22,268	(1,237)	-5.26%			
4121 - Family Concerts	6,376	1,680.02	5,606	3,988	50,700	46,712	1171.31%		booking more family concerts thanks to Grainger Foundation grant, includes restricted support	
4122 - Kids Only Holiday Shoppe	1,673	2,988.75	2,940	3,000	3,000	-	0.00%			
4201 - Grotto	-	11,303.50	11,240	9,212	11,298	2,086	22.64%			
4213 - Rendezvous Arts	1,772	6,192.55	13,483	10,999	12,250	1,251	11.37%			
4211 - Storytelling	3,839	4,287.18	1,867	4,545	4,375	(170)	-3.74%			
4212 - Gorton Center Live	50,564	30,783.84	47,552	52,540	48,250	(4,290)	-8.17%			
4204 - Other	31,762	38,295.22	-	-	-	-	0.00%			
Community Events	-	-	18,976	3,279	17,330	-	428.51%			
Performing Arts	-	-	52,183	53,662	38,955	-	-27.41%			
4225 - Gorton Producer Program	34,500	47,850.00	39,550	67,832	80,000	12,168	17.94%			
4226 - Signature Events	18,872	20,845.80	27,231	42,074	59,450	17,376	41.30%			
4202 - Jazz Tickets	3,455	6,647.52	9,235	7,513	11,011	3,498	46.56%			
Total Program & Event Revenue	351,296	451,562	624,772	754,647	863,040	108,393	14.36%			
Programs & Events - Expense										
Programs										
5101 - Sports	8,450	8,775.05	9,629	8,521	10,472	1,951	22.90%			
5102 - Joalida Art	-	-	-	-	9,452	9,452	0.00%			
5103 - Yoga	1,570	5,786.60	6,847	5,586	7,027	1,441	25.80%			
5104 - Adult Art	-	-	-	-	25,655	25,655	0.00%			
5105 - Youth Art	-	-	-	-	7,428	7,428	0.00%			
5106 - Sewing	9,042	9,187.00	21,583	27,957	23,255	(4,702)	-16.82%			
5107 - Bridge & Other Games	-	10,898.95	10,087	8,999	15,778	6,779	75.33%			
5109 - Food & Drink Classes	8,049	7,487.60	5,172	12,707	9,633	(3,074)	-24.19%			
5111 - Other	27,929	27,433.67	46,515	66,456	16,800	(49,656)	-74.72%			
5112 - Manners	1,595	6,065.00	5,940	4,839	3,953	(886)	0.00%			
5113 - Film Camp	-	-	-	-	15,750	15,750	0.00%			
5115 - Workshops	-	-	-	-	2,100	2,100	0.00%			
5125 - Music & Dance Lessons	-	-	15,375	18,508	29,960	11,454	61.89%			
5129 - Wellness	-	-	4,201	3,679	7,957	4,276	0.00%			
5130 - Palette & Pours- MOVED TO ADULT ART	952	2,362.50	3,160	1,995	-	(1,995)	-100.00%			
5124 - DPAL Art Classes- MOVED TO ADULT ART	11,664	16,793.56	11,669	14,937	-	(14,937)	-100.00%			
5132-Improv & Acting	11,262	27,497.00	11,463	77,616	88,433	10,817	13.94%		Gorton Drama Studio Production expenses/teacher cost/interns	
5134-Improv & Acting- Mr. V classes	-	-	-	-	19,423	-	-		To split out Mr. V classes from other GDS classes	
5140 - Stem (Robothink)	6,172	10,824.35	13,543	16,532	17,612	1,080	6.53%			
Events	86,685	133,111	165,164	268,330	310,688	42,358	15.79%			
5117 - Safety Town	10,388	3,703.34	6,663	8,188	8,500	312	3.81%			
5119 - Dog Day	94	517.71	-	-	484	484	0.00%			
5120 - Film Festival & Series	13,638	29,829.98	36,277	30,224	40,000	9,776	32.35%			
5121 - Family Concerts	6,350	4,850.00	11,124	7,250	28,450	21,200	292.41%		booking more family concerts thanks to Grainger Foundation grant	
5122 - Kids Only Holiday Shoppe	702	309.14	2,599	2,000	2,533	533	26.65%			
5201 - Grotto	-	-	4,821	4,870	5,220	350	0.00%			
5213 - Rendezvous Arts	1,547	3,042.06	9,941	6,855	9,800	2,945	42.96%			
5211 - Storytelling	2,325	2,325	1,371	3,000	4,400	1,400	46.67%			
5212 - Gorton Center Live	24,706	31,168.55	35,697	45,138	51,100	5,962	13.21%			
5204 - Other	35,385	50,659.15	-	-	-	-	0.00%			
Community Events	-	-	27,353	17,012	15,580	(1,432)	-8.42%			
Performing Arts	-	-	41,851	41,466	28,385	(13,081)	-31.55%			
5202 - Jazz	1,900	2,200.00	2,790	3,133	7,050	3,917	125.02%			
5226 - Signature Event	2,113	36,684.99	4,715	20,222	52,200	31,975	158.13%			
Total Program & Events Expense	99,148	165,290	185,200	189,358	253,702	64,344	33.98%			
Programs & Events, net	165,464	153,161	274,408	296,959	298,650	1,691	0.57%			
Children's Learning Center - Income										
4401.1 - Enrollment	9,967	12,530.00	10,271	12,834	12,000	(834)	-6.50%			
4402 - Hourly	245,678	272,350.28	336,126	374,165	404,918	30,753	8.22%			
4403 - Lunch Bunch	9,925	8,492.00	9,662	14,966	19,000	4,034	26.95%		increase in lunch fee anticipated for fall 2025	
4404 - Camp Gorton/Mini Camps	45,372	62,145.21	103,719	124,363	130,000	5,637	4.53%			
4405 - Other	-	-	-	-	-	-	0.00%			
4405.4 - Other-Donations	-	-	70,000	-	-	-	0.00%			
4405.1 - Book Fair	-	-	-	-	-	-	0.00%			
Childcare Restoration Grant/Other	104,622	55,398.00	-	-	-	-	0.00%			
Total 4405 - Other	104,622	55,398	70,000	-	-	-	-			

**Gorton Community Center
2025 Budget**

	FY 2025				2025 Budget	\$ Variance		% Variance		Notes
	2021	2022	2023	2024 Budget		2025 Bgt vs	2025 Bgt vs	2024 Refrcst	2024 Refrcst	
	Actual	Actual	Actual	Projection		2024 Refrcst	2024 Refrcst	2024 Refrcst	2024 Refrcst	
Total Revenue, Drop-In Center	415,563	410,915	529,778	526,328	565,918	39,590	7.52%			
Children's Learning Center - Expense										
5401 - Payroll										
5401.01 - Drop In Center	185,303	197,103.58	238,902	280,605	324,753	44,148	15.73%	Increases to match market rates; increased staff to be in compliance		
5401.02 - Remib. Employee Health Insurance				2,998	-	(2,998)	-100.00%	Currently no employees with health ins.		
5401.04 - Taxes	14,176	15,078.44	18,276	21,460	24,844	3,384	15.77%	7.65% of payroll		
5401.05 - Payroll Fees	1,725	1,510.40	1,673	2,280	1,200	(1,080)	-47.37%	09% of Payroll		
Total 5401 - Payroll	201,203	16,588.94	258,851	307,343	350,797	43,454	14.14%			
5402 - Administrative Services	7,083	7,037.62	6,617	6,000	6,180	180	3.00%	3% increase/ Payable to GCC for copies, or card fees, admin		
5403 - Rent	54,604	56,252.04	56,252	59,677	62,660	2,983	5.00%	5% increase		
5404 - Telephone	723	720.00	1,080	720	900	180	25.00%	\$75/month Ring Expense		
5405 - Staff Development/Education	315	301.23	3,863	1,486	1,000	(486)	-32.71%	Staff Meetings		
5406 - Office Supplies	305	713.37	680	586	410	(176)	-30.03%	Toner, misc supplies		
5407 - Classroom Supplies	3,797	3,594.34	4,283	3,268	5,000	1,732	53.00%			
5407.1 - Snack Expense	1,252	837.33	1,807	1,785	2,200	415	23.25%			
5407.2 - Lunch Expense	7,556	11,253.96	13,150	13,511	17,000	3,489	25.82%	Offset by lunch bunch income		
5408 - Cleaning & Laundry	4,740	4,853.23	4,685	5,974	6,300	326	5.46%	includes 5% increase due to change in Vendor		
5409 - Marketing	237	-	1,054	-	1,000	(54)	0.00%			
5410 - Camp	555	524.27	1,932	2,463	4,000	1,537	62.40%	Camp Gorton, mini camp expenses		
5417 - Liability Insurance			309	3,840	4,500	660	17.19%	30% of total Gorton liability insurance		
5418 - Workers Compensation Insurance				-	4,800	4,800	0.00%	30% of Gorton total worker's compensation insurance		
5413 - Classroom Equipment	306	450.00	75	1,226	3,500	2,274	185.48%	Painting, misc equipment		
5414 - Miscellaneous	1,265	2,326.94	1,730	2,264	2,200	(64)	0.00%	Food Service Permit, Parent Coffees, health record service		
Total Expense, Drop-In Center	283,941	105,453	355,313	411,197	472,447	61,250	14.90%			
Drop-In Center, net	131,622	305,462	174,464	115,131	93,471	(21,660)	-18.81%			
Total Gorton Operations	18,561	33,733	(257,605)	(425,316)	(357,137)	68,179	-16.03%			
5021 - Depreciation Expense	(291,017)	(296,286.96)	(322,086)	(318,738)	(328,300)	(9,562)	3.00%			
	(272,456)	(262,554)	(579,691)	(744,054)	(685,437)	58,617	-7.88%			
Unrestricted Activity - Fundraising										
Donations - Income										
General Donations										
4501.01 - 1st Quarter Donations	39,186	58,647.90	26,131	45,777	50,000	4,223	9.23%			
4501.02 - Spring Appeal	83,555	44,574.69	57,558	112,496	90,000	(22,496)	-20.00%			
4501.03 - 3rd Quarter Donations	45,850	21,026.99	64,058	49,821	80,000	30,179	60.57%			
4501.04 - Fall Appeal	244,305	246,220.00	238,471	291,450	300,000	8,550	2.93%			
4501.80 - In-Kind Donations	20,030	789.85	18,329	12,155	5,000	(7,155)	-58.86%	Metro Storage unit donation has expired - expense added to operations		
4501.30 - Endowment Donations			20,000	50,000	-	(50,000)	0.00%	2024 donation is the Grainger restricted donation to fund family programs		
432,926	371,259	424,548	561,699	525,000	(36,699)	-6.53%				
Donations - Fundraising Event										
				10,000	10,000					
Sub-Total				571,699	535,000					
Donations - Expense	78,671	84,624.99	53,803	143,128	165,004	21,876	15.28%	2 Appeals, Event, 2 Development Salaries & Taxes, Annual Report		
Unrestricted Donations, net	354,256	286,634	370,745	428,571	369,996	(58,575)	-13.67%			
Unrestricted Activity, net	354,256	286,634	370,745	428,571	369,996	(58,575)	-13.67%			

Gorton Center Capital Budget Plan

	2020	2021	2022	2023	2024	2025	2026
D. GCC Capital Expenditures							
1 Cleaning & Inspection of Auditorium Murals							
2 Two entrance signs for Gorton				\$ 8,927.00	\$ -		
3 Entrance Tree/Shrub & Perennials					\$ 2,850.00		
4 Update Bathrooms			\$ 12,000		\$ -		
5 DIC Playground Equipment/Flooring Replacement						\$ 18,000	
6 Replacement of air conditioner							
7 Keyless Access System for Exterior Doors (Note 1)					\$ 580.10		
8 Wood Floor Refinishing - Nagel Room new wood					\$ -		
9 Concrete flooring sealant (all floors in North Addition)			\$ 7,500				
10 Painting interior of building including public rooms & halls	\$ 600		\$ 9,000	\$ 11,000.00	\$ -	\$ 10,000	
11 Lower level hall and annex cement grinding/staining							
12 New Website		\$ 12,000					
13 Computer Replacement Budget- SERVER/CAMCORDER/TV			\$ 4,000	\$ 3,280.49	\$ 8,970.15	\$ 4,000	
14 Theater Skirt, Stage Panels & Stage Carpeted					\$ 5,211.27		
15 Theatre Replacement Projector & Lens					\$ 11,720.00		
16 Update Grotto				\$ 18,000.00	\$ 1,575.65		
17 Replace Carpet in Nagel Room and upstairs offices							
18 Security cameras and daycare security upgrade			\$ 9,000	\$ 35,338.47	\$ 1,060.00	\$ 2,000	
19 Folding Chairs (200 @ \$28)							
20 Water Heater				\$ 3,142.00			
26 Commercial Refrigerator - Not Budgeted							
27 2nd floor and lower level kitchen update/appliances			\$ 2,000	\$ 2,000.00	\$ -		
28 Mac Laptop							
29 Handrail for Theater Stairs							
30 Stage Monitor Patch/amps			\$ 1,370				
31 Hallway wayfinding and security signage							
32 Storm Windows							
34 Theater Screen - Stuart Room					\$ 10,849.00		
35 Custom refrigerated drawer for bar area in Glore solarium			\$ 5,000				
36 Theater speakers and microphones		\$ 6,500		\$ 12,010.00		\$ 5,000	
37 Landscaping							
38 Ask Joan building activity system			\$ 5,000				
39 Upgrade one classroom with new technology				\$ -			
41 Recovering armchairs in Nagel Room		\$ 6,000		\$ -			
43 DILC smart board system for preschool room			\$ 10,000				
44 Wireless access points				\$ 7,491.00			
45 Miscellaneous theater equipment				\$ 1,184.00	\$ 653.42		
46 replace cyclorama in theater							\$ 35,000
49 patio expansion						\$ 20,000	
50 nagel room furniture					\$ -		
51 update card room with divider				\$ 9,530.00			
52 new phone system				\$ 5,645.00			
53 Stuart Room projector replacement				\$ 7,350.00			
54 Calendar Software - EVENTS					\$ 1,552.00		
55 CRM Implementation - CUEBOX, Inc.					\$ 3,000.00		
56 Gorton Flags with wooden poles					\$ 3,752.12		
57 Water Chiller					\$ 2,100.00		
58 Children Learning Center- Craft Bin					\$ 581.34		
59 Tenant space carpeting				\$ 2,100.00	\$ -		
	\$ 600	\$ 24,500	\$ 64,870	\$ 111,902.96	\$ 54,455.05	\$ 59,000	
DIDPOSAL of SAMSUNG					\$ (616.24)		
				Restricted funds - patio:	\$ -	\$ 50,000	
					\$ 53,838.81	\$ 109,000	

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

**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	
Median Home Market Value	\$ 894,400	\$ 814,779		9.77%
EAV	298,133	271,593		
EAV X Tax Rate/100	\$ 4,412	\$ 4,241	\$ 171	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.)

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 eighty million, thirty-four thousand, four hundred twenty-six dollars (\$80,034,426) 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 eighty million, thirty-four thousand, four hundred twenty-six dollars (\$80,034,426) 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>\$ 853,196</u>	<u>\$ 334,207</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>\$ 5,757,991</u>	<u>\$ 2,918,622</u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 39,800	\$ 20,174
Sub-Total	<u>\$ 39,800</u>	<u>\$ 20,174</u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 136,250	\$ 69,063
Sub-Total	<u>\$ 136,250</u>	<u>\$ 69,063</u>
TOTAL FIRE	<u>\$ 5,934,041</u>	<u>\$ 3,007,859</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>\$ 8,787,660</u>	<u>\$ 4,010,478</u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u>\$ 39,680,403</u>	<u>\$ 16,710,326</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>\$ 16,710,326</u>

ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY

For ILLINOIS MUNICIPAL RETIREMENT and SOCIAL SECURITY
 (Excludes Water and Sewer Department, Fleet, Deerpath Golf Course,
 Cemetery Commission and School District 67)

	<u>Appropriation</u>	<u>Tax Levy</u> <u>2024-2025</u>
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>
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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>
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FIREFIGHTERS'S PENSION FUND

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>
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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>
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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	\$ 2,439,019
Supplies/ Other Service and Charges	534,752	517,870
Capital Equipment	182,000	176,254
Sub-Total	<u>\$ 3,235,283</u>	<u>\$ 3,133,143</u>
Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 434,124	\$ 420,418
Sub-Total	<u>\$ 434,124</u>	<u>\$ 420,418</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 111,500	\$ 107,980
Sub-Total	<u>\$ 111,500</u>	<u>\$ 107,980</u>
Lake Front Facilities		
Supplies/ Other Service and Charges	\$ 36,500	\$ 35,348
Sub-Total	<u>\$ 36,500</u>	<u>\$ 35,348</u>
<u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 82,318	\$ 79,719
Sub-Total	<u>\$ 82,318</u>	<u>\$ 79,719</u>

	<u>Appropriation</u>	<u>Tax Levy 2024-2025</u>
<u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 43,956	\$ 42,568
Sub-Total	<u>\$ 43,956</u>	<u>\$ 42,568</u>
<u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 23,500	\$ 22,758
Sub-Total	<u>\$ 23,500</u>	<u>\$ 22,758</u>
<u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 12,500	\$ 12,105
Sub-Total	<u>\$ 12,500</u>	<u>\$ 12,105</u>
<u>Natural Areas Management</u>		
Supplies/ Other Service and Charges	\$ 40,000	\$ 38,737
Sub-Total	<u>\$ 40,000</u>	<u>\$ 38,737</u>
TOTAL PARKS AND FORESTRY SECTION	<u>\$ 4,019,681</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	1,057,326	-
TOTAL RECREATION SECTION	<u>\$ 6,924,467</u>	<u>\$ 2,021,063</u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	10,944,148	
Less: Total amount appropriated from other sources other than Tax Levy	8,923,085	
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>\$ 854,099</u>	<u>\$ 572,234</u>

Capital Improvements Fund

Supplies/Other Services and Charges	\$ 3,715	\$ -
Capital Equipment	2,912,076	
Capital Improvements	18,699,247	2,100,000
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	2,161,504	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	<u>\$ 23,776,542</u>	<u>\$ 2,100,000</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>\$ 4,768,000</u>	<u>\$ 4,411,942</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**

\$ 4,411,942

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>\$ 377,386</u>	<u>\$ 272,966</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	\$ 38,790,628	\$ 38,787,088
From the Operations, Building and Maintenance Fund	\$ 2,768,614	2,442,605
From the Capital Projects Fund	\$ 275,000	-
From the Illinois Municipal Retirement Fund	\$ 421,868	117,512
From the Social Security Fund	\$ 421,867	301,758
From the Transportation Fund	\$ 1,600,341	-
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	<u>\$ 44,278,318</u>	<u>\$ 41,648,963</u>
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District 67)		<u>\$ 41,648,963</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	\$ 10,944,148	\$ 5,913,840
Special Recreation	854,099	572,234
Capital Improvements	23,776,542	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>\$ 43,543,362</u>	<u>\$ 13,766,943</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 38,790,628	\$ 38,787,088
Operations, Building and Maintenance	\$ 2,768,614	\$ 2,442,605
Capital Projects Fund	\$ 275,000	\$ -
Illinois Municipal Retirement Fund	\$ 421,868	\$ 117,512
Social Security	\$ 421,867	\$ 301,758
Transportation	\$ 1,600,341	\$ -
Sub-Total	<u>\$ 44,278,318</u>	<u>\$ 41,648,963</u>
GRAND TOTAL	<u>\$ 138,506,970</u>	<u>\$ 80,034,426</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.

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

December 2, 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 only if eligible for fed and state tax exempt status	Water	.94/sq ft of entire interior area of the building				52.15
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
Monthly refuse collection fee	General	12 Per Month				50.021

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	
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 1,650 min				N/A
Non-Residential Buildings		165 per population equiv 1,650 min				N/A
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)		<i>see ordinance</i>				151.05
Single Family Residential Lot (within regulatory floodplain)		1,040				151.05
Development (<10 acres)		2,400				151.05
Development (≥ 10 acres)		3,560				151.05
Minor Development						

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	
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
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

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	
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. 3 or more units		612+50/ 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
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

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	
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 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 per single building	General	700				155.07
Alterations or major additions to commercial buildings, schools, hospitals or multi-family buildings - per building	General	323				155.07
New multi-building projects - per building	General	850 + 175 for more than 4 buildings (per building)				155.07
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
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				

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	
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 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)
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

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	
\$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
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

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	
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
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 or other public property	General	40 per 1 1/2 acre site				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

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	
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	300 per system				150.145
Hood and Duct Extinguishing System - New	General	100 per system				150.145
Hood and Duct Extinguishing System - Alteration	General					
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
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
Small Wireless Facilities:						
Application for Collocation - Installation of facility	General	650				
Application for Collocation - Installation of multiple facilities	General	350 per facility				

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	
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)
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)

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	
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)
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

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	
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
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

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	
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
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

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	
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	
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

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	
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
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

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	
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
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

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	
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)
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						

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	
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
		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

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	
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.

**AMENDED AND RESTATED INTERGOVERNMENTAL SERVICE AGREEMENT
BETWEEN THE CITY OF LAKE FOREST AND THE
VILLAGE OF LAKE BLUFF**

THIS AGREEMENT entered into this ____ day of _____, 2024, by and between the Village of Lake Bluff, Illinois (hereinafter referred to as “Lake Bluff”) and The City of Lake Forest, Illinois (hereinafter referred to as "Lake Forest"):

WITNESSETH

WHEREAS, Lake Bluff is a home rule municipal corporation of the State of Illinois as defined within the Illinois Constitution of 1970; and

WHEREAS, Lake Forest is a special charter, home rule municipal corporation of the State of Illinois as defined within the Illinois Constitution of 1970; and

WHEREAS, the two communities have shared a long history of collaboration and cooperation which has provided a higher quality of life for residents in both communities; and

WHEREAS, the parties hereto have heretofore entered into Agreements whereby Lake Forest has furnished Lake Bluff with the following Municipal Services, to-wit:

- Ambulance Services
- Building Inspections and Plan Review Services
- CROYA Services
- Public Access Television Services; and
- Senior Center Services

WHEREAS, the most recent agreement between the parties was dated September 1, 2020 (“**2020 IGA**”); and

WHEREAS, the parties have determined that it is in the best interests of the parties to amend and restate the 2020 IGA to incorporate the agreed-upon changes as set forth in this amended and restated agreement.

NOW, THEREFORE, it is the intention of each of the parties, and each of the parties’ covenant, and hereby agreed to by and between Lake Forest, acting through its duly elected City Council and Lake Bluff, acting through its duly elected Board of Trustees, that commencing November 1, 2024, The City of Lake Forest, Illinois shall provide and furnish to the Village of Lake Bluff, Illinois the following municipal services as set forth herein.

TERM

The services provided herein shall be for a period commencing on the first day of November 2024, and ending on the 30th day of April, 2029. Unless terminated or modified as provided for herein,

the services provided herein shall automatically be renewed each May 1 on an annual basis in accordance with the prescribed service charge.

SERVICES PROVIDED

Each service shall be considered a separate service, apart from the others that may be continued, terminated or modified by the parties in whole or in part, as set forth herein.

A. Building Inspections and Plan Review Services

1) SCOPE OF SERVICE

Lake Forest shall furnish personnel to review plans and inspect the construction, repair, restoration, demolition or other activities requiring a building permit from Lake Bluff. Such services shall be based upon Lake Bluff Building Code. Services shall be furnished in a prompt and timely manner generally consistent with the Lake Forest target turnaround times for regular and fast track permits. The Village Administrator of Lake Bluff and The City Manager of Lake Forest shall meet annually in the first quarter of the calendar year to determine the scope of service to be provided by Lake Forest to Lake Bluff in accordance with this agreement. Lake Forest reserves the right to require Lake Bluff to contract out the services set forth herein if the scope of one or more projects would compromise the ability of Lake Forest to perform said services without engaging additional personnel.

2) SERVICE CHARGE FORMULA

Lake Bluff shall pay Lake Forest fifteen, percent (15%) of the annual building permit fees collected by Lake Bluff for normal inspectional services provided by Lake Forest, not less than \$30,000 or more than \$90,000 in any one year unless otherwise approved by both parties. "Normal" inspectional services shall consist of no more than two times the required number of inspections specified on the building permit. Any additional inspections, beyond two times the required number of inspections, including, but not limited to, inspections requested by the property owner or contractor due to phasing of a project, requests for on-site consultations, a determination during a required inspection that the work inspected was not completed or was not completed in accordance with the applicable Codes, shall be assessed an "additional inspection" fee. A reinspection fee will be charged regardless of the total number of inspections in all cases where upon arrival at the site, the inspector was unable to access the work to be inspected or an appropriate representative of the project is not on site. Additional inspection fees and reinspection fees, shall be assessed as follows.

Additional inspections -- \$50.00 per inspection

Re-inspections -- \$175.00

An annual escalator of no more than the rate of inflation in the national Consumer Price Index (CPI) or 5%, whichever is less, will be applied towards both the \$90,000 cap and the \$30,000 minimum charge each year, effective May 1 2011 and each May 1 thereafter this agreement is in effect.

For each plan review conducted under this agreement, Lake Bluff shall pay Lake Forest a Plan Review Fee

The City of Lake Forest's Plan Review Fees are subject to change, and as of May 1, 2011, they are as follows:

Plan Review	Fee
New Commercial	\$500.00 plus \$45.00 per \$1,000 sq. ft.
Remodeling up to \$12,000)	\$55.00
Remodeling (\$12,001-\$48,000)	\$ \$82.00
Remodeling (\$48,001-\$120,000)	\$ \$138.00
Remodeling (Over \$120,000)	\$230.00
Single Family Dwelling	\$ \$400.00
Duplex/two family dwelling	\$230.00 per unit
	For all the above: Plus \$55 per hour fee for reviews requiring more than 4 hours.
Multi-Family Dwelling	\$ \$572.00 plus \$50 per 1,000 sq. ft.

B. CROYA Services

1) SCOPE OF SERVICE

Lake Forest shall run the Committee Representing Our Young Adults (CROYA) youth activities program for the benefit of the youth of Lake Forest and Lake Bluff. Lake Forest shall have the full authority and responsibility for the planning and implementation of such program for the youth of Lake Forest and Lake Bluff. Lake Bluff youth shall be allowed full participation in such programs. One Lake Bluff resident appointed by the Lake Bluff Village President shall serve on the CROYA Board, established to help promote youth programming in Lake Forest and Lake Bluff.

2) SERVICE CHARGE FORMULA

The annual CROYA operating budget including benefits and overhead less contributions and donations toward said operating costs by local school districts, or other social service agencies, times the percent of Lake Bluff student residents, to the total student enrollment at School District #115. This percentage shall be set as of the date of this agreement and continue for the term unless otherwise modified as set forth herein.

C. Public Access Television Services

1) SCOPE OF SERVICE

Lake Forest no longer provides public access television services to Lake Bluff as such services are now provided to each municipality through separate agreement between the vendor and each individual municipality. However, Lake Forest agrees to provide Lake Bluff with reasonable access to relay the broadcast signal for its public access channel through Lake Forest City Hall.

2) SERVICE CHARGE FORMULA

There is no charge for this service as service is now provided through separate agreement between the vendor and each individual municipality.

D. Senior Center Services

1) SCOPE OF SERVICE

Lake Forest shall have the full authority and responsibility for the planning and implementation of such programs for the Senior Center, and Lake Bluff residents shall be allowed full participation in such programs. Three Lake Bluff residents appointed by the Lake Bluff Village President shall serve on the Senior Resources Commission, established to help promote senior citizen programming in Lake Forest and Lake Bluff.

2) SERVICE CHARGE FORMULA

The annual Senior Center operating budget including benefits and overhead, less program fees and contributions toward said operating costs by the Lake Forest Lake Bluff Senior Foundation or other sources, times the percentage of Lake Bluff resident members to the total membership of the Senior Center. This percentage shall be set as of the date of this agreement and continue for the term unless otherwise modified as set forth herein.

E. Ambulance Services

1) SCOPE OF SERVICE

Lake Forest shall furnish ambulance services to Lake Bluff, excluding the Sanctuary area, plus Arden Shore North Fire Protection District, Arden Shore South Fire Protection District, and Shore Acres Golf Club on the same basis as it is provided to the residents of Lake Forest. Lake Forest shall furnish all equipment and at least one emergency medical technician and one paramedic personnel. Lake Bluff shall provide a minimum of one Emergency Medical Technician to meet any applicable rule or regulation. If Lake Bluff cannot provide the necessary additional personnel for any Advance Life Support (ALS) or Basic Life Support (BLS) ambulance call, Lake Forest shall increase the cost of that call by two times the net cost per call set forth below.

2) SERVICE CHARGE FORMULA

The annual Fire Department budget plus City overhead and vehicle replacement cost divided by the total calls responded to by the Lake Forest Fire Department on average for the three most recently completed fiscal years shall equal the budgeted fully loaded cost per call. Ambulance fees collected, less third party collection fees, based on the current Lake Bluff resident rate and the prior fiscal year call type average shall be subtracted from the fully loaded cost per call to determine the budgeted net cost per call.

The fully loaded cost per call shall be capped as follows:

The fully loaded cost per call cap shall be \$2,396 as of May 1, 2020, and adjusted annually by 4%. In any applicable fiscal year, the fully loaded cost per call to be billed to Lake Bluff shall be the lesser of: a) the fully loaded cost per call cap applicable for that year, or b) the fully loaded cost per call calculated at year end based on actual Fire Department expenses and total calls responded to by the Lake Forest Fire Department.

Lake Forest will bill Lake Bluff on a quarterly basis, based on the budgeted fully loaded cost per call and the budgeted net cost per call, applied to the actual Lake Bluff calls for the quarter, at the following rates:

1. Transports -- billed at budgeted net cost per call
2. Non-Transports -- billed at 43% of budgeted fully loaded cost per call
3. Lift Assists -- billed at 33% of budgeted fully loaded cost per call
4. Cancelled Calls -- billed at 12.5% of budgeted fully loaded cost per call
5. No Lake Bluff EMT -- billed at two times the budgeted net cost per call

At year-end, the quarterly billings will be adjusted to reflect actual Fire Department expenses, actual calls and actual ambulance fees collected to determine whether an additional billing or a refund is due pursuant to the "Financial Reports" section of the IGA.

