

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, December 1, 2025
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	Alice Levert, Alderman Third Ward
Peter Clemens, Alderman First Ward	Nick Bothfeld, 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. Resolution of Appreciation for retiring City Attorney, Julie A. Tappendorf

A copy of the resolution can be found **on page 20** of the packet

COUNCIL ACTION: Approve the Resolution of Appreciation

2. COMMENTS BY CITY MANAGER

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

FINANCE COMMITTEE



1. Gorton Community Center 2026 Budget Presentation

*PRESENTED BY: Will Georgi, Board Chair;
Amy Wagliardo, Executive Director;
and Bob Scales, Finance & Operations Chair/City Director;*

STAFF CONTACT: Katie Skibbe (847-810-3612)

BACKGROUND/DISCUSSION: Section 10.C.3 of the Restated Agreement Relating to the Gorton Property (July 2013), as amended by the First Amendment (October 2019), requires the Finance and Operations Sub-Committee and the Gorton Executive Director to submit the Center’s annual budget and programming plan, including a five-year financial forecast, to the City Manager and the Finance Chair for review. Following this review, the City Manager and Finance Chair must recommend approval, approval with modifications, or rejection of the Annual Budget and Plan to the 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 the plan is rejected, the Center may continue to operate under the most recently approved Annual Budget and Plan, subject to rate adjustments not exceeding CPI. A copy of the Annual Budget, Capital Budget, and Five-Year Forecast begins on **page 21**.

Section 10.D.1.b of the First Amendment outlines GCC’s maintenance obligations. GCC must budget sufficient funds each year to meet these obligations. If GCC’s endowment falls below \$2 million, it must include at least \$25,000 annually in its budget until the endowment reaches \$2 million again. For 2026, GCC’s endowment remains above \$2 million. The Gorton Board approved the 2026 Budget on November 10.

COUNCIL ACTION: It is recommended that the City Council approve the Gorton Community Center 2026 Budget.



2. Consideration of an Ordinance Establishing the 2025 Tax Levy (Final Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests approval of the final reading of an Ordinance establishing the 2025 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 2025 are attached (**page 26**) 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 2025 Levy	2024 Extension	\$ Change	% Change
General	\$ 17,044,547	\$ 16,710,340	\$ 334,207	2.00%
Pensions	8,112,826	7,908,269	204,557	2.59%
Parks & Recreation	6,670,558	6,486,086	184,471	2.84%
Capital/Debt	6,090,605	5,237,133	853,472	16.30%
New Growth	308,937	0	308,937	
PTAB/CE Recapture	0	200,136	-200,136	
Library	5,331,145	5,180,899	150,246	2.90%
Library New Growth	45,073	0	45,073	
Total Tax Levy	\$ 43,603,691	\$ 41,722,864	\$ 1,880,826	4.51%
School District 67 - <i>Estimated</i>	43,372,523	41,649,002	1,723,521	4.14%
GRAND TOTAL	86,976,214	83,371,866	3,604,348	4.32%
Ordinance (Excludes Bond Issuances)	\$ 82,585,609			

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

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	11/17/25	Approval of First Reading
Finance Committee	11/10/25	Discussion of proposed 2025 tax levy
City Council	11/3/25	Determination of a preliminary non-binding estimate of the 2025 levy
Finance Committee	10/20/25	Approval of 2025 Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed 2025 tax levy reflects a 4.51% increase over the 2024 tax levy extensions for the City and Library operating funds, as well as the City’s pension and debt service funds. This increase includes:

- A 2.90% property tax capped increase applied to the Parks & Recreation and Library levies
- Debt service bond levies previously approved by City Council ordinances, subject to abatements for debt paid by alternate revenue sources
- Estimated debt service for the Police Facility project, with a partial abatement of the first-year payment
- Increases attributable to new construction
- A 2.00% increase in the General Fund and IMRF pension levies

Police and Fire pension contributions are determined by independent actuarial valuations and reviewed by the Pension Subcommittee. **The average increase for an existing homeowner (based on a \$1,000,000 home) is projected to be approximately \$165, or 3.56%.**

COUNCIL ACTION: Consider final approval of an Ordinance Establishing the 2025 Tax Levy (page 30).

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Approval of Monday, November 3, 2025, and Monday, November 17, 2025, City Council Meeting Minutes

A copy of the minutes begins on **page 40**.

COUNCIL ACTION: Approval of Monday, November 3, 2025, and Monday, November 17, 2025, City Council Meeting Minutes



2. Approval of the Check Register for the Period of October 18 – November 14, 2025.

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 18th - November 14th, 2025

	Fund	Invoice	Payroll	Total
101	General	783,563	1,901,200	2,684,763
501	Water & Sewer	148,936	236,970	385,906
220	Parks & Recreation	134,894	503,841	638,735
311	Capital Improvements	1,223,956		1,223,956
202	Motor Fuel Tax			0
230	Cemetery	14,838	53,356	68,194
210	Senior Resources	30,235	42,517	72,751
510	Deerpath Golf Course	14,193	2,759	16,952
601	Fleet	50,328	67,026	117,354
416 - 434	Debt Funds			0
248	Housing Trust			0
201	Park & Public Land	265,356		265,356
	All other Funds	783,209	240,566	1,023,775
		\$3,449,507	\$3,048,234	\$6,497,741

Included in the subtotal denoted as "All other Funds" is \$222,773 in Water & Sewer Capital Improvement Fund expenditures.

COUNCIL ACTION: Approval of the Check Register for the Period of October 18 – November 14, 2025.



3. Approval of Ordinances Abating 2025 Tax Levies for Various G.O. Alternate Revenue Bond Issues (Final Reading)

STAFF CONTACT: *Katie Skibbe, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests final approval of ordinances abating 2025 debt service property tax levies.

BACKGROUND/DISCUSSION: The proposed Ordinances provide for the abatement (reduction) of 2025 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 2025 bond tax levies, an abatement ordinance must be approved and filed with the County Clerk no later than March 1, 2026. 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 57**) are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2025 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 2025 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2017 Bond Issue

Council will consider an additional abatement ordinance for the 2025 GO Bonds after issuance.

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

2025 Debt Service Levy and Abatements

	Levy per County	TIF	TIF Loan*	Water	Net Levy
2015	633,050.00	(361,687.50)			271,362.50
2017	784,352.50			(784,352.50)	0.00
2019	827,962.50				827,962.50
2021	719,800.00				719,800.00
2023	1,271,750.00				1,271,750.00
2025**	1,533,826.00		(230,000.00)		1,303,826.00
Total	5,770,741.00	(361,687.50)	(230,000.00)	(784,352.50)	4,394,701.00
1% L/C	5,828,448.41				4,438,648.01

COUNCIL ACTION: Approval of Ordinances Abating 2025 Tax Levies for various general obligation bond issues (Final Reading)



4. Consideration of an Ordinance Approving a Fee Schedule (Final Reading)

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

PURPOSE AND ACTION REQUESTED: Staff requests final approval of the proposed Ordinance.

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. 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, which are included in the packet beginning on **page 83** . The following Ordinance is submitted for City Council consideration:

- Ordinance approving a fee schedule (**page 60**)

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
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City Council	11/17/25	First reading of proposed ordinances
Finance Committee	11/10/25	Discussion of proposed ordinances

BUDGET/FISCAL IMPACT: Annual revenue for the new and increased fees is estimated to be \$3,112 in the General Fund, \$14,600 in the Parks and Recreation Fund and \$61,903 in the Golf Course Fund.

COUNCIL ACTION: Grant final approval of an Ordinance approving a fee schedule.



5. Consideration and approval of increasing the deductible with the Intergovernmental Risk Management Agency (IRMA) from \$25,000 to \$50,000 and authorization for the City Manager to make the required deductible payments.

