

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**

Monday, June 16, 2025
220 E. Deerpath
Lake Forest, IL 60045

CITY CLERK WILL ASK FOR A MOTION TO APPOINT ALDERMAN NOTZ AS MAYOR PRO-TEM

CALL TO ORDER AND ROLL CALL

6:30pm

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Nick Bothfeld, Alderman Third Ward

Peter Clemens, Alderman First Ward

Alice LeVert, Alderman Third Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

John Powers, Alderman Second Ward

Richard Walther, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

2. COMMENTS BY CITY MANAGER

A. Community Spotlight

“Spirit of CROYA” Margot Martino Essay Contest Winner

- Todd Nahigian, CROYA Manager

B. Lake Woodbine Bridge Update

-Byron Kutz, Superintendent of Engineering

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

FINANCE COMMITTEE

1. Consideration of the Annual Appropriation Ordinance for FY2026 and Approval of Rollovers (First Reading)

PRESENTED BY: *Katie Skibbe, Finance Director (847) 810-3612*

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of the FY2026 appropriation ordinance. Rollovers will be included in the appropriation ordinance for final reading.

BACKGROUND/DISCUSSION: While the annual municipal budget represents the City's financial plan for expenditures over the course of the fiscal year, the annual Appropriation Ordinance is the formal legal mechanism by which the City Council authorizes the actual expenditures of funds budgeted in the annual budget. It appropriates specific sums of money by object and purpose of expenditures. State statutes require the passage of an Appropriation Ordinance by the end of July, which must be filed with the County Clerk within 30 days of approval.

There are some differences between the budget and Appropriation Ordinance. The Appropriation Ordinance includes the Library, which was not included in the budget approved at the April 21, 2025 City Council meeting. The Library expenses are approved by the Library Board. Debt service payments are included in the budget but are excluded from the Appropriation Ordinance. The ordinances approving the bond issues serve as the legal authorization for these annual expenditures.

The Appropriation Ordinance provides for a 10% "contingency" above the budgeted expenditures. Each separate fund includes an item labeled "contingency" with an appropriate sum equivalent to 10% of the total funds budgeted. This practice has been followed for many years and has worked very efficiently, while still providing for City Council control over budgeted expenditures. It is important to note that the City Council and City staff follow the adopted budget as its spending guideline, not the Appropriation Ordinance. Without the contingency, the City Council would have to pass further modifications to the Appropriation Ordinance to cover any unforeseen expenditures exceeding the budget throughout the year.

In order to provide more accurate and efficient accounting and budgeting of City funds, an annual rollover of funds is requested as part of the Appropriation Ordinance. This eliminates both under and over budgeting of funds in the new fiscal year. Rollovers consist of projects that were appropriated in FY2025 and will not be completed until FY2026. Since the City is still paying invoices attributable to FY2025, the rollovers will be added to the Appropriation Ordinance for final approval in July.

School District 67 does not recognize the Appropriation Ordinance in their budgeting or auditing standards. However, due to the fact they are a special charter district, their budget must be included in the City's Appropriation Ordinance. School District 67 numbers are estimates and subject to change, but they are not available until second and final reading of the Ordinance.

Exhibit A of the Appropriations Ordinance is included to address requirements of the Illinois Pension Code and Illinois Administrative Code. Information can be found beginning on **page 14**.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	April 21, 2025	Adoption of FY26 Comprehensive Fiscal Plan

BUDGET/FISCAL IMPACT: The attached Appropriation Ordinance Worksheet demonstrates the reconciliation of the FY2026 Adopted Budget to the Appropriation Ordinance by fund.

COUNCIL ACTION: Approve first reading of the FY2026 Appropriation Ordinance. A copy of the ordinance is available for review by the public in the City Clerk's office. A public hearing will be conducted on July 21, 2025 in conjunction with second reading of the ordinance.

PUBLIC WORKS COMMITTEE

- 1. Approval of a Recommendation from the Public Works Committee to Waive the Public Bid Process and Approve a Five-Year Recycling Material Processing Agreement with Lakeshore Recycling Systems for the Sum of \$650,000**

PRESENTED BY: *Jim Lockefer*, Assistant Director of Public Works (810-3542)

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff are requesting City Council approval to waive the public bid process and approve a five-year recycling material processing agreement with Lakeshore Recycling Systems for the sum of \$650,000. The City's current agreement with Resource Management in Chicago Ridge, LLC ends July 6, 2025.

BACKGROUND/DISCUSSION: Since 2008, recyclable materials collected curbside in the City have been transported to the Compost Center transfer pad, loaded into transfer trailers, and hauled to Resource Management's Material Recovery Facility (MRF) in Chicago Ridge. Since that time, this method of transfer and processing served the City well, as there were very few regional MRFs capable of receiving direct-haul recycling loads. Resource Management was a company focused exclusively on processing recyclables; they did not engage in waste collection or landfill operations, but rather specialized in receiving, sorting, and marketing single-stream recyclables as raw materials for reuse in new products. Their facility accepted mixed recyclables, which were then mechanically and manually sorted, compacted into bales, and sold to domestic and international commodity markets.

Over the past decade, the recycling industry has experienced significant change. Market pressures, shifts in international demand, and evolving material standards have led to consolidation among processors while also encouraging growth and innovation among others. As a result, a few new MRFs have opened in the region, and existing facilities have expanded or modernized to accommodate increased capacity and improve sorting efficiency. These developments have created new, viable options for direct-haul processing of recyclables, improving logistical efficiency and reducing dependence on the City's transfer pad.

In March 2025, Resource Management formally notified the City that it would terminate its agreement effective July 6, 2025, as the company plans to exit the single-stream recycling business to pursue other ventures. Given this impending closure and the changing industry, it is both necessary and timely for the City to secure a new agreement to ensure continued and uninterrupted processing of recyclable materials.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
Public Works Committee	6/2/2025	Reviewed and Recommended Approval

BUDGET/FISCAL IMPACT: BUDGET/FISCAL IMPACT: Instead of going through a formal bidding process, the City negotiated directly with two companies – Lakeshore Recycling Systems (LRS) and Groot Industries – to find the best deal for processing recycling. This approach has worked well in the past (in 2014 and 2017) when the City secured better pricing for landfill services by negotiating directly instead of using a sealed bid process, which often results in higher corporate-level rates.

Two options were considered:

- Lakeshore Recycling (LRS) located in Northbrook, can accept recyclable materials directly from Lake Forest.
- Groot Industries would require materials would be delivered to Round Lake, then transported again to a facility in Elk Grove.

Has City staff obtained competitive pricing for proposed goods/services? **No**
 Administrative Directive 3-5, Section 9.2 –Waiver of Procedures (requires 2/3 vote).

Recycling currently costs more to process than the materials are worth, so the City pays the difference between the market value of recyclables and the cost to process them.

Recycling processing fees include both fixed and variable cost components:

- **Current Market Pricing** is based on the current market prices for recyclable materials (like aluminum, paper, and plastics).
- **Recycling Processing Fee** is fixed fee for the material recovery facility's operations, such as labor, equipment, utilities and transportation.

The City's agreement uses a market-based pricing model, which means costs can go up or down depending on the market value of the materials. When the market value is low, the City pays more to make up the difference. When the value increases, the City pays less.

Here's an example to illustrate the model:

	Current Index Market Pricing Per Ton	Recycling Processing Fee Per Ton	Net Cost Per Ton (the difference the City pays)
LRS	\$50	\$84	(\$34)
Groot	\$50	\$90	(\$40)

The City currently pays \$90.25 per ton, so switching to LRS could result in significant savings. The switch to LRS represents a potential cost savings of up to \$100,000 per year based on average tonnage and current rates.

LRS offers a more efficient and cost-effective solution. By choosing LRS and eliminating the need to haul recyclables to and from the City's Compost & Recycling Center, the City will realize significant cost savings in both transportation and processing.