F. Overhead Charge

For each service charge set forth above, the overhead charge shall be 7.0% of salary and wages.

PAYMENT

As for payment for such services, the Village of Lake Bluff agrees to pay The City of Lake Forest within 45 days, upon receipt of quarterly invoice.

FINANCIAL REPORTS

Lake Forest shall submit to Lake Bluff by March 1 a report of the proposed operational expenses for the next fiscal year for the subject service area.

Lake Forest shall prepare a reconciliation report by no later than November 30 whether or not Lake Bluff owes, or is due, additional monies to or from Lake Forest based upon the final expense reports for the fiscal year. Any credit or debit will be applied to the next quarter's billing, with the exception of Senior Center services.

In the event the reconciliation of Senior Center services in any given year results in a credit to Lake Bluff, the credit amount shall remain in the City of Lake Forest Senior Resources Fund and be used for future Senior Center activities.

AMENDMENTS

Lake Forest and Lake Bluff agree, acknowledge and understand that this Service Agreement may not be modified, changed, altered, amended, added to or terminated unless in writing duly signed by an agent of each municipality, pursuant to a resolution or ordinance lawfully adopted by each municipality's corporate authority.

RECONVENING THE SERVICE AGREEMENT COMMITTEE

At the request of either Lake Forest or Lake Bluff, two representatives of each municipality shall be appointed by their respective governing body to represent their community on the Lake Forest and Lake Bluff Service Agreement Committee. The members shall be prepared to meet within sixty (60) days or such lesser time as is agreed upon, following written notice by either community. The place of meeting shall be by agreement of the representatives, or a majority thereof.

TERMINATION-RENEWAL

This Agreement shall continue in full force and effect by and between the parties hereto unless one or both parties terminate one or more of the services contracted for herein with one (1) year written notice unless otherwise agreed to by both parties. Such termination shall affect only the service(s) designated.

All previous Intergovernmental Service Agreements between Lake Forest and Lake Bluff shall be null and void from the date of execution of this Agreement.


SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first noted above.

THE CITY OF LAKE FOREST

By: _____ Date: _____
Stanford R. Tack
Mayor
The City of Lake Forest, IL

VILLAGE OF LAKE BLUFF

By: _____ Date: 11/14/2024

Regis Charlot
Village President
Village of Lake Bluff, IL



November 22, 2024

Mr. Jason Wicha
City Manager
City of Lake Forest
800 North Field Drive
Lake Forest, Illinois 60045

Re: Letter of Agreement for Tier 2 Grant Services for Calendar Year 2025

Mr. Wicha,

On behalf of The Ferguson Group, LLC (TFG), I want to express our appreciation for the opportunity to provide grant services to the City of Lake Forest, Illinois. We are excited to continue our partnership. This contract renewal agreement provides the objectives and terms of TFG's Grant Services for the City of Lake Forest in 2025.

Scope of Work

TFG will provide Tier 2 Grant Retainer Services to the City of Lake Forest. Services include:

- A dedicated grants expert
- Weekly grants updates and alerts
- Access to TFG's library of Funding Guides and Grant Profiles
- Access to TFG's Successful Grant Application Database
- Preparing up to five custom, project specific grant research and funding strategies or conducting an annual comprehensive grant needs assessment and strategic grant outlook as requested

See attached Overview of Grant Services for additional details on services provided.

Terms of Agreement

Monthly Retainer

TFG will be compensated through a monthly retainer of \$2,100 for services rendered during 2025, commencing January 1, 2025 and extending through December 31, 2025, totaling \$25,200. Either the City of Lake Forest or TFG may terminate this agreement at any time by giving the other party at least thirty (30) days' notice, in writing, of such termination.

Additional Services

TFG's Grant Retainer model is structured to allow for changes to be made throughout our partnership. As a retainer client, Lake Forest can engage with TFG either on an hourly rate or through a lump sum fee for

additional services requested beyond the Tier 2 Scope of Work. Add-on services the City of Lake Forest may request include grant writing, grant advocacy, grant editing and review, and grant training. Should Lake Forest determine a different Tier of services is preferential, TFG will work with City staff to amend the agreement and ensure all needs are being met. Additional fees in this regard will be based on the pricing included in the attached TFG Grants Overview document. TFG will provide a cost proposal for all additional services that is tailored to the City’s needs.

If the assistance of TFG’s professional advocacy staff is required, outside the scope of grant services, standard hourly fees for such services shall apply and such services will be clearly delineated in the cost estimate for each project.

Expenses

TFG fees include all direct labor, overhead (including general and administrative expenses), other direct costs, subcontractor costs, fixed fees, miscellaneous incidental services, and all applicable taxes. While the TFG Grants Team usually works electronically, if a client prefers an on-site meeting, travel time and estimated expenses will be billed in advance.

We are grateful for the opportunity to continue our partnership with the City of Lake Forest, and we look forward to a productive year ahead. By signing this agreement, you acknowledge and accept all the terms outlined in this letter.



Sincerely,

W. Roger Gwinn
CEO

ACKNOWLEDGED AND AGREED TO BY:

The Ferguson Group, LLC
W. Roger Gwinn, CEO

City of Lake Forest, IL
Jason Wicha, City Manager

Date

Date



DATE: January 2024

TFG Grant Services Overview

For over 40 years, TFG has led the way in the federal, state, and private grant space. We offer a full suite of grant support services, providing our clients a competitive advantage in securing highly sought-after grant dollars. We specialize in representing public and private entities who share our passion for building strong and vibrant communities. Competitive grants and loans provide cities, counties, special districts, and other public agencies, as well as institutions of higher learning, hospitals, and non-profit organizations, with the opportunity to substantially enhance local resources. **Since 2015 alone, TFG has helped our clients secure over \$5.1 billion in competitive federal, state, and foundation funding, not including congressionally directed spending projects.** Whether you are a public agency or a non-profit organization, TFG will be your most effective advocate and partner in securing funding.

TFG Grant Services

TFG has wide ranging grant abilities and customizes our services to fit your needs. From identifying viable grant options or full application writing, TFG can help. Below is an overview of the services we offer:

Dedicated Grant Expert/Team

All TFG retainer grant clients are assigned a dedicated grant expert that serves as a liaison to you and your staff. TFG Tier 3 and Tier 4 grant services retainer clients (see below) are assigned a team of experts, including an advocacy team member.

Monthly Grant Update Meeting

TFG experts will host monthly grant update calls to discuss grant funding outlook, services provided and engagement.

Grant Alerts and Weekly Grant Updates

TFG publishes grant alerts on priority grants as they are noticed or published. On high priority grants or those with a short turnaround, TFG frequently distributes alerts regarding grant opportunities before their official release. Each Friday, we issue our Weekly Grant Update that provides a recap of federal grant solicitations that were published that week to ensure you don't miss any opportunities.

TFG Grant Funding Hub

Interested in knowing what grants are available on a broad topic? Look no further than TFG's **Grant Funding Hub** which houses TFG's **Grant Guides**. TFG's Grant Guides provides an overview of grant programs in a specific issue area and document relevant information such as funding levels, match requirements, eligibility, and use of funds. The Hub includes guides covering a wide array of topics such as:

- Cybersecurity
- Courts
- Law Enforcement & Public Safety
- Housing & Homelessness
- Fire Departments
- Disaster & Emergency Preparedness
- Parks and Recreation
- Broadband & Telecommunications
- Libraries & Museums
- Water and Wastewater
- Transportation
- Economic & Community Development
- Substance Abuse
- Renewable Energy & Grid Modernization
- Electric Vehicle and Charging Technology
- Infrastructure Investment and Jobs Act & Inflation Reduction Act

TFG's Grant Funding Hub also includes a robust database of **Grant Profiles** that provide the key information you need to match a program with your needs and build a winning grant proposal. We present the information included in the grant solicitation in an easy-to-follow manner and augment it with additional background information on the program and the types of projects it has funded in the past.

TFG Grants Showcase

TFG has an internal database of over 2,000 successful grant applications from a variety of programs to help inspire and guide the preparation of your successful grant submissions. Reviewing past applications also allows TFG grant experts to identify trends in funded projects that can help frame how to present a project in a future application under the program. TFG grant retainer clients are provided access to view successful grant applications through their dedicated grant experts.

TFG Strategic Funding Plan

Succeeding in grants means knowing your priorities and planning ahead. To gain an in-depth understanding of priority grant projects, TFG established an online project portal where priority project information can be submitted for grant research support. Based on our team's knowledge and experience, we will closely identify, forecast, and monitor relevant funding opportunities that meet your specific needs. Our Strategic Funding Plan also allows your staff to know what is on the horizon and be prepared when a notice of funding availability is announced.

TFG Funding Blueprint

Looking for funding for a specific project? TFG conducts grant research on the federal, state, and foundation levels and will create a customized funding strategy geared to support your project. We will provide you with relevant grant information, as well as recommendations on funding opportunities to target, that is specifically

tailored to your project and your community. Our grant research will not only look at open, available programs, but will also focus on grant programs expected to be released in the future, helping you to stay “ahead of the game” and be prepared.

Project Development and Readiness

Working alongside your subject matter experts, TFG grants team will provide strategic advice on how to get your project grant ready. Collectively, we will work to scope or rescope your project, identify background and technical information needed to support the grant application, and match project goals with funding agency priorities. You will come out of this process with a list of actionable steps that need to be taken to ensure your project is grant ready, including where TFG can support your team.

Grant Writing

Preparing winning grant proposals takes time, skill, and knowledge. TFG’s skilled grant writers will take your defined grant project idea from the start of the application to submission. From filling out federal forms to crafting a persuasive and compelling grant narrative and corresponding budgets, you can be assured your application will be complete, competitive, and submitted on time.

Grant Editing and Review

Improve your chance of success by having TFG staff review your grant proposal. TFG staff will expertly review your application against the funder’s requirements, suggest content edits, and provide recommendations on how to improve your narrative before you submit. Grant editing and review does not include rewriting content.

Grant Debriefs

Grant debriefs are important, especially if it turns out that your application didn’t get funded. TFG staff will help guide you through the grant debrief process and set up consultation with the funding agency to put your next applications in the best position to effectively compete in future solicitations. As part of this process, TFG will review your past grant applications, and incorporate feedback from the Federal Agency, so that you know exactly what needs to change for your future application.

Grant Training

We focus our grant training on building capacity, helping position you for success in the often-complex grant process. TFG offers training on grant basics, project prioritization, grant researching, and grant writing. TFG also has established partnerships with other grant training professionals that specialize in post-award management who can be accessed to support grant management training needs. We can provide training on a one-one-basis or through larger workshops dependent on your needs.

Grant Project Advocacy

TFG helps secure congressional support, including support letters, and backing from strategic partners, to bolster grant applications. Federal grants are highly competitive and, often, broad support for a project application can make the difference between a winning application and a highly ranked application that does not make the final list of awardees.

Congressionally Directed Spending (Earmarks)

If your congressional delegation engages in the appropriations earmarking process, TFG can assist in seeking direct federal support for your priority projects. TFG works within these processes to advance federal programs of importance and advocates for the adoption of legislative language to help increase access to federal funding for local communities. In addition to researching grant and financing opportunities for your projects, TFG will identify and pursue authorization and appropriations opportunities that support your priorities.

TFG has an extensive track record spanning several decades, demonstrating success in navigating the annual budget, appropriations, and earmarking processes. In the period preceding the 2010 ban on earmarks, TFG played a crucial role in assisting its clients in securing an average of \$500 million annually through the appropriations process. **Following the reinstatement of earmarks in 2021, TFG has continued to excel, aiding its clients in securing over \$271 million in earmarked funding in just three years.**

Post-Award Grant Management Services

TFG is delighted to offer Post-Award Grant Management Services on a per-case basis, ensuring clients receive comprehensive support. Our services encompass expert guidance in managing grants, overseeing funding utilization, compliance tracking, and reporting. With TFG's Post-Award Grant Management Services, clients can navigate the complexities of grant administration seamlessly, allowing them to focus on achieving their project goals.

Negotiated Indirect Cost Rate Agreements (NICRA)

TFG is committed to supporting organizations in establishing robust proposals for Negotiated Indirect Cost Rate Agreements (NICRA). Our specialized services encompass thorough analysis, strategic planning, and expert guidance to ensure compliant proposals and assistance through the negotiation process. By collaborating closely with clients, we navigate the intricacies of NICRAs, leading to a thorough cost allocation plan, NICRA proposal, negotiation, and recovery process. Additionally, we can provide compliance services to create a streamlined and efficient financial framework that maximizes funding utilization. With TFG's assistance, clients not only establish favorable NICRA terms through expert negotiation but also foster financial sustainability for their organizations.

Grant Services Pricing

Having worked with public sector clients for over 40 years, TFG recognizes that each community is unique and has differing needs when it comes to grants. As a result, TFG has developed a grant services approach that can be customized to meet your exact needs and requirements.

Grant Services Retainer

TFG’s Grant Services Retainers offer flexibility in the level of service provided, discounts on additional services, and greater budget certainty. The table below outlines the four packages of grant services available and their respective monthly fees for a single entity. In addition, all retainer clients, regardless of selected tier, will receive an approximate 15% discount on additional TFG services outlined in the following tables.

	Tier 1 (1,000/mo)	Tier 2 (\$3,000/mo)	Tier 3 (\$5,000/mo)	Tier 4 (\$8,000/mo)
Dedicated Grant Expert/Team	✓	✓	✓	✓
Monthly Grant Update Meetings	✓	✓	✓	✓
Grant Alerts & Tracking		✓	✓	✓
Weekly Grants Update	✓	✓	✓	✓
Access to TFG Grant Funding Hub	✓	✓	✓	✓
Access to TFG Grant Showcase	✓	✓	✓	✓
TFG Funding Strategy	15% discount	15% discount	✓	✓
Project Development and Readiness	Hourly	✓	✓	✓
TFG Funding Blueprint	15% discount	Up to 3 projects	Up to 5 projects	Up to 6 projects
Grant Writing	15% discount	15% discount	15% discount	Up to 3 projects*
Grant Editing and Review	Hourly	✓	✓	✓
Grant Debriefs	Hourly	✓	✓	✓
Grant Training	15% discount	15% discount	✓	✓
Grant Project Advocacy	Hourly	hourly	✓	✓
Congressionally Directed Spending (Earmarks) **			Negotiated Fee Based On Scope	
Post-Award Grant Management Services**			Negotiated Fee Based On Scope	
Negotiated Indirect Cost Rate Agreements**			Negotiated Fee Based On Scope	

*depending on program complexity
 **available only to Tier 3 and Tier 4 retainer clients

Grant Writing – As Needed, Per Grant

To provide greater transparency in the cost of grant writing services, TFG has created the grant writing service fee table below, which provides the average cost for grant writing services based on the narrative page limitations imposed in the grant application. Grant applications vary widely with respect to complexity and level of effort required to complete them. If you are interested in securing these services, TFG will provide you with a tailored cost proposal that reflects the level of effort required to draft the narrative and non-narrative elements such as forms, budgets, logic models and Benefit-Cost Analysis. Exceptions do occur based on the complexity of the grant application, but we work hard to keep costs in line with the pricing guidelines outlined.

Workload (low to high)	Type of Grant	Narrative Page Length	Approximate Average Cost*	15% Retainer Discount Cost
Level 1	Small, well-defined request	6-10	\$6,000 - \$7,000	\$5,100 - \$6,050
Level 2	Small, full grant application	11-15	\$12,000 - \$13,000	\$10,200 - \$11,100
Level 3	Medium, full grant application	16-20	\$18,000 - \$20,000	\$15,300 - \$17,000
Level 4	Large state or national foundation or medium federal grant	21-25	\$22,000 - \$24,000	\$18,700 - \$20,400
Level 5	Large federal grant application	26-30	\$26,000 - \$29,000	\$22,100 - \$24,650
Technical	Complex/Technical grant application	Varied	Custom	Custom

*The approximate average cost to write a grant varies greatly based on several factors, including the development of narrative, required submittal forms, creation of budgets, project complexity, and other related considerations. Last minute emergency grant writing requests are subject to a 35% markup to the non-discounted grant writing fee. Where efficiencies are built into a grant writing process, such as in the case of a grant rewrite or a joint application scenario, a further discount may be applied.

A La Carte Grant Services

	Non-Retainer Cost	15% Retainer Discount Cost
TFG Grant Blueprint	\$5,000/guide	\$4,250/guide
TFG Funding Strategy	\$20,000	\$17,000
Grant Writing	See grant writing table or hourly rate	
Project Development and Readiness	\$300/hour	\$255/hour
Grant Project Advocacy	See below	

Grant Editing and Review	\$300/hour	\$255/hour
Grant Debriefs	\$2,500	\$2,125
Grant Training	\$3,500 - \$7,500	\$2,975 - \$6,375
Congressionally Directed Spending (Earmarks)	Negotiated Fee Based On Scope**	
Post-Award Grant Management Services	Negotiated Fee Based On Scope**	
Negotiated Indirect Cost Rate Agreements	Negotiated Fee Based On Scope**	

**available only to Tier 3 and Tier 4 retainer clients

Grant and Advocacy Team Hourly Rate

Additional services, such as grant research, grant review, and grant training, as well as assistance with all aspects of grant-related advocacy and policy, may be needed that extend beyond the scope of the base retainer tier selected. In those cases, TFG will perform requested grant-related services at a rate of \$300/hour. If you are a retainer client and additional services are needed beyond the scope identified, our hourly rate will be discounted to \$255/hour. Last-minute requests for additional grant-related services are subject to a 35 percent mark-up.

If the assistance of TFG's professional lobbying staff is required for project advocacy and political positioning, services are billed at the following rates:

- \$425 Partner/Principal/Senior Advisor/Of Counsel
- \$240 Senior Associate
- \$170 Associate
- \$115 Research Assistant

Expenses

TFG fees include all direct labor, overhead (including general and administrative expenses), other direct costs, subcontractor costs, fixed fees, miscellaneous incidental services, and all applicable taxes. While the TFG Grant Team usually works electronically and virtually, if a client prefers an on-site meeting, estimated travel time and expenses will be billed in advance.

GIS CONSORTIUM SERVICE PROVIDER CONTRACT

This contract (this “*Contract*”) made and entered into this 1st day of January, 2025 (the “*Effective Date*”), by and between the City of Lake Forest, an Illinois municipal corporation (hereinafter referred to as the “*Municipality*”), and Municipal GIS Partners, Incorporated, 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as the “*Consultant*”).

WHEREAS, the Municipality is a member of the Geographic Information System Consortium (“*GISC*”);

WHEREAS, the Consultant is a designated service provider for the members of GISC and is responsible for providing the necessary professional staffing resource support services as more fully described herein (the “*Services*”) in connection with the Municipality’s geographical information system (“*GIS*”);

WHEREAS, the Municipality desires to engage the Consultant to provide the Services on the terms set forth herein; and

WHEREAS, the Consultant hereby represents itself to be in compliance with Illinois statutes relating to professional registration applicable to individuals performing the Services hereunder and has the necessary expertise and experience to furnish the Services upon the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the foregoing and of the promises hereinafter set forth, it is hereby agreed by and between the Municipality and the Consultant that:

SECTION 1 SCOPE OF SERVICES

1.1 Statement of Work. This Contract contains the basic terms and conditions that will govern the overall relationship between the Consultant and the Municipality. The Consultant will provide the Services described in the statement of work attached hereto as *Attachment 1* (“*Statement of Work*”), which shall become a part of and subject to this Contract.

1.2 Supplemental Statements of Work. Any additional services to be performed by the Consultant may be added to this Contract after the Effective Date by the mutual agreement of the parties, which agreement will be evidenced by mutual execution of a Supplemental Statement of Work which shall also be subject to the terms and conditions set forth in this Contract.

1.3 Additional Compensation. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Municipality, the Consultant shall give written notice of its claim within fifteen (15) days after occurrence of such action. Regardless of the decision of the Municipality Manager relative to a claim submitted by the Consultant, all work required under this Contract as determined by the Municipality Manager shall proceed without interruption.

1.4 Contract Governs. If there is a conflict between the terms of this Contract and the Statement of Work or any Supplemental Statement of Work, unless otherwise specified in such Statement of Work, the terms of this Contract shall supersede the conflicting provisions contained in such Statement of Work.

SECTION 2 PERFORMANCE OF WORK

2.1 All work hereunder shall be performed under the direction of the City Manager or their designee (hereinafter referred to as the “*Municipality Manager*”) in accordance with the terms set forth in this Contract and each relevant Statement of Work.

SECTION 3 RELATIONSHIP OF PARTIES

3.1 Independent Contractor. The Consultant shall at all times be an independent contractor, engaged by the Municipality to perform the Services. Nothing contained herein shall be construed to constitute a partnership, joint venture or agency relationship between the parties.

3.2 Consultant and Employees. Neither the Consultant nor any of its employees shall be considered to be employees of the Municipality for any reason, including but not limited to for purposes of workers’ compensation law, Social Security, or any other applicable statute or regulation.

3.3 No Authority to Bind. Unless otherwise agreed to in writing, neither party hereto has the authority to bind the other to any third party or to otherwise act in any way as the representative of the other.

SECTION 4 PAYMENT TO THE CONSULTANT

4.1 Payment Terms. The Municipality agrees to pay the Consultant in accordance with the terms and amounts set forth in the applicable Statement of Work, provided that:

(a) The Consultant shall submit invoices in a format approved by the Municipality.

(b) The Consultant shall maintain records showing actual time devoted to each aspect of the Services performed and cost incurred. The Consultant shall permit the authorized representative of the Municipality to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during this Contract period, and for a year after termination of this Contract.

(c) The service rates and projected utilization set forth in the applicable Statement of Work shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC which shall be reflected in a Supplemental Statement of Work.

(d) Payments to the Consultant shall be made pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

(e) The Municipality is a tax-exempt municipality and will provide Consultant with a copy of the Municipality's current sales tax exemption certificate. Consultant shall not charge the Municipality any tax incurred by the Consultant for these Services.

4.2 Service Rates. The fees and/or service rates set forth in the Statement of Work and Supplemental Statement of Work include all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use of, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

SECTION 5 TERM

5.1 Initial Term. Subject to earlier termination pursuant to the terms of this Contract, the initial term of this Contract shall commence on the Effective Date and remain in effect for one (1) year (the "***Initial Term***").

5.2 Renewal Terms. The Initial Term may be extended for successive one (1) year periods or for any other period as mutually agreed to in writing and set forth in a Supplemental Statement of Work executed by both parties (each, a "***Renewal Term***").

5.3 Status of this Contract. The expiration of the Initial Term or a Renewal Term shall not terminate or affect the obligations of the Parties to each other under any existing Statement of Work or Supplemental Statement of Work issued pursuant to this Contract, and such Statement of Work or Supplemental Statement of Work shall continue in full force and effect and shall continue to be governed by the terms of this Contract until the expiration or completion of such Statement of Work or Supplement Statement of Work or until such Statement of Work or Supplemental Statement of Work is itself terminated pursuant to this Contract.

SECTION 6 TERMINATION OF CONTRACT

6.1 Voluntary Termination. Notwithstanding any other provision hereof, (a) the Municipality may terminate this Contract, any Statement of Work, or any Supplemental Statement of Work during the Initial Term or any Renewal Term, with or without cause, at any time upon ninety (90) calendar days prior written notice to the Consultant.; (b) the Consultant may terminate this Contract, any Statement of Work, or any Supplemental Statement of Work, with or without cause, at any time upon one hundred eighty (180) calendar days prior written notice to the Municipality; or (c) following the expiration of the Term of this Agreement, and notwithstanding Section 5.3 of this Agreement, either Party may terminate any Statement of Work or any

Supplemental Statement of Work, with or without cause, upon thirty (30) calendar days prior written notice to the other Party.

6.2 Termination for Breach. Either party may terminate this Contract upon written notice to the other party following a material breach of a material provision of this Contract by the other party if the breaching party does not cure such breach within fifteen (15) days of receipt of written notice of such breach from the non-breaching party.

6.3 Payment for Services Rendered. In the event that this Contract is terminated in accordance with this Section 6, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred.

6.4 Effect of Termination. Termination of any Statement of Work or Supplemental Statement of Work will have no effect on this Contract. Termination of this Contract will serve to immediately terminate all open Statements of Work and Supplemental Statements of Work, absent a written agreement between the parties otherwise. Termination or expiration of this Contract, any Statement of Work, or any Supplemental Statement of Work will not affect any right or obligation of a party that comes into effect before, upon, or after such termination or expiration, or otherwise survives such termination or expiration, which was incurred by such party prior to such termination or expiration.

SECTION 7 CONSULTANT PERSONNEL AND SUBCONTRACTORS

7.1 Adequate Staffing. The Consultant must assign and maintain during the term of this Contract and any renewal thereof, an adequate staff of competent employees, agents, or subcontractors (“**Consultant Personnel**”) that is fully equipped, licensed as appropriate and qualified to perform the Services as required by the Statement of Work or Supplemental Statement of Work.

7.2 Availability of Personnel. The Consultant shall notify the Municipality as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Consultant Personnel assigned to provide the Municipality with the Services. The Consultant shall have no claim for damages and shall not bill the Municipality for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the time of performance as a result of any such termination, reassigning, or resignation.

7.3 Use of Subcontractors. The Consultant’s use of any subcontractor or subcontract to perform the Services shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Contract. All Services performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of the Consultant. Consultant shall be fully responsible and assumes liability for the acts and omissions of all subcontractors directly or indirectly employed by, or working at the direction of, the Consultant in the performance of the Services.

7.4 Removal of Personnel and Subcontractors. Municipality may, upon written notice to Consultant, request that any Consultant Personnel be removed or replaced. Consultant shall

promptly endeavor to replace such Consultant Personnel and Municipality shall have no claim for damages for a delay or extension of the applicable Statement of Work as a result of any such removal or replacement.

7.5 Non-Solicitation of Consultant Employees. The Municipality agrees that during the term of this Contract and for a period of one (1) year thereafter, it shall not, directly or indirectly, through any other person, firm, corporation or other entity, solicit, induce, encourage or attempt to induce or encourage any employee of the Consultant to terminate his or her employment with the Consultant or to breach any other obligation to the Consultant. The Municipality acknowledges that the aforementioned restrictive covenant contained in this Section is reasonable and properly required for the adequate protection of the Consultant's business.

SECTION 8

ACCOMMODATION OF CONSULTANT PERSONNEL; MUNICIPAL FACILITIES

8.1 Facilities, Equipment, and Records. The Municipality shall provide the Consultant with adequate and safe office space, furnishings, records, hardware, software and connectivity to fulfill the objectives of the GIS program including, without limitation, the following:

(a) Office space for the Consultant's Personnel. This space should effectively and securely house all required GIS systems, peripherals and support tools. This space must be available during normal business hours;

(b) Furnishings including adequate desk(s), shelving, and seating for the Consultant's Personnel;

(c) Hardware, software, peripherals, internet access, and network connectivity meeting current minimum technical standards, as determined by Consultant from time to time, to perform the program objectives efficiently; and

(d) Any Municipality data or record which is necessary for carrying out the work as outlined in the Contract, Statement of Work or Supplemental Statement of Work.

8.2 Backup and Recovery Systems. The Municipality shall be responsible for installing, operating and monitoring the backup and recovery systems for all the Municipality's GIS assets that permit the Consultant to continue Services within a reasonable period of time following a disaster or outage. The Consultant shall be responsible for installing, operating and monitoring the backup and recovery systems for all Consultant's assets that permit the Municipality to continue accessing the GIS Materials and Services within a reasonable period of time following a disaster or outage.

8.3 Right of Entry; Limited Access. Consultant's Personnel performing Services shall be permitted to enter upon the Municipality's property in connection with the performance of the Services, subject to those rules established by the Municipality. Consent to enter upon a Municipality's facility given by the Municipality shall not create, nor be deemed to imply, the creation of any additional responsibilities on the part of the Municipality. Consultant's Personnel shall have the right to use only those facilities of the Municipality that are necessary to perform the Services and shall have no right to access any other facilities of the Municipality.

8.4 Compliance with Law. The Municipality shall comply with all applicable local, state, and federal laws including those pertaining to safety, harassment, and discrimination.

SECTION 9 CONFIDENTIAL INFORMATION; INTELLECTUAL PROPERTY; FOIA

9.1 Municipal Materials. The Consultant acknowledges and agrees that all trademarks, service marks, logos, tradenames and images provided by or on behalf of the Municipality to the Consultant for use in performing the Services and the GIS database (including files created from the database) created by Consultant hereunder (the “***Municipal Materials***”) are the sole and exclusive property of the Municipality. The Consultant acknowledges that this Contract is not a license to use the Municipal Materials except as needed to perform the Services hereunder.

9.2 Third-Party Materials. If applicable, to the extent the Consultant has agreed to obtain and/or license Third-Party Materials on behalf of Municipality, the Consultant shall obtain a license for Municipality to use the Third-Party Materials as part of the Services for the purpose specified in the applicable Statement of Work. “***Third-Party Materials***” shall include, but are not limited to, computer software, script or programming code or other materials owned by third parties and/or any software available from third parties, that is licensed by Consultant for the benefit of the Municipality.

9.3 GISC Materials. It is expressly understood that, excluding the Municipal Materials and Third-Party Materials, all members of GISC and the Consultant may use or share in any improvements or modifications incorporated into any computer software (in object code and source code form), script or programming code used or developed by the Consultant in providing Services hereunder (the “***GISC Materials***”).

(a) The Consultant hereby grants the Municipality a limited, personal, nontransferable, non-exclusive license to use the GISC Materials solely for the purpose of and in connection with the Municipality’s GIS. Upon expiration or termination of this Contract, or at such time the Municipality is no longer a member of GISC or in breach of its obligations hereunder, the Municipality shall not be entitled to or granted a license in future enhancements, improvements or modifications in the GISC Materials. The Municipality may grant a sublicense to a third party that the Municipality engages to maintain or update the GISC Materials in connection with the Municipality’s GIS; provided that such third party agrees in writing to be bound by the license restrictions set forth in this Contract.