STAFF CONTACT: *Katie Skibbe, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests approval to increase the City’s deductible with the Intergovernmental Risk Management Agency (IRMA) from \$25,000 to \$50,000 and to authorize the City Manager to make deductible payments up to \$50,000 without further Council action.

BACKGROUND/DISCUSSION: The City of Lake Forest has been a member of IRMA, a member-owned, self-governed public risk pool, since 1981. IRMA provides general liability, worker’s compensation, and other insurance coverage along with risk management services. The City’s deductible has been \$25,000 since 2010, when it was increased from \$2,500.

IRMA provides contribution credits for members who select deductibles above \$5,000 to encourage the use of higher deductibles. The City’s 2026 contribution of \$1,808,787 includes a 14% credit of \$294,454, yet remains \$390,139 higher than the prior year. To help manage this increase, staff evaluated options to contain costs. Increasing the deductible from \$25,000 to \$50,000 increases the contribution credit by 10% to 24%.

Staff reviewed claims from 2020–2024 to estimate the annual impact of increasing the City’s IRMA deductible from \$25,000 to \$50,000. Over this period, the City averaged 2.5 claims per year with costs between \$25,000 and \$50,000. The table below summarizes the estimated annual savings if the \$50,000 deductible was in place during those years.

Year	Total Claims	Deductible Costs (FY)	\$50,000 Deductible			
			Claims \$25–50K	Increased Deductible Cost	Savings from Change	Net Benefit
2024	51	379,904.00	2	68,840.85	210,324.00	141,483.15
2023	73	343,970.00	5	145,298.09	210,324.00	65,025.91
2022	90	166,981.00	2	51,347.48	210,324.00	158,976.52

2021	59	307,507.00	1	30,323.08	210,324.00	180,000.92
2020	59	262,847.00	3	116,504.67	210,324.00	93,819.33

Approval of the increase in the deductible up to \$50,000 will include authorization for the City Manager to pay deductible invoices from IRMA up to the deductible amount without further action of the Council.

BUDGET/FISCAL IMPACT: Annual contributions under the current \$25,000 deductible for calendar year 2026 are \$1,808,787. If City Council approves increasing the deductible to \$50,000, annual contributions would decrease by \$210,324, resulting in a total contribution of \$1,598,463.

COUNCIL ACTION: Grant approval of increasing the City of Lake Forest’s deductible with the Intergovernmental Risk Management Agency (IRMA) from \$25,000 to \$50,000 and authorize the City Manager to make the required deductible payments.



- 6. **Award of the contract for 2026 GIS Services to MGP, Inc. in the not-to-exceed amount of \$131,505 and 2026 Plotting Costs in the not-to-exceed amount of \$2,299 for a Total Cost of \$133,804**

STAFF CONTACT: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

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 \$131,505 for calendar year 2026 and 2026 GIS associated plotting costs in the not-to-exceed amount of \$2,299. The 1-year agreement is from January 1, 2026, through December 31, 2026.

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 three years ago from 100% staffing to 50% staffing for Lake Forest. This will be the fourth year of implementing the 50% staffing allocation model. Under this 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 2026 is for services not to exceed \$124,705 for staffing costs. Additionally, the City also pays \$6,800 for fixed-costs that MGP incurs with this contract for a total of \$131,505. The 2026 staffing cost of \$124,705 is an increase of 3.75% (\$4,507) from the 2025 GIS contract. The annual ESRI license fee (due October 31) of \$8,918 is not included as it is budgeted separately by IT.

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 87** of your packet is the Calendar Year 2026 GIS Consortium Service Provider Contract for MGP. January through April expenses will be made from the City's FY2026 budget, while May through December expenses will be funded from the City's FY2027 budget.

Below is an estimated summary of Project budget:

FY2027 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
101-3747-435.35-46	\$133,804	\$133,804	Y*

*Part of the FY 2027 budget approval process

COUNCIL ACTION Award of the contract for 2026 GIS Services to MGP, Inc. in the not-to-exceed amount of \$131,505 and 2026 Plotting Costs in the not-to-exceed amount of \$2,299 for a Total Cost of \$133,804



7. Approval for 3-Year Renewal of Adobe Acrobat Licensing with Hypertec in the Amount of \$29,259.

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

PURPOSE AND ACTION REQUESTED: Staff requests approval for a 3-year agreement 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	11/03/2025	RFP Published in Pioneer Press, published in publicnoticeillinois.com
Proposals Submitted	11/21/2025	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
Concourse	\$30,678
Hypertec	\$29,259
VCloud Tech	\$28,676
Zones	\$28,888

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. Our current contract is with Hypertec and they have demonstrated the ability to support our needs with the suite of adobe products.

Below is an estimated summary of Project budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested*	Budgeted? Y/N
101-1315-415-43-37 IT Operating	\$29,368	\$29,259	Y

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

COUNCIL ACTION: Approval for 3-Year Renewal of Adobe Acrobat Licensing with Hypertec in the Amount of \$29,259.



8. Approval to Waive the Bid Process and Approve Watermain Testing for the Waukegan and Westleigh Intersection Project to the RJN Group and Authorize the City Manager to Execute an Agreement in the Amount of \$49,834 to Include a 10% Contingency in the Amount of \$4,983 for a Total Cost of \$54,817

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

PURPOSE AND ACTION REQUESTED: Following a presentation on November 17, 2025, the City Council directed staff to obtain a proposal for watermain testing to present at the next Council meeting.

BACKGROUND/DISCUSSION: An overall description first of the project prior to providing detail regarding the watermain testing being requested: This intersection has frequent north-south rear-end collisions, as well as left-turning collisions. This intersection is also very congested, especially during events at the West Campus. The City's proposed intersection improvements project will improve the traffic-flow and safety at this intersection by widening the roadway, constructing dedicated left and right turn lanes and adding pedestrian signals, cross-walks, sidewalks, and ADA accessible curb ramps. The proposed improvements along Waukegan Road (IL 43) include installing a dedicated left-turn lane for northbound traffic and a dedicated right and left-turn lane for south-bound traffic. Along Westleigh Road, a dedicated left-turn lane will be added for westbound traffic. The existing traffic signals at this intersection will also be upgraded to accommodate the additional dedicated turning lanes. Pedestrian safety will be improved by upgrading pedestrian signals, with new cross-walks and ADA accessible curb ramps installed throughout the intersection.

Following the significant watermain break on the 14-inch Westleigh Road main (installed in 1949), which ultimately resulted in a boil order, staff was directed to evaluate watermain options within the proposed intersection project limits. This evaluation is particularly important given that the long-planned Waukegan–Westleigh intersection project is scheduled for the IDOT state bid opening on January 16, 2026, with construction tentatively expected to begin in mid to late March 2026. At the November 17 Council meeting, staff was instructed to continue preparing the Waukegan–Westleigh intersection project for inclusion in the January letting, while simultaneously pursuing watermain testing to better understand the condition of all mains within the project's paving limits. Testing will focus especially on the east–west 14-inch main, which is located only 2,500 feet west of the recent break. Although no watermain breaks have been identified within the intersection project area, conducting testing now will provide the due diligence needed to either proceed with the project as planned or pause it to pursue any necessary watermain rehabilitation. IDOT will publish projects for the January 16 letting on December 5, but unfortunately watermain test results will not be available by that time. Staff anticipates receiving the report in early January, which would allow 1–2 weeks to notify IDOT if the City must withdraw the intersection project from the January 16 bid opening to address watermain rehabilitation.

In terms of the specifics of the watermain testing being proposed, only a limited number of specialized firms provide this state-of-the-art pressure pipeline assessment technology, which delivers highly precise, high-resolution results using the Advanced Vibroacoustic Analysis (AVA) method powered by Dynamic Response Imaging™. Developed through more than a decade of research, this approach uses external inspection and advanced diagnostics to produce detailed, stick-level condition maps that identify sections of pipe that are at risk, performing well, or should be monitored over time. It also detects leaks, air pockets, and obstructions in real time, allowing utilities to pinpoint repairs using accurate wall-thickness and leak-location data. In contrast, many traditional inspection methods require significant fieldwork, may disrupt service, and often provide only limited or averaged condition information, making it difficult to identify specific problem areas. This modern approach enables the City to focus repairs exactly where they are needed, reduce unnecessary replacement costs, minimize public disruption, and make more informed decisions when allocating capital and maintenance budgets.