Fiscal Year	Budget	Budget Actual
2023	\$170,000	\$225,257
2024	\$170,000	\$234,567
2025	\$200,000	\$125,537

Over the past several months, the City has been direct hauling to the LRS's MRF through an arrangement with Resource Management, providing an opportunity to observe the facility's efficiency and turnaround times; LRS has invested over \$10 million in recent years to establish and modernize their Northbrook MRF. Additionally, the LRS facility is closer, saving at least 30 minutes per trip and lowering transportation costs.

To account for fluctuations in recycling market prices, staff recommends an annual recycling processing budget of \$130,000. This flexible allocation provides a cushion to absorb market volatility and ensures uninterrupted recycling service.

The City will continue to review and adjust this budget each year based on actual costs and tonnage trends, ensuring responsible financial management and reliable service for residents.

Below is an estimated summary of the project budget:

FY2026-2030 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Sanitation Operating Budget 101-5243-442.42-11	\$155,000	\$130,000	Y

The above chart reflects the annual fiscal year budgeted amount of \$130,000. The grand total 5-year budgeted amount is \$650,000.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Waive the Public Bid Process and Approve a Five-Year Recycling Material Processing Agreement with Lakeshore Recycling Systems for the Sum of \$650,000

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the May 19, 2025 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 28**

COUNCIL ACTION: Approval of the May 19, 2025, City Council Meeting Minutes

2. Approval of the June 2, 2025 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 34**

COUNCIL ACTION: Approval of the June 2, 2025, City Council Meeting Minutes

3. Consideration to Amend the Approved 2025 Regular Meeting Schedule for the Lake Forest City Council.

STAFF CONTACT: Margaret Boyer, City Clerk (847-810-3674)

PURPOSE AND ACTION REQUESTED: Staff requests City Council consideration to amend its previously approved schedule of City Council meetings.

BACKGROUND: The current 2025 schedule of City Council meetings as approved shows that the Monday, July 7, 2025 meeting is scheduled as a City Council Workshop. Staff is seeking to amend the schedule and convert from a Workshop meeting to a Regular City Council meeting. A copy of the proposed amended schedule can be found **on page 38**, the proposed change is highlighted.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Consideration to Amend the Approved 2025 Regular Meeting Schedule for the Lake Forest City Council

4. Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding the Class D-1 Liquor License (First reading and if appropriate, final approval)

STAFF CONTACT: *Margaret Boyer, City Clerk, (847-810-3674)*

PURPOSE AND ACTION REQUESTED: At the direction of the City's Liquor Commissioner, Staff is requesting consideration of an Ordinance amending the City's Liquor Code to increase the number of liquor licenses in the D-1 Liquor license categories.

BACKGROUND AND DISCUSSION: The Liquor Commissioner has received a request from The Library LF LLC, with a location of 653 Bank Lane. The D-1 license allows for The retail sale of alcoholic liquor by a club, to its members and their guests for consumption on the club premises; and for not more than four events in any calendar year, the retail sale of alcoholic liquor in original package to its members and their guests for consumption off the premises where sold.

As the Council is aware, the issuance of liquor licenses is under the purview of the City's Liquor Commissioner and the Mayor serves in that role. However, the City Code only authorizes a specific number of liquor licenses and, historically, this number coincides with the current number of licenses issued.

When new requests for liquor licenses are submitted, and after review by the Liquor Commissioner and a determination that the Issuance of a license is appropriate, the City Council is asked to consider an amendment to the Liquor Code to increase the number of available licenses. In this case, the number of D-1 liquor licenses will increase by one. The proposed ordinance showing the number of Class D-1 Liquor licenses can be found beginning on **page 39**.

BUDGET/FISCAL IMPACT: The fiscal impact of adding additional licenses would have a positive impact on liquor license revenues.

COUNCIL ACTION: Consideration of an Ordinance Amending the City of Lake Forest City Code to increase the number of Licenses available in the Class D-1 Liquor license categories (First reading and if appropriate, final approval).

5. Approval of a contract with Camp Nageela Midwest, dba Camp Henry Horner, in the amount not to exceed \$37,000.

STAFF CONTACT: *Todd Nahigian, CROYA Manager (847-810-3982)*

PURPOSE AND ACTION REQUESTED: The CROYA Staff requests approval of a contract with Camp Nageela Midwest, dba Camp Henry Horner, in the amount not to exceed \$37,000.

BACKGROUND/DISCUSSION: CROYA High School weekend Retreats date back to 1987 with over 5,000 high school students attending over 35 years. CROYA youth and staff consider the Retreats the most meaningful and impactful programs CROYA provides. Camp Henry Horner in Ingleside, IL, provides the highest quality experience while maintaining reliability. CROYA began attending Camp Henry Horner in Fall, 2016. Their facilities, location, service quality, price and overall experience are a great fit for CROYA. The Camp Henry Horner staff is accessible and responsive to our needs. The total cost of the two annual retreats will be approximately \$37,000.

BUDGET/FISCAL IMPACT: CROYA currently charges students \$200 each to attend a Retreat. Revenue for the 2 Retreats during this fiscal year is estimated to be \$40,000.

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

Administrative Directive 3-5, Section 6.11 – Existing Relationship

Below is an estimated summary of Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
101-1601-483.60-17	\$37,000	\$37,000	Y

COUNCIL ACTION: Approval of a contract with Camp Nageela Midwest, dba Camp Henry Horner, in the amount not to exceed \$37,000.

6. Approval of a Recommendation from the Public Works Committee to Award of Bid for the Recreation Center Rooftop HVAC Unit Replacements Project to Cahill Heating, in the Amount of \$34,450, to Include a 10% Contingency in the amount of \$3,500 for a Total Cost of \$38,950

STAFF CONTACT: *Jim Lockfeer, Assistant Director of Public Works (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council award of bid to Cahill Heating for Recreation Center Rooftop HVAC Unit Replacements Project in the amount of \$34,450, to include a 10% contingency in the amount of \$3,500 for a total cost of \$38,950.

BACKGROUND/DISCUSSION: The City's Recreation Center features 20 rooftop HVAC units that are key components of the facility's cooling and heating systems. All rooftop units are serviced twice on an annual basis via the City's Building Maintenance Section, HVAC maintenance contractual program. These rooftop units have an estimated useful life of 15 years. There are two units that are currently at their end of estimated useful life, ranging from 15 – 20 years old.

Both units have been identified and planned for replacement to avoid future costly repairs or a needed emergency replacement.

In addition to the two rooftop units planned for replacement, staff explored bidding the replacement of one additional Recreation Center rooftop condenser unit. This unit is planned for replacement next fiscal year and is an identified fiscal year 2027 project due to the asset coming to its end of estimated useful life. Staff received advantageous bid alternate pricing, outlined below, for this additional condenser unit. Staff is recommending its replacement this fiscal year, utilizing the same fiscal year 2026 project budget for the two rooftop units included in the base bid.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	6/2/25	Reviewed and Recommended Approval to City Council

BUDGET/FISCAL IMPACT: On May 8, 2025, City staff initiated a public bid process for the Recreation Center Rooftop HVAC Unit Replacements Project. On May 22, 2025, the public bid process closed and in total, six bids were received as outlined below.

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

Firm	Base Bid Amount	Alternate Bid Amount
Cahill Heating	\$26,650	\$8,800
Premistar	\$31,823	No Bid
FabTech Waste Water Solutions	\$42,000	No Bid
Pro Temp of Illinois	\$44,000	No Bid
Amber Mechanical Contractors	\$64,400	\$38,750
MG Mechanical Contracting	\$73,000	\$45,000

Cahill Heating has considerable HVAC system maintenance, repair, and replacement experience for residential and commercial clients. Cahill Heating also has completed favorable HVAC work for the City at Elawa Farms and the Recreation Center.

Below is an estimated summary of Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-8003-476.76-09	\$50,000	\$38,950	Y

If approved, this replacement work is tentatively scheduled to occur late summer or fall of 2025.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Award of Bid for the Recreation Center Rooftop HVAC Unit Replacements Project to Cahill

Heating, in the Amount of \$34,450, to Include a 10% Contingency in the amount of \$3,500 for a Total Cost of \$38,950

7. Approval of a Recommendation from the Public Works Committee to Award a Bid Extension to MK Industries, for a One-Year HVAC Preventive Maintenance Contract in the Amount of \$63,855

STAFF CONTACT: *Jim Lockefer, Assistant Director of Public Works (810-3542)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council award a bid extension to MK Industries, for a one-year HVAC preventive maintenance contract in the amount of \$63,855.