(b) The Municipality acknowledges that the Consultant is in the business of providing staffing resource support services and that the Consultant shall have the right to provide services and deliverables to third parties that are the same or similar to the services that are to be rendered under this Contract, and to use or otherwise exploit any GISC Materials in providing such services.

9.4 Confidential Information. In the performance of this Contract, the Consultant may have access to or receive certain information in the possession of the Municipality that is not generally known to members of the public (“***Confidential Information***”). The Consultant acknowledges that Confidential Information includes, but is not limited to, proprietary

information, copyrighted material, educational records, employee data, financial information, information relating to health records, resident account information, and other information of a personal nature. Consultant shall not use or disclose any Confidential Information without the prior written consent of the Municipality. Consultant will use appropriate administrative, technical and physical safeguards to prevent the improper use or disclosure of any Confidential Information received from or on behalf of the Municipality. Upon the expiration or termination of this Contract, Consultant shall promptly cease using and shall return or destroy (and certify in writing destruction of) all Confidential Information furnished by the Municipality along with all copies thereof in its possession including copies stored in any computer memory or storage medium. The term "Confidential Information" does not include information that (a) is or becomes generally available to the public other than as a result of a breach of this Contract by the Consultant; (b) was in the Consultant's or Consultant Personnel's possession on a non-confidential basis from any source other than the Municipality, which source, to the knowledge of the Consultant, is entitled to disclose such information without breach of any obligation of confidentiality; (c) is independently developed by the Consultant without the use of or reference to, in whole or in part, any Confidential Information; (d) required to be disclosed pursuant to a court order issued by a court having jurisdiction thereof (subject to Section 9.5); or (e) information subject to disclosure under FOIA (as defined below in Section 9.6). For avoidance of doubt, it is agreed that the GISC Materials shall not be considered Confidential Information.

9.5 Dissemination of Confidential Information. Unless directed by the Municipality, Consultant shall not disseminate any Confidential Information. If Consultant is presented with a request for documents by any administrative agency or with a subpoena *duces tecum* regarding any Confidential Information which may be in Consultant's possession as a result of Services provided under this Contract, unless prohibited by law, Consultant shall immediately give notice to the Municipality with the understanding that the Municipality shall have the opportunity to contest such process by any means available to it prior to submission of any documents to a court or other third party. Consultant shall not be obligated to withhold delivery of documents beyond the time ordered by a court of law or administrative agency, unless the request for production or subpoena is quashed or withdrawn, or the time to produce is otherwise extended. Consultant shall cause its personnel, staff and subcontractors, if any, to undertake the same obligations regarding confidentiality and dissemination of information as agreed to by Consultant under this Contract.

9.6 Freedom of Information Act Requests. Within four (4) business days after the Municipality's Notice to the Consultant of the Municipality's receipt of a request made pursuant to the Illinois Freedom of Information Act (ILCS 140/1 et seq. – herein "FOIA"), the Consultant shall furnish all requested records in the Consultant's possession which are in any manner related to this Contract or the Consultant's performance of the Services, including but not limited to any documentation related to the Municipality and associated therewith. The Consultant shall not apply any costs or charge any fees to the Municipality or any other person, firm or corporation for its procurement and retrieval of such records in the Consultant's possession which are sought to be copied or reviewed in accordance with such FOIA request or requests. The Consultant shall defend, indemnify and hold harmless the Municipality including its several departments and including its officers and employees and shall pay all of the Consultant's Costs associated with such FOIA request or requests including Costs arising from the Consultant's failure or alleged failure to timely furnish such documentation and/or arising from the Consultant's failure or alleged failure otherwise to comply with the FOIA, whether or not associated with the Consultant's and/or

the Municipality's defense of any litigation associated therewith. In addition, if the Consultant requests the Municipality to deny the FOIA request or any portion thereof by utilizing one or more of the lawful exemptions provided for in the FOIA, the Consultant shall pay all Costs in connection therewith. As used herein, "in the Consultant's possession" includes documents in the possession of any of the Consultant's officers, agents, employees and/or independent contractors; and "Costs" includes but is not limited to attorneys' fees, witness fees, filing fees and any and all other expenses — whether incurred by the Municipality or the Consultant.

9.7 News Releases. The Consultant may not issue any news releases without prior approval from the Municipality Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Municipality Manager.

9.8 Survive Termination. The provisions of Section 9.1 and 9.4 through and including 9.8 shall survive the termination of this Contract.

SECTION 10 LIMITATION OF LIABILITY

10.1 THE REPRESENTATIONS SET FORTH IN THIS CONTRACT ARE EXCLUSIVE AND IN LIEU OF ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, ARISING BY LAW OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ANY FITNESS FOR A PARTICULAR PURPOSE OR ANY IMPLIED WARRANTIES ARISING FROM TRADE USAGE, COURSE OF DEALING OR COURSE OF PERFORMANCE. UNDER NO CIRCUMSTANCES SHALL EITHER THE CONSULTANT OR THE MUNICIPALITY BE LIABLE TO THE OTHER FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL OR INCIDENTAL DAMAGES, INCLUDING LOST SALES OR PROFITS, IN CONNECTION WITH THIS CONTRACT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

SECTION 11 CONSULTANT WARRANTY; INDEMNIFICATION; INSURANCE

11.1 Warranty of Services. The Consultant warrants that the Services shall be performed in accordance with industry standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the time of the Effective Date.

11.2 Indemnification. The Consultant shall indemnify and save harmless the Municipality and its officers, employees, and agents from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of the intentional, willful and wanton, negligent and/or gross negligent actions or omissions of the Consultant, the Consultant's employees and agents.

11.3 Insurance. The Consultant must procure and maintain, for the duration of this Contract, insurance as provided in **Attachment 2** to this Contract.

11.4 No Personal Liability No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval or attempted execution of this Contract.

SECTION 12 GENERAL PROVISIONS

12.1 Equal Employment Opportunity Clause. In the event of the Consultant's non-compliance with the provisions of this Section 12.1 or the Illinois Human Rights Act, 775 ILCS 5/1-101, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Act**"), the Consultant may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Contract may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Contract, the Consultant agrees as follows:

(a) The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service; and, further, the Consultant will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

(b) That, if the Consultant hires additional employees in order to perform this Contract or any portion of this Contract, the Consultant will determine the availability (in accordance with 44 Ill. Admin. C. 750.5, *et seq.*, as it may be amended from time to time, and any successor thereto (the "**Applicable Regulations**")) of minorities and women in the areas from which the Consultant may reasonably recruit and the Consultant will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

(c) That, in all solicitations or advertisements for employees placed by the Consultant or on the Consultant's behalf, the Consultant will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, order of protection status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, military status or an unfavorable discharge from military service.

(d) That the Consultant will send to each labor organization or representative of workers with which the Consultant has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of the Consultant's obligations under the Act and the Applicable Regulations. If any labor organization or representative fails or refuses to cooperate with the Consultant in the Consultant's efforts to comply with the Act and the Applicable Regulations, the Consultant will promptly notify the Illinois Department of Human Rights (the "**Department**") and the Municipality and will recruit employees from other sources when necessary to fulfill its obligations under the Contract.

(e) That the Consultant will submit reports as required by the Applicable Regulations, furnish all relevant information as may from time to time be requested by the Department or the Municipality, and in all respects comply with the Act and the Applicable Regulations.

(f) That the Consultant will permit access to all relevant books, records, accounts and work sites by personnel of the Municipality and the Department for purposes of investigation to ascertain compliance with the Act and the Department's Rules and Regulations.

(g) That the Consultant will include verbatim or by reference the provisions of this Section 12.1 in every subcontract awarded under which any portion of the Contract obligations are undertaken or assumed, so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this Contract, the Consultant will be liable for compliance with applicable provisions of this Section 12.1 by subcontractors; and further the Consultant will promptly notify the Municipality and the Department in the event any subcontractor fails or refuses to comply with the provisions. In addition, the Consultant will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

12.2 No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

12.3 Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

12.4 Compliance with Laws and Grants. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Municipality or Consultant with respect to this Contract or the Services.

12.5 Assignments and Successors. This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that

no assignment, delegation or subcontracting shall be made without the prior written consent of the Municipality.

12.6 Severability. The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

12.7 Third Party Beneficiary. No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than the Consultant shall be made or be valid against the Municipality.

12.8 Waiver. No waiver of any provision of this Contract shall be deemed to or constitute a waiver of any other provision of this Contract (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Contract.

12.9 Governing Laws. This Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois. Venue shall reside in Cook County, Illinois.

12.10 Headings. The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

12.11 Modification or Amendment. This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment or Supplemental Statement of Work duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof.

12.12 Attachments. Attachments 1 and 2 are attached hereto, and by this reference incorporated in and made a part of this Contract. In the event of a conflict between any Attachment and the text of this Contract, the text of this Contract shall control.

12.13 Rights Cumulative. Unless expressly provided to the contrary in this Contract, each and every one of the rights, remedies, and benefits provided by this Contract shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.

12.14 Good Faith Negotiation. Before commencing any legal action, the parties agree to enter into good faith negotiations to resolve any controversy, claim, or dispute (“*Dispute*”). Such good faith negotiations shall commence promptly upon a party’s receipt of notice of any Dispute from the other party and continue for a period of fourteen (14) days or any period of time as mutually agreed upon.

12.15 Notices. All notices, reports and documents required under this Contract shall be in writing (including prepaid overnight courier, electronic transmission or similar writing) and shall

be given to such party at its address or e-mail address set forth below, or at such other address or e-mail address as such party may hereafter specify from time to time. Each such notice shall be effective (i) if given by first class mail or prepaid overnight courier, when received, or (ii) if sent to an e-mail address, upon the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return e-mail or other written acknowledgment).

If to Municipality: City of Lake Forest
220 E Deerpath Rd
Lake Forest, IL 60045
Attention: A. George Issakoo
E-mail: issakoog@cityoflakeforest.com

If to Consultant: Municipal GIS Partners, Incorporated
701 Lee Street, Suite 1020
Des Plaines, IL 60016
Attention: Thomas Thomey
E-mail: tthomey@mgpinc.com

12.16 Force Majeure. No party to this Contract shall be responsible or liable for, or deemed in breach hereof because of, any delay in the performance of its respective obligations under this Contract to the extent that such delay is due substantially to circumstances beyond the party's reasonable control and without the fault or negligence of the party experiencing such delay. Such circumstances may include, but are not limited to, any act of God, fire or other casualty, epidemic, quarantine, "stay home" or similar order, strike or labor dispute, embargo, war or violence, act of terrorism, or any law, order, proclamation, ordinance, demand, requirement, action or inaction of any national, state, provincial, local, or other government or governmental agency (each, a "**Force Majeure**"). Upon the occurrence of a Force Majeure, the party experiencing the Force Majeure shall notify the other party in writing immediately following such Force Majeure, but in no case later than three (3) business days after such party becomes aware of the occurrence of the Force Majeure. The written notification shall provide a reasonably detailed explanation of the Force Majeure.

12.17 Counterpart Execution. This Contract, Statement of Work or any Supplemental Statement of Work may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

12.18 Tort Immunity Defenses. Nothing contained in the Contract is intended to constitute, and nothing in the Contract will constitute, a waiver of the rights, defenses, and immunities provided or available to the Municipality under the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10 et seq. or any other applicable State law.

[REMAINDER INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of the date first above written.

ATTEST:

CITY OF LAKE FOREST

By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

ATTEST:

**CONSULTANT: MUNICIPAL GIS
PARTNERS, INCORPORATED**

By: Donna J. Thomey
Name: Donna Thomey
Its: Management Support Specialist

By: Thomas A. Thomey
Name: Thomas A. Thomey
Its: President

Attachment 1

**Statement of Work
to
GIS Consortium Service Provider Contract**

(see attached)



Attachment 1 - Statement of Work

To GIS Consortium Service Provider Contract

About Municipal GIS Partners (MGP)

MGP (the Consultant) is the Service Provider to the GIS Consortium (GISC). It is necessary that each GISC member enter into an annual agreement with the Consultant (GISC Service Provider) to maintain their standing as a GISC member.

GISC Membership includes:

- Complete GIS program staffing with technology cost distribution across GISC members
- User and license access to all membership solutions and products
- Access to and participation in collaborative opportunities to share ideas and solutions

The Included Services section below expands on services provided by this agreement.

General Purpose

The Consultant will perform all or part of the City of Lake Forest (the Municipality) geographic information system (GIS) management, development, operation, and maintenance as directed by the Municipality. In addition to supporting the GIS program, the Consultant will identify opportunities for continued program development and enhancement.

Program Staffing

The Consultant provides all the requisite staffing and skillsets required to manage the Municipality program including:

- Technical professionals assigned directly to the Municipality
- Advanced technical support staff for analysis, system integration, and escalation
- Systems analysts for ensuring product, solution, and infrastructure performance
- Professional program managers for ensuring service levels

Direct Program Hours

Services related to the direct management, development, operation, and maintenance of the Municipality program required to support the system

Team Access During Normal Working Hours

The Consultant typically works Monday through Friday 8:00AM to 5:00PM. The Municipality has direct access to the staff assigned to the Municipality. Alternatively, the Municipality can call the Consultant's general telephone number or submit an email to Consultant's service desk for service.

Emergency Event Support

The Consultant will support Municipality emergency events within a reasonable timeframe of notification and work to staff the event for its duration. These services are not limited to normal business hours.

The Service Level section below expands on the program staffing services included in this agreement.

Staffing Allocation

Pursuant to the GISC membership agreement and bylaws all members must contract for a service level consistent with the allocation practices as prescribed by the GISC. The direct program staffing allocation for the Municipality for this agreement period is:

Agreement Period: January 1, 2025, through December 31, 2025

Direct Program Hours: 824.00

Onsite presence: Average of 7.73 days per month; estimated based upon 90 percent of the direct program hours, provided the Municipality and Consultant shall consult with each other in good faith from time to time on the advisability of flexible work arrangements whereby the program hours may be completed off-site, particularly in circumstances where the assigned staff and program are meeting or exceeding expectations.

Fees and Expenses

The fee for the staffing allocation set forth above is **\$10,016.51** per month. The total contract value for the agreement period is **\$120,198.12**. Such fee does not include taxes or any reimbursable out-of-pocket expenses that may be incurred by the Consultant.

Included Services

This section identifies the professional staffing, products and solutions, and business structures included in this service agreement. The Municipality is responsible for identifying and prioritizing the aspects of the services that are most important. The Consultant is responsible for implementing those priorities and communicating progress.

Staffing and Program Management

The Consultant provides the required staffing and organization with the skills and expertise to manage, develop, and maintain the system per the Municipality's priorities which includes GISC shared infrastructure, platforms, products and solutions. Services include:

1. Program consulting and reporting with all Municipality departments
2. Data creation, management, and quality control
3. Project identification, management, and delivery
4. Shared solution implementation

5. ERP and department system GIS integration
6. User training and onboarding
7. Resource management and scheduling

Data Management

The Consultant is responsible for managing the GIS and related data based on priorities as directed by the Municipality.

Primary Layers:

Addresses, parcels, buildings, streets, railroads, water utilities, sewer utilities, municipal boundary, zoning districts, planned unit developments, variances, TIF districts, special use permits, annexations, signs, trees, recreation areas, bike paths, water features, school districts, emergency response boundaries, refuse collection, and legislative districts.

Municipality Priority Layers

The Consultant's local government data model has over 260 standard layers. Included in this service is the identification, creation, and management of layers as directed by the Municipality.

Data Quality

One of the primary accountabilities of the Consultant is to ensure that Primary and Municipality Priority layers are of high-quality. Practices employed include:

1. Daily data quality reporting and alerting
2. Mistake proofing databases, processes, and productivity tools
3. Address Verification to identify discrepancies between Municipality ERP and department systems
4. Utility system integrity leveling for completeness, field accuracy and timeliness
5. Formation and support of key data stakeholder teams
6. Data management documentation for Municipality layers

Products and Solutions

GISC Membership includes unlimited access to the products and solutions developed by the Consultant for the GISC and its members. The Consultant is accountable for:

1. Collaboration with third party vendors and partners
2. Deploying shared solutions for the Municipality
3. Identifying and communicating new solution opportunities
4. Managing existing solutions to agreed service levels
5. Infrastructure monitoring, alerting and mitigation
6. Patching, updating, and securing shared infrastructure
7. Researching and evaluating opportunities for development
8. Resource planning and scheduling
9. Scalability planning and right sizing
10. Technical documentation
11. Testing and quality certification

Solution List

The following are the primary products and solutions provided by the Consultant through membership in the GISC:

1. **Address Pre-Check:** A tool to standardize address data in Municipality systems and workflows
2. **Address Verification:** A product to assess and score community address quality across department systems
3. **Asset Management and Manager Dashboards:** A solution that enables the Municipality to manage and visualize infrastructure data and maintenance
4. **Community Map Viewer:** A publicly accessible map viewer designed for residents and businesses
5. **Community-Portal:** An address-based portal that integrates and organizes department data for staff, residents, and local businesses
6. **Emergency Management Suite:** A tool to centralize emergency event data collection, monitoring, and communication for better decision-making and resource planning
7. **Local Government Data Model:** A database standard developed for, an in partnership with, members of the GISC
8. **myGIS:** A secure staff accessible mapping system to discover and analyze all Municipality GIS data
9. **Real-Time Solutions:** A tool to consume and visualize data from real-time sensors and assets
10. **Story Maps:** A customizable web application to communicate information to the public in a simple and meaningful way

Service Level Agreement

The Consultant is responsible for managing the quality and availability of GISC infrastructure and solutions. These parameters are determined by GISC Board policy and included in these services.

Attachment 2

**Insurance
to
GIS Consortium Service Provider Contract**

(see attached)



Attachment 2 - Insurance

To GIS Consortium Service Provider Contract

Consultant's Insurance

Consultant shall procure and maintain, for the duration of this Contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors.

- A. Minimum Scope of Insurance: Coverage shall be at least as broad as:
1. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement CG 2010 and CG 2026.
 2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto" with the Municipality named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement.
 3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance (the policy shall include a 'waiver of subrogation').
- B. Minimum Limits of Insurance: Consultant shall maintain limits no less than:
1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
 2. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
 3. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.
- C. Deductibles and Self-Insured Retentions: Any deductibles or self-insured retentions must be declared to and approved by the Municipality. At the option of the Municipality, either: (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as it respects the Municipality, its officials, agents, employees and volunteers; or (2) the Consultant shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

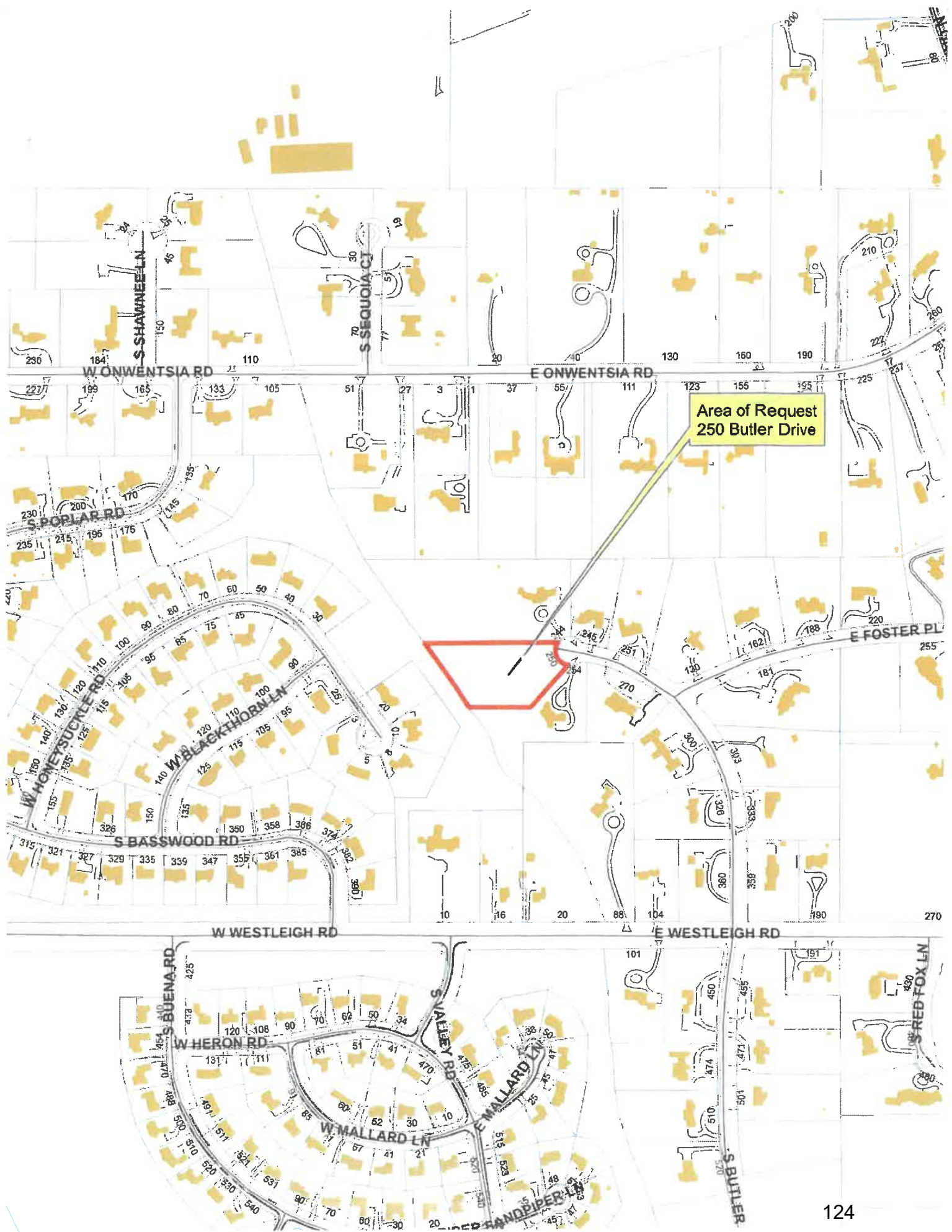
D. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages: The Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Municipality, its officials, agents, employees and volunteers.
2. The Consultant's insurance coverage shall be primary as respects the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers. Any insurance or self-insurance maintained by the Municipality, its officials, agents, employees and volunteers shall be excess of Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers.
4. The Consultant's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Consultant shall be required to name the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers as additional insureds
6. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
7. The Consultant and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by the Municipality. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*. Consultant agrees to indemnify and defend the Municipality from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, which the Municipality may sustain as a result of personal injury claims by Consultant's employees, except to the extent those claims arise as a result of the Municipality's own negligence.

E. All Coverages: Each insurance policy required by this paragraph shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the Municipality.

- F. Acceptability of Insurers: Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

- G. Verification of Coverage: Consultant shall furnish the Municipality with certificates of insurance naming the Municipality, its corporate authorities, officials, officers, agents, employees, and volunteers as additional insured's and with original endorsements, affecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Municipality before any work commences. The Municipality reserves the right to request full certified copies of the insurance policies and endorsements.



Area of Request
250 Butler Drive

THE CITY OF LAKE FOREST
ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 250 BUTLER DRIVE

WHEREAS, Sahil and Aneta Aggarwal ("**Owners**") are the owners of that certain real property commonly known as 250 Butler Drive, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

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

WHEREAS, the Owners desire to construct a new residence and install hardscape and landscape ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as **Group Exhibit B** ("**Plans**"); and

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

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on November 6, 2024; and

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

1. the Property is located within the R-4, Single Family Residence District under the City Code,
2. Owners propose to construct the Improvements as depicted on the Plans,

3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

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

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

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

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

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

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the

discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

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

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

PASSED THIS ___ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS ___ DAY OF _____, 2024.

Mayor

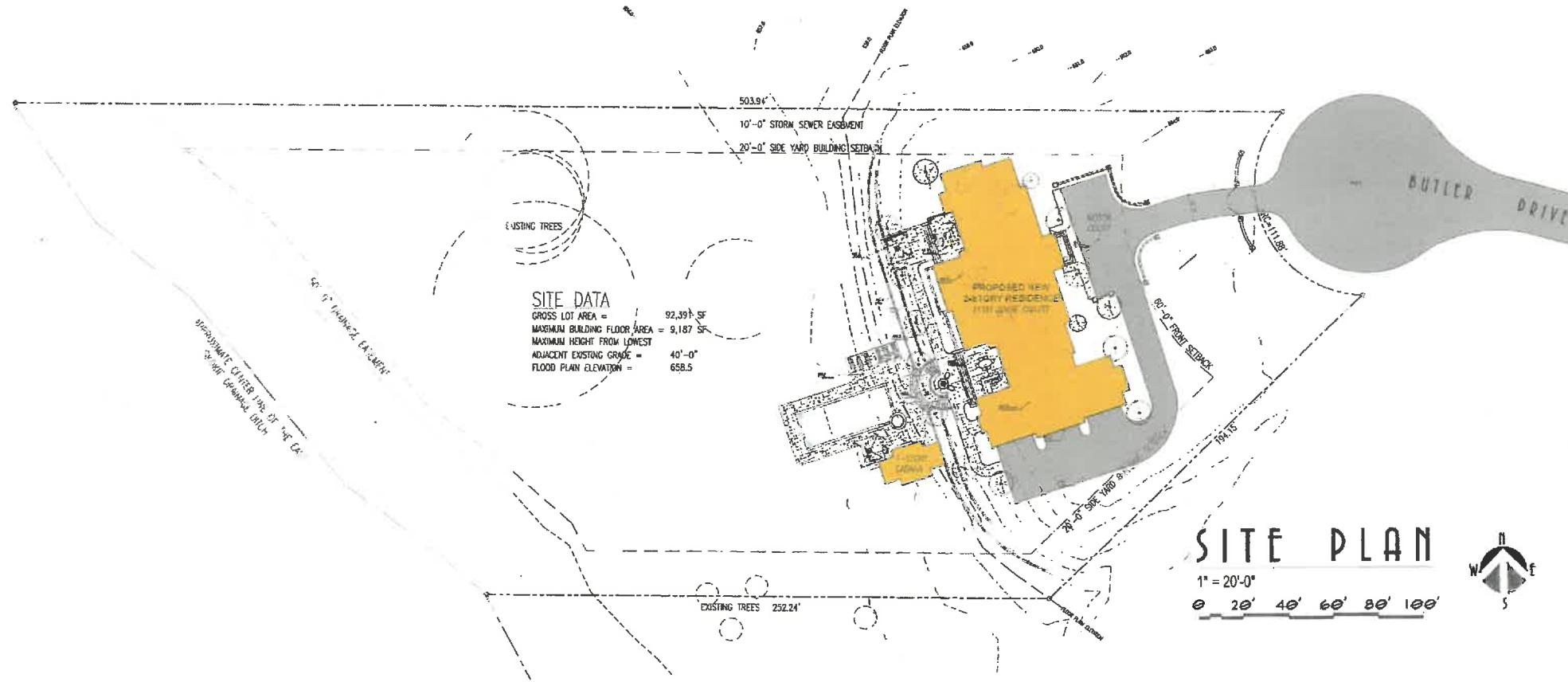
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

SITE PLAN



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ACCORAL RESIDENCE
250 BUTLER DRIVE
LAKE FOREST, IL 60054



DESIGNED BY
J. L. SWANSON

DATE	
SCALE	
PLAN NO.	
SHEET	2
TOTAL SHEETS	8

GROUP EXHIBIT B

The Plans

COLORED RENDERING



THE ACCARWAL RESIDENCE

250 BUTLER DRIVE LAKE FOREST ILLINOIS
LOT 1 J & R SUBDIVISION

EXTERIOR FINISHES

EXAMPLE OF VENEER AND WINDOWS

BLUFF MASONRY VENEER

BLACK CASEMENT WINDOWS

SLATE SHINGLES

EXTERIOR WALL LIGHTING

TIMBERLANE CARRIAGE GARAGE DOORS

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PROFESSIONAL DESIGN FIRM PRINTS