PROJECT REVIEW/RECOMMENDATIONS:

Project history is shown dating back to 2020.

Reviewed	Date	Comments
City Council	11/17/2025	City Council Approval of IDOT Joint Funding Agreement
Public Works Committee	11/3/2025	Reviewed & Recommended City Council Approval of IDOT Joint Funding Agreement
City Council	11/3/2025	City Council Approval to Grant Easement to ComEd
Public Works Committee	10/20/2025	Reviewed & Recommended City Council Approval to Grant Easement to ComEd
City Council	8/5/2024	City Council Approval to dedicate City Property for Road Purposes as Needed for the Waukegan Westleigh Intersection
Public Works Committee	7/1/2024	Reviewed & Recommended City Council Approval to dedicate City Property for Road Purposes as Needed for the Waukegan Westleigh Intersection
Public Works Committee	4/1/21	Reviewed, recommended Phase II Design for approval
Finance Committee	11/9/2020	Phase II Design Included with Capital Plan

BUDGET/FISCAL IMPACT: The need for this watermain testing was not known during the FY27 budget preparation process, and therefore this is an unbudgeted expense from Water Fund reserves.

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). This watermain testing is a very specialized, emerging technology with very few firms providing this service.

Below is an estimated summary of the project budget:

Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Water Fund Reserve	\$0	\$54,817	N

If necessary, a supplemental appropriation ordinance will be submitted for City Council approval at the end of the fiscal year. If approved, RJN would begin these watermain testing services immediately.

COUNCIL ACTION: Approval to Waive the Bid Process and Approve Watermain Testing for the Waukegan and Westleigh Intersection Project to the RJN Group and Authorize the City Manager to Execute an Agreement in the Amount of \$49,834 to Include a 10% Contingency in the Amount of \$4,983 for a Total Cost of \$54,817.



9. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission in Support of a Building Scale Variance for a Pool House at 1 S. Stonegate 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 as part of the Omnibus Agenda.

BACKGROUND: 1 S. Stonegate Road – The Commission recommended approval of an Ordinance granting a building scale variance for a pool house. The Historic Preservation Commission has final authority over design related decisions however City Council action is required when a variance is requested. Public testimony was presented by the Lake Forest Preservation Foundation and a neighbor in support of the petition. (Approved - 6 to 0)

An Ordinance approving a building scale variance for 1 S. Stonegate Road with key exhibits attached is included in the Council packet beginning on **page 109**. 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 granting a building scale variance for a pool house at 1 S. Stonegate Road as recommended by the Historic Preservation Commission.



10. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 831 Rosemary Road, 1147 Valley Road, and 1450 Old Mill 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

831 Rosemary Road – The Zoning Board of Appeals recommended approval of an Ordinance granting variances to allow a driveway wider than 16 feet in the front yard setback and a variance from the corner side yard setback for a small portion of an open porch. No public testimony was presented on this petition. (Approved – 4 to 0)

1147 Valley Road – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance to allow a portion of a new garage to be constructed within the front yard setback. No public testimony was presented on this petition. (Approved – 6 to 0)

1450 Old Mill Road – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance to allow a second floor addition to encroach into the front yard setback the same distance as the existing structure. No public testimony was presented on this petition. (Approved – 6 to 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 129**. 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 for 831 Rosemary Road, 1147 Valley Road, and 1450 Old Mill Road in accordance with the Zoning Board of Appeals' recommendations.



11. Consideration of a Recommendation from the Plan Commission in Support of a Special Use Permit to Authorize a New Real Estate Office, Jameson Sotheby's International Realty, at 1050 N. Western Avenue. (If desired by the Council, Waive First Reading and Grant Final Approval of the Ordinance.)

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

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

BACKGROUND/DISCUSSION: Real Estate Offices are classified as special uses and require review through a public process. A Special Use Permit is requested to allow a new real estate company, Jameson Sotheby's International Realty, to locate at the north end of the Central Business District, in space previously occupied by OrangeTheory Fitness and just south of Sophia Steak. Jameson Sotheby's does not currently have an office in Lake Forest. Several local real estate agents recently aligned with this company and desire to have a physical presence in the business district to support residents selling their homes and to showcase the community to potential buyers.

No public testimony was presented to the Commission on this petition and the Commission voted 6 to 0 to recommend approval of the Special Use Permit subject to the conditions as detailed in the Ordinance which is included in the Council packet beginning on **page 148**. The Commission's report provides additional information on this petition and is also included in the Council packet beginning on **page 145**.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving a Special Use Permit authorizing Jameson Sotheby's International Realty to occupy existing tenant space at 1050 N. Western Avenue subject to the conditions as detailed in the Ordinance.



12. Consideration of Ordinances Approving Recommendations from the Building Review Board for 1124 Fairview Avenue and 1781 Knollwood Lane. (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

1124 Fairview Avenue - The Board recommended approval of a new single family residence on a vacant lot and the associated hardscape and landscape. In response to public testimony presented by neighbors, the Board confirmed that the house complies with the allowable square footage and zoning setbacks and that drainage and grading plans will be subject to review and approval by the City Engineer. (Approved - 6 to 0)

1781 Knollwood Lane - The Board recommended approval of a new single family residence on a vacant lot and the associated hardscape and landscape. Public testimony was presented by neighbors in support of the petition and others requesting information about tree removal, drainage, and the size of the house. In response to public testimony, the Board confirmed that the residence as proposed complies with all applicable regulations. (Approved - 4 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 153**. 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 1124 Fairview Avenue and 1781 Knollwood Lane in accordance with the Building Review Board's recommendations.

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

6. OLD BUSINESS



- 1. Consideration of a recommendation by staff to modify parking regulations in the Central Business District and implement new technology solutions for permit management and parking enforcement.**

PRESENTED BY: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

PURPOSE AND ACTION REQUESTED: As part of the Council priorities for FY26, City Council requested an evaluation of the Central Business District (CBD) parking and recommendations to improve user experiences. Staff has conducted a comprehensive assessment of parking in the CBD and is providing City Council with initial recommendations for consideration and discussion.

BACKGROUND/DISCUSSION: In August 2025, City staff from multiple departments formed a committee to review parking in the CBD. The Committee's purpose was to analyze current regulations and formulate recommendations for modifications to the parking regulations, so customers and businesses alike will have a clear understanding of where to park, resulting in a more enjoyable downtown experience.

The Committee established three goals to frame the evaluation process: 1) Simplify parking zones and signage; 2) Ensure customer zones are near shopping and dining destinations, and designate employee parking zones; and 3) Improve permit management and parking enforcement capabilities through technology.

The Committee has made recommendations in support of each stated goal which are detailed in the memo on **page 174** of the agenda. The direction provided by Council tonight will result in first reading of any applicable code amendments at the January 20th City Council meeting.

In addition to the established goals and recommendations, the Committee is seeking additional direction on lowering the cost of employee permits, as well as whether to pursue valet permits.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	10/6/25	Review of community and business survey results and opportunity to provide feedback.

COUNCIL ACTION: Approve staff recommendations to modify parking regulations in the Central Business District and implement new technologies in support of the program; and provide Council direction related to lowering the cost of employee permits and pursuing valet permits.

7. NEW BUSINESS

- 1. Forest Park Beach Concessions
 - Mayor Tack

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

- 1. EXECUTIVE SESSION

Adjournment into Executive Session

Reconvene into Open Session

9. ADJOURNMENT

A copy of the Decision Making Parameters, along with a guide to icons focusing on the Priority Areas in the Strategic Plan, is included with this agenda, starting on the following page.