BACKGROUND/DISCUSSION: The City's HVAC preventative maintenance program keeps approximately 415 pieces of HVAC equipment in 22 facilities operating efficiently by extending the equipment's life, ensuring its reliability, and reducing operating costs. The pieces of equipment serviced consist of furnaces, boilers, chillers, pumps, air handlers, condensers, cooling towers and exhaust fans. The program is comprised of four quarterly maintenances: two comprehensive maintenance services for spring and fall startups and two maintenances to check systems and change filters.

For many years the entire program was contracted out. In 2012, as a cost saving measure, the Building Maintenance Section implemented a hybrid HVAC preventive maintenance program where in-house staff is used to maintain smaller, residential type heating systems, while City facilities with commercial heating and cooling systems are contracted to firms that have personnel with technical resources and expertise to maintain complex systems. The service contract covers the fall heating start-up maintenance and the spring cooling start-up. The mid-summer and late-winter quarterly maintenance on all 22 facilities will be performed by in-house Building Maintenance personnel.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	6/2/25	Reviewed and Recommended Contract Approval

BUDGET/FISCAL IMPACT: In July 2023, City staff initiated the public bid process for HVAC preventative maintenance program services. On September 5, 2023, City Council approved of a contract with MK Industries. The approved contract term was for two years with the option of three additional, one-year terms, subject to contractor performance and City review of any requested price increase. The existing contract contains language regarding the City's right to reject a proposed price increase and terminate the Contract.

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

In Fiscal Year 2025, the total cost of service paid to MK Industries via the approved service agreement totaled \$60,420. MK Industries proposed a price increase of \$1,627 (2.7%) due to labor wage increases. Additionally, City staff is seeking to include new equipment to this contract bid extension that is located at the new north and south Deerpath Park buildings. These additions amounted to \$1,808. Staff reviewed both the cost increase to the base

contract as well as the cost associated with the new equipment and found the pricing to be acceptable. MK Industries has performed very favorable work for the City throughout the original two-year agreement.

Below is an estimated summary of Project budget:

FY26 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Building Maintenance Operating Budget	\$63,855	\$63,855	Y

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Award a Bid Extension to MK Industries, for a One-Year HVAC Preventive Maintenance Contract in the Amount of \$63,855.

8. Approval to Waive the Bid Process and Approve a Purchase of a Used 2004 1250kw Caterpillar Mechanical Model Generator from Ravelin North Field GP LLC in the amount of \$100,000.

STAFF CONTACT: *Jim Lockfeer, Assistant Director of Public Works (810-3542)*

PURPOSE AND ACTION REQUESTED: City staff requests City Council approval to waive the bid process and approve of a purchase of a Used 2004 1250kw Caterpillar Mechanical Model Generator from Ravelin North Field GP LLC.

BACKGROUND/DISCUSSION: The City owns and maintains 15 emergency generators that provide backup power in the event of a power outage to critical City facilities. From the onset of the New Police Station Project, project design has included the need to install a new generator at the new station location. While two small size generators currently exist onsite, their capacity will not meet the critical needs of Police Station operations in the event of a power outage.

Earlier this year, staff was notified of an opportunity to potentially purchase a used 1250kw Caterpillar Mechanical Model Generator from the owners of the 275 N Field Drive building. The generator is in extremely good condition and has been regularly maintained and exercised. The building owners and maintenance staff are seeking the sell the sale of this asset as it is no longer needed. It was originally installed to support significant IT infrastructure that has been reduced in recent years. Additionally, the building features another generator of similar size.

City Building Maintenance staff and the City's Generator Maintenance contractor, Midwest Power, reviewed the generator with the building's Chief Engineer. All maintenance records were shared and the generator was operated for staff during this inspection. Midwest Power was impressed by the condition of the generator and had no concerns. This 2004 mechanical generator does not have any end of useful life date with proper maintenance. Newer generators of the exact same size, make, and model include much more significant software/and technology components that are subject to more issues and require annual maintenance direct from the manufacturer. The Cordogan Clark team providing design services for the new Police Station, to include their Director of MEP and Electrical Engineering staff, agreed with this assessment.

This used generator would be sufficient to handle the load of all critical Police Station needs in the event of a power outage to include life safety systems, all IT and communications systems, and other general infrastructure for the PD areas on the lower, first, and second floors. Cordogan Clark shared an official generator load list of all items that would be supported versus not supported by this generator. The City staff project team reviewed this list in detail.

If approved, City staff and the project design team anticipate that one of the existing generators would remain onsite to support a potential future third floor tenant. The other generator would be further investigated as a potential replacement option for an older, existing, City generator at another facility location.

BUDGET/FISCAL IMPACT: A new generator of this exact make and size is estimated to cost \$1.3 million (to include the purchase price and installation) and carries a two-year lead time. Cordogan Clark is estimating \$425,000 for the purchase and installation of this used generator. The \$425,000 estimate includes \$100,000 for the purchase of this used generator and \$325,000 for decommissioning the generator at its existing site, transportation to the new Police Station, and installation costs.

Has City staff obtained competitive pricing for proposed goods/services? **No**
Administrative Directive 3-5, Section 9.2 –Waiver of Procedures (requires 2/3 vote).

Below is an estimated summary of Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$25,000,000	\$100,000	Y

If approved, the building owners and maintenance staff of 275 Field Drive have agreed to allow the generator to remain onsite until the eventual project construction of the new Police Station.

COUNCIL ACTION: Approval to Waive the Bid Process and Approve a Purchase of a Used 2004 1250kw Caterpillar Mechanical Model Generator from Ravelin North Field GP LLC in the amount of \$100,000.

COUNCIL ACTION: Approve the eight (8) 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.

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



THE CITY OF LAKE FOREST

DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

“Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement.”

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City’s Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest’s general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

The City of Lake Forest’s Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.

THE CITY OF LAKE FOREST
Appropriation Ordinance Worksheet

	Budget Expenditures FY2026	Debt Payments	Rollovers	Library	Subtotal	Contingency	Approp Ord
101 General Fund	46,362,422				46,362,422	4,636,242	50,998,664
120 Flex	9,500				9,500	950	10,450
122 LF Hospital Project	1,451,558				1,451,558	145,156	1,596,714
Special Revenue Funds							
201 Park & Public Land	951,270				951,270	95,127	1,046,397
202 MFT	0				0	0	0
205 Emergency Telephone	402,709				402,709	40,271	442,980
210 Senior Resources	747,835				747,835	74,784	822,619
220 Parks and Recreation	11,057,512				11,057,512	1,105,751	12,163,263
224 Special Recreation	588,060				588,060	58,806	646,866
230 Cemetery	2,675,366				2,675,366	267,537	2,942,903
245 Foreign Fire Insurance	250,000				n/a		0
247 Police Restricted Funds	75,000				75,000	7,500	82,500
248 Housing Trust	585,000				585,000	58,500	643,500
Capital Project Funds							
311 Capital Improvement	39,816,939				39,816,939	3,981,694	43,798,633
322 Laurel/Western Redevelopment TIF	1,588,105				1,588,105	158,811	1,746,916
Debt Service Funds							
428 2009 G.O. Bonds - Western Avenue	258,300	(258,300)			0		0
429 2010 G.O. Bonds	568,163	(568,163)			0		0
432 2013 Refunding 2010A	732,575	(732,575)			0		0
433 2015 G.O. Bonds	639,175	(639,175)			0		0
434 2023 G.O. Bonds	1,281,750	(1,281,750)			0		0
Enterprise Funds							
501 Water & Sewer	9,998,478				9,998,478	999,848	10,998,326
508 Water and Sewer Capital	3,750,000				3,750,000	375,000	4,125,000
510 Deerpath Golf Course	2,400,933				2,400,933	240,093	2,641,026
Internal Service Funds							
601 Fleet	2,313,283				2,313,283	231,328	2,544,611
605 Liability Insurance	1,718,648				1,718,648	171,865	1,890,513
610 Self Insurance	6,066,000				6,066,000	606,600	6,672,600
Pension/Trust Funds							
701 Fire Pension	3,828,005				3,828,005	382,801	4,210,806
702 Police Pension	4,406,005				4,406,005	440,601	4,846,606
709 Trust Care Funds	0				0		0
Total All Funds	<u>144,522,591</u>	<u>(3,479,963)</u>	<u>0</u>	<u>0</u>	<u>140,792,628</u>	<u>14,079,263</u>	<u>154,871,891</u>
Library				8,911,574	8,911,574	891,157	9,802,731
						<i>Rounding Adj</i>	<i>(1)</i>
				<u>8,911,574</u>	<u>149,704,202</u>	<u>14,970,420</u>	<u>164,674,621</u>
SD 67							0
Appropriation Ordinance Total							<u><u>164,674,621</u></u>