ACCARWAL RESIDENCE

250 BUTLER DRIVE
LAKE FOREST, IL 60045

PAUL SWANSON ARCHITECTS

DESIGNED BY:
PAUL SWANSON

DATE: _____

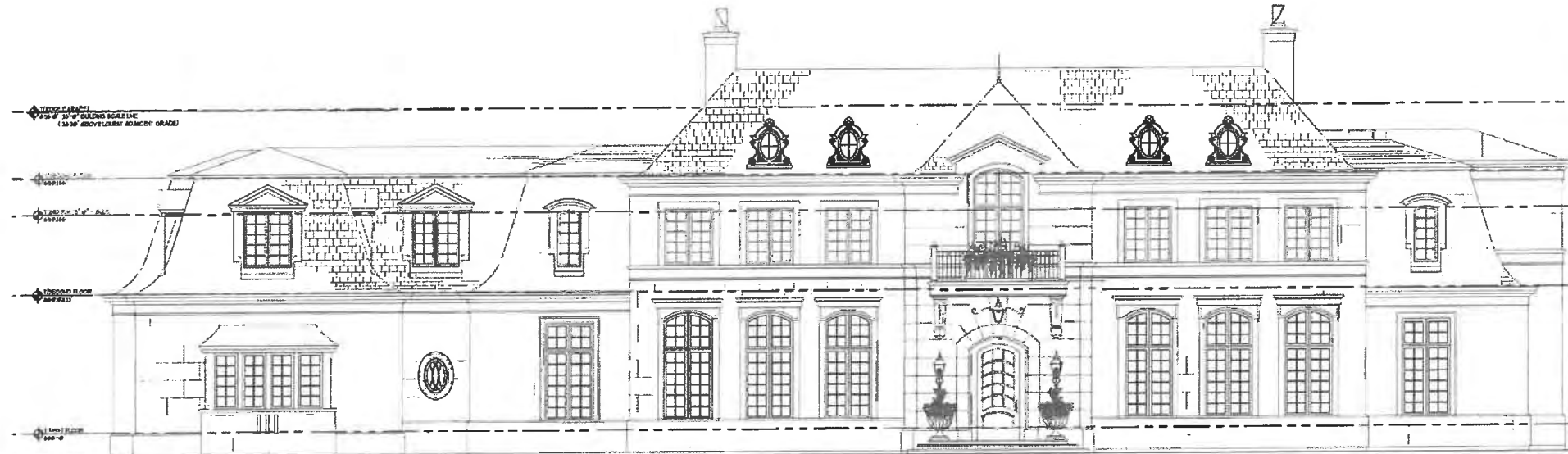
PLANNED BY: _____

SHEET 1 OF 8

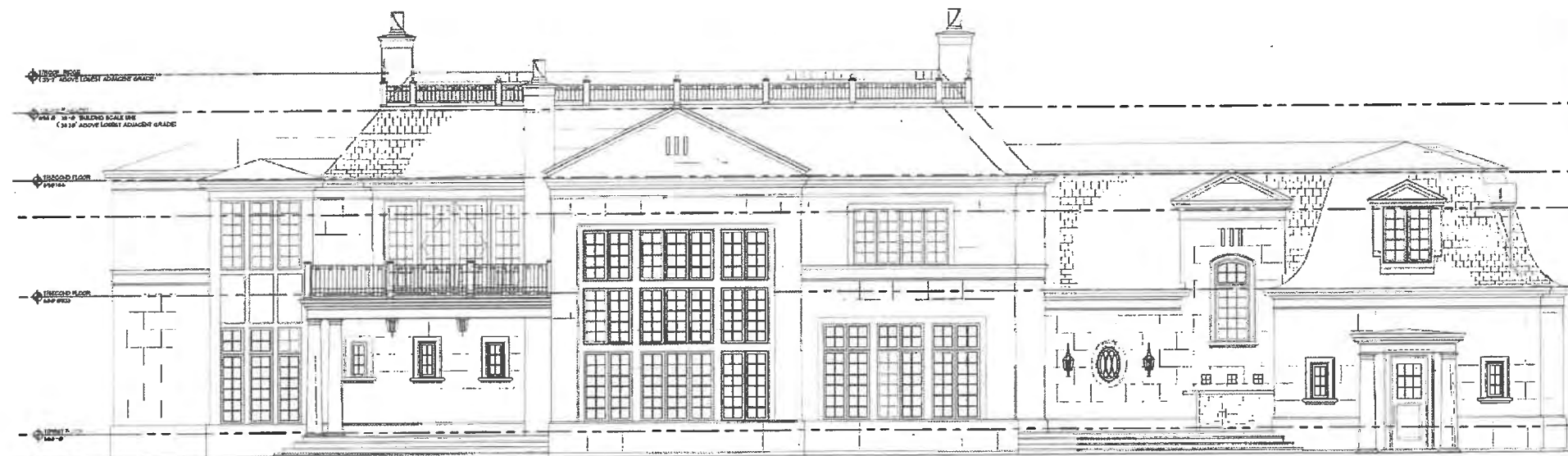
GROUP EXHIBIT B

The Plans

EAST AND WEST ELEVATIONS



FRONT ELEVATION
1/4" = 1'-0"



REAR ELEVATION
1/4" = 1'-0"



EXAMPLE OF VENER AND WINDOWS



BUFF MASONRY VENER



BLACK EQUESTRIAN WINDOWS



SLATE SHINGLES



EXTERIOR WALL SCONCE



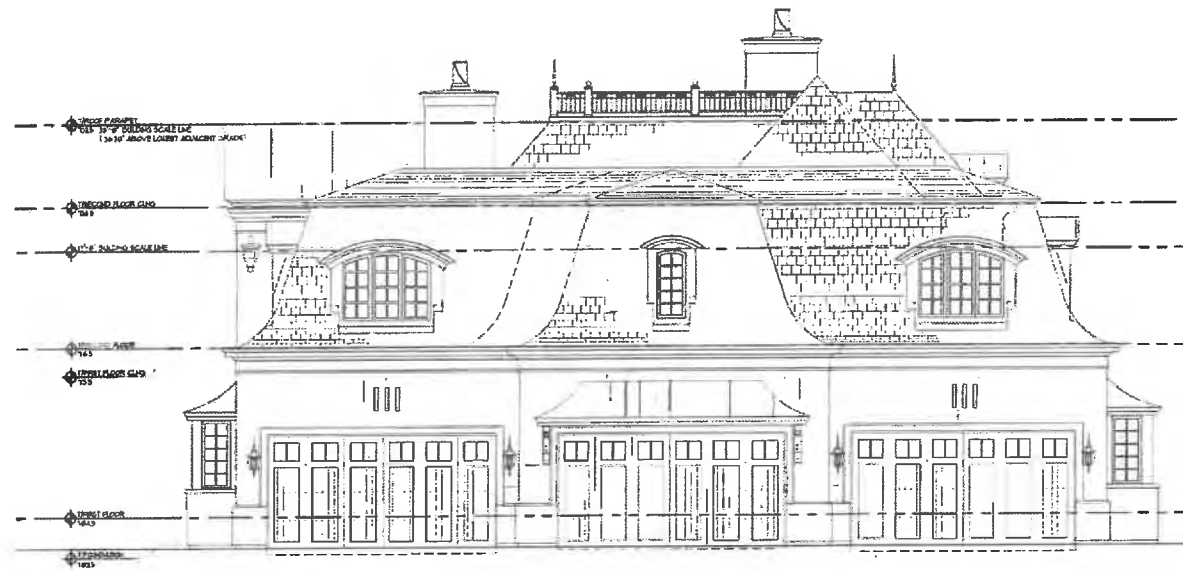
TIMBERLANE CARRIAGE GARAGE DOORS

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 PROFESSIONAL DESIGN FIRM/ARTIST
 ACCORIAL RESIDENCE
 258 BUTLER DRIVE
 LAKE FOREST, IL 60045
 R. SWANSON ARCHITECTS
 11750 N. WILSON AVENUE
 SUITE 100
 LAKE FOREST, IL 60045
 PREPARED BY
 DATE
 SHEET 3 OF 8

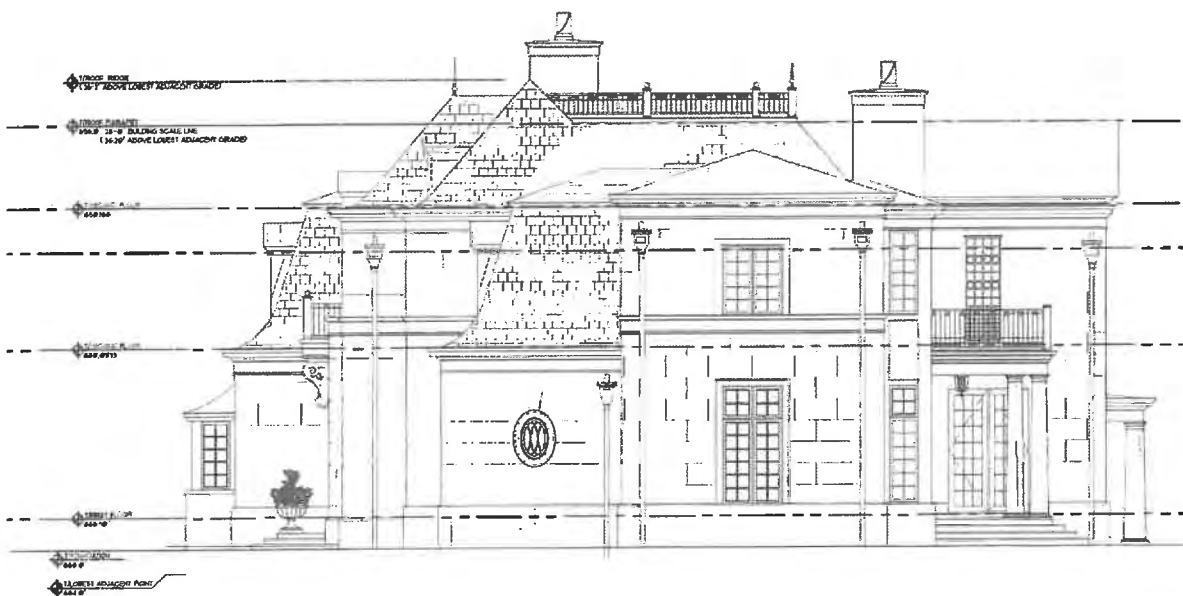
GROUP EXHIBIT B

The Plans

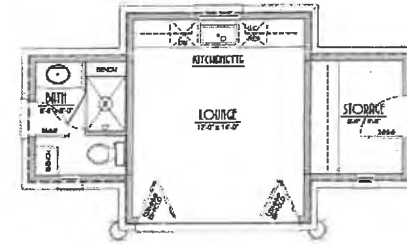
NORTH AND SOUTH ELEVATIONS



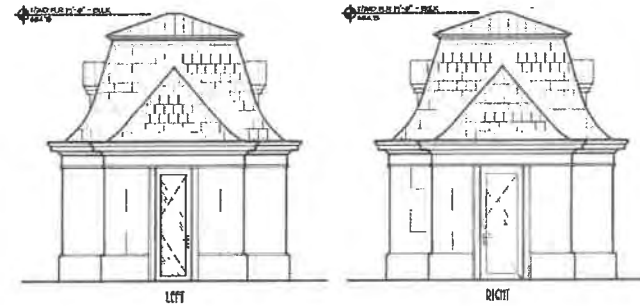
LEFT SIDE ELEVATION
1/4" = 1'-0"



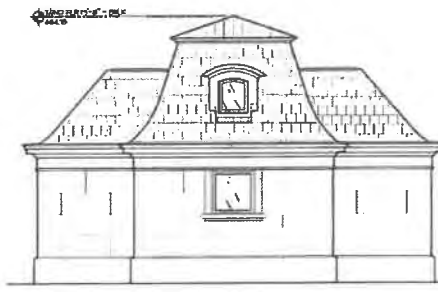
RIGHT SIDE ELEVATION
1/4" = 1'-0"



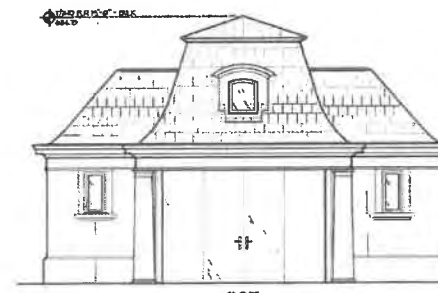
CABANA FLOOR PLAN
1/4" = 1'-0"



CABANA LEFT/RIGHT ELEV'S
1/4" = 1'-0"



CABANA REAR ELEVATION
1/4" = 1'-0"



CABANA FRONT ELEVATION
1/4" = 1'-0"

EXTERIOR MATERIALS



EXAMPLE OF VENEER AND WINDOWS



BUFF MASONRY VENEER



BLACK CABINET WINDOWS



SLATE SHINGLES



EXTERIOR WALL SCONCE



TIMBERLANE CARriage GARAGE DOORS

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PROFESSIONAL DESIGN FIRM PROPERTY. ACCORRAL RESIDENCE
280 BUTLER DRIVE
LAKE FOREST, IL 60045

R.M. SWANSON ARCHITECTS
1111 N. WILSON ST.
LAKE FOREST, IL 60045

DESIGNED BY
R.M. SWANSON

DRAWN BY



SCALE

SHEET 4 OF 8

GROUP EXHIBIT B

The Plans



ALL RIGHTS RESERVED
 Reproduction of Plan for Use of Concepts
 Prohibited Without Written Consent of
 BUHRMAN Design Group

NOTE:
 Plant Substitution May Be Used. Installation
 Sizes On Plants See Contractors Agreement.
 Plants Shown On Design At Maturity &
 Maintained Height. Plants Shown At Best
 Attribute.

NOTE:
 Call J.U.L.I.E. Before Digging.

REVISIONS:

DATE	#	DISCUSSION

20200 W. Winchester Rd. | Mundelein, IL 60068
 847-949-9245
 info@buhmandesigngroup.com

LANDSCAPE PLAN VIEW

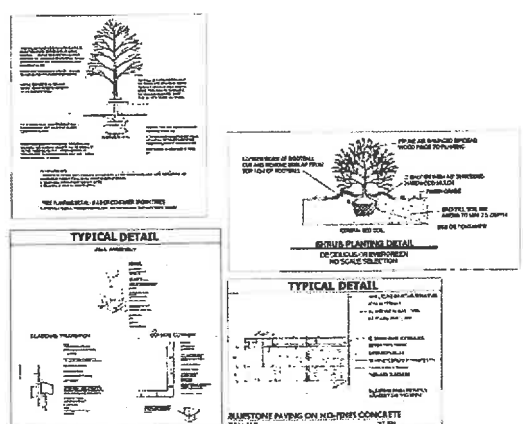
CLIENT INFORMATION:

THE AGGARWAL RESIDENCE

250 Butler Drive
 Lake Forest, IL 60045

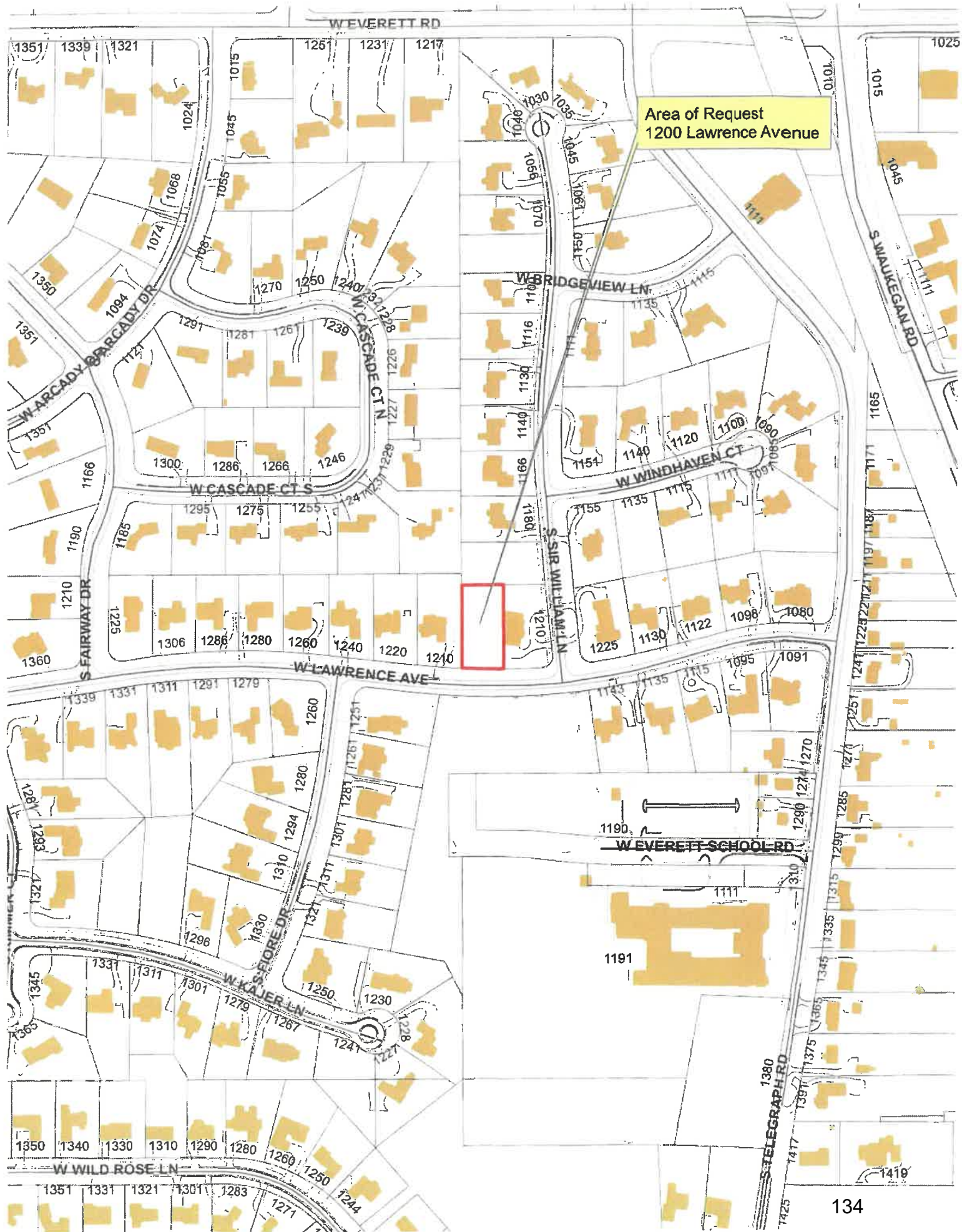
SCALE 1/20" = 1'-0"
 DATE: 10-28-2024
 DESIGNED BY: M.G./M.Q.

SHEET NUMBER:
PG 1



CONSTRUCTION FENCING PERIMETER WITH METAL POSTS SET NO FATHER THAN 3-FT CENTERS (MAX.) SO FENCING WILL REMAIN STABLE THROUGHOUT CONSTRUCTION. FENCING SHALL BE MAINTAINED DAILY.

Artisan Concept Design.
 Actual Design Measurements, Materials &
 Installation May Vary.



Area of Request
1200 Lawrence Avenue



EVERETT SCHOOL RD

1191

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 1200 LAWRENCE AVENUE

WHEREAS, John and Danuta Mikrut ("**Owners**") are the owners of that certain real property commonly known as 1200 Lawrence Avenue, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence Zoning District; and

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

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

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

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at public hearings held on November 6, 2024; and

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

1. the Property is located within the R-2, Single Family Residence District under the City Code,

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

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

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

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

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

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

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

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

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

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

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

PASSED THIS __ DAY OF _____, 2024.

AYES: ()
NAYS: ()
ABSENT: ()
ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

Mayor

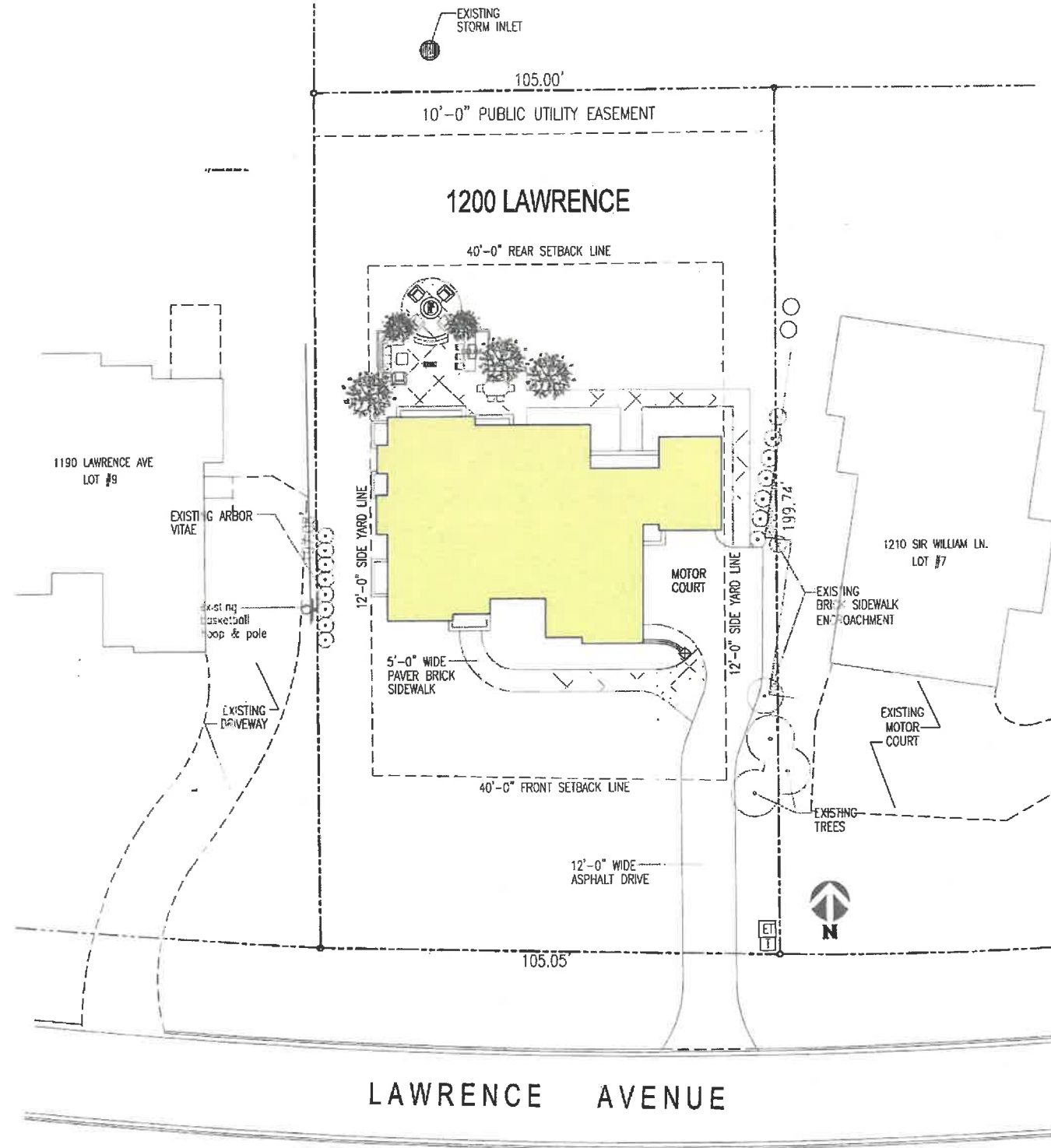
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

SITE PLAN



SITE PLAN
SCALE: 1" = 15'-0"
0' 10' 20' 30' 40' 50'

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THE MITRUK RESIDENCE
1200 LAWRENCE AVENUE
ARBOR RIDGE SUBDIVISION
LAKE FOREST, ILLINOIS

R.M. SWANSON ARCHITECTS
11118 E. WASHINGTON ST.
LAKE FOREST, ILLINOIS 60045
TEL: 847.237.9075
WWW.RMSWANSON.COM

DESIGNED BY:
R. SWANSON

PREPARED BY:

DATE: _____

PROJECT NO.: 2413

SECRET 2 OF 8

GROUP EXHIBIT B

The Plans

COLORED RENDERING



THE MITRUK RESIDENCE

1200 LAWRENCE AVE. LAKE FOREST ILLINOIS

EXTERIOR MATERIALS



BRICK VENEER: BELDON "POLAR WHITE"



STONE VENEER: EDEN "COUNTRY MANOR DIMENSIONAL"



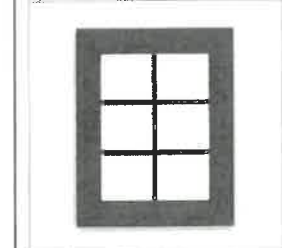
DA VINCI SLATE ROOF (SLATE GRAY)



WHITE ALUMINUM GUTTERS & DOWNSPOUTS



BLACK COMPOSITE TRIM



BLACK CASEMENT WINDOW FRAMES



CARRIAGE STYLE GARAGE DOORS WOOD GRAIN

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THE MITRUK RESIDENCE
 1200 LAWRENCE AVENUE
 ARBOR RIDGE SUBDIVISION
 LAKE FOREST, ILLINOIS

R.M. SWANSON ARCHITECTS
 4418 N. MISSION LN. #2750
 SCOTTSDALE, ARIZONA 85262
 480.448.8888

DESIGNED BY:
 R. SWANSON

PREPARED BY:

DATE: _____

CONTRACT NO.: _____

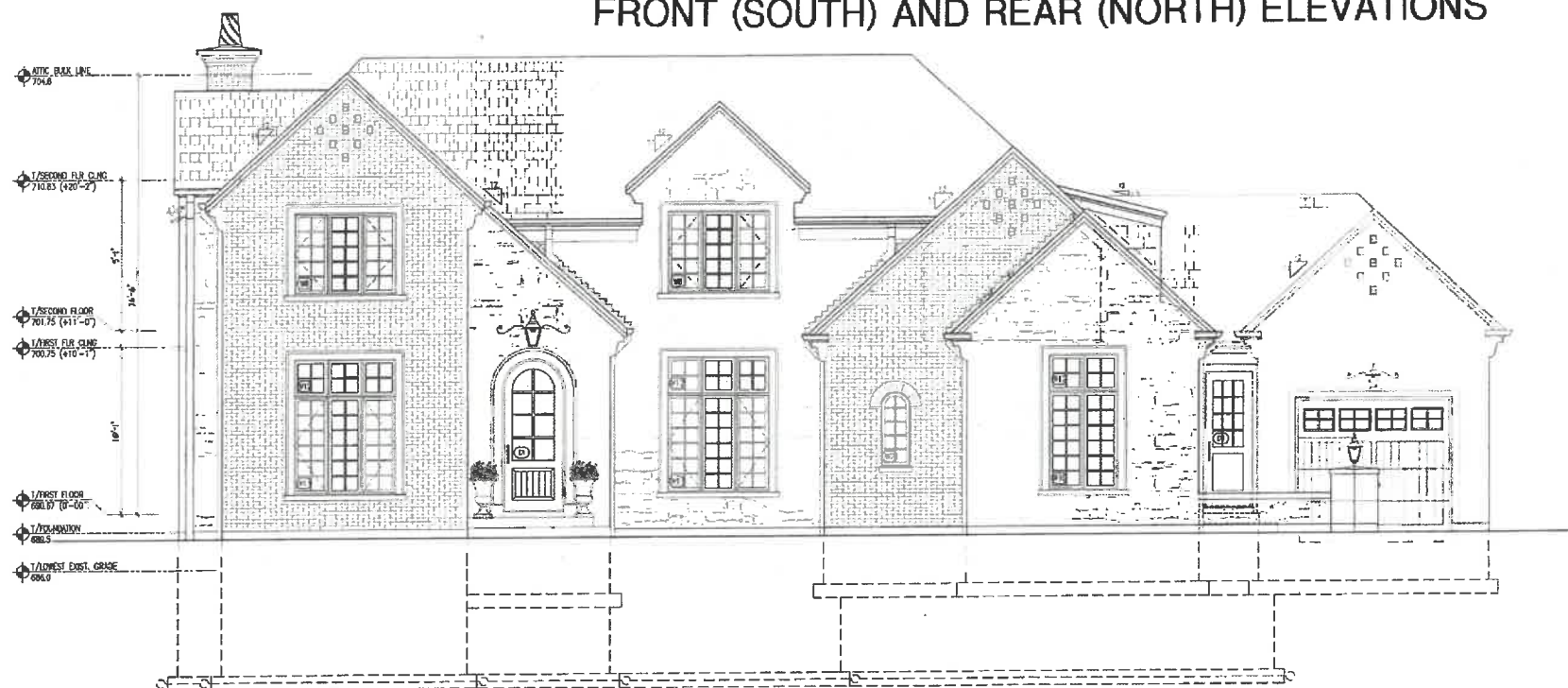
PLAN NO.: 2413

SHEET 1 OF 8

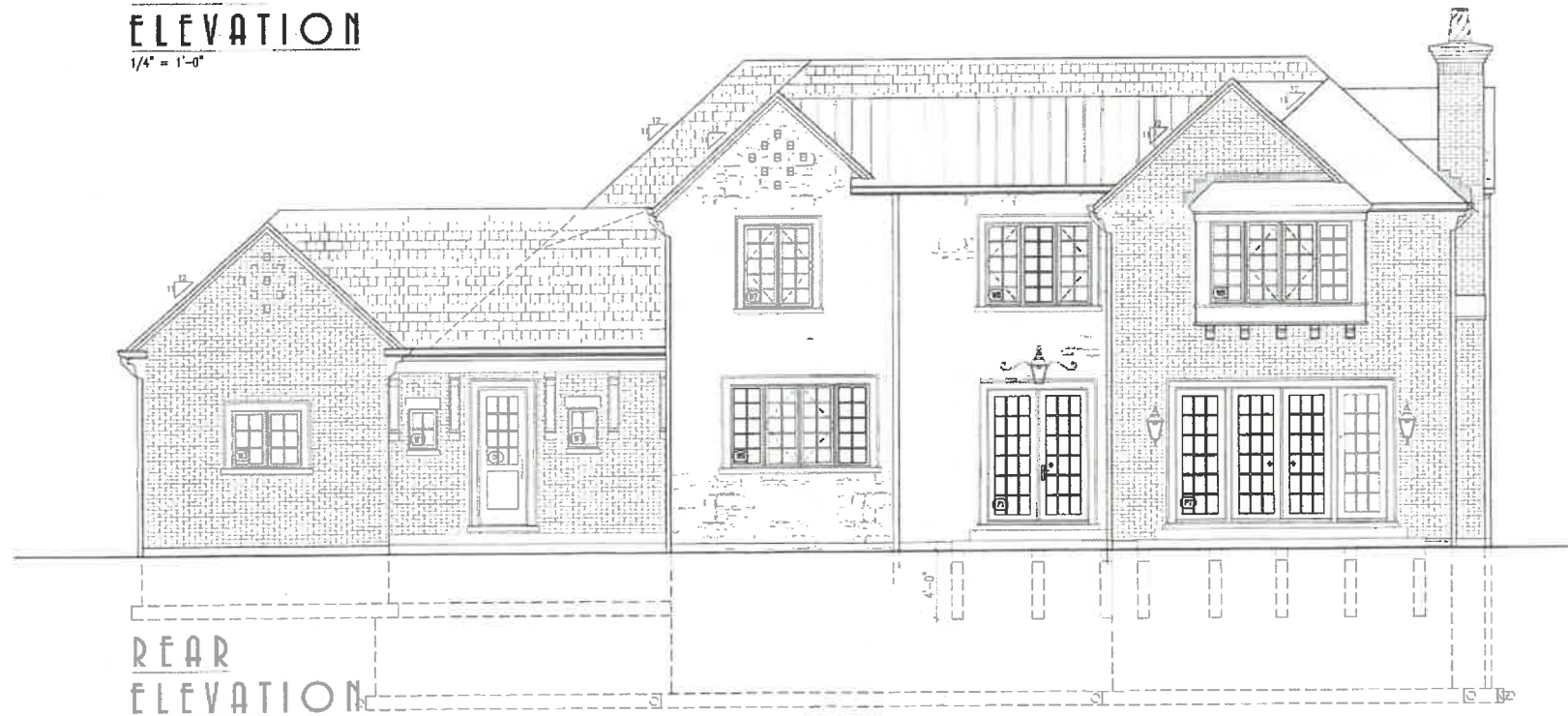
GROUP EXHIBIT B

The Plans

FRONT (SOUTH) AND REAR (NORTH) ELEVATIONS



FRONT ELEVATION
1/4" = 1'-0"