Office of the City Manager

November 26, 2025

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.

Priority Areas



FISCAL STEWARDSHIP

Implement an operating budget and capital improvement strategy that is balanced over the long-term.



INFRASTRUCTURE & CITY FACILITIES

Invest in and maintain infrastructure and facilities to ensure they are safe, reliable, and capable of meeting current and future needs of the community.



PUBLIC SAFETY

Ensure the safety and security of all residents by providing efficient and effective police, fire, and emergency services while promoting community-based crime prevention initiatives.



RECREATION AND COMMUNITY WELL-BEING

Promote a healthy and active community by providing diverse recreational opportunities, maintaining parks and open spaces, and supporting programs that enhance residents' quality of life.



COMMUNITY'S VISUAL CHARACTER AND DEVELOPMENT

Enhance the aesthetic appeal of Lake Forest by balancing preservation of historic buildings, distinct streetscapes and landscapes with being open to opportunities and new ideas.



BUSINESS & ECONOMIC VITALITY

Enhance the business community so that it remains economically viable, enticing to visit, and meets the needs of the community and visitors.



COMMUNITY ENGAGEMENT

Encourage active participation and communication between the City government and residents, fostering a sense of community and ensuring that voices are heard in the decision-making process.



RESOLUTION

WHEREAS, Julie A. Tappendorf has faithfully served as the City Attorney for The City of Lake Forest for the past eight years, providing exceptional legal counsel, sound guidance, and steadfast support to the Mayor, City Council, and City staff; and

WHEREAS, during her tenure, Julie demonstrated the highest standards of professionalism, integrity, and public service while ensuring that the City's operations, policies, and initiatives were conducted in full compliance with the law; and

WHEREAS, Julie played a vital role in advising the City through numerous complex legal matters, major municipal projects, and policy initiatives, consistently delivering thoughtful analysis and expert judgment that strengthened the long-term interests of the community; and

WHEREAS, Julie's commitment to public service extended beyond legal expertise, the projects in which she was involved will continue to serve the City well into the future by contributing significantly to the community's character, vitality, safety, and quality of life; and

WHEREAS, Julie supported, encouraged, inspired, and offered reassurance and clear guidance to individual staff members enabling them to confront challenges and resolve issues with confidence and professionalism; and

WHEREAS, the City is profoundly grateful for Julie's nearly a decade of unwavering dedication, deep institutional knowledge, and tireless effort in service to the residents of the City of Lake Forest; and

WHEREAS, Julie will be missed as a colleague and a friend. We wish her and her family all the best in the future.

NOW, THEREFORE, BE IT RESOLVED That the City Council of The City of Lake Forest, Illinois, hereby expresses the profound gratitude of the citizens and staff of the city of Lake Forest to Julie A. Tappendorf for eight years of loyal and faithful public service by means of this resolution, which shall be spread upon the permanent records of the City Council and a signed copy of which shall be delivered to Ms. Tappendorf.

Adopted by the City Council of
The City of Lake Forest this
1st day of December 2025

Stanford R. Tack, Mayor

Gorton Center
2026 Budget Summary

	2025 Projected	2026 Budget	\$ Variance 2026 Bgt vs 2025 Refrcst	% Variance 2026 Bgt vs 2025 Refrcst
Operations Income/(Expense):				
Room Rentals & Leases	528,355	549,301	20,946	4%
Operations Expense	(1,189,767)	(1,439,568)	(249,801)	21%
Operations, net	(661,412)	(890,267)	(228,998)	-35%
Programs & Events Income/(Expense):				
Income	915,329	979,921	11,886	2%
(Expense)	(653,053)	(624,954)	(10,867)	2%
Programs & Events, net	282,062	283,081	1,019	0%
Children's Learning Center Income/(Expense):				
Income	729,000	844,900	115,900	16%
(Expense)	(501,215)	(583,994)	(82,779)	17%
CLC, net	227,785	260,906	33,121	-15%
Unrestricted Activity - Fundraising:				
Income	530,210	545,000	14,790	3%
(Expense)	(151,475)	(165,386)	(13,911)	8%
Unrestricted Activity,net	378,735	379,614	879	3%
Income (Loss) from Operations	207,384	103,219	(104,308)	

**Gorton Community Center
2026 Budget**

		2024	2025	2026	\$ Variance
		Actual	Projected	Budget	2026 Bgt vs 2025 Projected
Room Rentals & Leases					
	4001 - Annual Leases	152,375	160,096	162,614	2,518
	4002 - Daily and Contract Rent, Net	117,681	140,262	147,275	7,013
	4003 - Drop In Center Rent	59,679	62,657	65,797	3,140
	4004 - Theatre Rent	88,846	107,823	113,214	5,391
	4004 - Technical Fees	63,763	57,517	60,400	2,883
		482,343	528,355	549,301	20,946
Operation Expense					
	5001 - Payroll				
	5001.01 - Administration	707,402	656,281	829,937	173,656
	5001.02 - Porter	74,502	74,548	79,679	5,131
	5001.03 - Taxes	53,973	53,049	66,363	13,314
	5001.04 - Payroll Fees	9,039	5,268	8,505	3,237
	5001.06 - 401K Employer Contributions	-	5,280	10,000	4,720
	Total 5001 - Payroll	844,915	794,426	994,484	200,058
	5002 - Porter/Cleaning Services	101,796	113,951	119,649	5,698
	5003 - Copier	5,772	4,360	5,100	740
	5004 - Postage	1,197	1,529	1,581	52
	5006 - Marketing	150,739	149,683	151,000	1,317
	5007 - Printing	210	43	200	157
	5008 - Insurance				
	5008.02 - Liability Insurance	19,866	22,263	24,489	2,226
	5008.03 - Workers Compensation Insurance	4,307	2,210	2,431	221
	5008.04 - Directors & Officers Insurance	347	1,842	2,026	184
	5008.05 - Liquor Liability Insurance	450	600	660	60
	5008.06 - Commercial Umbrella	3,847	5,899	6,489	590
	5008.07 - Commercial Property	964	11,571	12,728	1,157
	5008.08 - Cyber Insurance	207	1,239	1,363	124
	5008.10 - Reimbursed Health Insurance	44,708	41,310	75,000	33,690
	Total 5008 - Insurance	74,696	86,934	125,186	38,252
	5010 - Accounting	14,750	15,775	16,722	947
	5011 - Office Supplies	5,622	5,858	6,034	176
	5012 - Utilities				
	5012.01 - Gas	7,826	16,878	17,384	506
	5012.02 - Electric	53,167	49,067	50,539	1,472
	5012.03 - Water/Sewer	2,892	2,175	2,240	65
	5012.04 - Telephone	7,392	7,439	7,662	223
	5012.05 - Internet	5,569	5,866	6,042	176
	Total 5012 - Utilities	76,847	81,425	83,868	2,443
	5014 - Building Maintenance				
	5014.01 - Laundry	-	4,905	5,052	147
	5014.02 - Pest Control	405	548	575	170
	5014.03 - Cleaning Supplies	10,536	10,930	11,477	547
	5014.10 - Theatre Maintenance	10,231	3,623	3,804	181
	5014.11-Storage Unit	-	5,155	5,310	155
	5014.08 - Miscellaneous	31,680	26,113	27,419	1,306
	Total 5014 - Building Maintenance	52,852	51,274	53,637	2,506
	5015 - Bank/Credit Chg and Late Fees	36,960	22,489	23,164	675
	5017 - Miscellaneous				
	5017.01 - Dues and Subscriptions	1,939	129	133	4
	5017.02 - Vending Machine	-	247	250	3
	5017.03 - License Fees	640	534	550	16
	5017.06 - Exec Director's Discretionary Fund	6,232	9,122	10,000	878
	5017.05 - Meeting Expense	3,540	4,563	5,000	437
	5017.11 - Educaton/Conferences	3,653	5,045	6,000	955
	5017.08 - Staff Development	5,453	2,467	3,000	533
	Total 5017 - Miscellaneous	21,457	22,107	24,933	2,826
	5018 - Website Maintenance	1,700	1,988	2,048	60
	5019 - Computer Equip/Maint/Software	16,220	32,894	33,881	987
	5021 - Strategic Planning Contingency	-	-	-	-
	5020 - Non-Capital Items	-	401	400	(1)
	Other Income				
	4301 - Administrative Fees	6,000	6,180	6,360	180
	4302 - Interest	6,553	7,042	6,000	(1,042)
	4304 - Miscellaneous	30	3,552	3,500	(52)
	4306 - Distributions - Endowment Fund	173,507	178,596	186,456	7,860
	4307 - Covid-19 Relief	-	-	-	-
		1,219,643	1,189,767	1,439,568	249,944
	Operations Expense net	(737,300)	(661,412)	(890,267)	(228,998)
Programs & Events - Income					
	Programs				
	4101 - Sports	11,765	16,717	11,600	(5,117)
	4102 - Joalida Art	-	18,664	19,660	996
	4103 - Yoga	8,630	7,765	7,437	(328)
	4104 - Adult Art	-	16,000	15,500	(500)
	4105 - Youth Art	-	27,279	28,000	721
	4106 - Sewing	32,899	53,196	50,000	(3,196)
	4107 - Mah Jong & Other Games	17,254	24,000	26,000	2,000