**AN ORDINANCE MAKING APPROPRIATION FOR 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, 2025 AND ENDING APRIL 30, 2026**

**BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST,
an Illinois special charter and home rule municipal corporation
located in Lake County, Illinois, as follows:**

Section 1: That the following sums, or so much thereof as may be authorized by law, be and the same are hereby appropriated from the respective fund designated in this ordinance for the corporate purposes of The City of Lake Forest and for the objects and purposes stated herein according to departments and other separate agencies, and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, to defray the necessary expenses of the City and its Public Schools for the fiscal year commencing May 1, 2025 and ending April 30, 2026.

GENERAL FUND

General Government

	<u>Appropriation</u>
Salaries and Benefits	\$ 4,490,889
Supplies/Other Services and Charges	7,151,680
Capital Equipment	200,000
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	4,636,242
TOTAL GENERAL GOVERNMENT	<u><u>\$ 16,478,811</u></u>

Law

Contractual Services	\$ 450,000
TOTAL LAW	<u><u>\$ 450,000</u></u>

Community Development

Salaries and Benefits	\$ 2,201,890
Supplies/Other Services and Charges	436,852
Capital Equipment	-
TOTAL COMMUNITY DEVELOPMENT	<u><u>\$ 2,638,742</u></u>

Public Works Administration

Salaries and Benefits	\$ 634,631
Supplies/Other Services and Charges	131,012
TOTAL PUBLIC WORKS ADMINISTRATION	<u><u>\$ 765,643</u></u>

Public Buildings

<u>Building Maintenance</u>	
Salaries and Benefits	\$ 1,387,783

	<u>Appropriation</u>
Supplies/Other Services and Charges	498,314
Capital Improvements	150,000
TOTAL PUBLIC BUILDINGS	\$ 2,036,097
<u>Streets</u>	
Salaries and Benefits	\$ 1,332,139
Supplies/ Other Service and Charges	754,763
Capital Improvements	400,000
TOTAL STREETS	\$ 2,486,902
<u>Sanitation</u>	
Salaries and Benefits	\$ 1,781,384
Supplies/ Other Service and Charges	1,203,530
TOTAL SANITATION	\$ 2,984,914
<u>Storm Sewers</u>	
Salaries and Benefits	\$ 151,966
Supplies/ Other Service and Charges	40,929
Capital Improvements	50,000
TOTAL STORM SEWERS	\$ 242,895
<u>Engineering</u>	
Salaries and Benefits	\$ 669,077
Supplies/ Other Service and Charges	251,429
TOTAL ENGINEERING	\$ 920,506
<u>Fire</u>	
<u>Administration</u>	
Salaries and Benefits (see Exhibit A)	\$ 5,490,086
Supplies/ Other Service and Charges	3,040,684
Capital Improvements	50,000
Sub-Total	\$ 8,580,770
<u>Emergency Medical Services</u>	
Supplies/ Other Service and Charges	\$ 40,800
Sub-Total	\$ 40,800
<u>Fire Suppression</u>	
Supplies/ Other Service and Charges	\$ 180,250
Sub-Total	\$ 180,250
TOTAL FIRE	\$ 8,801,820

	<u>Appropriation</u>
<u>Police</u>	
Salaries and Benefits (see Exhibit A)	\$ 7,533,335
Supplies/ Other Service and Charges	5,608,999
Capital Improvements	50,000
TOTAL POLICE	<u>\$ 13,192,334</u>

TOTAL AMOUNT APPROPRIATED FROM THE GENERAL FUND	<u>\$ 50,998,664</u>
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FLEX FUND

Supplies/Other Services and Charges	\$ 9,500
Contingency to meet expenses of emergencies and expenses not otherwise provided for	950
TOTAL AMOUNT APPROPRIATED FROM FLEX FUND	<u>\$ 10,450</u>

LF Hospital Project

Supplies/Other Services and Charges	\$ 1,451,558
Contingency to meet expenses of emergencies and expenses not otherwise provided for	145,156
TOTAL AMOUNT APPROPRIATED FROM FLEX FUND	<u>\$ 1,596,714</u>

PARK AND PUBLIC LAND FUND

Park Improvements	\$ 951,270
Contingency to meet expenses for emergencies and expenses not otherwise provided for	95,127
TOTAL AMOUNT APPROPRIATED FROM THE PARK AND PUBLIC LAND FUND	<u>\$ 1,046,397</u>

MOTOR FUEL TAX FUND

Capital Improvements	\$ -
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	-
TOTAL AMOUNT APPROPRIATED FROM THE MOTOR FUEL TAX FUND	<u>\$ -</u>

EMERGENCY TELEPHONE FUND

<u>Police</u>	
Salaries and Benefits	\$ -

	<u>Appropriation</u>
Supplies/ Other Service and Charges	342,709
Capital Equipment	60,000
Contingency to meet expenses for emergencies and expenses not otherwise provided for	40,271
TOTAL POLICE	\$ 442,980
TOTAL AMOUNT APPROPRIATED FROM THE EMERGENCY TELEPHONE FUND	\$ 442,980

SENIOR RESOURCES COMMISSION FUND

Salaries and Benefits	\$ 536,966
Supplies/Other Services and Charges	210,869
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	74,784
TOTAL AMOUNT APPROPRIATED FROM THE SENIOR RESOURCES COMMISSION FUND	\$ 822,619

PARKS AND RECREATION FUND

Recreation

Recreation Programs

Salaries and Benefits	\$ 3,965,662
Supplies/ Other Service and Charges	2,178,058
Capital Equipment	175,000
Sub-Total	\$ 6,318,720

Contingency to meet expenses of emergencies and expenses not otherwise provided for

	1,105,751
TOTAL RECREATION SECTION	\$ 7,424,471

Parks and Forestry

Administration

Salaries and Benefits	\$ 3,026,438
Supplies/ Other Service and Charges	1,153,594
Capital Improvement	100,000
Capital Equipment	-
Sub-Total	\$ 4,280,032

Grounds Maintenance

Supplies/ Other Service and Charges	\$ 91,000
Sub-Total	\$ 91,000

	<u>Appropriation</u>
<u>Athletic Field Plg/Tennis</u>	
Supplies/ Other Service and Charges	\$ 116,000
Sub-Total	<u>\$ 116,000</u>
<u>Lakefront Facilities</u>	
Supplies/ Other Service and Charges	\$ 37,500
Sub-Total	<u>\$ 37,500</u>
<u>Tree Trimming</u>	
Supplies/ Other Service and Charges	\$ 87,000
Sub-Total	<u>\$ 87,000</u>
<u>Tree Removal</u>	
Supplies/ Other Service and Charges	\$ 44,460
Sub-Total	<u>\$ 44,460</u>
<u>Insect & Disease</u>	
Supplies/ Other Service and Charges	\$ 23,500
Sub-Total	<u>\$ 23,500</u>
<u>Tree & Shrub Planting/Care</u>	
Supplies/ Other Service and Charges	\$ 14,500
Sub-Total	<u>\$ 14,500</u>
<u>Natural Areas Management</u>	
Supplies/ Other Service and Charges	\$ 44,800
Sub-Total	<u>\$ 44,800</u>
TOTAL PARKS AND FORESTRY SECTION	<u><u>\$ 4,738,792</u></u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	<u><u>\$ 12,163,263</u></u>
<u>SPECIAL RECREATION FUND</u>	
Salaries and Benefits	\$ 80,066
Supplies/Other Services and Charges	401,056
Capital Improvements	106,938
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	58,806
TOTAL AMOUNT APPROPRIATED FROM THE SPECIAL RECREATION FUND	<u><u>\$ 646,866</u></u>