REAR ELEVATION
1/4" = 1'-0"

EXTERIOR MATERIALS



BRICK VENEER: BELDON "POLAR WHITE"



STONE VENEER: EDEN "COUNTRY MANOR DIMENSIONAL"



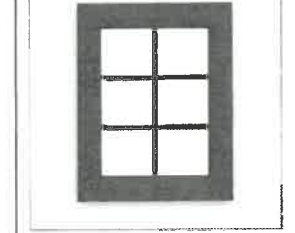
DA VINCI SLATE ROOF (SLATE GRAY)



WHITE ALUMINUM GUTTERS & DOWNSPOUTS



BLACK COMPOSITE TRIM



BLACK CASEMENT WINDOW FRAMES



CARRIAGE STYLE GARAGE DOORS WOOD GRAIN

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PROFESSIONAL DESIGN FIRM #1814

R.M. SWANSON ARCHITECTS
1418 S. MARSHUM LN.
SCOTTSDALE, ARIZONA 85259
PH: 480.344.8888

THE MIRUK RESIDENCE
1200 LAWRENCE AVENUE
ARBOK RIDGE SUBDIVISION
LAKE FOREST, ILLINOIS

DESIGNED BY:
R. SWANSON

PREPARED BY:

DATE:

COMPLBY:

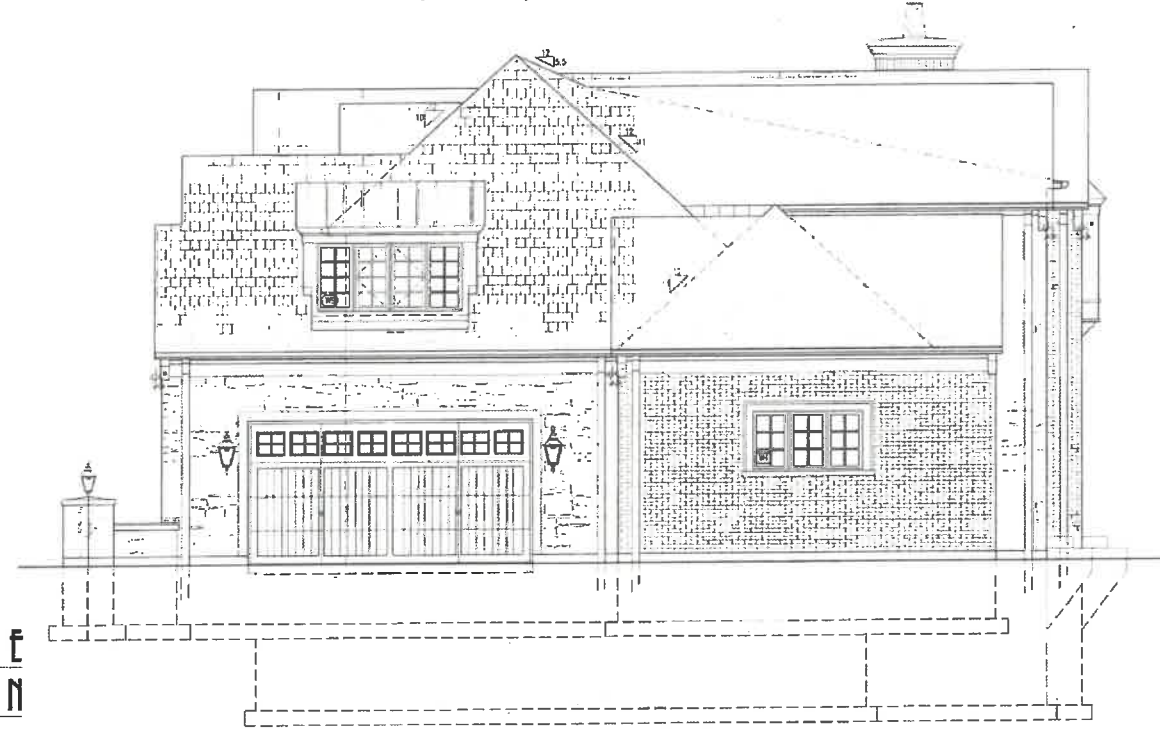
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SHEET 3 OF 8

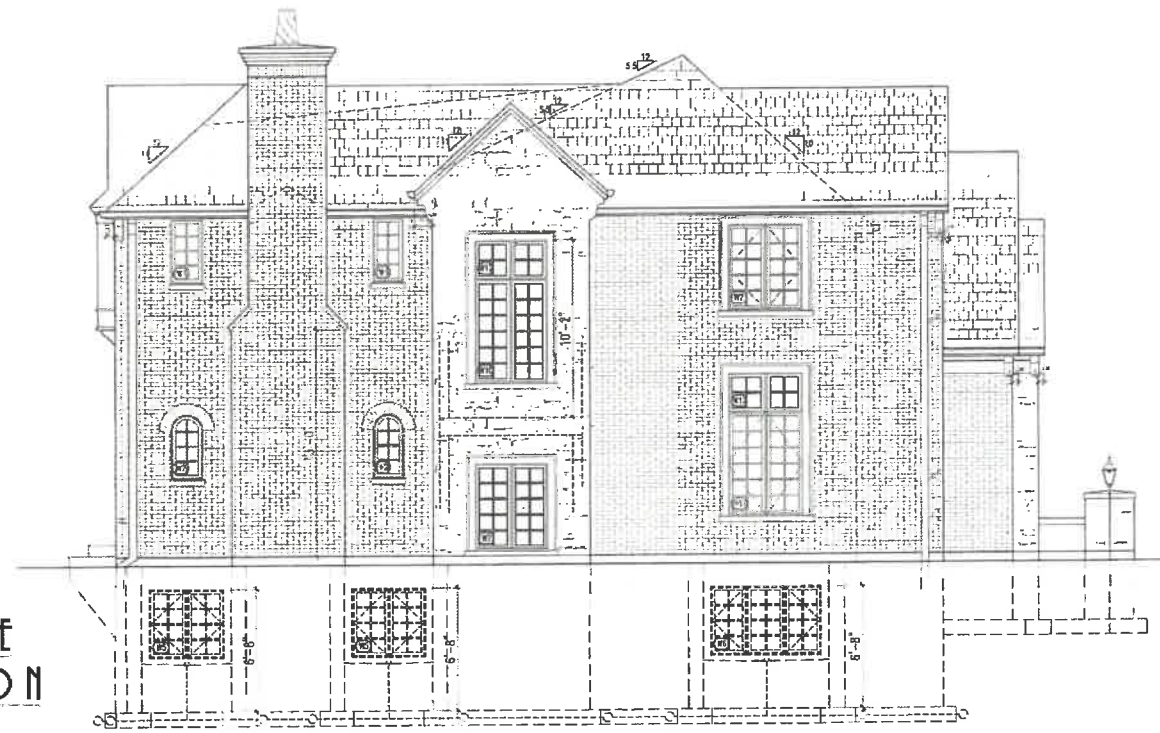
GROUP EXHIBIT B

The Plans

RIGHT (EAST) AND LEFT (WEST) ELEVATIONS



RIGHT SIDE ELEVATION
1/4" = 1'-0"



LEFT SIDE ELEVATION
1/4" = 1'-0"

EXTERIOR MATERIALS



BRICK VENEER: BELDON "POLAR WHITE"



STONE VENEER: EDEN "COUNTRY MANOR DIMENSIONAL"



DA VINCI SLATE ROOF (SLATE GRAY)



WHITE ALUMINUM GUTTERS & DOWNSPOUTS



BLACK COMPOSITE TRIM



BLACK CASEMENT WINDOW FRAMES



CARRIAGE STYLE GARAGE DOORS WOOD GRAIN

PROFESSIONAL DESIGN FIRM #18314 ALL RIGHTS RESERVED COPYRIGHT © 2024 BY R.M. SWANSON ARCHITECTS

These drawings are to be used for the construction of the project shown. The use of these plans and specifications for any other project without the written consent of R.M. Swanson Architects is strictly prohibited. Violators will be held liable for all costs and damages. The architect is responsible for any discrepancies between drawings and specifications. If discrepancies occur, the architect will determine the correct course of action.

THE MITRUK RESIDENCE
1200 LAWRENCE AVENUE
ARBOR RIDGE SUBDIVISION
LAKE FOREST, ILLINOIS

R.M. SWANSON ARCHITECTS
1410 S. MICHIGAN ST., SUITE 100
SCOTTSDALE, ARIZONA

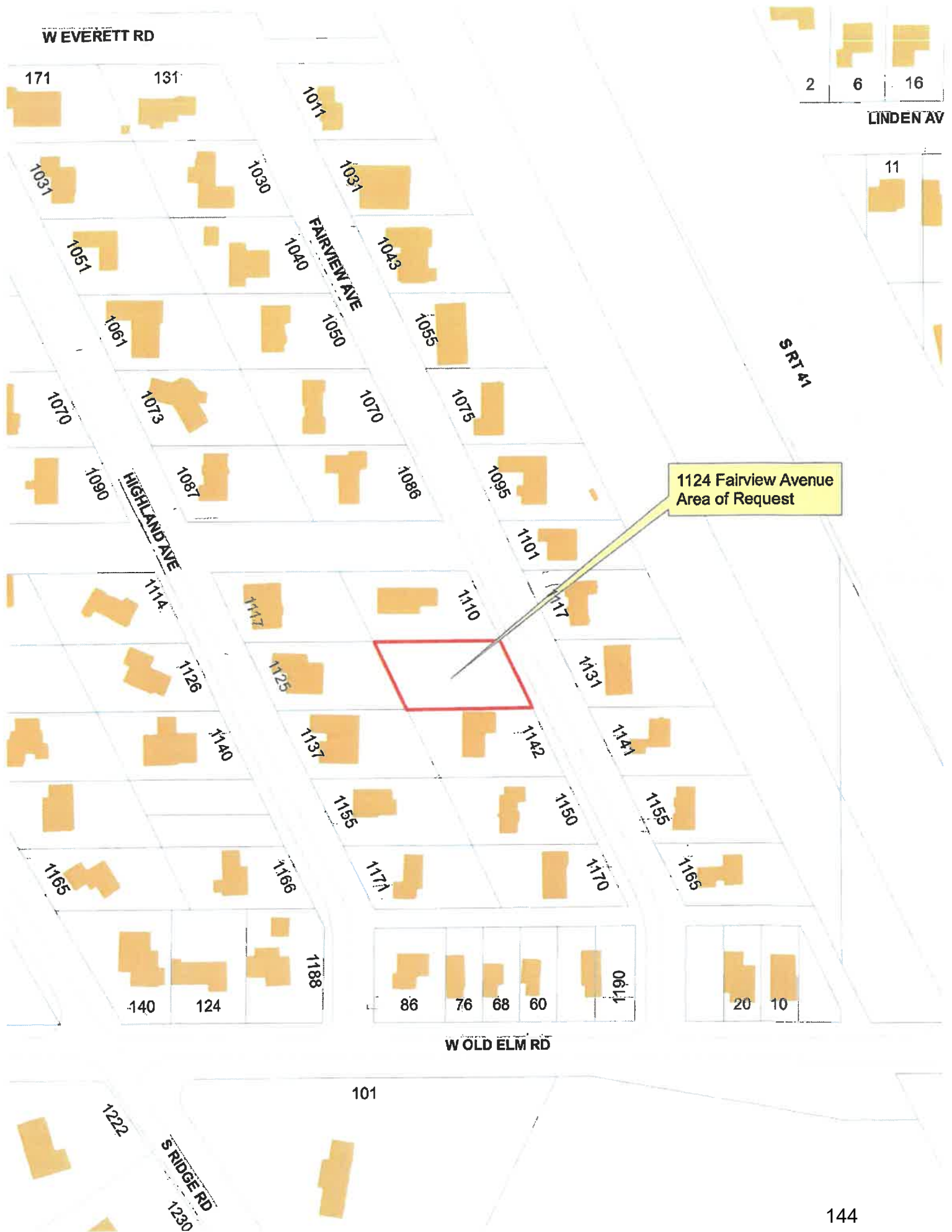
DESIGNED BY:
R. SWANSON

PREPARED BY:

DATE: COMPILED:

PLAN NO. 2413

SHEET 4 OF 8



1124 Fairview Avenue
Area of Request

THE CITY OF LAKE FOREST
ORDINANCE NO. 2024- ____

**AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 1124 FAIRVIEW AVENUE**

WHEREAS, Lee Bagan and Sarah Leonard ("**Owners**") are the owners of that certain real property commonly known as 1124 Fairview Avenue, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence Zoning District; and

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

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

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

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at public hearings held on November 6, 2024; and

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

1. the Property is located within the R-2, Single Family Residence District under the City Code,

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

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

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

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

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

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

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

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

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

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

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

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

Mayor

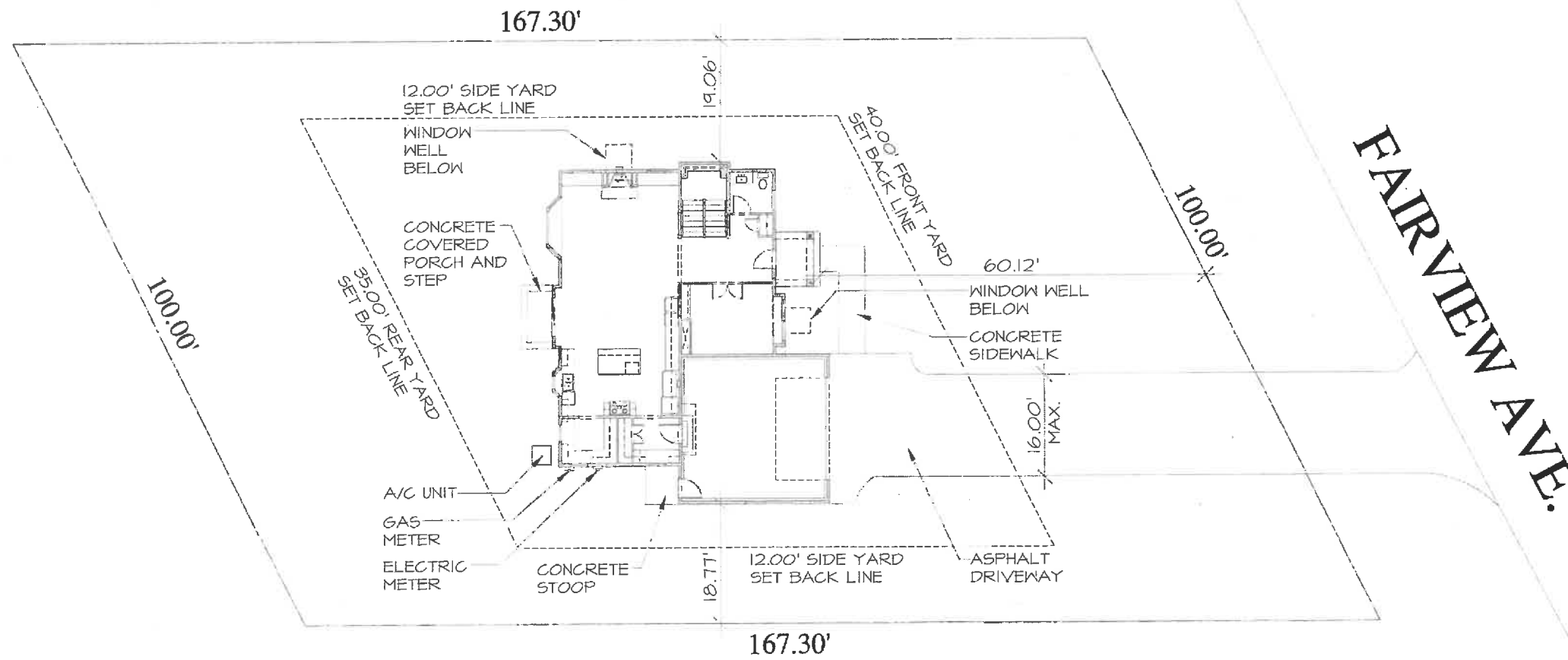
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



1 SITE PLAN
AR 01

REVIEW ONLY - NOT FOR CONSTRUCTION

BAGAN RESIDENCE	
CUSTOM RESIDENCE 1124 S. FAIRVIEW AVE LAKE FOREST, IL 60045	
DATE	06/20/2004
REVISION	06/20/2004
REVISION	06/20/2004
REVISION	06/20/2004
REVISION	06/20/2004
FASTA COMMERCIAL INC. SUITE 607 Volo, IL 60073 MAIN: 815-457-2500 FAX: 815-457-2501 E: info@fasta.com I: 11111111111111111111	
ASPECT DESIGN INC. ARCHITECTS	
PROJECT #	AD0411
DRAWN BY:	DB/MB
BAGAN RESIDENCE SITE PLAN	
AR 01	
NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)	
© COPYRIGHT 2004 # 1 OF 12 TOTAL SHEETS	

GROUP EXHIBIT B

The Plans

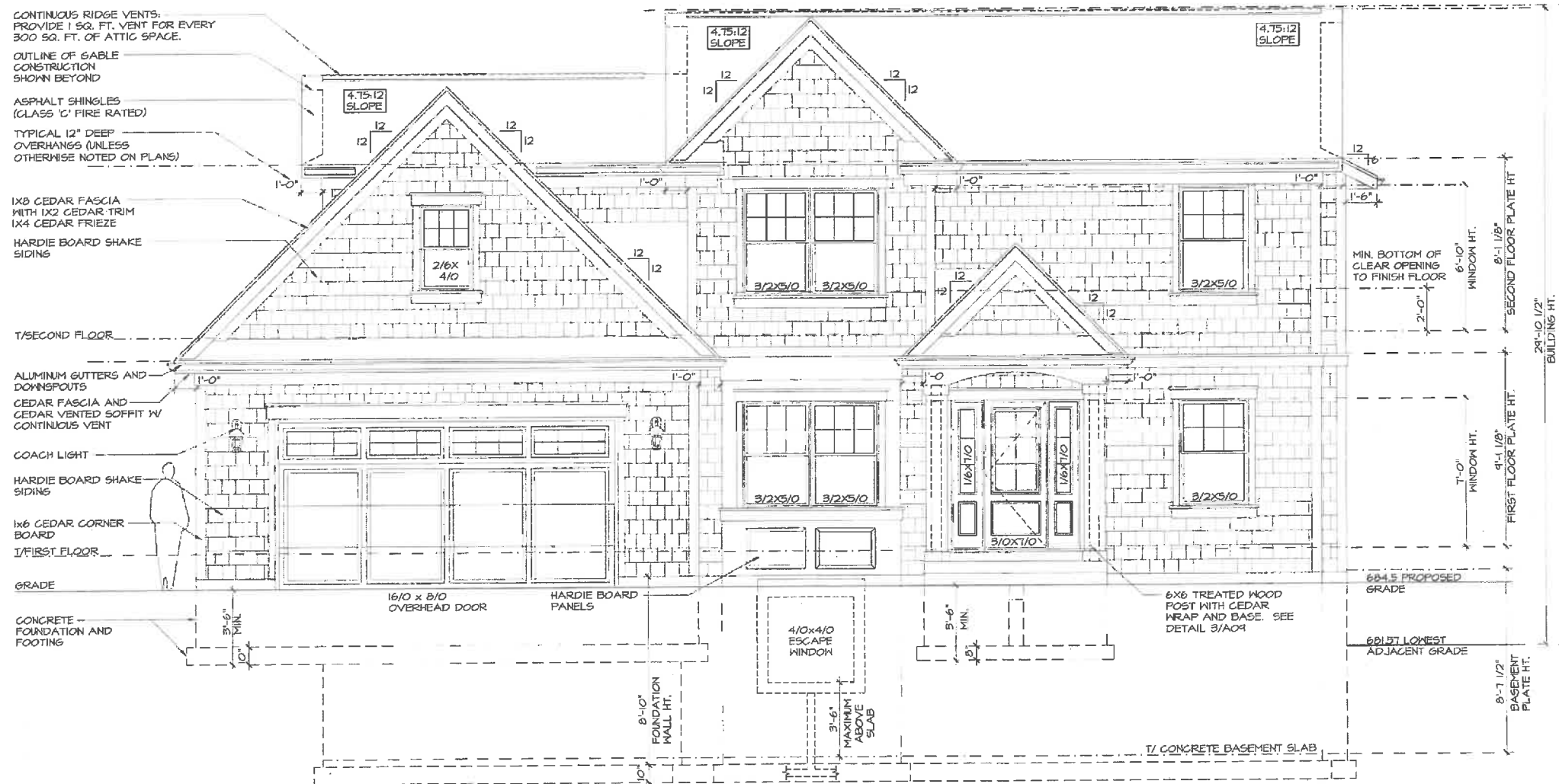
COLORED ELEVATION



GROUP EXHIBIT B

The Plans

FRONT (EAST) ELEVATION



1 FRONT ELEVATION
AR 02

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

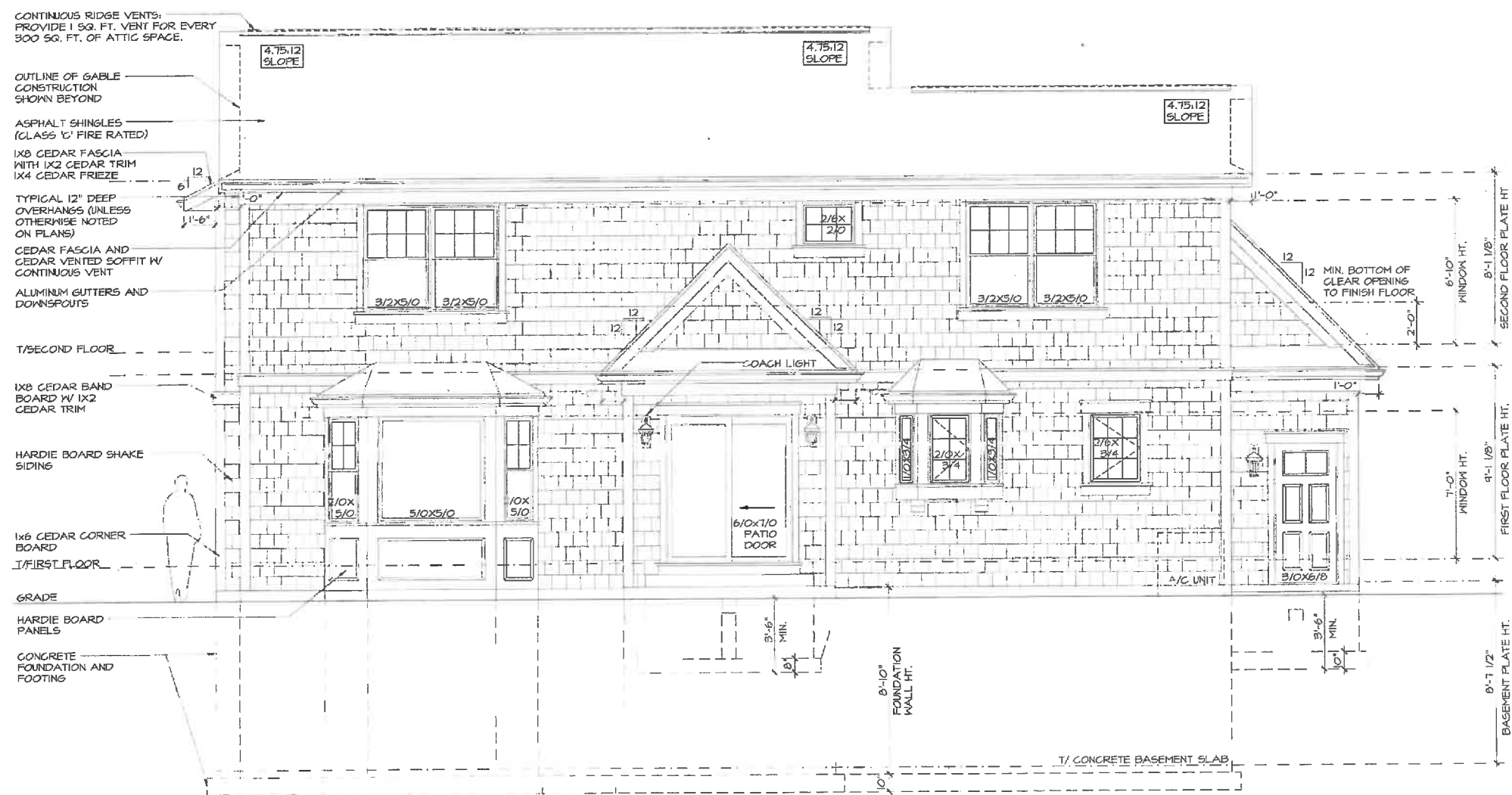
REVIEW ONLY - NOT FOR CONSTRUCTION

BAGAN RESIDENCE	
CUSTOM RESIDENCE 1124 S. FAIRVIEW AVE LAKE FOREST, IL 60045	
DATE	REVISION
08/27/2004	08/27/2004
08/27/2004	08/27/2004
08/27/2004	08/27/2004
08/27/2004	08/27/2004
PROJECT # ADD24181 DRAWN BY: DB/MB BAGAN RESIDENCE EXTERIOR ELEVATIONS AR 02	
PROJECT # ADD24181 DRAWN BY: DB/MB BAGAN RESIDENCE EXTERIOR ELEVATIONS AR 02	

GROUP EXHIBIT B

The Plans

REAR (WEST) ELEVATION



1 REAR ELEVATION
AR 04

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATORS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

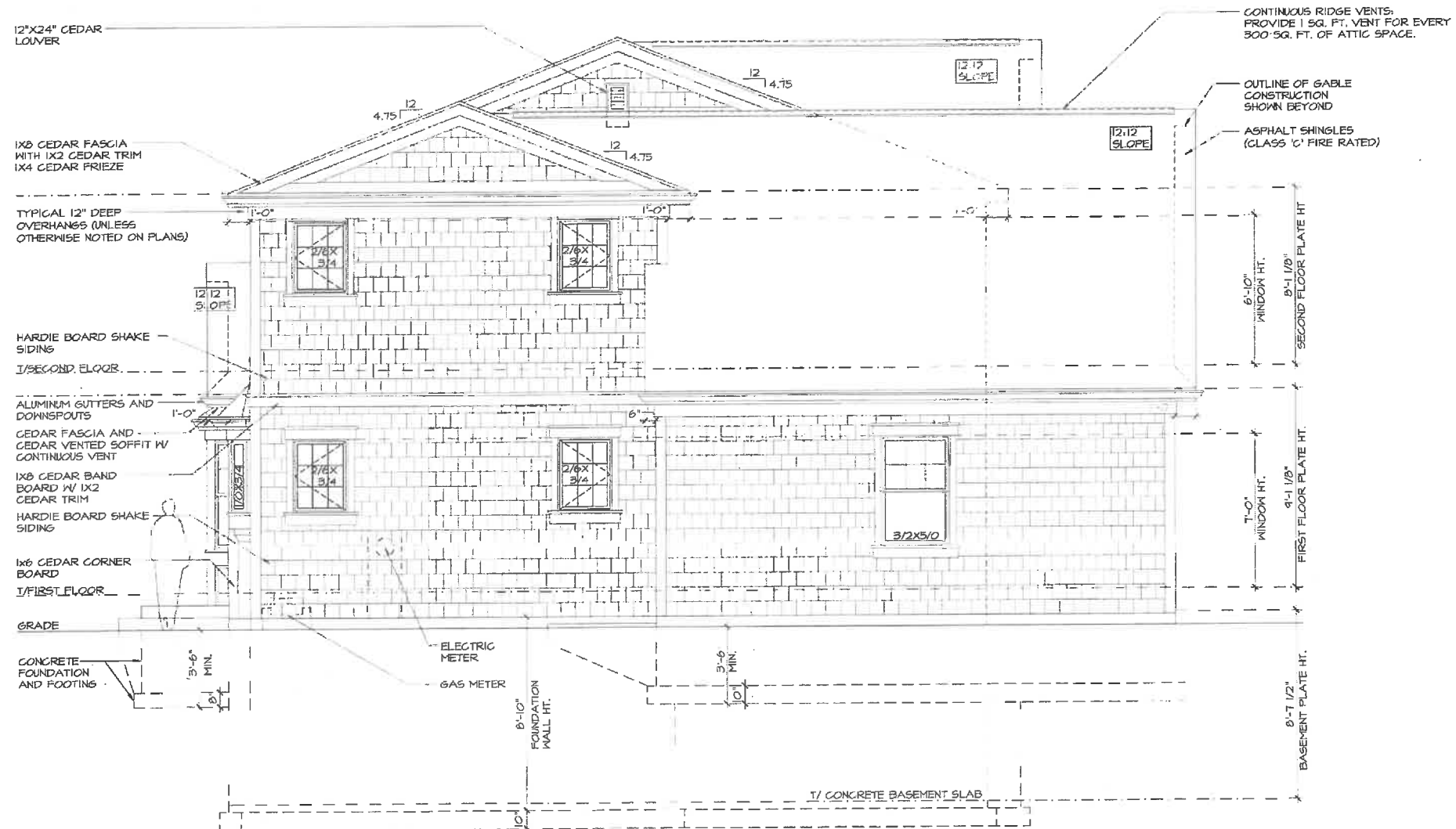
REVIEW ONLY-NOT FOR CONSTRUCTION

BAGAN RESIDENCE	
CUSTOM RESIDENCE 1124 S. FAIRVIEW AVE LAKE FOREST, IL 60045	
06/27/2024	REVIEW
06/28/2024	REVIEW
06/28/2024	REVIEW
06/27/2024	REVIEW
06/27/2024	REVIEW
25575 COMMERCE DR. WOODHOLM, ILLINOIS 60075 MAIN: 847-457-2300 FAX: 847-457-1000 ASPECT DESIGN INC. ARCHITECTS	
PROJECT #	AD24181
DRAWN BY:	DB / JCB
BAGAN RESIDENCE EXTERIOR ELEVATIONS	
AR 04	
4 OF 12 TOTAL SHEETS	

GROUP EXHIBIT B

The Plans

SIDE (SOUTH) ELEVATION



1 LEFT ELEVATION
AR 03

SCALE: N.T.S.