**Gorton Community Center
2026 Budget**

	2024	2025	2026	\$ Variance
	Actual	Projected	Budget	2026 Bgt vs 2025 Projected
4109 - Food & Drink Classes	22,253	15,536	16,695	1,159
4111 - Other	107,557	-	3,600	3,600
4112 - Manners	5,634	4,416	5,420	1,004
4113- Film Camp	-	24,060	26,250	2,190
4115 - Workshops	-	3,442	3,000	(442)
4125 - Music & Dance Lessons	32,650	38,776	40,000	1,224
4129 - Wellness (Meditation)	6,689	11,487	13,330	1,843
4132- Gorton Drama Studio	141,994	191,736	244,442	52,706
4140 - Stem (Robothink)	21,115	39,950	42,000	2,050
	408,439	493,024	552,934	59,910
Events				
4117 - Safety Town	11,593	14,062	14,000	(62)
4118 - Dog Day	160	-	-	-
4120 - Film Festival & Series	39,606	44,657	46,620	1,963
4199 - Hughes Distribution	23,505	26,993	23,118	(3,875)
4121 - Family Shows	11,812	25,044	27,750	2,706
4122 - Kids Only Holiday Shoppe	3,576	3,000	3,500	500
4201 - Grotto	12,524	12,000	12,000	-
4213 - Rendezvous Arts	14,537	11,787	-	(11,787)
4211 - Speaker/Storytelling	49	1,946	3,125	1,179
4212 - Live Music	32,640	32,320	57,252	24,932
4204 - Other	-	-	-	-
	11,443	28,659	22,000	(6,659)
	56,735	52,786	40,000	(12,786)
4225 - Gorton Producer Program	45,550	95,342	100,000	4,658
4226 - Signature Events	55,778	59,029	61,572	2,543
4202 - Jazz	9,715	14,680	16,050	1,370
	329,224	422,305	426,987	4,682
Total Program & Event Revenue	737,664	915,329	979,921	64,592
Programs & Events - Expense				
Programs				
5101 - Sports	8,657	8,851	8,800	(51)
5102 - Joalida Art	-	15,800	16,712	912
5103 - Yoga	5,910	6,450	6,500	50
5104 - Adult Art	-	12,000	12,000	-
5105 - Youth Art	-	9,161	16,740	7,579
5106 - Sewing	25,782	45,703	33,443	(12,260)
5107 - Mah Jong & Other Games	11,253	17,503	18,000	497
5109 - Food & Drink Classes	19,458	10,840	11,691	851
5111 - Other	62,820	-	-	-
5112 - Manners	4,524	3,103	3,869	766
5113- Film Camp	-	14,497	15,750	1,253
5115 - Workshops	-	2,333	2,100	(233)
5125 - Music & Dance Lessons	16,330	26,000	28,000	2,000
5129 - Wellness	3,801	7,984	9,331	1,347
5140 - Stem (Robothink)	17,360	28,000	30,000	2,000
5700 - Gorton Drama Studio	76,748	211,522	174,556	(36,966)
	252,642	419,747	387,492	(32,255)
Events				
5117 - Safety Town	18,088	4,495	4,500	5
5119 - Dog Day	645	484	-	(484)
5120 - Film Festival & Series	31,634	40,492	42,000	1,508
5121 - Family Shows	6,067	9,484	36,852	27,368
5122 - Kids Only Holiday Shoppe	2,298	2,533	2,300	(233)
5201 - Grotto	4,943	2,610	5,000	2,390
5213 - Rendezvous Arts	8,751	8,206	-	(8,206)
5211 - Speaker/Storytelling	-	1,955	1,550	(405)
5212 - Live Music	32,398	33,662	48,970	15,308
5204 - Other	-	-	-	-
	19,922	32,204	18,000	(14,204)
	34,310	43,017	30,000	(13,017)
5202 - Jazz	3,398	7,157	6,290	(867)
5226 - Signature Event	50,336	47,007	44,000	(3,007)
	212,789	233,306	239,462	6,156
Total Program & Events Expense	404,169	441,531	452,398	10,867
Programs & Events, net	210,083	210,083	210,083	210,083
Children's Learning Center - Income				
4401.15 - Enrollment	12,514	12,000	12,000	-
4402 - Hourly	457,403	473,996	652,000	178,004
4403 - Lunch Bunch	16,412	21,982	20,900	(1,082)
4404 - Camp Gorton/Mini Camps	124,363	143,799	160,000	16,201
4405 - Other	-	-	-	-
4405.4 - Other-Donations	-	-	-	-
4405.1 - Book Fair	-	-	-	-
Childcare Restoration Grant/Other	-	-	-	-
Total 4405 - Other	-	-	-	-
Total Revenue, Drop-In Center	610,692	729,000	844,900	115,900
Children's Learning Center - Expense				

**Gorton Community Center
2026 Budget**

					\$ Variance
			2024 Actual	2025 Projected	2026 Budget
5401 - Payroll					
5401.01 - Drop In Center		286,345	338,328	403,632	65,304
5401.08 - Remb. Employee Health Insurance		1,333	1,278	1,200	(78)
5401.04 - Taxes		21,965	25,881	30,878	4,997
5401.05 - Payroll Fees		2,064	1,751	1,804	53
5401.06 - Unemployment Claims		9,773	-	-	-
Total 5401 - Payroll		321,480	367,238	437,514	70,276
5402 - Administrative Services		6,000	6,180	6,360	180
5403 - Rent		59,677	62,657	64,548	1,891
5404 - Telephone		720	885	960	75
5405 - Staff Development/Education		4,903	856	600	(256)
5406 - Office Supplies		992	1,590	1,200	(390)
5407 - Classroom Supplies		4,312	5,821	2,400	(3,421)
5407.1 - Snack Expense		2,525	2,356	600	(1,756)
5407.2 - Lunch Expense		17,057	21,361	34,560	13,199
5407.3-Teacher Class Supplies		-	1,433	1,500	67
5408 - Cleaning & Laundry		6,237	9,429	13,200	3,771
5409 - Marketing		649	362	300	(62)
5410 - Camp & Safety Town Jr.		2,781	1,165	2,000	835
5416 - Website Expense (BrightWheel)		-	445	1,092	647
5417 - Liability Insurance		7,528	5,818	6,600	782
5418 - Workers Compensation Insurance		6,317	3,817	5,760	1,943
5419- CLC Temporary Staff		-	2,597	-	(2,597)
5413 - Classroom Equipment		668	4,815	3,600	(1,215)
5414 - Miscellaneous		5,726	2,390	1,200	(1,190)
Total Expense, Drop-In Center		447,574	501,215	583,994	82,779
Drop-In Center, net		163,118	227,785	260,906	33,121
Unrestricted Activity - Fundraising					
Donations - Income					
General Donations					
4501.01 - 1st Quarter Donations		45,777	85,170	75,000	(10,170)
4501.02 - Spring Appeal		112,496	35,604	75,000	39,396
4501.03 - 3rd Quarter Donations		84,824	92,838	83,000	(9,838)
4501.04 - Fall Appeal		325,451	302,100	300,000	(2,100)
4501.80 - In-Kind Donations		82,834	2,168	2,000	(168)
4501.30 - Endowment Donations		100,000	-	-	-
Donations - Fundraising Event		-	-	-	-
4501.4- Oktoberfest		-	-	-	-
4502.42- Donations		11,000	12,330	10,000	(2,330)
4502.49- Ticket Sales		26,770	-	-	-
		789,153	530,210	545,000	14,790
Donations - Expense		161,397	151,475	165,386	13,911
Unrestricted Donations, net		627,756	378,735	379,614	879