Appropriation

CEMETERY COMMISSION FUND

Salaries and Benefits	\$	673,929
Supplies/Other Services and Charges		551,437
Capital Improvements		1,450,000
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for		267,537
TOTAL AMOUNT APPROPRIATED FROM THE CEMETERY COMMISSION FUND	\$	2,942,903

PUBLIC LIBRARY FUND

Library Services

Salaries and Benefits	\$	3,150,081
Supplies/Other Services and Charges		1,662,098
Building Maintenance - Supplies/Other Services and Charges	\$	399,395
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for		891,157
Sub-Total	\$	6,102,731
Capital Equipment	\$	-
Capital Improvements		3,700,000
Sub-Total	\$	3,700,000
TOTAL AMOUNT APPROPRIATED FROM THE PUBLIC LIBRARY FUND	\$	9,802,731

POLICE RESTRICTED FUND

Supplies/Other Services and Charges	\$	75,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for		7,500
TOTAL AMOUNT APPROPRIATED FROM POLICE RESTRICTED FUND	\$	82,500

HOUSING TRUST FUND

Supplies/Other Services and Charges	\$	585,000
Capital Improvements		-
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		58,500
TOTAL AMOUNT APPROPRIATED FROM THE HOUSING TRUST FUND	\$	643,500

CAPITAL IMPROVEMENTS FUND

Appropriation

Salaries and Benefits	\$	-
Supplies/Other Services and Charges		3,839
Capital Equipment		1,353,100
Capital Improvements		38,460,000
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		3,981,694
TOTAL AMOUNT APPROPRIATED FROM THE CAPITAL IMPROVEMENTS FUND	\$	43,798,633

LAUREL/WESTERN REDEVELOPMENT FUND

Supplies/Other Services and Charges		1,488,105
Capital Improvements	\$	100,000
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		158,811
TOTAL AMOUNT APPROPRIATED FROM THE LAUREL/WESTERN REDEVELOPMENT FUND	\$	1,746,916

WATER AND SEWER FUND

General Government

Salaries and Benefits	\$	269,709
Supplies/Other Services and Charges		4,611,383
Debt retirement		783,553
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		999,848
TOTAL GENERAL GOVERNMENT	\$	6,664,493

Public Works

Salaries and Benefits	\$	2,595,362
Supplies/Other Services and Charges		1,458,471
Capital Improvements		280,000
TOTAL PUBLIC WORKS ADMINISTRATION	\$	4,333,833

TOTAL AMOUNT APPROPRIATED FROM THE WATER AND SEWER FUND

\$ 10,998,326

WATER AND SEWER CAPITAL FUND

Capital Equipment	\$	510,000
Capital Improvements		3,240,000
Contingency to meet expenses for emergencies and capital	\$	-

improvements not otherwise provided for	<u>Appropriation</u> 375,000
TOTAL AMOUNT APPROPRIATED FROM THE WATER AND SEWER CAPITAL FUND	\$ 4,125,000

DEERPATH GOLF COURSE FUND

Administration

Salaries and Benefits	\$ 609,260
Supplies/Other Services and Charges	331,138
Capital Equipment	55,000
Capital Improvements	295,000
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	240,093
TOTAL ADMINISTRATION	\$ 1,530,491

Course Maintenance

Salaries and Benefits	\$ -
Supplies/Other Services and Charges	130,593
TOTAL COURSE MAINTENANCE	\$ 130,593

Clubhouse

Salaries and Benefits	\$ 285,743
Supplies/Other Services and Charges	694,199
TOTAL CLUBHOUSE	\$ 979,942

TOTAL AMOUNT APPROPRIATED FROM THE DEERPATH GOLF COURSE FUND	\$ 2,641,026
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FLEET FUND

Salaries and Benefits	\$ 921,971
Supplies/Other Services and Charges	1,391,312
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	231,328
TOTAL AMOUNT APPROPRIATED FROM THE FLEET FUND	\$ 2,544,611

LIABILITY INSURANCE FUND

Supplies/Other Services and Charges	\$ 1,718,648
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	171,865
TOTAL AMOUNT APPROPRIATED FROM THE LIABILITY INSURANCE FUND	\$ 1,890,513

Appropriation

SELF INSURANCE FUND

Supplies/Other Services and Charges	\$	6,066,000
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		606,600
TOTAL AMOUNT APPROPRIATED FROM THE SELF INSURANCE FUND	\$	<u>6,672,600</u>

FIREFIGHTERS' PENSION FUND

Other Services and Charges	\$	3,828,005
Contingency to meet expenses for emergencies and expenses not otherwise provided for		382,800
TOTAL AMOUNT APPROPRIATED FROM THE FIREFIGHTERS' PENSION FUND	\$	<u>4,210,805</u>

POLICE PENSION FUND

Other Services and Charges	\$	4,406,005
Contingency to meet expenses for emergencies and expenses not otherwise provided for		440,599
TOTAL AMOUNT APPROPRIATED FROM THE POLICE PENSION FUND	\$	<u>4,846,604</u>

Public Schools THE CITY OF LAKE FOREST

School District No. 67

From the Education Fund	\$	-
From the Operations, Building and Maintenance Fund	\$	-
From the Capital Projects Fund	\$	-
From the Illinois Municipal Retirement/Social Security Fund	\$	-
From the Transportation Fund	\$	-
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	\$	<u>-</u>

Summary of the Amounts Appropriated From the Several Funds

<u>Fund</u>	<u>Appropriation</u>
General	\$ 50,998,664
Flex	10,450
LF Hospital Project	1,596,714
Park and Public Land	1,046,397
Motor Fuel Tax	-
Emergency Telephone	442,980
Senior Resources Commission	822,619
Parks and Recreation	12,163,263
Special Recreation	646,866
Cemetery Commission	2,942,903
Public Library	9,802,731
Alcohol Asset Forfeiture	82,500
Affordable Housing	643,500
Capital Improvements	43,798,633
Laurel/Western Redevelopment	1,746,916
Water and Sewer	10,998,326
Water and Sewer Capital Fund	4,125,000
Deerpath Golf Course	2,641,026
Fleet	2,544,611
Liability Insurance	1,890,513
Self Insurance	6,672,600
Firefighters' Pension	4,210,805
Police Pension	4,846,604
Sub-Total	<u>\$ 164,674,621</u>

The City of Lake Forest School District No. 67

Education	\$ -
Operations, Building and Maintenance	\$ -
Capital Projects	\$ -
Illinois Municipal Retirement/Social Security	\$ -
Transportation	\$ -
Sub-Total	<u>\$ -</u>

GRAND TOTAL \$ 164,674,621

Section 2: That any sum of money heretofore appropriated and not expended now in the Treasury of The City of Lake Forest, or that hereafter may come into

the Treasury of The City of Lake Forest, is hereby reappropriated by this Ordinance.

Section 3: That the funds derived from sources other than the 2024 tax levy and other revenue pledged for specific purposes may be allotted by the Mayor and City Council to such appropriations and in such amounts respectively, as said Corporate Authorities may determine within the limits of said appropriations, respectively, insofar as doing same does not conflict with the law.

Section 4: That any unexpended balances of any items of any general appropriation made by this Ordinance may be expended in making up any deficiency in any other item in the same general appropriation made by this Ordinance and is hereby appropriated therefore.