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY - NOT FOR CONSTRUCTION

BAGAN RESIDENCE	
CUSTOM RESIDENCE 1124 S. FAIRVIEW AVE LAKE FOREST, IL 60045	
DESIGNER	ASPECT DESIGN INC.
ARCHITECT	ARCHITECTS
PROJECT #	ACC0481
DRAWN BY:	DB /MB
BAGAN RESIDENCE EXTERIOR ELEVATIONS	
AR 03	
3 OF 12 TOTAL SHEETS	

GROUP EXHIBIT B

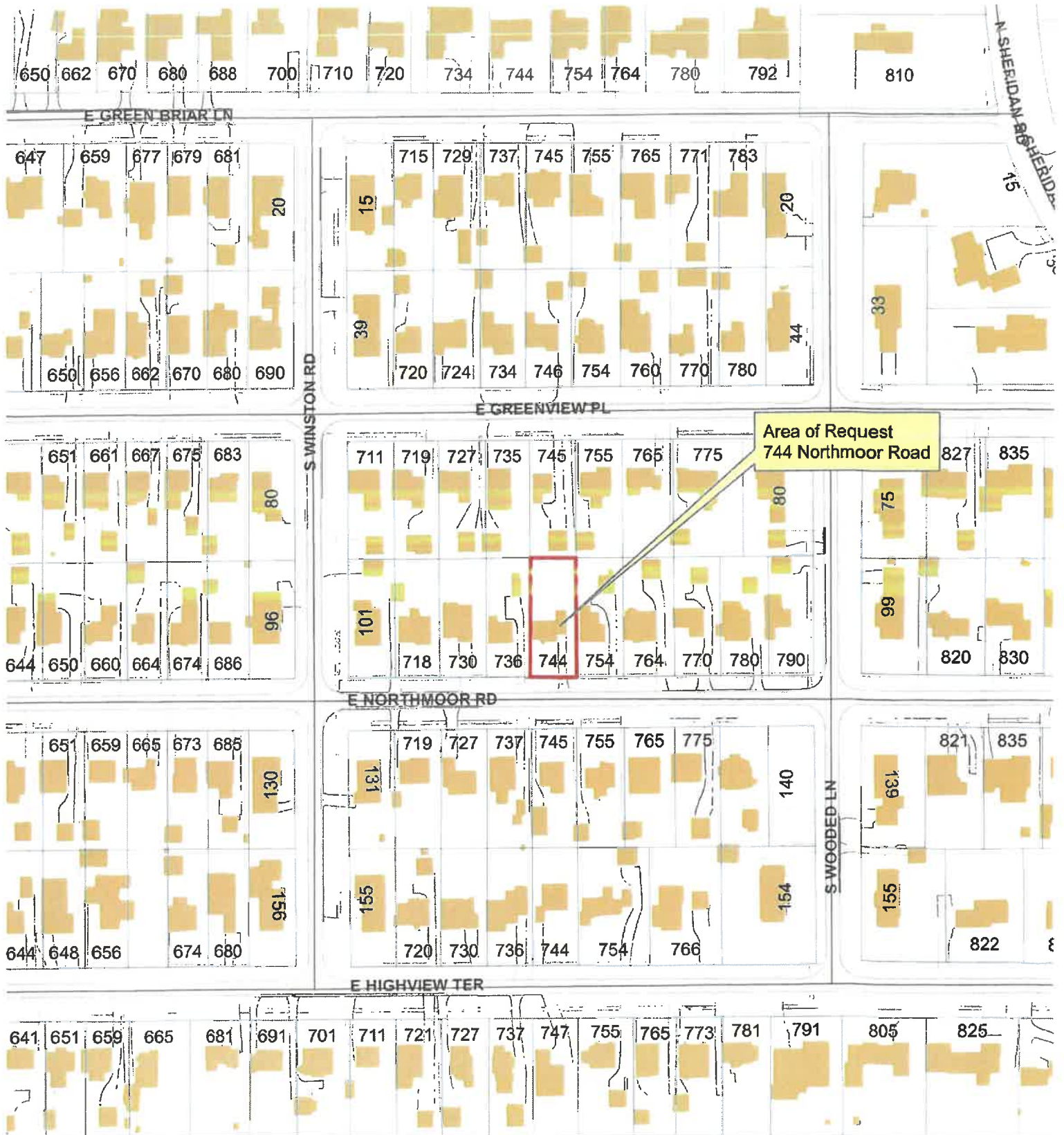
The Plans

CONCEPTUAL LANDSCAPE PLAN



Tag#	Size	Species	Condition
1	36"	Oak	Good
8	22"/38"/08"	Cornus	Good
10	40"	Cornus	Poor/Hazard
11	10"	Silver Maple	Fair/Leaning
12	8"	Silver Maple	Fair/Leaning
13	6"	Silver Maple	Good
14	11"	Silver Maple	Fair
15	13"	Oak	Good
16	11"	Oak	Good
19	23"	Silver Maple	Good
20	8"	Oak	Good
24	11"	Dead	Dead
25	9"	Dead	Dead
27	11"	Dead	Dead
28	13"	Oak	Good
29	23"	Oak	Good
31	9"	Oak	Good
A	12"	Silver Maple	Fair
B	12"	Silver Maple	Fair
C	6"	Silver Maple	Fair
D	6"	Silver Maple	Good
E	6"	Silver Maple	Fair
F	11"	Silver Maple	Fair/Leaning
G	6"	Hickory	Good
H	8"	Elm	Good
I	6"	Dead	Dead/Hazard
J	6"	Elm	Fair
K	6"	Buckhorn	Poor
L	14"	Oak	Fair

*TREE SPECIES & CONDITION INFORMATION COLLECTED BY JMR LANDSCAPING
 *LETTER DESIGNATION ARE FOR TREES NOT TAGGED



Area of Request
744 Northmoor Road

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 744 NORTHMOOR ROAD

WHEREAS, Marhsall Remington Pettygrove and Brittney Teasdale ("**Owners**") are the owners of that certain real property commonly known as 744 Northmoor Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-1, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to construct a second story addition over the existing attached garage ("**Improvements**") as depicted on the plans and architectural drawings that are attached hereto as Group **Exhibit B** ("**Plans**"); and

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

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on October 1, 2024; and

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

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

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

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

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

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

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

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

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

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

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.

- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.

- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.

- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

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

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

PASSED THIS __ DAY OF _____, 2024
AYES: () ABSENT: ()
NAYS: () ABSTAIN: ()

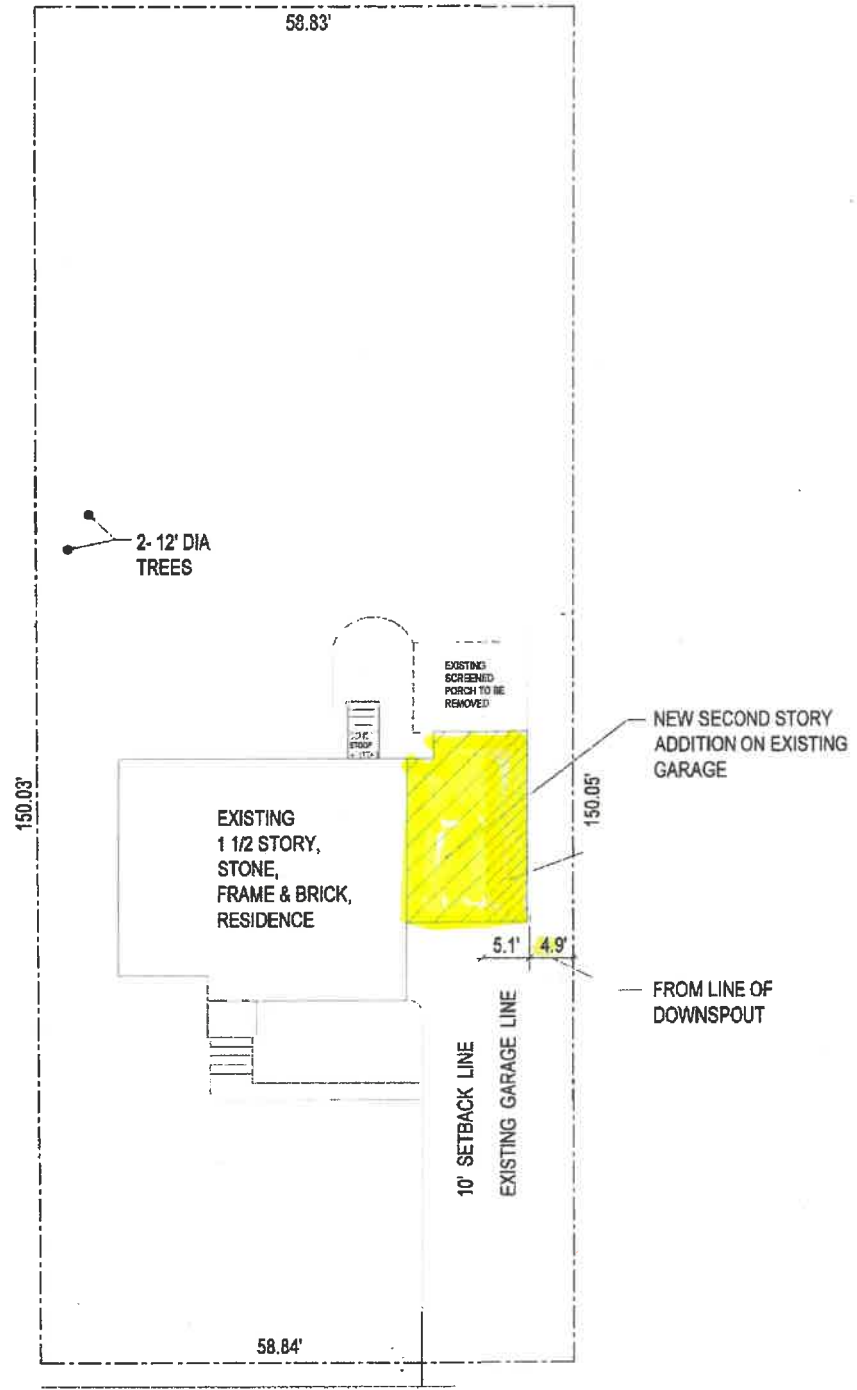
PASSED THIS __ DAY OF _____, 2024

Mayor

ATTEST:

City Clerk

SITE PLAN



PROPOSED SITE PLAN



ARCHITECT
 CURATOLO & ASSOCIATES
 378 E. THIRD ST., ELMHURST, IL
 847-791-5452

ZONING VARIANCE FOR
 744 NORTHMOOR ROAD
 LAKE FOREST, IL. 60045

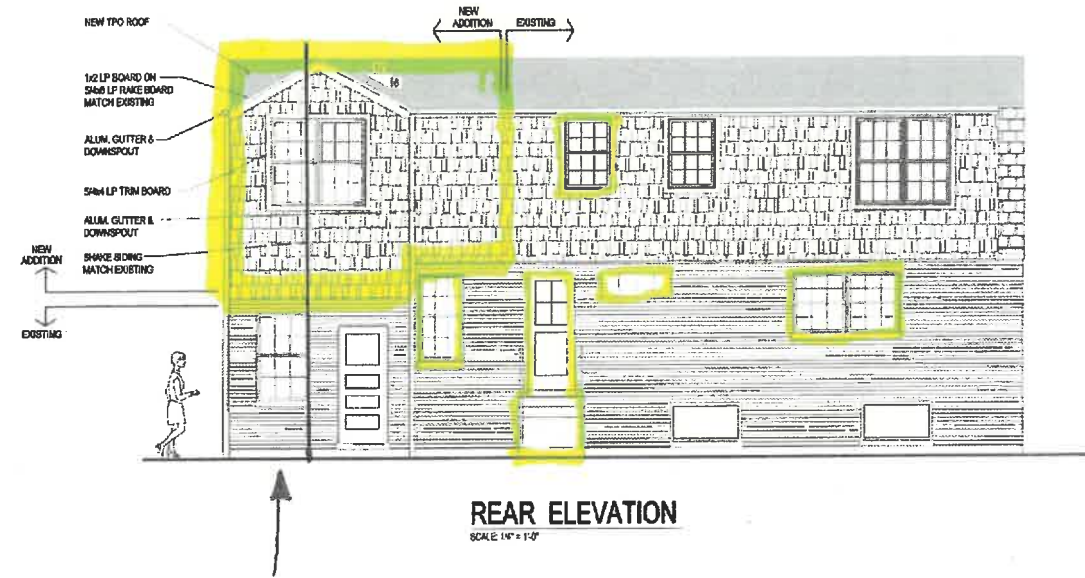
JOB NUMBER: 2024.75

DATE ISSUED: 8-14-2024
 REVISIONS:

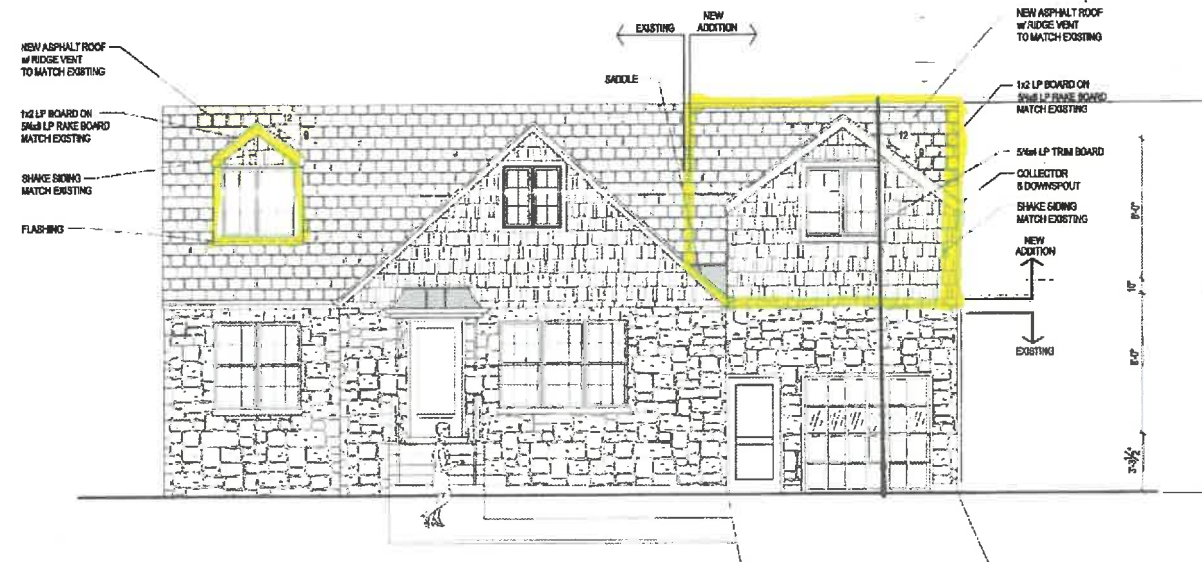
SHEET

A1

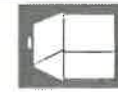
PROPOSED FRONT AND REAR ELEVATIONS



REAR ELEVATION
SCALE 1/4" = 1'-0"



FRONT ELEVATION
SCALE 1/4" = 1'-0"



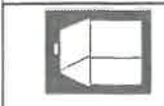
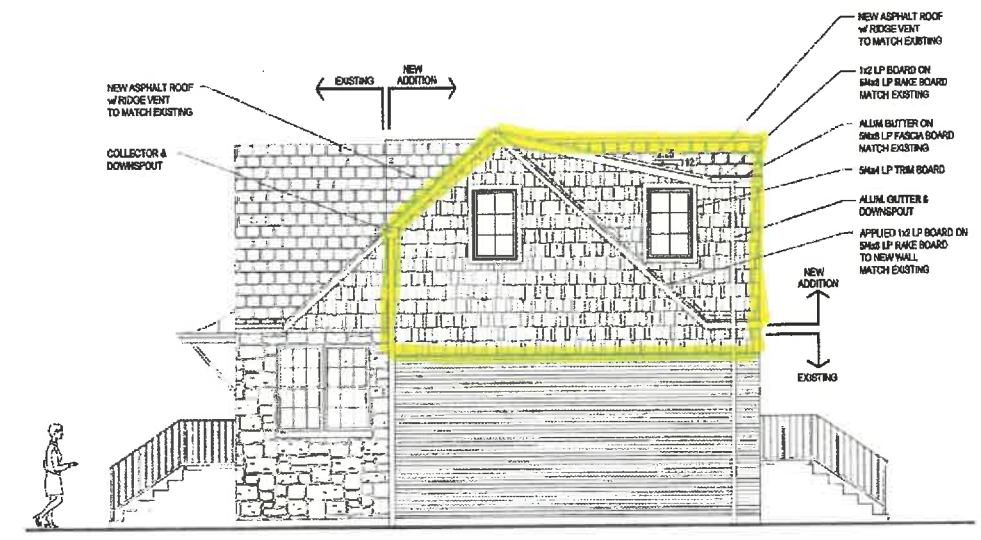
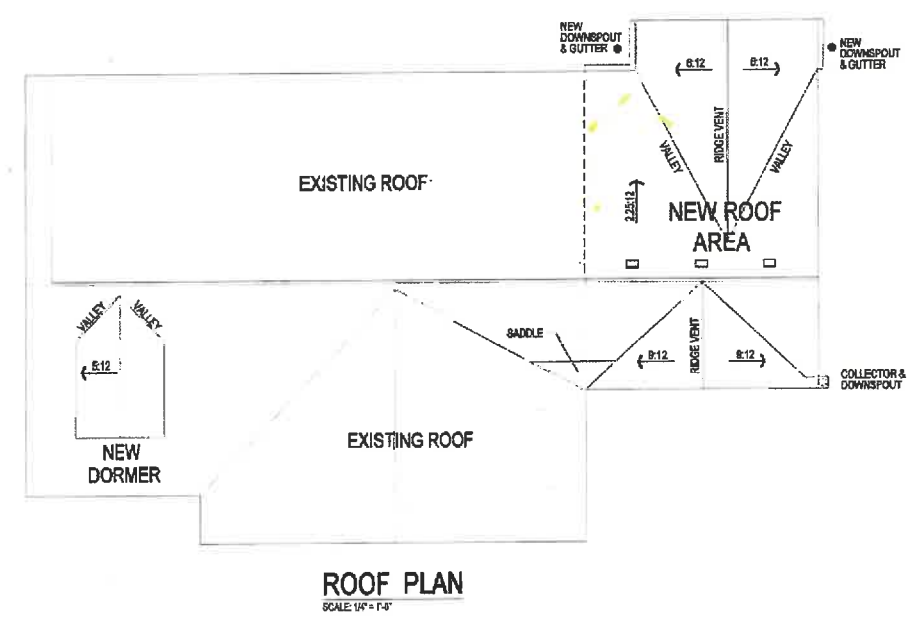
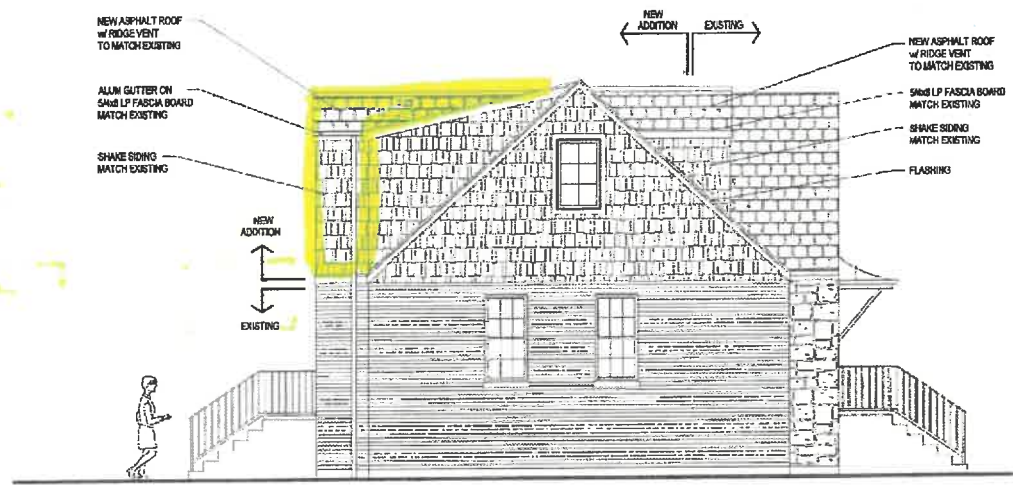
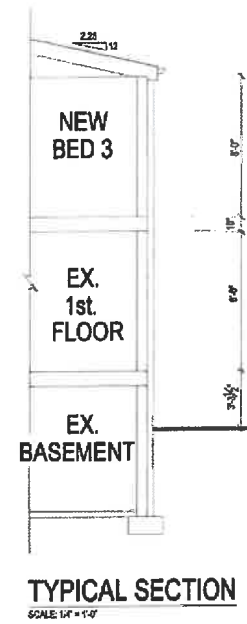
ARCHITECT
 CURATOLO & ASSOCIATES
 378 E. THIRD ST., ELMHURST, IL
 847-791-5452

ZONING VARIANCE FOR
 744 NORTHMOOR ROAD
 LAKE FOREST, IL. 60045

JOB NUMBER: 2024.75

DATE ISSUED: 6-12-2024 SHEET
 REVISIONS: SHEET
A4

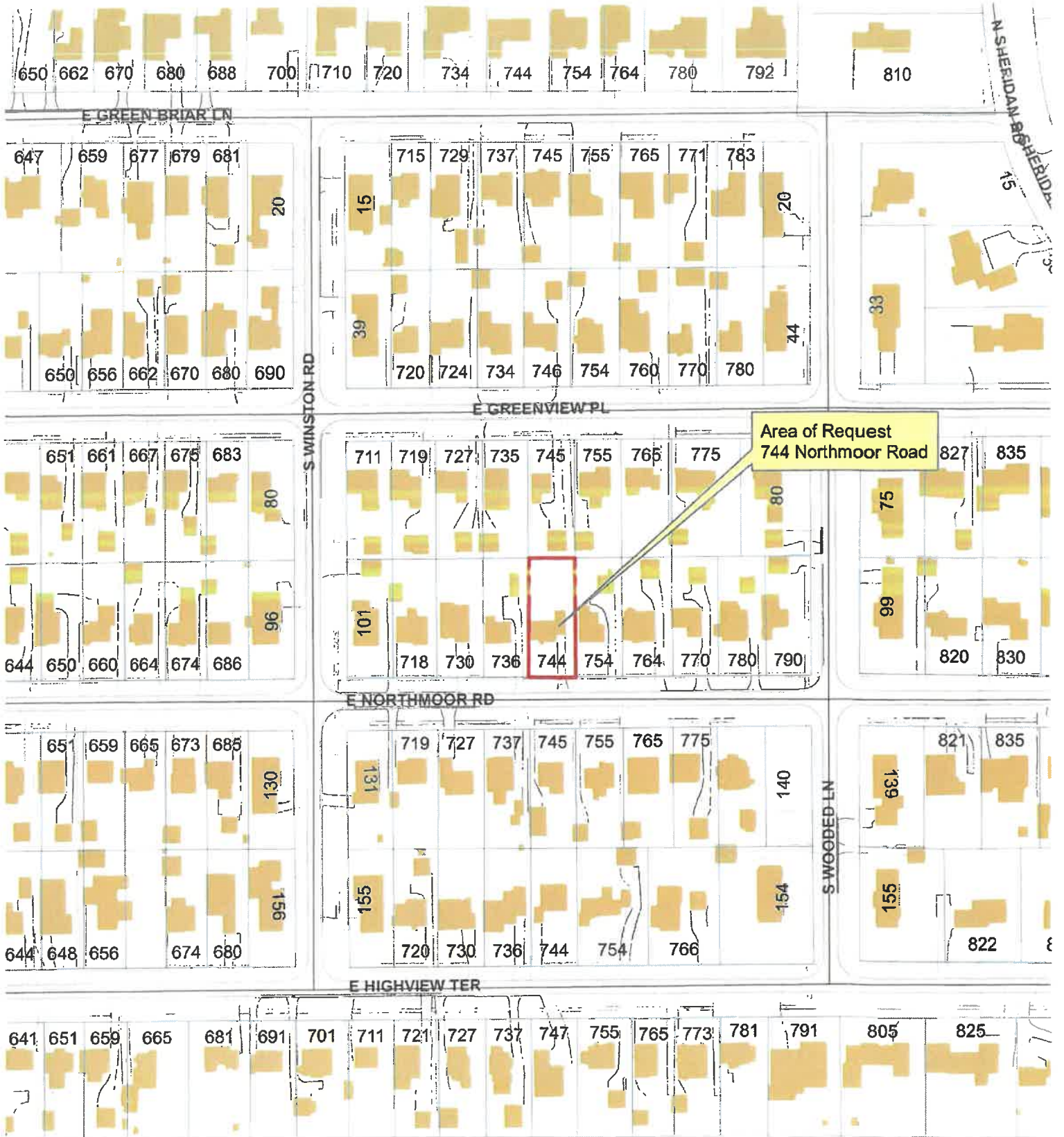
**PROPOSED SIDE ELEVATIONS
CROSS SECTION AND ROOF PLAN**



ARCHITECT
CURATOLO & ASSOCIATES
378 E. THIRD ST., ELMHURST, IL
847-791-5452

ZONING VARIANCE FOR
744 NORTHMOOR ROAD
LAKE FOREST, IL. 60045

JOB NUMBER	2024.75
DATE ISSUED	8-14-2024
REVISIONS	
	SHEET A5



THE CITY OF LAKE FOREST
ORDINANCE NO. 2024-__

**AN ORDINANCE GRANTING A VARIANCE FROM THE SIDE YARD SETBACK FOR
PROPERTY LOCATED AT 744 NORTHMOOR ROAD**

WHEREAS, Marshall Remington Pettygrove and Brittney Teasdale ("**Owners**") are the owners of that certain real property commonly known as 744 Northmoor Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-1, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to construct a second story addition partially within the side yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") for a variance from Section 159.084, R-1, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, partially within the side yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on September 23, 2024; and

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

1. A variance from the side yard setback in conformance with the plans presented will not alter the essential character of the neighborhood. The second story addition will be generally consistent in mass and proximity to the side property lines as other homes in the established neighborhood.
2. The conditions upon which the side yard setback variance is requested, including the original siting of the house, are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The existing lot does not conform to the minimum lot width or lot size for R-1 zoning. The existing residence does not conform with the yard setback requirements. The hardship which necessitates a variance to add functional second story living space results from approval of the subdivision and construction of the home prior to the current zoning regulations.

4. The variance and the resulting addition are intended to upgrade the home by adding limited living space and enhancing the overall appearance of the home.
5. No evidence has been submitted that indicates the side yard variance, if approved, will increase congestion, endanger public safety, or diminish property values in the neighborhood.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

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

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

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

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow construction of a second story addition over the existing garage no closer than 4.9 feet to the side (east) property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and

other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the

form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

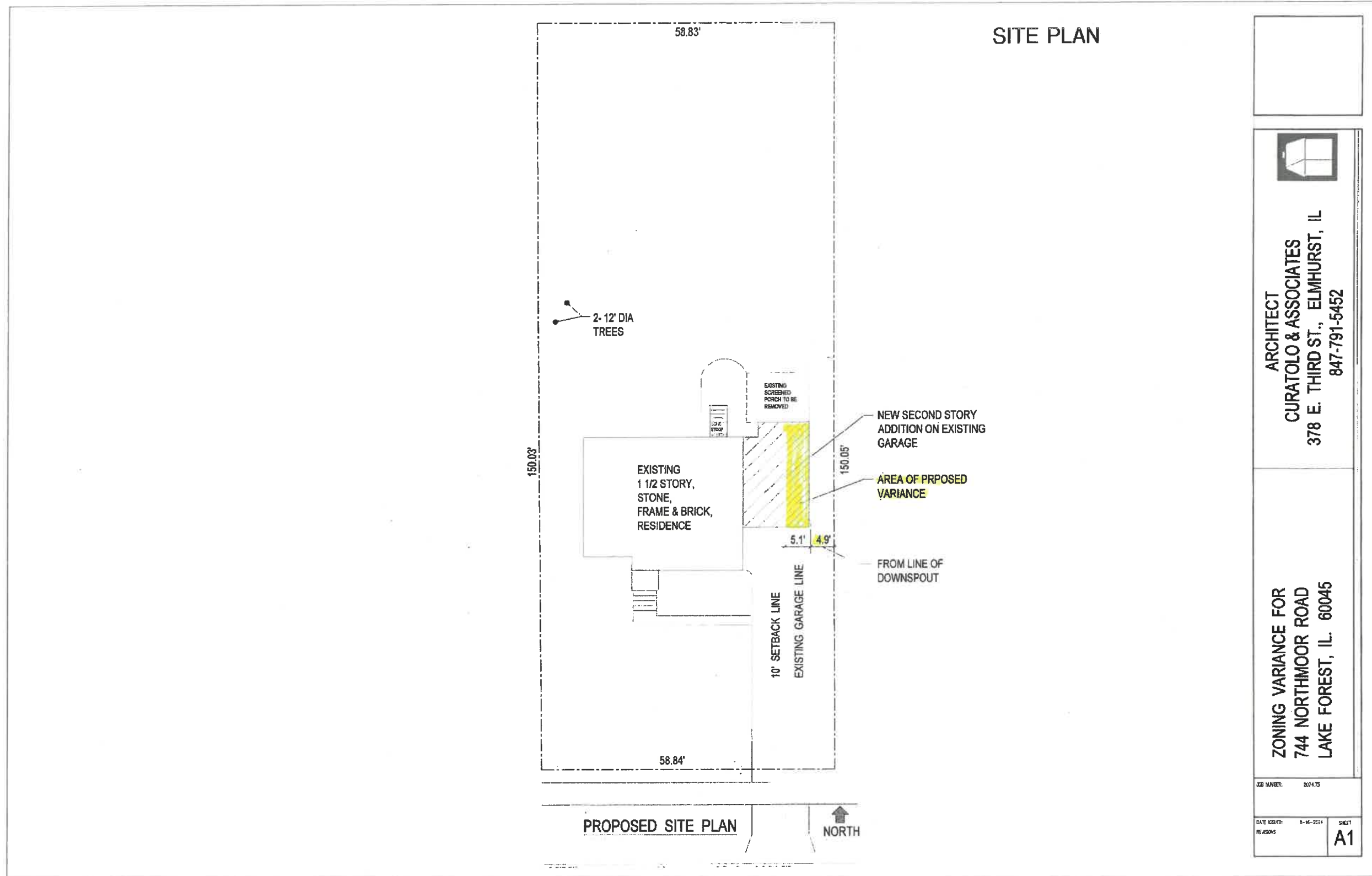
Mayor

ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans





THE CITY OF LAKE FOREST
ORDINANCE NO. 2024-__

AN ORDINANCE GRANTING A VARIANCE FROM THE ACCESSORY STRUCTURE SIDE YARD SETBACK FOR PROPERTY LOCATED AT 854 HIGHVIEW TERRACE

WHEREAS, Tomas and Catherine Fencel ("**Owners**") are the owners of that certain real property commonly known as 854 Highview Terrace, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-1, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to construct a replacement detached garage within the accessory structure side yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") for a variance from Section 159.084, R-1, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the accessory structure side yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 28, 2024; and

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

1. The requested accessory structure side (west) yard setback variance will not alter the essential character of the neighborhood. A deteriorated detached garage exists in this general location and will be removed. The footprint of the garage will remain the same, only minimal changes are proposed to the mass of the structure.
2. The conditions upon which the variance is requested, including the siting of the original garage and the adoption of the zoning regulations since it was constructed, are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The hardship in conforming to the required setback is a result of the construction of the existing garage in this location in compliance with the zoning regulations in place at that time, and consistent with the pattern in the neighborhood. The property is challenged by drainage issues and a heritage tree in the rear yard.