**Gorton Center
FIVE YEAR FORECAST**

	ACTUAL 2023	BUDGET PROJECTED 2024	BUDGET PROJECTED 2025	BUDGET 2026	PROJECTED 2027	PROJECTED 2028	PROJECTED 2029	PROJECTED 2030
Revenue								
Room Rentals/Leases	470,510	494,917	528,355	549,301	565,780	582,753	600,236	618,243
Programs and Events	624,772	754,647	915,329	979,921	979,921	1,009,319	1,039,598	1,070,786
Children's Learning Center	459,778	526,328	729,000	844,900	844,900	870,247	896,354	923,245
Unearned Revenue/Contributions	387,399	571,699	530,210	545,000	545,000	561,350	578,191	595,536
								0
Total Revenue	1,942,459	2,347,591	2,702,894	2,919,122	2,935,601	3,023,669	3,114,379	3,207,811
Expenses								
Administration	1,079,546	1,332,323	1,189,767	1,439,568	1,439,568	1,482,755	1,527,238	1,573,055
Programs and Events	349,814	457,688	653,053	626,954	626,954	645,763	665,135	685,090
Children's Learning Center	347,459	411,197	501,215	583,994	583,994	601,514	619,559	638,146
Fundraising Expenses	48,536	143,128	151,475	165,386	165,386	170,348	175,458	180,722
								0
Total Expenses	1,825,355	2,344,336	2,495,510	2,815,902	2,815,902	2,900,379	2,987,390	3,077,012
Operating Income	117,104	3,255	207,384	103,220	119,699	123,290	126,989	130,798
Depreciation Expense	(308,861)	(318,084)	(327,627)	(337,456)	(347,579)	(358,007)	(368,747)	(379,809)
Temporarily Restricted Activity, Net	(227,118)	(88,268)	(90,916)	(93,644)	(96,453)	(99,346)	(102,327)	(105,397)
Permanently Restricted Activity, Net	593,504	455,524	469,190	483,265	497,763	512,696	528,077	543,919
Other - Capital Campaign								
Net Income	174,629	52,427	258,031	155,386	173,430	178,633	183,992	189,512

Attachment 1

**ESTIMATING EQUALIZED ASSESSED VALUATION, TAX LEVY LIMITATIONS
AND NEW GROWTH PROJECTIONS FOR 2025 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 2025 is as follows:

2024 EAV for The City of Lake Forest	2,775,045,473
Estimated average change to existing property	<u>8.097023%</u>
2025 EAV for existing property	<u>2,999,741,539</u>
Total Estimated New Construction Growth for 2025	\$ 27,562,640
Total Projected EAV for 2025 Tax Levy	<u>\$ 3,027,304,179</u>

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

A.	Tax Levy Extensions for the 2024 Tax Year (Excluding Debt Service, Special Rec and partial Fire Pension Tax Levy Extension, Recapture)	\$ 37,442,329
B.	Total Projected EAV for 2025 Tax Levy	\$ 3,027,304,179
C.	Total Estimated New Construction Growth for 2025	\$ 27,562,640
D.	CPI Increase for 2025 Levy	2.90%
Step 1	Numerator of Limiting Rate:	\$ 37,442,329 X 102.900% = <u>\$ 38,528,156</u>
Step 2	Denominator of Limiting Rate:	\$ 3,027,304,179 - 27,562,640 = <u>\$ 2,999,741,539</u>
Step 3	Limiting Rate (Per \$100 EAV):	\$ 38,528,156 / 2,999,741,539 = <u>\$ 0.01284</u>
Step 4	Maximum Tax Extension for 2025 Tax Year (Excluding Debt Service Tax Levy Extension):	\$ 3,027,304,179 X \$ 0.01284 = <u>\$ 38,882,166</u>
Step 5	Added Tax Levy Extension Based on New Growth (Step 4 minus Step 1)	= <u>\$ 354,010</u>

Aggregate Levy - Truth in Taxation Estimate: 103.85%

Tax Cap	2.90%
New Construction	<u>0.95%</u>
	<u>3.85%</u>

**The City of Lake Forest
Tax Levy
2025**

Attachment 2

FUND	2025 Levy	2024 Extension	\$ CHANGE	% CHANGE	
General	17,044,547	16,710,340	334,207	2.00%	
Pension Funds					
IMRF/SS - Funded Ratio 96.43%	1,444,948	1,416,616	28,332	2.00%	
Police Pension - Funded Ratio 58.0%	3,541,597	3,451,102	90,495	2.62%	Pens Subcommittee
Fire Pension - Funded Ratio 71.8%	2,033,166	2,002,806	30,360	1.52%	Pens Subcommittee
Sub-Total Pension Funds	7,019,711	6,870,524	149,187	2.17%	
Other Funds					
Recreation and Parks	5,956,720	5,788,844	167,876	2.90%	
Recreation and Parks-IMRF/SS	686,057	666,722	19,335	2.90%	
Capital Improvements	1,700,000	1,600,000	100,000	6.25%	5-year forecast
Begin Phase in Police Facility		500,000	(500,000)		
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%	
Library	4,820,778	4,684,915	135,863	2.90%	
Library Sites	510,367	495,984	14,384	2.90%	
Sub-Total Other Funds	13,798,922	13,861,465	(62,543)	-0.45%	
TOTAL LEVY UNDER TAX CAP	37,863,181	37,442,329	420,852	1.12%	
Bond Funds (Cap Applies)					
2010/2013/2021 GO Bonds MS/CIP	719,800	732,100	(12,300)	-1.68%	
2019 Refunding	827,693	825,963	1,730	0.21%	
2023 Issue - Deerpath Park	1,271,750	1,272,750	(1,000)	-0.08%	
2025 Issue - Police Facility	1,300,000		1,300,000		
Extension Adjustment	0	31,083	(31,083)		
2015 GO Bonds - CIP	271,363	275,237	(3,875)	-1.41%	
Sub-Total Bond Funds	4,390,605	3,137,133	1,253,472	39.96%	
TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	42,253,786	40,579,462	1,674,323	4.13%	
Fire Pension PA 93-0689	407,058	371,024	36,034	9.71%	
Special Recreation	588,837	572,242	16,595	2.90%	
PTAB/CE Recapture		200,136	(200,136)	N/A	
Plus New Growth	354,010		354,010	N/A	Preliminary Estimate
GRAND TOTAL TAX LEVY	43,603,690	41,722,864	1,880,826	4.51%	
Ord 2013-70 Debt/Capital Cap Aggregate Levy (Truth in Taxation)	4,390,605	3,137,133	1,253,472	39.96%	Cap \$4,629,746
	39,213,085	38,385,595	827,491	2.16%	
DISTRIBUTION OF GROWTH					
General Fund Levy	\$ 308,937				
Library Levy	45,073				
TOTAL NEW GROWTH	\$ 354,010				