Section 5: That any sum of money received for a specific purpose or category of expenditure from any source other than real estate taxes (including without limitation grants and donations) that is not specifically authorized by this appropriation ordinance shall be authorized for expenditure upon acceptance of such sum of money by the City, provided that such expenditure is approved in accordance with applicable City ordinances and procedures.

Section 6: That the sum of money that the Corporate Authorities of the City (or such subordinate body of the City empowered to authorize the expenditure of funds) have approved, or will approve, to satisfy a lawful debt of the City, and for which money is available in the Treasury (or in the specific fund over which a subordinate body may have authority) at the time of such approval, is hereby appropriated by this ordinance.

Section 7: That if any item or portion thereof of this Appropriation Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such item or the remaining portions of this Ordinance.

Section 8: The City Council shall at any time have the power, to make transfers of sums of money appropriated for one corporate object or purpose, but no appropriation for any object or purposes shall thereby be reduced below any amount sufficient to cover all obligations incurred or to be incurred against such appropriation.

Section 9: At any time during the fiscal year when an expenditure shall exceed the amounts set forth in this ordinance and there are funds available in the City's Treasury, the City Council may approve such expenditure and grant a supplemental appropriation for such purpose contemporaneously.

Section 10: This ordinance shall be in force ten (10) days from and after its

passage, approval and publication.

PASSED THIS ____ day of _____, 2025

APPROVED THIS ____ day of _____, 2025

ATTEST:

City Clerk

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

**CITY OF LAKE FOREST, ILLINOIS
 APPROPRIATIONS ORDINANCE
 FISCAL YEAR 2026 (May 1, 2025 – April 30, 2026)**

EXHIBIT A

In accordance with §3-125.1 of the Pension Code and §4402.30 of the Administrative Code, the City shall annually establish pensionable salary for all City employees covered by Article 3 of the Pension Code in the City's Appropriations Ordinance. **Salary attached to rank** for officers covered by Article 3 of the Pension Code are as follows:

POSITION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Police Officer	\$82,729	\$89,540	\$96,351	\$103,162	\$109,974	\$116,785	\$123,596
Police Sergeant	\$130,827	\$133,124	\$135,420	\$137,716	\$140,013	\$142,309	\$144,605
Police Commander	Salary Range \$154,159 - \$166,161						
Deputy Police Chief	Salary Range \$167,992 - \$182,594						
Police Chief	Base Salary \$195,700						

In accordance with §4-118.1 of the Pension Code and §4402.30 of the Administrative Code, the City shall annually establish pensionable salary for all City employees covered by Article 4 of the Pension Code in the City's Appropriations Ordinance. **Salary attached to rank** for officers covered by Article 4 of the Pension Code are as follows:

POSITION	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Firefighter	\$74,510	\$80,646	\$82,776	\$90,366			
Firefighter Paramedic	\$80,911	\$85,614	\$90,972	\$97,630	\$102,715	\$109,155	\$117,015
Fire Lieut. Paramedic	\$120,610	\$124,954	\$126,885	\$128,818	\$130,749	\$132,682	\$134,613
Fire Battalion Chief	Salary Range \$143,787 - \$159,540						
Fire Division Chief	Salary Range \$145,197 - \$156,501						
Deputy Fire Chief	Salary Range \$167,992 - \$182,594						
Fire Chief	Base Salary \$195,700						

The City of Lake Forest
 CITY COUNCIL MEETING
Proceedings of the Monday, May 19, 2025
 City Council Meeting – City Council Chambers
 220 E Deerpath, Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL: Honorable Mayor Tack called the meeting to order at 630 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Tack, Alderman Clemens, Alderman Notz, Alderman Powers, Alderman LeVert, Alderman Bothfeld, Alderman Weber and Alderman Walther.

Absent: Alderman Novit

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. Resolution of Appreciation for Retired Chief Water Plant Operator John C. Gullede
 Mayor Tack read the resolution, and photos were taken.

COUNCIL ACTION: Approve the Resolution of Appreciation

Alderman LeVert made a motion to approve the Resolution of Appreciation, seconded by Alderman Powers. The motion passed unanimously by voice vote.

2025-2026 Board and Commission Appointments and Reappointments

AUDIT

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Joy Larisey	REAPPOINT	4
Robert Nowlin	REAPPOINT	4

BUILDING REVIEW BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
John Looby III	REAPPOINT AS CHAIR 1- additional term	4
Justin Stamer	REAPPOINT	2
Eric Lohmueller	REAPPOINT	2
Scott Renken	REAPPOINT	1
Sarah Lamphere	APPOINT TO OWN TERM	3
Chris Collins	APPOINT	1

CEMETERY

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
John Anderson	REAPPOINT AS CHAIR 1- additional term	1
Robert Wayne	REAPPOINT	3
Lowell Dixon	REAPPOINT	1

GORTON BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Bob Scales	REAPPOINT	n/a
Michael Slover	REAPPOINT	n/a

HISTORIC PRESERVATION COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Lloyd Culbertson	APPOINT AS CHAIR	4
Leif Soderberg	REAPPOINT	1
Tina Dann-Fenwick	REAPPOINT	4
John Norkus	APPOINT	1

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Julie Crouch	REAPPOINT	LFHS REP
Kate Leech	REAPPOINT	4
Kristen Lee	REAPPOINT	3

LIBRARY

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Josh Jackson	REAPPOINT	1
Robert Shaw	REAPPOINT	4

PLAN COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Mark Pasquesi	APPOINT AS CHAIR	4

Louis Pickus	REAPPOINT	2
Barrett Davie	REAPPOINT	2
Paul Thomas	REAPPOINT	3
David Hunt	APPOINT	1

SENIOR RESOURCE COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Jean Manning	REAPPOINT	3
Dennis Herman	REAPPOINT	4
Mark Dewart	REAPPOINT	LB
Charlie Notaras	APPOINT	1

ZONING BOARD OF APPEALS

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Ari Bass	REAPPOINT AS CHAIR	2
Mike Adams	REAPPOINT	3
Jeff Giannelli	APPOINT TO OWN TERM	3
Fred Brewer	APPOINT	3
Jan Gibson	APPOINT	3

BOARD OF POLICE AND FIRE COMMISSIONERS

Nancy Taubensee	REAPPOINT	n/a
Richard Price	REAPPOINT	n/a

BOARD OF TRUSTEES POLICE PENSION FUND

John Sonnier	APPOINT	n/a

HOUSING TRUST FUND

Don Schoenheider	REAPPOINT	n/a
Charles King	REAPPOINT	n/a

COUNCIL ACTION: Approve the Mayor's Appointments and Reappointments

Alderman Clemens made a motion to approve the Mayor's appointments and reappointments, seconded by Alderman Walther. The motion passed unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Wicha welcomed Jennifer Turner, Executive Director of Emerging Artists.

**A. Community Spotlight
Deer Path Art League - Emerging Artists
- Jennifer Turner, Executive Director**

Artists in attendance received the award from the Mayor, photos were taken.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Robert Metz offered his opinion to the Council about a coach. Mr. Metz also gave a handout to the City Council.

City Manager Jason Wicha stated the City of Lake Forest takes accusations very seriously. This incident was investigated, and the matter is closed at this time.

Diane offered her compliments to the Police regarding a dog issue.

COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of Monday, May 5, 2025, City Council Meeting Minutes, First and Second Session. With the notation that "City Council Action " was missing from the minutes.**
2. **Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions**
3. **Approval for the purchase of a Zoll X series cardiac monitor, with an extended warranty, in an amount not to exceed \$54,793.14, and authorization to dispose of City property with a value of \$5,832.00.**
4. **Award of a Five-Year Contract with Veolia for Technical Support Service included in the FY2026 – FY2030 Operating Budget for the sum of \$119,950**
5. **Award of Proposal to Thelen Materials, LLC. for a Five-Year Compost Center Transferring Agreement included in the FY2026 – FY2030 Operating Budgets for the Sum of \$545,000**
6. **Award of Bid to Midwest Power Industry Inc for Elevated Tank Generator Replacement Project in the amount of \$54,403, to include a 10% or \$5,440 contingency for a total cost of \$59,843**
7. **Award of a One-Year Extension of the City's Contract with Xylem Dewatering Solutions Doing Business As Wachs Water Services for Valve Exercising Service included in the Operating Capital Budget for the sum of \$22,828**
8. **Approval of a Three-Year Contract with M.E. Simpson Company, Inc. for Leak Detection Service Contract included in the FY2026 –FY2028 Operating Capital Budget for the Sum of \$148,750**

9. **Approval of a Third Year Renewal with Hoerr Construction, Inc. for the 2025 Sewer Lining Program, and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$639,031**
10. **Approve to purchase 3 safety boats from Racine Riverside Marine in the amount of \$68,001.00 for the Recreation Department Sailing Program from the FY26 Capital Improvement Program.**
11. **Approval of an Illinois Department of Transportation Resolution Appropriating \$109,144 in Rebuild Illinois Funds (RBI) Funds to be used for Phase I Design Engineering Services of the Ringwood Bridge Project**
12. **Consideration of a Waiver of the Plan Review and Permit Fees for Interior Alterations at Deer Path Middle School, 95 W. Deerpath, in the Amount of \$16,889.50. (Approval by Motion)**
13. **Consideration of Ordinances Approving Recommendations from the Building Review Board for 172 Atteridge Road, 360 Butler Drive and 1425 Telegraph Road. (First Reading and if Desired by the City Council, Final Approval)**
14. **Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission in Support of Granting a Building Scale Variance for Additions and a Pool Cabana at 1360 Elm Tree Road. (First Reading and if Desired by the City Council, Final Approval)**
15. **Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 1360 Elm Tree Road, 1510 Willow Street, 270 Overlook Drive, and 587-589 Ivy Court. (First Reading, and if Desired by the City Council, Final Approval)**
16. **Consideration of an Amendment to the Lake Forest Code relating to Service Regulations. (First Reading and if Desired by the City Council, Final Approval)**

COUNCIL ACTION: Approve the sixteen (16) omnibus items as presented

Mayor Tack asked if anyone would like an item removed or taken separately. Seeing none, he asked for a motion.

Alderman Powers made a motion to approve the sixteen (16) Omnibus items as presented, seconded by Alderman Weber. The following voted "Aye": Alderman Clemens, Notz, Powers, LeVert, Bothfeld, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

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

OLD BUSINESS

1. Award of Contracts for Bank Lane Streetscape Construction

Below is a summary of the overview that Byron Kutz, Superintendent of Engineering offered the City Council. Based on the Comprehensive Land Use Plan and direction from the City Council the full removal and reconstruction. The Project will be coordinated with adjacent Deerpath construction and has an estimated construction duration: June 9 – October 31, 2025, with a FY2026 budget of \$1,700,000. He reviewed the work hour option considerations that included a hybrid option and shared the bid results. He further broke down the costs based on Base Project Construction, Contingency (which excluded project allowance), and Inspection costs.

Members of the City Council had a lengthy discussion on the options, the narrow width of Bank Lane and accessibility, access to businesses, safety being a key component, with 100 workdays, 20 may be in the evening, type of work done in the night, using the same contractor, and appreciation of staff work for options with economic elements.

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

The following offered their comments to the City Council

The Director of Operations at LeColonial preferred more evening work.

Sarah at LeColonial also preferred night work and appreciates the constant communication.

Diane asked about the length of time of the project.

Mayor Tack stated that we are doing all that we can to mitigate for local businesses.

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

COUNCIL ACTION: Award of the Low Bid for the Bank Lane Streetscape Project for Day/Night-Work Hybrid to D'Land Construction, LLC. and Authorize the City Manager to Execute an Agreement in the Amount of \$1,486,267 and a Contingency in the Amount of \$146,127 for a Total Project Cost of \$1,632,394. Also, Approval of Part-Time Construction Inspection Services for the Bank Lane Streetscape Project to Thomas Engineering Group and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$50,000.

Alderman Walther made a motion to award of the Low Bid for the Bank Lane Streetscape Project for Day/Night-Work Hybrid to D'Land Construction, LLC. and Authorize the City Manager to Execute an Agreement in the Amount of \$1,486,267 and a Contingency in the Amount of \$146,127 for a Total Project Cost of \$1,632,394. Also, Approval of Part-Time Construction Inspection Services for the Bank Lane Streetscape Project to Thomas Engineering Group and authorize the City Manager to execute an Agreement in the Amount Not to Exceed \$50,000, seconded by Alderman Powers. The following voted "Aye": Alderman Clemens, Notz, Powers, LeVert, Bothfeld, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

NEW BUSINESS

Compliments to the Police Department on the complaints about e-bikes and youth, and managing the new law.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman Clemens made a motion to adjourn, seconded by Alderman LeVert. Motion carried unanimously by voice vote at 7:35 p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

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The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of Monday, June 2, 2025
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

CITY CLERK WILL ASK FOR A MOTION TO APPOINT ALDERMAN WEBER AS MAYOR PRO TEM.

Alderman Walther made the motion, seconded by Alderman Notz. The motion passed unanimously by voice vote.

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

Present: Mayor Pro Tem Weber, Alderman Novit, Alderman Clemens, Alderman Notz, Alderman Powers, Alderman LeVert, Alderman Bothfeld, Alderman Weber and Alderman Walther.

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. Resolution of Appreciation for Retiring Superintendent of Public Works, Daniel H. Martin

Mayor Pro Tem Weber read the resolution, and photos were taken.

COUNCIL ACTION: Approval of the Resolution of Appreciation

Alderman Notz made a motion to approve the Resolution of Appreciation, seconded by Alderman Novit. The motion passed unanimously by voice vote.

B. Resolution of Appreciation for Retiring Superintendent of Parks & Forestry, Charles E. Myers

Mayor Pro Tem Weber read the resolution, and photos were taken.

COUNCIL ACTION: Approval of the Resolution of Appreciation

Alderman LeVert made a motion to approve the Resolution of Appreciation, seconded by Alderman Powers. The motion passed unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Wicha welcomed Henry Kleeman, President of the Lake Forest Preservation Foundation.

**A. Community Spotlight
Lake Forest Preservation Foundation
- Henry Kleeman, President**

President Kleeman reviewed the Award Categories and shared the winners in the categories of Preservation, Rehabilitation and Infill.

**B. Deerpath Streetscape Project- Monthly Update
-Byron Kutz, Engineering Superintendent**

Director of Public Works Michael Thomas thanked Dan Martin and Chuck Myers for their service, he then introduced Matt Brugioni and Corey Wierema. He then shared a video and reviewed recent work that included Sidewalk removal, electric conduit installation, and catch basin and storm sewer work. Upcoming works include continued installation of electrical conduit, continued sidewalk removal, installation of the irrigation system, installation of base for structural soil, and installation of landscape bump out underdrains. Under

general updates he stated that the City continues monitoring detours and traffic signals, the Streetscape Project-Team walking businesses frequently, we regularly have communication with businesses and the Chamber, and now are offering Field-office hours: Open to the Public, Thursdays 1-2 pm. Bank Lane is back to two-way traffic. The project will start one week later, due to the brick manufacturer.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

JoAnn Desmond offered her opinion to the City Council in opposition to suspending the PEG channel. Diane offered her opinion on the website and Chat with the Chief.

COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the Check Register for the Period of April 20 – May 17, 2025**
2. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for the McKinlock Post 264- American Legion (Approval by Motion)**
3. **Approval to extend the City’s Office Supplies Contract with Warehouse Direct through May 31, 2026 as determined by the Suburban Purchasing Cooperative of the Northwest Municipal Conference.**
4. **Request to Approve the Purchase of a Replacement Ambulance by ARV Inc., Not to Exceed Amount of \$323,076.14**
5. **Award of Bid to Era Valdivia for the Elevated Tank Spot Painting Project in the amount of \$88,000 and Approve an Agreement with KLM Engineering, Inc. for Project Management Services in the amount of \$12,300 to include a 15% Contingency or \$13,200 for a Total Cost of \$113,500**
6. **Award of Bid to Fab Tech WasteWater Solutions for Water Plant Air Handler Cooling Coil Project in the amount of \$44,000, to include a 10% or \$4,400 contingency for a total cost of \$48,400**

COUNCIL ACTION: Approve the six (6) omnibus items as presented

Mayor Pro Tem Weber asked if anyone would like an item removed or taken separately. Seeing none, she asked for a motion.