4. The variance and the resulting detached garage will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values. The proposed detached garage is nearly identical to the existing garage and is intended to upgrade the property, improve drainage, and preserve a heritage tree.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

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

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

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

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow construction of a replacement detached garage no closer than one (1) foot eight (8) inches to the side (west) property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly

applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the

form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

Mayor

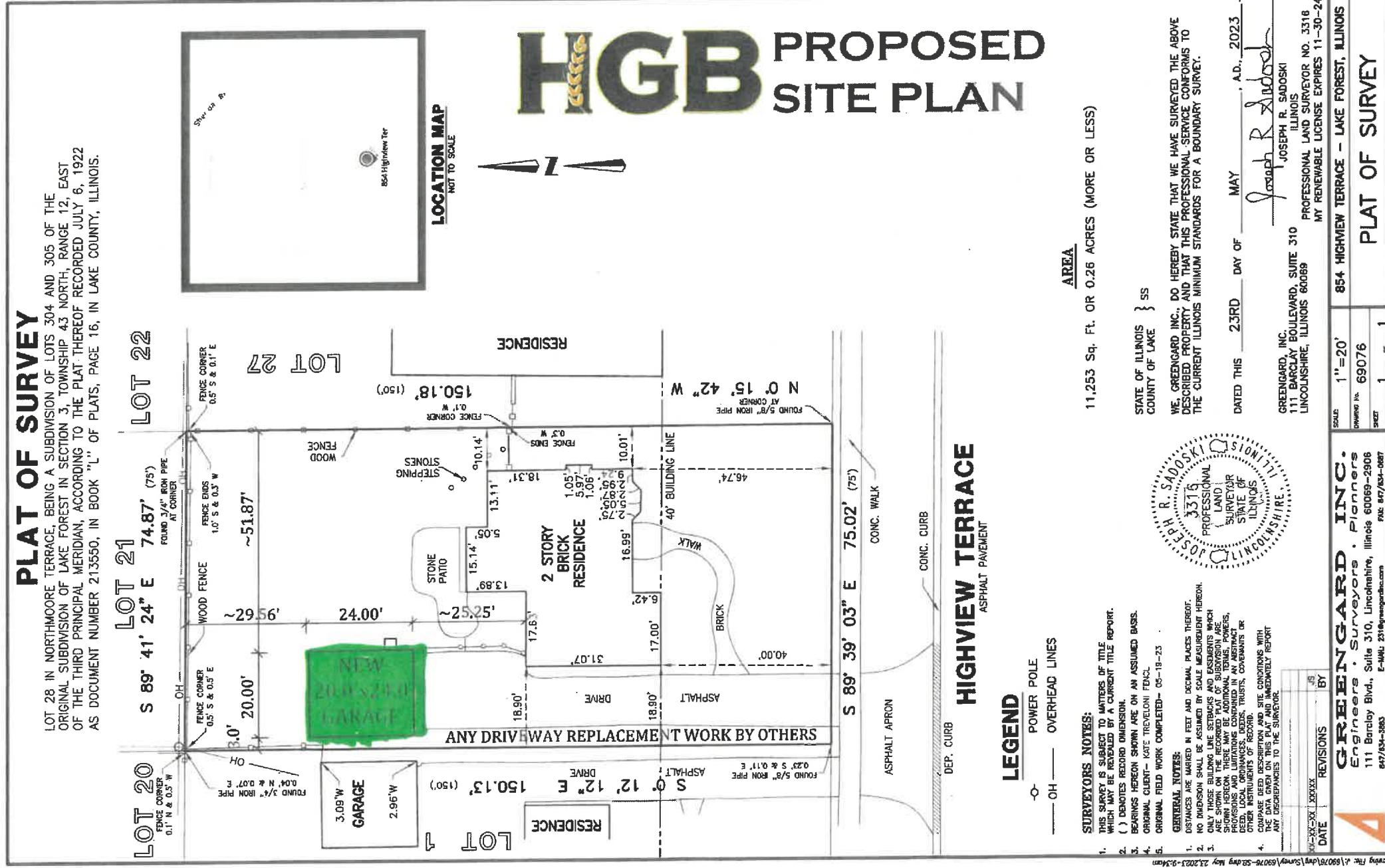
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

PROPOSED SITE PLAN



PLAT OF SURVEY

LOT 28 IN NORTHMOORE TERRACE, BEING A SUBDIVISION OF LOTS 304 AND 305 OF THE ORIGINAL SUBDIVISION OF LAKE FOREST IN SECTION 3, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 6, 1922 AS DOCUMENT NUMBER 213550, IN BOOK "L" OF PLATS, PAGE 16, IN LAKE COUNTY, ILLINOIS.

LOT 20
FENCE CORNER 0.1' N & 0.5' W
FOUND 3/4" IRON PIPE AT CORNER
S 89° 41' 24" E 74.87' (75)
WOOD FENCE
FENCE ENDS 1.0' S & 0.3' W
~51.87'
WOOD FENCE
FENCE CORNER 0.5' S & 0.1' E
LOT 22

LOT 21
FENCE CORNER 0.1' N & 0.5' W
FOUND 3/4" IRON PIPE AT CORNER
S 89° 39' 03" E 75.02' (75)
WOOD FENCE
FENCE ENDS 1.0' S & 0.3' W
~51.87'
WOOD FENCE
FENCE CORNER 0.5' S & 0.1' E
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HGB PROPOSED SITE PLAN

LOCATION MAP
NOT TO SCALE

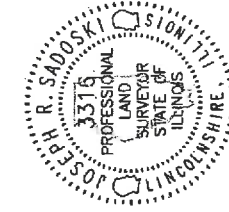
AREA
11,253 Sq. Ft. OR 0.26 ACRES (MORE OR LESS)

STATE OF ILLINOIS } SS
COUNTY OF LAKE }

WE, GREENGARD, INC., DO HEREBY STATE THAT WE HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED THIS 23RD DAY OF MAY A.D., 2023

JOSEPH R. SADOOSKI
PROFESSIONAL LAND SURVEYOR NO. 3318
ILLINOIS
111 BARCLAY BOULEVARD, SUITE 310
LINCOLNSHIRE, ILLINOIS 60069
MY RENEWABLE LICENSE EXPIRES 11-30-24



LEGEND

- POWER POLE
- OH — OVERHEAD LINES

SURVEYORS NOTES:

- THIS SURVEY IS SUBJECT TO MATTERS OF TITLE WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT.
- () DENOTES RECORD DIMENSION.
- BEARINGS HEREON SHOWN ARE ON AN ASSUMED BASIS.
- ORIGINAL CLIENT - KATE TREVELON FENCE.
- ORIGINAL FIELD WORK COMPLETED - 05-18-23

- GENERAL NOTES:**
- DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF.
 - NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON.
 - ONLY THOSE BUILDING LINE SETBACKS AND EASEMENTS WHICH SHOWN ON THE RECORDS AND EASEMENTS MAPS SHALL BE CONSIDERED. THESE MAY BE ADJUSTED TO MEET LOCAL ORDINANCES, DEEDS, TRUSTS, COVENANTS OR COURSE USED DESCRIPTION AND SITE CONDITIONS WITH THE DATA GIVEN ON THIS PLAT AND IMMEDIATELY REPORT ANY DISCREPANCIES TO THE SURVEYOR.

DATE	REVISIONS	BY

GREENGARD, INC.
Engineers & Surveyors - Planners
111 Barclay Blvd., Suite 310, Lincolnshire, Illinois 60069-2906
647/654-5883
E-MAIL: 2316@greengard.com

SCALE: 1" = 20'
DRAWING NO. 69076
SHEET 1 OF 1

PLAT OF SURVEY

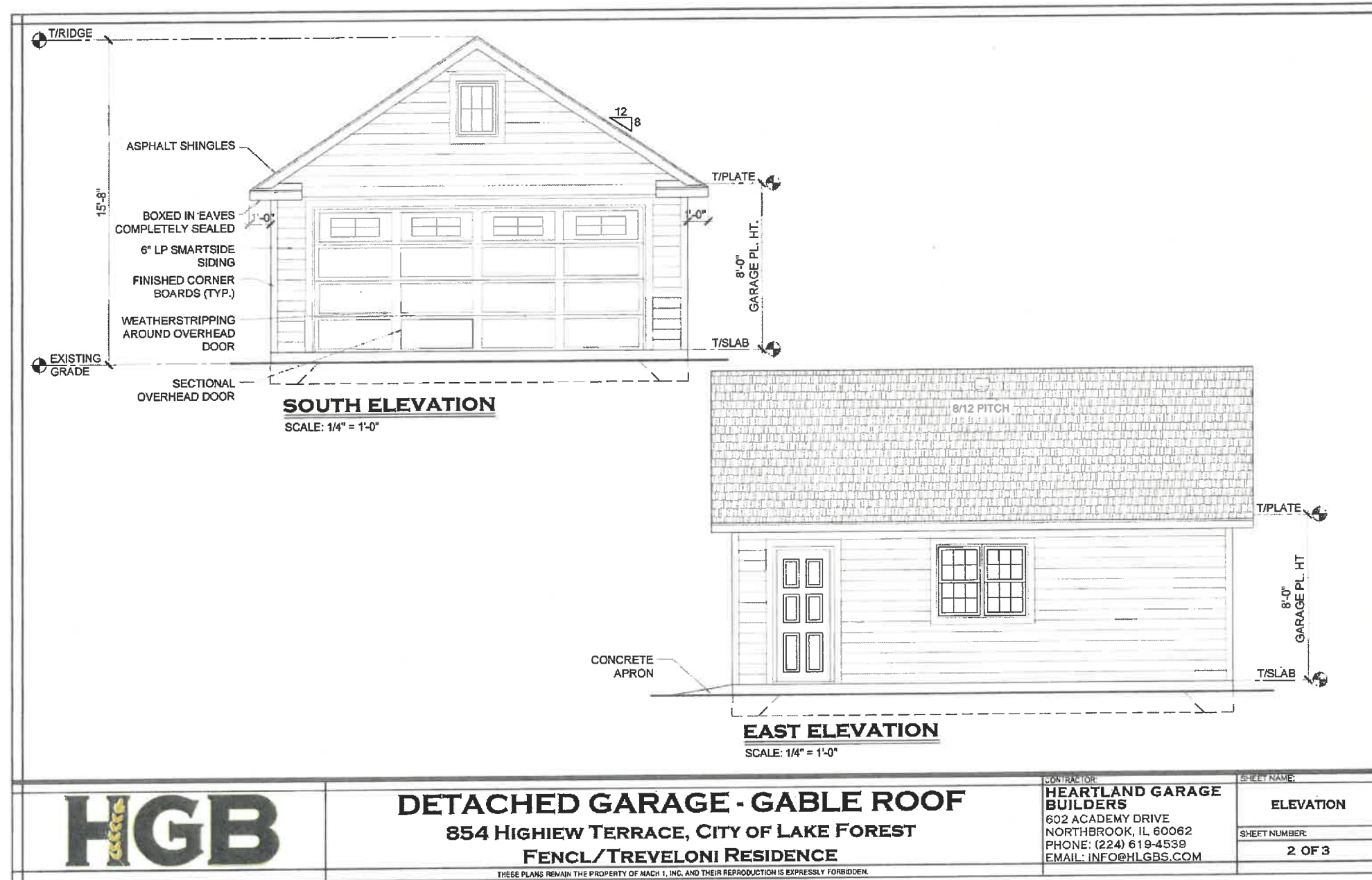
854 HIGHVIEW TERRACE - LAKE FOREST, ILLINOIS

Working File: 4\189076\day\Survey\69076-23.dwg May 23, 2023 9:34am

GROUP EXHIBIT B

The Plans

PROPOSED ELEVATIONS



DETACHED GARAGE - GABLE ROOF
854 HIGHIEW TERRACE, CITY OF LAKE FOREST
FENCL/TREVELONI RESIDENCE

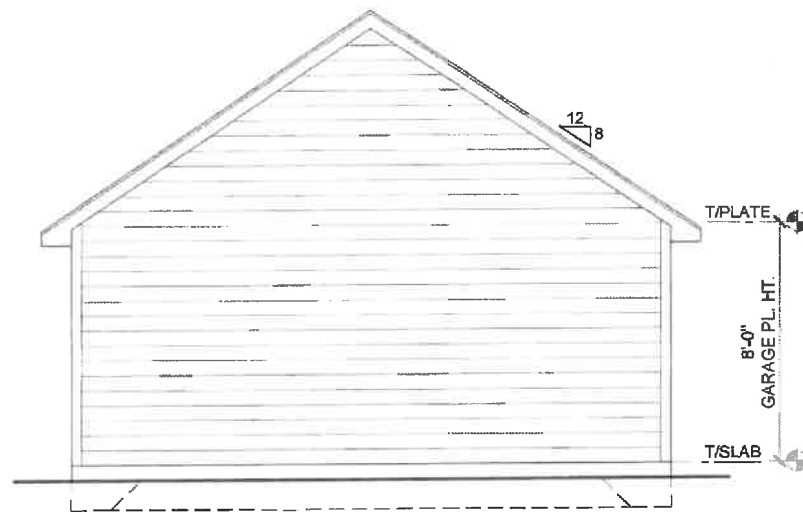
CONTRACTOR
HEARTLAND GARAGE BUILDERS
602 ACADEMY DRIVE
NORTHBROOK, IL 60062
PHONE: (224) 619-4539
EMAIL: INFO@HLGBS.COM

SHEET NAME:
ELEVATION
SHEET NUMBER:
2 OF 3

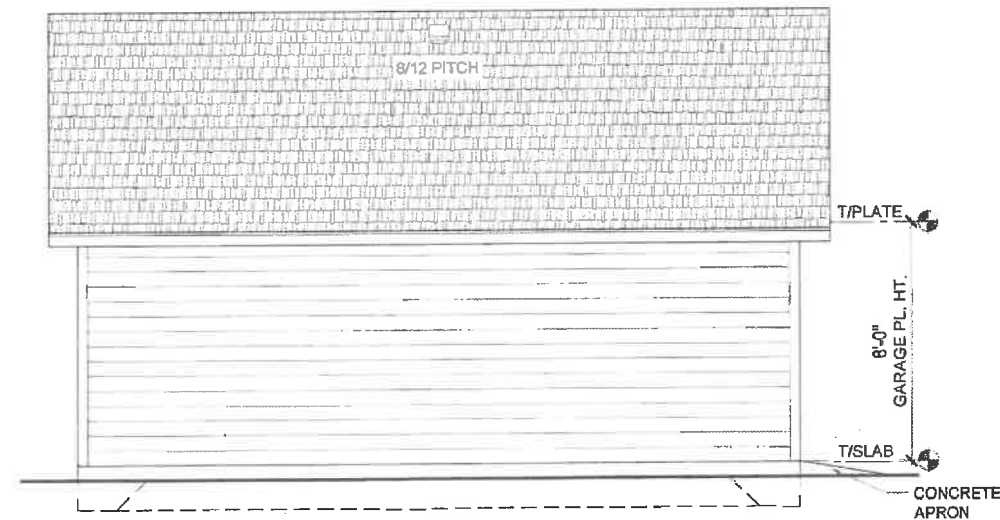
THESE PLANS REMAIN THE PROPERTY OF MACH 1, INC. AND THEIR REPRODUCTION IS EXPRESSLY FORBIDDEN.

GROUP EXHIBIT B

The Plans



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



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

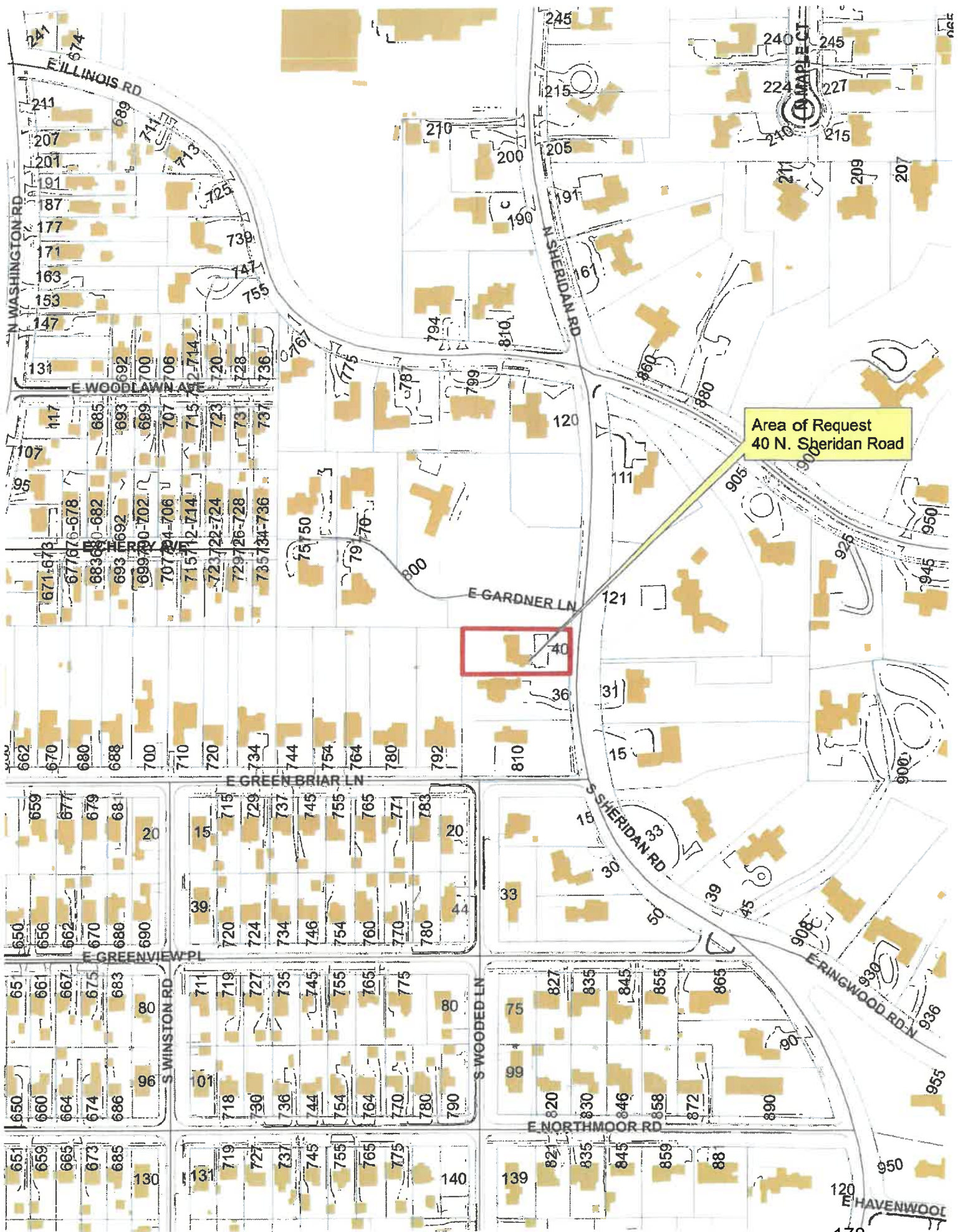


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854 HIGHIEW TERRACE, CITY OF LAKE FOREST
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602 ACADEMY DRIVE
NORTHBROOK, IL 60062
PHONE: (224) 619-4539
EMAIL: INFO@HLGBS.COM

SHEET NAME:
ELEVATIONS
SHEET NUMBER:
3 OF 3



Area of Request
40 N. Sheridan Road

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-___

AN ORDINANCE GRANTING A VARIANCE FROM THE SIDE YARD SETBACK FOR
PROPERTY LOCATED AT 40 N. SHERIDAN ROAD

WHEREAS, Casamigos, LLC (John and Amy Davidson) ("**Owners**") are the owners of that certain real property commonly known as 40 N. Sheridan Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence Zoning District; and

WHEREAS, the Owners desire to construct a small addition and relocate air conditioning units within the side yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") for variances from Section 159.084, R-2, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the side yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 28, 2024; and

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

1. Variances from the side yard setback for the proposed mudroom and garage addition and relocation of the air conditioning units as requested will not alter the essential character of the neighborhood. The garage and mudroom addition will be generally consistent in mass and proximity to the side property lines as other homes in the established neighborhood.
2. The conditions upon which the side yard setback variances are requested, including the original siting of the house, are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The existing lot does not conform to the minimum lot width for the R-2 zoning district. The existing residence does not conform with the side yard setback from the south property line. The hardship which necessitates a variance to add functional first floor space results from approval of the

- subdivision and construction of the home prior to the current Zoning Code regulations.
4. The variances and the resulting addition are intended to upgrade the home.
 5. No evidence has been submitted that indicates the side yard variances, if approved, will increase congestion, endanger public safety, or diminish property values in the neighborhood.

and recommended that the City Council approve the variances subject to the terms and conditions hereinafter set forth; and

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

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

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

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variances to allow construction of an addition no closer than 6.5 feet to the side (south) property line and air conditioning units to be located immediately adjacent to the south wall of the addition, within the side yard setback, with the incorporation of sound mitigation measures.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. **No Authorization of Work.** This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the

City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- G. Sound Mitigation. The Owners shall install sound mitigation materials around and above the air conditioning units subject to review and approval by the City.

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

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

Mayor

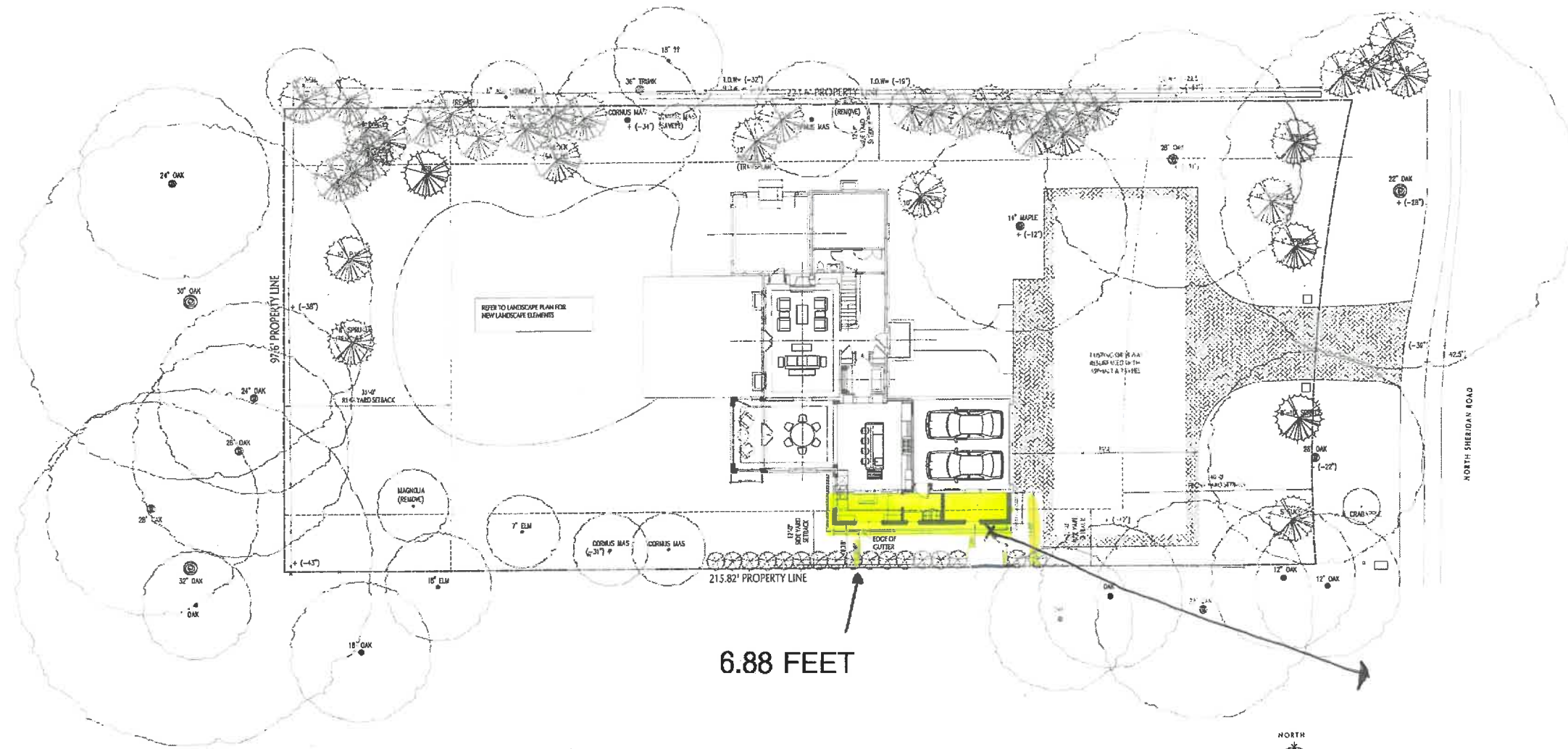
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

SITE PLAN



PROPOSED SITE PLAN-SCHEME "F"

▪ THE DAVIDSON RESIDENCE ▪
40 N SHERIDAN LAKE FOREST

STREIGHTIFF
555 OAKWOOD LAKE FOREST

GROUP EXHIBIT B

The Plans

PROPOSED EAST (FRONT) ELEVATION

12ft SIDE YARD SETBACK LINE



PROPOSED EAST ELEVATION - SCHEME "F"

SCALE 1/4" = 1'-0"

THE DAVIDSON RESIDENCE
40 N. SHERIDAN LAKE FOREST

STREIGHTIFF
151 DAWOOD LAKE FOREST

GROUP EXHIBIT B

The Plans

PROPOSED WEST (REAR) ELEVATION



PROPOSED WEST ELEVATION - SCHEME "F"

SCALE 1/8" = 1'-0"

▪ THE DAVIDSON RESIDENCE ▪
40 SHERIDAN LAKE FOREST

STREIGHTIFF
535 OAKWOOD LAKE FOREST

GROUP EXHIBIT B

The Plans

PROPOSED SOUTH (SIDE) ELEVATION



PROPOSED SOUTH ELEVATION - SCHEME "F"

SCALE 1/4"=1/4"

• THE DAVIDSON RESIDENCE •
40 N SHERIDAN LAKE FOREST

STREIGHTLIFF
555 OAKWOOD LAKE FOREST

GROUP EXHIBIT B

The Plans

PROPOSED NORTH (SIDE) ELEVATION

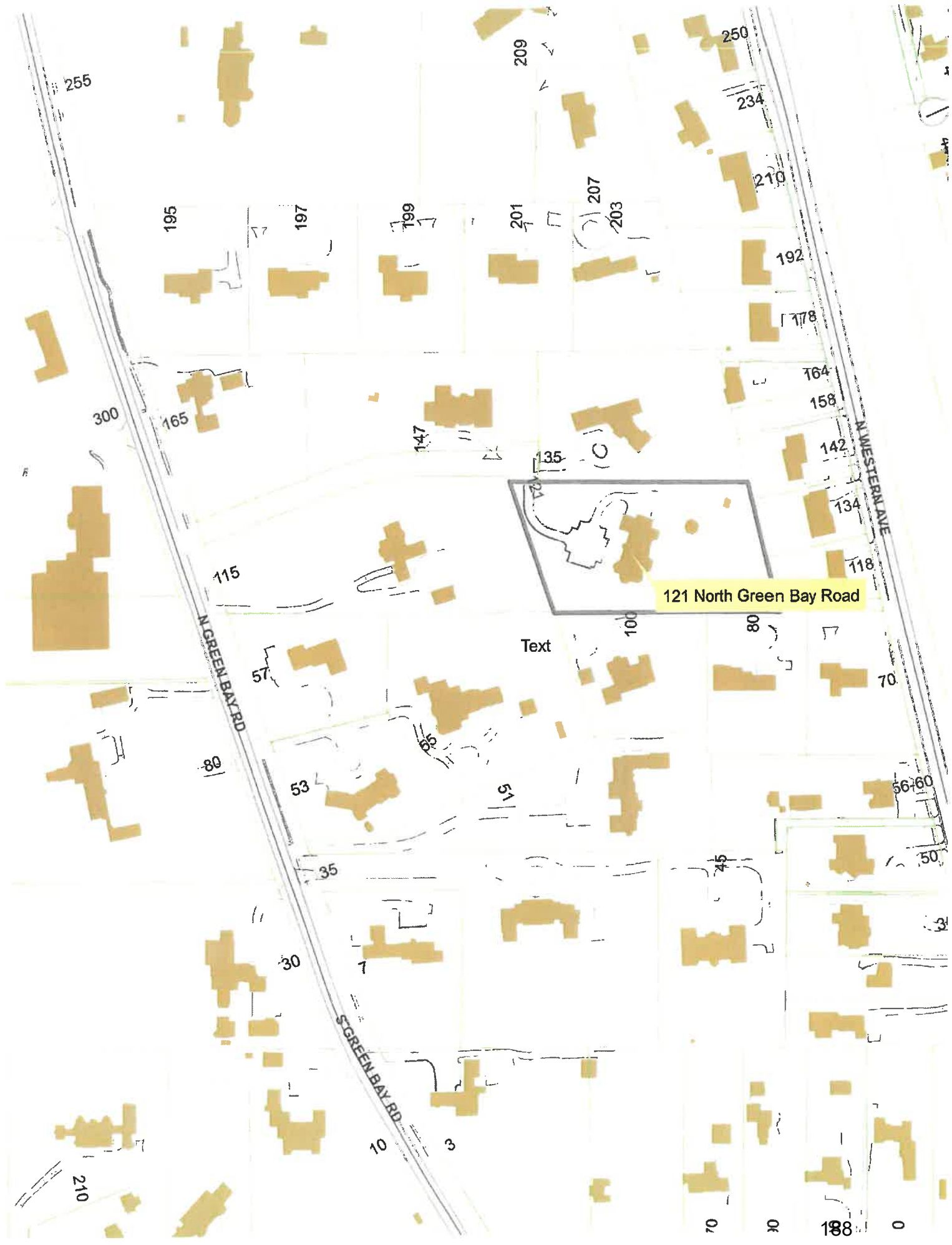


PROPOSED NORTH ELEVATION - SCHEME "F"