**The City of Lake Forest
Tax Levy
2025**

Attachment 3

FUND	2025 Levy	2024 Extension	\$ CHANGE	% CHANGE	
General	\$17,353,484	16,710,340	643,144	3.85%	2% + new construction
<u>Pension Funds</u>					
IMRF/SS	1,444,948	1,416,616	28,332	2.00%	
Police Pension	3,541,597	3,451,102	90,495	2.62%	Pens Subcommittee
Fire Pension	2,440,224	2,373,829	66,395	2.80%	Pens Subcommittee
Sub-Total Pension Funds	7,426,769	7,241,547	185,222	2.56%	
<u>Agency Funds</u>					
Recreation and Parks	5,956,720	5,788,844	167,876	2.90%	
Recreation and Parks-IMRF/SS	686,057	666,722	19,335	2.90%	
Recreation and Parks-Specific Purpose	125,000	125,000	0	0.00%	
Special Recreation	588,837	572,242	16,595	2.90%	
Capital Improvements	1,700,000	2,100,000	(400,000)	-19.05%	\$500k Reduction for Phase in of Police Facility, \$100k increase per 5 yr Forecast
Library	4,865,850	4,684,915	180,935	3.86%	
Library-sites	510,367	495,984	14,384	2.90%	
Sub-Total Agency Funds	14,432,832	14,433,707	(875)	-0.01%	
AGGREGATE LEVY	39,213,085	38,385,595	827,491	2.16%	
<u>Bond Funds</u>					
2010/2013/2021 GO Bonds MS/CIP	719,800	732,100	(12,300)	-1.68%	
2019 Refunding	827,693	825,963	1,730	0.21%	
2023 Issue - Deerpath Park	1,271,750	1,272,750	(1,000)	-0.08%	
2025 Issue - Police Facility	1,300,000	0	1,300,000	N/A	
Extension Adjustment	0	31,083	(31,083)	N/A	
2015 GO Bonds - CIP	271,363	275,237	(3,875)	-1.41%	
Sub-Total Bond Funds	4,390,605	3,137,133	1,253,472	39.96%	
PTAB/CE Recapture	0	200,136	(200,136)	N/A	
GRAND TOTAL TAX LEVY	43,603,690	41,722,864	1,880,826	4.51%	

**The City of Lake Forest
Tax Levy
2025
Explanation of Homeowner Increase**

Attachment 4

	2025 Levy	2024 Extension	\$ CHANGE	% CHANGE
Levy before growth and exclusions	\$ 37,863,181	\$ 37,442,329	\$ 420,852	1.12%
Plus growth and exclusions	1,349,905	943,266	\$ 406,639	
TOTAL LEVY UNDER TAX CAP	\$ 39,213,085	\$ 38,385,595	\$ 827,491	2.16%
PTAB/CE Recapture	0	200,136	\$ (200,136)	
Bond Funds	4,390,605	3,137,133	\$ 1,253,472	39.96%
TOTAL TAX LEVY	\$ 43,603,690	\$ 41,722,864	\$ 1,880,826	4.51%
Increase excl new growth/exclusions	42,253,786	40,579,462		4.13%
	2025	2024		
	Forecast	Actual		
City Equalized Assessed Value (EAV) 1/3 market value	3,027,304,179	2,775,045,473		
City Levy	43,603,690	41,722,864		
Tax Rate	1.4403	1.5035	levy divided by EAV X 100	
Median Home Market Value	\$ 1,000,000	\$ 925,095		8.10%
EAV	333,333	308,365		
EAV X Tax Rate/100	\$ 4,801	\$ 4,636	\$ 164.88	3.56%

**This is the impact projected on an average existing home.
This represents 22% (City) and 3% (Library) of the entire tax bill.**

(Impacts on individual properties may differ.)

TAX LEVY 2025-2026

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, 2025 AND ENDING APRIL 30, 2026.

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 2: That the sum of eighty-two million, five hundred eighty-five thousand, six hundred eight dollars (\$82,585,608) 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, 2025 and ending April 30, 2026 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-two million, five hundred eighty-five thousand, six hundred eight dollars (\$82,585,608) hereto appropriated and hereby levied, respectively are as follows, to wit:

collected from the taxes levied for the fiscal year commencing May 1, 2025 and ending April 30, 2026 be and same hereby is levied against all property subject to taxation with The City of Lake Forest as the same is assessed and equalized for State and County purposes for the said fiscal year.

That the purposes for which the said amount of thirty-nine million, two hundred thirteen thousand, eighty-five dollars (\$39,213,085) hereto appropriated and hereby levied, respectively are as follows, to wit:

<u>GENERAL FUND</u>	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>General Government</u>		
Salaries and Benefits	\$ 3,989,609	\$ 2,119,215
Supplies/Other Services and Charges	7,244,706	3,848,268
Capital Equipment	200,000	106,237
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	4,673,246	-
TOTAL GENERAL GOVERNMENT	<u>\$ 16,107,561</u>	<u>\$ 6,073,720</u>

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>Legal</u>		
Contractual Services	\$ 450,000	\$ 347,070
TOTAL LAW	<u>\$ 450,000</u>	<u>\$ 347,070</u>
<u>Community Development</u>		
Salaries and Benefits	\$ 1,963,642	\$ -
Supplies/Other Services and Charges	491,852	-
Capital Equipment	-	-
TOTAL COMMUNITY DEVELOPMENT	<u>\$ 2,455,494</u>	<u>\$ -</u>
<u>Public Works Administration</u>		
Salaries and Benefits	\$ 565,789	\$ 422,721
Supplies/Other Services and Charges	131,012	\$ 97,884
TOTAL PUBLIC WORKS ADMINISTRATION	<u>\$ 696,801</u>	<u>\$ 520,605</u>
<u>Public Buildings</u>		
Building Maintenance Administration		
Salaries and Benefits	\$ 944,385	\$ 424,461
Supplies/Other Services and Charges	823,607	370,176
Capital Improvements	162,500	73,037
TOTAL PUBLIC BUILDINGS	<u>\$ 1,930,492</u>	<u>\$ 867,673</u>
<u>Streets</u>		
Salaries and Benefits	\$ 1,182,062	\$ -
Supplies/ Other Service and Charges	754,763	-
Capital Improvements	546,220	-
TOTAL STREETS	<u>\$ 2,483,045</u>	<u>\$ -</u>
<u>Sanitation</u>		
Salaries and Benefits	\$ 1,592,114	\$ 985,348
Supplies/ Other Service and Charges	1,211,842	750,000
TOTAL SANITATION	<u>\$ 2,803,956</u>	<u>\$ 1,735,348</u>
<u>Storm Sewers</u>		
Salaries and Benefits	\$ 136,191	\$ 94,114
Supplies/ Other Service and Charges	40,929	28,284
Capital Improvements	74,000	51,137
TOTAL STORM SEWERS	<u>\$ 251,120</u>	<u>\$ 173,535</u>