Alderman Walther made a motion to approve the six (6) Omnibus items as presented, seconded by Alderman Clemens. The following voted “Aye”: Alderman Novit, Alderman Clemens, Notz, Powers, LeVert, Bothfeld, Weber and Walther. The following voted “Nay”: none. 8-Ayes, 0-Nays, motion carried.

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

OLD BUSINESS

NEW BUSINESS

1. Authorize the City Manager to Suspend the Lake Forest Public, Education, and Government (PEG) Access Cable Channel as Provided in the Comcast Franchise Agreement

Keri Kaup, Assistant to the City Manager, reviewed the status of equipment related to the PEG channel, which included the A/V System upgrade in December 2024, resulting in compatibility issues. The HDMI to SDI converters need to be replaced, and the Battery backup is at the end of its life; the scrolling slide deck has not played in several weeks, and importantly, we cannot improve broadcast quality.

Ms. Kaup went on to report that when considering whether to recommend suspending the cable channel, City staff consulted the 2023 Community-Wide Survey to determine how residents prefer to obtain information about the city. Only 1% (or 14 respondents) collectively identified LFTV as their first, second, or third choice. Conversely, 54% reported that they visit the City's website which is where the meeting livestream is linked and links to past meeting videos can be found. Email newsletters were the preferred source of information for 59% of respondents. If the PEG channel is discontinued, links to recent City Council meetings could be included in the weekly eNews, which reaches approximately 12,000 subscribers. Staff consulted with Comcast to obtain metrics as to viewership on the City's channel, but learned Comcast does not maintain metrics on PEG channel viewership.

Historically, the channel has been used to broadcast certain public meetings, specifically the City Council, Finance Committee, and Plan Commission. These meetings are not rebroadcast over the cable channel, and viewers are directed to the City's website to view on-demand videos. When meetings are not being broadcast, the channel continuously scrolls a series of informational slides to fill the airtime. Because the PEG Channel is provided by Comcast as part of the franchise agreement, the City could reinstate the channel in the future if desired.

Additionally, she reported that City staff will offer in-person training to any resident who needs assistance learning how to access the City's website or YouTube channel to view the livestream or on-demand video.

Lastly, she reported that the City offers multiple communication channels and remains committed to accessibility and transparency. Regular review of these tools is essential. Given the low usage of the PEG channel and the higher engagement with the City's website and eNews, staff recommends phasing out the PEG channel and focusing resources on platforms that provide greater value to residents.

The City Council had a discussion on the following topics: quality of the broadcast, what the broadcast is used for, meetings verses information, live streaming, dead air-time, social media and YouTube, other options for channel 17, basic cable, educating the public on how to watch the meeting other places, lack of computers and technology, and cost upgrades to keep the channel.

Mayor Pro Tem Weber asked if there was anyone from the public who would like to comment. Diane offered her opinion and was in favor of keeping the channel
JoAnn Desmond offered her opinion on the many viewers and the quality.

City Council had additional discussion, and, through consensus, no City Council action was taken on this item. City Manager Wicha stated that there will be no operational upgrades to the system at this time and that the quality of the broadcast will not improve.

COUNCIL ACTION Authorize the City Manager to Suspend the Lake Forest Public, Education, and Government (PEG) Access Cable Channel as Provided in the Comcast Franchise Agreement.

No action taken on this item

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

Mayor Pro Tem invited all to the Meet the Fleet Event.

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman Clemens made a motion to adjourn, seconded by Alderman LeVert. Motion carried unanimously by voice vote at 7:28 p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

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2025 City Council and Finance Committee Dates

** = This date represents a change from the traditional dates, due to holiday or other conflicts

Meeting dates highlighted in blue represent Workshops Meeting dates

BOLDED represent Finance Committee meetings (FC)

January 6, 2025	CANCELLED	6:30 Workshop Meeting
**January 21, 2025	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
February 3, 2025	COUNCIL CHAMBERS	6:30 City Council
**February 18, 2025	COUNCIL CHAMBERS	6:30 City Council
March 3, 2025	COUNCIL CHAMBERS	6:30 City Council
March 10, 2025	DICKINSON HALL	5:00 Operating Budget WS
March 17, 2025	COUNCIL CHAMBERS	6:30 City Council
April 7, 2025	COUNCIL CHAMBERS	6:30 City Council
April 21, 2025	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
May 5, 2025	COUNCIL CHAMBERS	6:30 City Council
May 19, 2025	COUNCIL CHAMBERS	6:30 City Council
June 2, 2025	COUNCIL CHAMBERS	6:30 City Council
June 16, 2025	COUNCIL CHAMBERS	6:30 City Council
July 7, 2025	DICKINSON HALL	6:30 City Council
July 21, 2025	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
August 4, 2025	COUNCIL CHAMBERS	6:30 City Council
August 18, 2025	NO MEETING	NO MEETING
**September 2, 2025	COUNCIL CHAMBERS	6:30 City Council
September 15, 2025	DICKINSON HALL	6:30 Workshop Meeting
October 6, 2025	COUNCIL CHAMBERS	6:30 City Council
October 20, 2025	COUNCIL CHAMBERS	FC 6:30- CC to immediately follow
November 3, 2025	COUNCIL CHAMBERS	6:30 City Council
November 10, 2025	DICKINSON HALL	5:00 Capital Budget WS
November 17, 2025	COUNCIL CHAMBERS	6:30 City Council
December 1, 2025	COUNCIL CHAMBERS	6:30 City Council
December 15, 2025	NO MEETING	NO MEETING

5/6/2024, 6/11/2025

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025-____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE REGARDING
THE CLASS D-1 LIQUOR LICENSES**

Adopted by the City Council
of the City of Lake Forest
this ____ day of _____ 2025

Published in pamphlet form by direction
and authority of The City of Lake Forest
Lake County, Illinois
this ____ day of _____ 2025

THE CITY OF LAKE FOREST
ORDINANCE NO. 2025 - _____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE REGARDING
THE CLASS D-1 LIQUOR LICENSES**

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

WHEREAS, the City has adopted certain alcoholic beverage regulations designed to protect the health, safety and welfare, which regulations are codified in Chapter 111 of the City Code of Lake Forest, 2013 ("**Liquor Code**");

WHEREAS, The City of Lake Forest desires to amend its Liquor Code to increase the number of liquor licenses in the D-1 category to accommodate an application filed by a local entity for a restaurant operation; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of The City of Lake Forest, County of Lake, and 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: Amendment to Section 111.037. Section 111.037 of the City Code, entitled "Number of Licenses," is amended as follows (deletions in ~~strikethrough~~ and additions in **bold** and underline):

"§111.037 NUMBER OF LICENSES.

(A) The number of liquor licenses issued by the city shall be limited as follows:

<i>Class</i>	<i>Maximum Number of Licenses Authorized</i>
A-1	8
A-2	7
A-3	No more than the total number of Class A-1 licenses issued by the city
B-1	1
C-1	13

C-2	12
C-3	20
D-1	5 -6
E-1	2
F-2	As many as determined reasonable by the Commissioner
F-3	As many as determined reasonable by the Commissioner
F-4	As many as determined reasonable by the Commissioner
F-5	1
F-6	3
G-1	3
G-2	2
I-1 & I-2	No more than the total number of Class B-1, C-1, C-2, C-3, D-1, E-1 and F-1 licenses issued by the city
I-3	As many as determined reasonable by the Commissioner
J	1
K	1

(B) Without further action of the City Council, the maximum number of licenses in any class shall be automatically reduced by one upon the expiration, revocation or non-renewal of an existing license in any such license class.”

SECTION FIVE: 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 _____, 2025.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2025.

Mayor

ATTEST:

City Clerk