SCALE 1/8" = 1'-0"

• THE DAVIDSON RESIDENCE •
40 N SHERIDAN LAKE FOREST

STREIGHTIFF
555 OAKWOOD LAKE FOREST



255

250

209

234

195

197

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201

207

203

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192

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164

158

300

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142

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118

115

121 North Green Bay Road

Text

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N GREEN BAY RD

N WESTERN AVE

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188

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THE CITY OF LAKE FOREST

ORDINANCE NO. 2024 - ____

AN ORDINANCE GRANTING A FLOOR AREA EXCEPTION FOR
THE PROPERTY LOCATED AT 121 N. GREEN BAY ROAD

WHEREAS, Kevin and Jane Hoffmeyer ("**Owners**") are the owners of that certain real property commonly known as 121 N. Green Bay Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property has been designated as a Local Landmark or included in a Local Historic District pursuant to Chapter 155 of the City Code; and

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

WHEREAS, the Owners desire to construct improvements including a garage addition and pool house and make other alterations ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, in order to construct the Improvements, Section 155.07 of the City Code requires the Owners to obtain a Certificate of Appropriateness ("**CoA**") from the Historic Preservation Commission ("**HPC**");

WHEREAS, some of the Improvements as depicted on the Plans would exceed the maximum floor area allowances set forth in Section 150.148(D), which apply to new construction on, or additions and alterations to existing construction on, residential property; and

WHEREAS, pursuant to notice duly published, the HPC reviewed and evaluated the Plans at a public hearing held on June 26, 2024; and

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

1. the Property is located within the R-4 District under the City Code,
2. Owners propose to construct the Improvements as depicted on the Plans,

3. as depicted on the Plans, the Improvements exceed the maximum floor area allowances set forth in Section 150-148(D) of the City Code,
4. the Improvements are consistent with the design standards in Section 150.147 of the City Code,
5. the Property is in a local historic district or is designated as a Local Landmark and the Improvements are consistent with the standards in the Historic Preservation Ordinance, and approval of the Improvements as depicted on the Plans would further the purpose of the Historic Preservation Ordinance,
6. the HPC has determined that the Plans qualify for a Certificate of Appropriateness under the standards set forth in Section 155.08 of the City Code;
7. the location, massing and architectural detailing of the Improvements will mitigate the appearance of excessive height and mass of the structures and as a result, the proposed development of the Improvements as set forth on the Plans is in keeping with the streetscape and overall neighborhood,
8. the Improvements are sited in a manner that minimizes the appearance of mass from the streetscape and neighboring residences due to existing fencing and vegetation. In addition, the proposed Improvements will not have a significant negative impact on the light to or views from neighboring homes.
9. the height and mass of the Improvements will generally be compatible with the height and mass of improvements will be subordinate to the existing structure and to structures on adjacent lots, buildings on the street and on adjacent streets, and other residences and garages in the same subdivision,
10. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with this Ordinance, the recommended conditions, and the Plans, will meet the standards and requirements of Sections 150.147 and 150.148 of the City Code,

and recommended that the City Council approve the Application and the Plans and grant an exception to the maximum allowable floor area consistent with the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owners' request for exceptions to the maximum floor area requirements set forth in Section 150.148 of the City Code and the findings and recommendations of the HPC, have determined that it is in the best interests of the City and its residents to grant such exceptions, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council further determine in the exercise of the City's home rule powers that it is in the best interests of the City and its residents to grant Owners' request for exceptions to the otherwise applicable maximum floor area requirements, subject to the terms and conditions hereinafter set forth;

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

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

SECTION TWO: Maximum Floor Area Exception Granted. Pursuant to Section 155.08 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant an exception to the maximum floor area requirements set forth in Section 150.148(D) of the City Code, as more fully depicted on the Plans, by allowing the Improvements which together with other structures on the Property will have a maximum square footage not to exceed 13,715 square feet, 38% over the allowable square footage.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. **No Authorization of Work.** This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals

granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters 150, regarding building, 156, regarding subdivisions, 159, regarding zoning, and 155, regarding historic preservation, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.
- F. Other Conditions. The improvements shall be substantially in conformance with the Commission's deliberations as reflected on Exhibit C, Certification of Appropriateness, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if Owners have (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

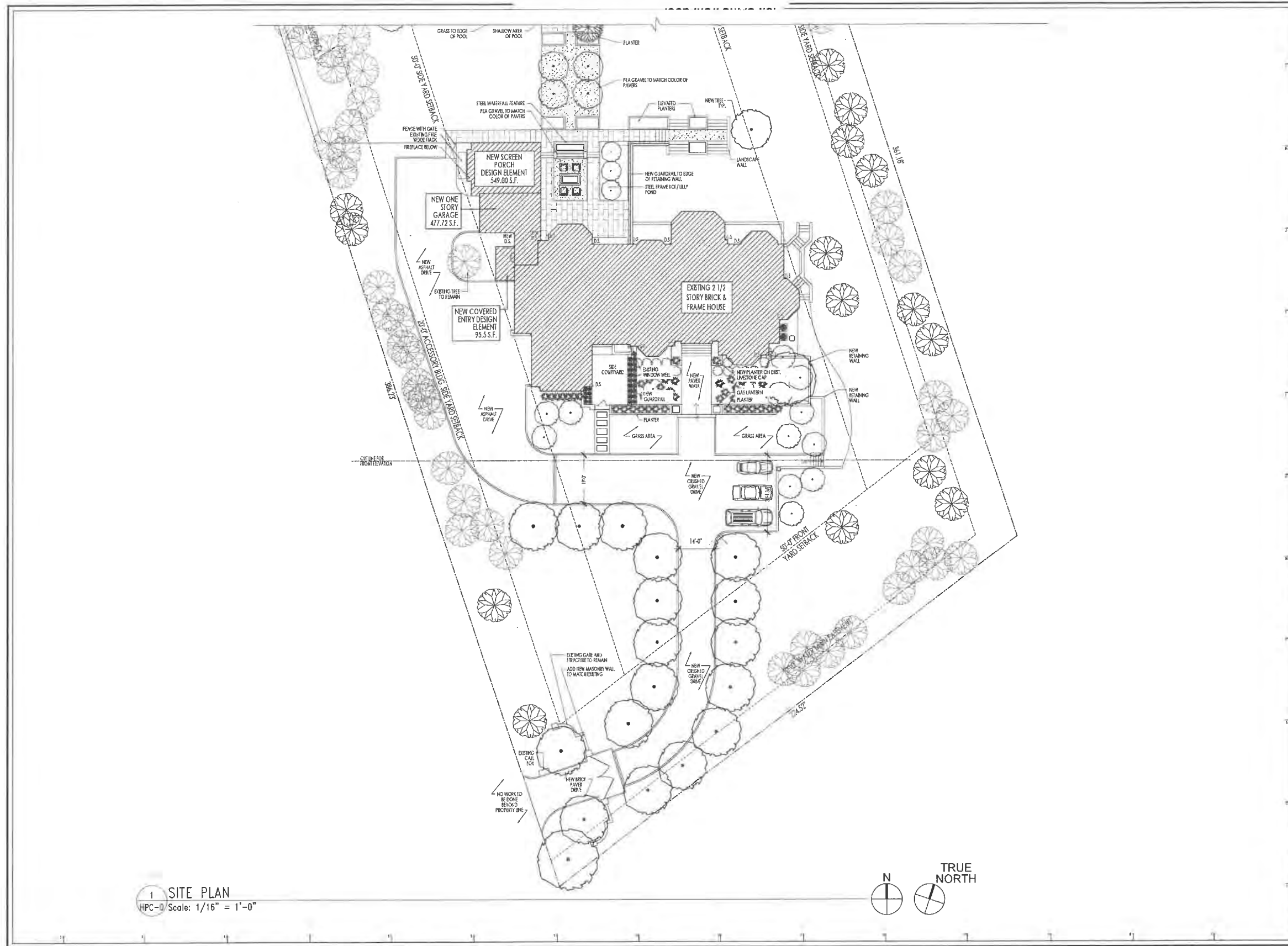
Mayor

ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans



1 SITE PLAN
HPC-0 Scale: 1/16" = 1'-0"

INDEX OF DRAWINGS

- HPC-0 SITE PLAN
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- HPC-2 LARGE SCALE DRAWING OF GARAGE ENTRY
- HPC-3 PARTIAL FRONT ELEVATION
- HPC-4 PARTIAL REAR ELEVATION
- HPC-5 FRONT ELEVATION FENCE/WALLS
- HPC-6 REAR ELEVATION FENCE/WALLS
- HPC-7 REFERENCE MATERIALS

GENERAL NOTES

1. TREAD DIMENSIONS SHOWN DO NOT INCLUDE 1/4" RISES.
2. PROVIDE CONTIGUOUS WOOD ROOFING AT THE WALLS FOR ALL GARAGES. UPDROPPED FORMS MUST BE MAINTAINED TO THE TOP OF THE WALL WITH A MINIMUM 2" OVERHANG.
3. ALL INTERIOR FINISHES TO BE 1/2" UNLESS OTHERWISE NOTED. DIMENSIONS UNLESS OTHERWISE NOTED.
4. ALL INTERIOR FINISHES & FLOOR COVERINGS TO BE 1/2" UNLESS OTHERWISE NOTED.
5. OPTIMAL CONNECTIONS TO PROVIDE ACCESS PANELS AS REQUIRED FOR EASY ACCESS TO UNDERGROUND UTILITIES.
6. BRIDGES OVER OPENINGS AND CATCH BASINS SHALL BE CONCRETE, STEEL OR ALUMINUM. CONTRACTOR TO PROVIDE WOOD DECKING JOISTS AFTER INSTALLATION OF BRIDGE.
7. INCLUDE ANGLE DOUBLE END WALL AROUND ALL VERTICAL AND HORIZONTAL WALL JOINTS AS REQUIRED TO IMPROVE JOINT STRENGTH TO MINIMIZE SPALLS.
8. MECHANICAL ROOF TOP OF GABLE ROOF IN WALL TO BE 1/2" BELOW CEILING TOP. MATERIALS TO BE DETERMINED BY CONTRACTOR.
9. SEE ALL WALL AND CEILING FINISHES.
10. SEE ALL WALL AND CEILING FINISHES.
11. ALL MATERIALS TO BE USED TO HAVE 20% TO 30% MORE.

4	ISSUE FOR REVIEW	08/19/24
3	ISSUE FOR REVIEW	08/14/24
2	ISSUE FOR REVIEW	08/12/24
1	ADDITIONAL SUBMISSIONS TO THE CITY OF LAKE FOREST HPC	08/05/24

HOFFMEYER RESIDENCE
ADDITIONS AND RENOVATION TO A SINGLE FAMILY RESIDENCE
121 NORTH GREEN BAY ROAD
LAKE FOREST, IL 60045

STATE OF ILLINOIS
MICHAEL G. HOFFMEYER
ARCHITECT
#001-078666
Michael Hoffmeyer
Expires: 11.30.2024

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1715 Sherman Ave. Suite 205
Evanston, IL 60201
Telephone 847.488.7770
Facsimile 847.488.7759
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SITE PLAN
Scale: As Noted
Drawn By: TM
Checked By: MH
Sheet Number: HPC-0

The Plans

EXTERIOR MATERIALS

EXTERIOR BRICK: LIMESTONE SLURRY TO BE APPLIED TO EXISTING BRICK. COLOR: ST. REMY 150%

WINDOWS: MARVIN GUNMETAL

EXTERIOR TRIM: BENJAMIN MOORE, TRUNDER #435

DOOR CASES: ST. REMY 150%

BUILDING SYSTEMS: BLACK STEEL AND GLASS

LIMESTONE: NATURAL, NO CHANGE

INDEX OF DRAWINGS

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HPC-1 LARGE SCALE DRAWING OF FRONT YARD

HPC-2 LARGE SCALE DRAWING OF GARAGE ENTRY

HPC-3 PARTIAL FRONT ELEVATION

HPC-4 PARTIAL REAR ELEVATION

HPC-5 FRONT ELEVATION RENDERINGS

HPC-6 REAR ELEVATION RENDERINGS

HPC-7 REFERENCE FOR MATERIALS

GENERAL NOTES

1. THE ADDITIONAL WORK SHOWN DOES NOT INCLUDE THE FOLLOWING:
 - 1.1. EXISTING CONCRETE FOUNDATION WORK
 - 1.2. EXISTING CONCRETE FOUNDATION WORK
 - 1.3. EXISTING CONCRETE FOUNDATION WORK
 - 1.4. EXISTING CONCRETE FOUNDATION WORK
 - 1.5. EXISTING CONCRETE FOUNDATION WORK
 - 1.6. EXISTING CONCRETE FOUNDATION WORK
 - 1.7. EXISTING CONCRETE FOUNDATION WORK
 - 1.8. EXISTING CONCRETE FOUNDATION WORK
 - 1.9. EXISTING CONCRETE FOUNDATION WORK
 - 1.10. EXISTING CONCRETE FOUNDATION WORK
 - 1.11. EXISTING CONCRETE FOUNDATION WORK
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.
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9. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.
10. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.
11. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF LAKE FOREST ORDINANCES AND THE ILLINOIS BUILDING CODE.

4	ISSUE FOR REVIEW	08/19/24
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1	ADDITIONAL SUBMISSIONS TO THE CITY OF LAKE FOREST HPC	08/05/24

HOFFMEYER RESIDENCE
ADDITIONS AND RENOVATION TO A SINGLE FAMILY RESIDENCE

121 NORTH GREEN BAY ROAD
LAKE FOREST, IL 60045

MICHAEL G. HOFFMEYER
REGISTERED ARCHITECT
#007-01666

Michael Hoffmeyer

Expires: 11.30.2024

MICHAEL HERGENROTHER ARCHITECTS
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Evanston, Illinois 60201
Telephone 847.465.7750
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FRONT ELEVATION RENDERINGS
Scale: As Noted

Drawn By: TM
Checked By: MH

Sheet Number
HPC-5

1 FRONT ELEVATION RENDERING SHOWING SELECTED MATERIALS
HPC-5 Scale: N/A

7.31.24

GROUP EXHIBIT B

The Plans



FINISH MATERIALS

EXTERIOR FINISH: BRUSHED STAINLESS STEEL TO BE APPLIED TO EXTERIOR ENTRY COLOR ST. REAR ELEV.

WOODS: MARVIN GUINNETAL

TRIM: BENTON MOORE, TRIMMER AS-IS

DOOR COLOR: ST. REAR ELEV.

INTERIOR SYSTEMS: BLACK STEEL AND GLASS

FINISHES: MATERIAL NO CHANGE

INDEX OF DRAWINGS

- HPC-0 SITE PLAN
- HPC-1 LARGE SCALE DRAWING OF FRONT YARD
- HPC-2 LARGE SCALE DRAWING OF FRONT ENTRY
- HPC-3 PARTIAL FRONT ELEVATION
- HPC-4 PARTIAL REAR ELEVATION
- HPC-5 FRONT ELEVATION RENDERINGS
- HPC-6 REAR ELEVATION RENDERINGS
- HPC-7 REFERENCE FOR MATERIALS

GENERAL NOTES

1. DIMENSIONS SHOWN DO NOT INCLUDE 1/2" R.O.P.
2. PROVIDE COMBINATION WOOD BLOCKING IN THE WALLS FOR ALL CABINETS AND SINKS TO BE INSTALLED TO THE TOP OF THE WALLS TO BE INSTALLED TO THE FINISH FLOOR.
3. ALL INTERIOR FINISHES TO BE INSTALLED TO THE FINISH FLOOR AND CEILING.
4. ALL INTERIOR FINISHES TO BE INSTALLED TO THE FINISH FLOOR AND CEILING.
5. ALL INTERIOR FINISHES TO BE INSTALLED TO THE FINISH FLOOR AND CEILING.
6. ALL INTERIOR FINISHES TO BE INSTALLED TO THE FINISH FLOOR AND CEILING.
7. CONTRACTOR TO PROVIDE ACCESS PANELS AS REQUIRED FOR ALL MECHANICAL AND ELECTRICAL WORK.
8. CONTRACTOR TO PROVIDE ACCESS PANELS AS REQUIRED FOR ALL MECHANICAL AND ELECTRICAL WORK.
9. CONTRACTOR TO PROVIDE ACCESS PANELS AS REQUIRED FOR ALL MECHANICAL AND ELECTRICAL WORK.
10. CONTRACTOR TO PROVIDE ACCESS PANELS AS REQUIRED FOR ALL MECHANICAL AND ELECTRICAL WORK.
11. CONTRACTOR TO PROVIDE ACCESS PANELS AS REQUIRED FOR ALL MECHANICAL AND ELECTRICAL WORK.

4	ISSUE FOR REVIEW	08/19/24
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1	ADDITIONAL SUBMISSIONS TO THE CITY OF LAKE FOREST HPC	08/09/24

HOFFMEYER RESIDENCE
ADDITIONS AND RENOVATION TO A SINGLE FAMILY RESIDENCE

121 NORTH GREEN BAY ROAD
LAKE FOREST, IL 60045



Michael Reschenor
REVISED 11.30.2024

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Telephone 847.486.7770
Fax 847.486.7767
#221644644444444444

REAR ELEVATION RENDERINGS

Scale: As Noted

Drawn By: TM

Checked By: MH

Sheet Number

HPC-6

1 REAR ELEVATION RENDERINGS SHOWING REVISED BAY MATERIALS, STEEL AND GLASS ENTRY SYSTEMS, FINAL MARVIN WINDOW CONFIGURATIONS
HPC-6 Scale: N/A

GROUP EXHIBIT B

The Plans



EXTERIOR MATERIALS
 EXTERIOR BRICK: LIMESTONE SUBSTRY TO BE APPLIED TO EXISTING BRICK COLOR: ST. PAUL 1308
 WINDOW: MARVIN GEMMATAL
 EXTERIOR TRIM: BENJAMIN MOORE: TRUNDER AF-65
 DOORWAY COLOR: ST. PAUL 1308
 ENTRY DOOR SYSTEM: BLACK STEEL AND GLASS
 LIMESTONE: NATURAL, NO CHANGE

INDEX OF DRAWINGS

HPC-1	SITE PLAN
HPC-2	LARGE SCALE DRAWING OF FRONT YARD
HPC-3	LARGE SCALE DRAWING OF DRIVE ENTRY
HPC-4	PARTIAL FRONT ELEVATION
HPC-5	PARTIAL REAR ELEVATION
HPC-6	FRONT ELEVATION FENCINGS
HPC-7	REAR ELEVATION FENCINGS
HPC-8	REFERENCE FOR MATERIALS

- GENERAL NOTES**
1. REVISIONS TO BE SHOWN IN RED IN ALL VIEWS.
 2. PROVIDE COMBINATION LOCKS TO ALL DOORS FOR ALL GARAGES, INCLUDING TOWEL RACK DOORS, DOOR TO GARAGE, ENTRY TO GARAGE, AND REAR DOORWAY.
 3. ALL INTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 4. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 5. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 6. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 7. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 8. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 9. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 10. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.
 11. ALL EXTERIOR PARTITIONS TO BE 2x4-JAMBS (MINIMUM) AND GYPSUM BOARD TO MATCH EXISTING.

4	ISSUE FOR REVIEW	08/15/24
3	ISSUE FOR REVIEW	08/14/24
2	ISSUE FOR REVIEW	08/12/24
1	ADDITIONAL SUBMISSIONS TO THE CITY OF LAKE FOREST HPC	08/06/24

HOFFMEYER RESIDENCE
 ADDITIONS AND RENOVATION TO A SINGLE FAMILY RESIDENCE
 121 NORTH GREEN BAY ROAD
 LAKE FOREST, IL 60045



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 Telephone: 847.468.1775
 Facsimile: 847.468.1781
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PROPOSED PARTIAL WEST ELEVATION
 Scale: As Noted
 Drawn By: TM
 Checked By: MH
 Sheet Number: **HPC-3**

1 PROPOSED PARTIAL WEST ELEVATION SHOWING STEEL AND GLASS DOOR SYSTEMS @ BOTH EXTERIOR FRONT ENTRIES, FINAL MARVIN WINDOW CONFIGURATIONS
 HPC-3 Scale: 1/4" = 1'-0"

The Plans



INDEX OF DRAWINGS

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- HPC-1 LARGE SCALE DRAWING OF FRONT YARD
- HPC-2 LARGE SCALE DRAWING OF REAR ENTRY
- HPC-3 PARTIAL FRONT ELEVATION
- HPC-4 PARTIAL REAR ELEVATION
- HPC-5 FRONT ELEVATION RENDERINGS
- HPC-6 REAR ELEVATION RENDERINGS
- HPC-7 REFERENCE FOR MATERIALS

GENERAL NOTES

1. TREADS AND RISERS SHOWN DO NOT INCLUDE 1" RIP RAISING.
2. PROVIDE CONTRACTOR NOTED LOCATIONS IN THE WALL FOR ALL GARNETS AND BRICKS TO BE REPAIRED. PROVIDE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING WITH A BRICK DESIGN.
3. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
4. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
5. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
6. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
7. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
8. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
9. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
10. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.
11. BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING. ALL BRICKS TO BE REPAIRED TO BE 1/2" X 1/2" X 1/2" BRICKS TO MATCH EXISTING.

4	ISSUE FOR REVIEW	08/19/24
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2	ISSUE FOR REVIEW	08/07/24
1	ADDITIONAL SUBMISSIONS TO THE CITY OF LAKE FOREST HPC	08/05/24

HOFFMEYER RESIDENCE
 ADDRESS AND RENOVATION TO A SINGLE FAMILY RESIDENCE
 121 NORTH GREEN BAY ROAD
 LAKE FOREST, IL 60045

STATE OF ILLINOIS
 LICENSED ARCHITECT
 MICHAEL G. HOFFMEYER
 #001-018655

Michael Hoffmeyer
 02/08/19 11.30.2024

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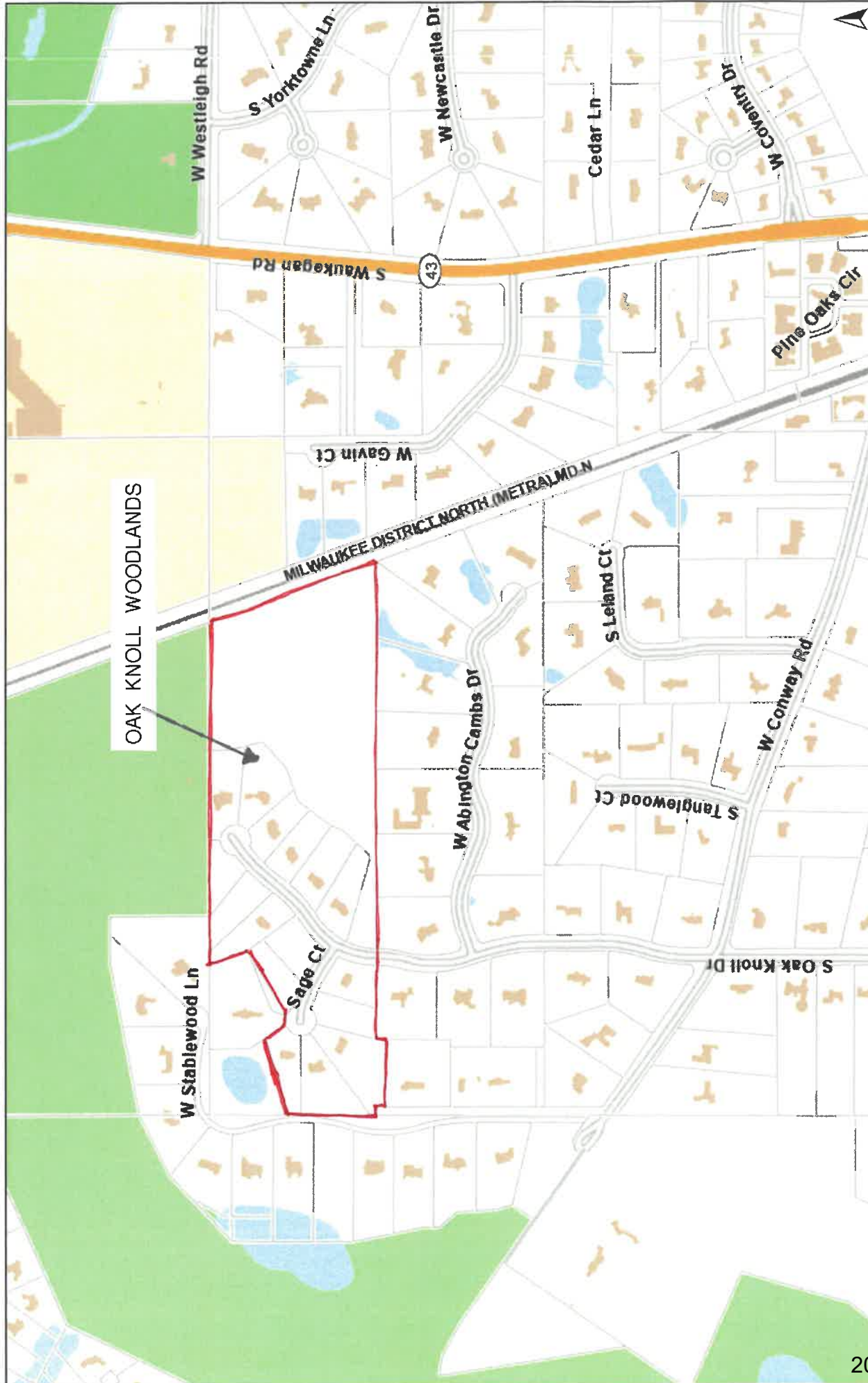
PROPOSED PARTIAL EAST ELEVATION
 Scale: As Noted

Drawn By: TM
 Checked By: MH

Sheet Number:
HPC-4

1 PROPOSED PARTIAL EAST ELEVATION SHOWING REVISED BAY MATERIALS, STEEL AND GLASS ENTRY SYSTEMS, FINAL MARVIN WINDOW CONFIGURATIONS
 HPC-4 Scale: 1/4" = 1'-0"

GIS Consortium Oak Knoll Woodlands



Notes

Print Date: 11/26/2024



Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

THE CITY OF LAKE FOREST

A RESOLUTION ACCEPTING CERTAIN PUBLIC IMPROVEMENTS IN THE OAK KNOLL WOODLANDS SUBDIVISION

WHEREAS, on May 5, 2015, the City Council granted final approval of the Oak Knoll Woodlands Subdivision, a sixteen lot subdivision located at the north end of Oak Knoll Drive, east of Stablewood Lane; and

WHEREAS, Fidelity Wes of Oak Knoll LLC (Mike DeMar 100%) ("**the Developer**") was required, through the approvals and Subdivision Agreement, to install and construct various public improvements including water mains, the sanitary sewer system, and a sanitary sewer lift station; and

WHEREAS, the installation of the public improvements relating to the public water and sanitary sewer has been completed and City inspections have been conducted by City Engineering Section and Water Plant staff and the inspections confirmed that the materials, quality, installation methods, and operation of the systems are all in compliance with City standards and ready for acceptance by the City; and

WHEREAS, City acceptance will allow City oversight and maintenance to commence assuring proper ongoing care and maintenance of these public improvements consistent with City policies and practices; and

WHEREAS, the Oak Knoll Woodlands Homeowners' Association currently comprised of owners of the eleven new homes constructed to date in the subdivision has requested City acceptance of these certain public improvements at this time; and

WHEREAS, the remaining public improvements require additional work including repair of curbs and streetlights, installation of the final lift on the streets, and parkway tree replacement which must be completed by the Developer in 2025 and will be subject to inspection and acceptance by the City prior to the expiration of the Letter of Credit on file with the City.

NOW, THEREFORE, BE IT RESOLVED 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 in, and made a part of, this Resolution by this reference as findings of the City Council of The City of Lake Forest.

SECTION TWO: APPROVAL OF ACCEPTANCE OF CERTAIN PUBLIC IMPROVEMENTS IN THE OAK KNOLL WOODLANDS SUBDIVISION. The public

improvements, limited to the water mains, the sanitary sewer system, and the lift station, are hereby accepted by the City and shall be public improvements owned, maintained, and operated by the City of Lake Forest going forward.

SECTION THREE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon the passage and approval.

AYES:

NAYS:

ABSENT:

APPROVED THIS 2nd DAY OF DECEMBER 2024.

Stanford E. Tack, Mayor

ATTEST:

City Clerk