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>Engineering</u>		
Salaries and Benefits	\$ 597,350	\$ 244,259
Supplies/ Other Service and Charges	251,429	102,810
TOTAL ENGINEERING	<u>\$ 848,779</u>	<u>\$ 347,070</u>
<u>Fire</u>		
Fire Administration		
Salaries and Benefits	\$ 5,413,116	\$ 2,766,860
Supplies/ Other Service and Charges	426,934	218,223
Capital Improvements	50,000	25,557
Sub-Total	<u>\$ 5,890,050</u>	<u>\$ 3,010,640</u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 40,800	\$ 20,855
Sub-Total	<u>\$ 40,800</u>	<u>\$ 20,855</u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 180,250	\$ 92,133
Sub-Total	<u>\$ 180,250</u>	<u>\$ 92,133</u>
TOTAL FIRE	<u>\$ 6,111,100</u>	<u>\$ 3,123,627</u>
<u>Police</u>		
Salaries and Benefits	\$ 7,323,470	\$ 3,328,953
Supplies/ Other Service and Charges	1,766,133	802,813
Capital Improvements	72,753	33,071
TOTAL POLICE	<u>\$ 9,162,356</u>	<u>\$ 4,164,836</u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u>\$ 43,300,704</u>	<u>\$ 17,353,484</u>
Less: Total amount appropriated from other sources other than Tax Levy	25,947,220	
Sub-Total		17,353,484
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR GENERAL FUND		<u>\$ 17,353,484</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 2025-2026</u>
General Fund - IMRF	\$ 795,770	\$ 722,474
General Fund - Social Security	900,585	722,474
Parks and Recreation Fund - IMRF	361,232	343,028
Parks and Recreation Fund - Social Security	356,060	343,029

TOTAL AMOUNT APPROPRIATED FROM ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY	<u>\$ 2,413,647</u>	<u>\$ 2,131,005</u>
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Less: Total amount appropriated from other sources other than Tax Levy	282,642	
Sub-Total		2,131,005

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY		<u>\$ 2,131,005</u>
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FIREFIGHTERS'S PENSION FUND

Other Services and Charges	\$ 3,420,947	\$ 2,033,166
Contingency to meet expenses for emergencies and expenses not otherwise provided for	382,800	-

TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE FIREFIGHTERS'S PENSION FUND	<u>\$ 3,803,747</u>	<u>\$ 2,033,166</u>
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Less: Total amount appropriated from other sources other than Tax Levy	1,770,581	
Sub-Total		2,033,166

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND		<u>\$ 2,033,166</u>
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Other Services and Charges	\$ 407,058	\$ 407,058
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND LAW PA 93-0869	<u>\$ 407,058</u>	<u>\$ 407,058</u>

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>POLICE PENSION FUND</u>		
Other Services and Charges	\$ 4,406,005	\$ 3,541,597
Contingency to meet expenses for emergencies and expenses not otherwise provided for	440,599	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE POLICE PENSION FUND	<u>\$ 4,846,604</u>	<u>\$ 3,541,597</u>
Less: Total amount appropriated from other sources other than Tax Levy	1,305,007	
Sub-Total		3,541,597
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE POLICE PENSION FUND		<u>\$ 3,541,597</u>

PARKS AND RECREATION FUND

Parks and Forestry

Administration		
Salaries and Benefits	\$ 2,683,557	\$ 2,567,752
Supplies/ Other Service and Charges	953,594	912,443
Capital Equipment	100,000	95,685
Sub-Total	<u>\$ 3,737,151</u>	<u>\$ 3,575,880</u>
Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 91,000	\$ 87,073
Sub-Total	<u>\$ 91,000</u>	<u>\$ 87,073</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 116,000	\$ 110,994
Sub-Total	<u>\$ 116,000</u>	<u>\$ 110,994</u>
Lake Front Facilities		
Supplies/ Other Service and Charges	\$ 37,500	\$ 35,882
Sub-Total	<u>\$ 37,500</u>	<u>\$ 35,882</u>
<u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 87,000	\$ 83,246
Sub-Total	<u>\$ 87,000</u>	<u>\$ 83,246</u>

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 44,460	\$ 42,541
Sub-Total	<u>\$ 44,460</u>	<u>\$ 42,541</u>
<u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 23,500	\$ 22,486
Sub-Total	<u>\$ 23,500</u>	<u>\$ 22,486</u>
<u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 14,500	\$ 13,874
Sub-Total	<u>\$ 14,500</u>	<u>\$ 13,874</u>
<u>Natural Areas Management</u>		
Supplies/ Other Service and Charges	\$ 44,800	\$ 42,867
Sub-Total	<u>\$ 44,800</u>	<u>\$ 42,867</u>
TOTAL PARKS AND FORESTRY SECTION	<u>\$ 4,195,911</u>	<u>\$ 4,014,843</u>
<u>Recreation</u>		
<u>Recreation Programs</u>		
Salaries and Benefits	\$ 3,591,251	\$ 969,675
Supplies/ Other Service and Charges	1,989,558	537,202
Capital Equipment	-	0
Sub-Total	<u>\$ 5,580,809</u>	<u>\$ 1,506,877</u>
Recreation and Parks Specific Purpose	\$ 125,000	\$ 125,000
Recreation Center Capital Equipment	86,497	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	1,110,251	-
TOTAL RECREATION SECTION	<u>\$ 7,299,557</u>	<u>\$ 2,066,877</u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	11,495,468	
Less: Total amount appropriated from other sources other than Tax Levy	9,428,591	
Sub-Total		6,081,720
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE PARKS AND RECREATION FUND		<u>\$ 6,081,720</u>

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
Special Recreation		
Salaries and Benefits	\$ 80,066	\$ 79,096
Supplies/Other Services and Charges	401,056	396,196
Capital Improvements	114,938	113,545
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	59,606	-
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR SPECIAL RECREATION	\$ 655,666	\$ 588,837

Capital Improvements Fund

Supplies/Other Services and Charges	\$ 3,839	\$ -
Capital Equipment	1,353,100	
Capital Improvements	42,530,457	1,700,000
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	4,388,740	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	\$ 48,276,136.00	\$ 1,700,000

PUBLIC LIBRARY FUND

Library Services

Salaries and Benefits	\$ 2,923,221	\$ 2,922,998
Supplies/Other Services and Charges	1,662,098	1,661,971
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	515,657	-
Total Lake Forest Public Library - General	\$ 5,100,976	\$ 4,584,969
Less: Total amount appropriated from other sources other than Tax Levy	516,007	
Sub-Total		4,584,969

**TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR
THE LAKE FOREST PUBLIC LIBRARY - GENERAL**

\$ 4,584,969

Social Security and IMRF

Social Security	\$ 177,683	\$ 140,441
Illinois Municipal Retirement Fund (IMRF)	190,000	140,441
Total Lake Forest Public Library - Social Security and IMRF	\$ 367,683	\$ 280,882

	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
Less: Total amount appropriated from other sources other than Tax Levy	86,801	
Sub-Total		280,882
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - SOCIAL SECURITY AND IMRF		<u>\$ 280,882</u>

Library Building

Salaries and Benefits	\$ 234,677	\$ 27,635
Supplies/Other Services and Charges	399,395	47,032
Sub-Total	<u>\$ 634,072</u>	<u>74,666</u>
Capital Equipment	\$ -	\$ -
Capital Improvements	3,700,000	435,701
Sub-Total	<u>\$ 3,700,000</u>	<u>\$ 435,701</u>
Total Lake Forest Public Library Building Maintenance and Repair (Sites and Building)	<u>\$ 4,334,072</u>	<u>\$ 510,367</u>
Less: Total amount appropriated from other sources other than Tax Levy	3,823,705	
Sub-Total		510,367
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - BUILDING MAINTENANCE AND REPAIR		<u>\$ 510,367</u>

Public Schools THE CITY OF LAKE FOREST

School District No. 67**

From the Educational Fund	\$ 39,302,852	\$ 37,542,180
From the Operations, Building and Maintenance Fund	3,156,756	4,743,692
From the Capital Projects Fund	2,229,735	0
From the Illinois Municipal Retirement Fund	458,354	122,394
From the Social Security Fund	458,354	364,257
From the Transportation Fund	1,747,200	\$ 600,000
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	<u>\$ 47,353,251</u>	<u>\$ 43,372,523</u>

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District 67)		<u>\$ 43,372,523</u>
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	<u>Appropriation</u>	<u>Tax Levy 2025-2026</u>
<u>Summary of the Amounts Appropriated From the the Several Funds</u>		
General	\$ 43,300,704	\$ 17,353,484
Illinois Municipal Retirement Fund (IMRF)	1,157,002	1,065,502
Social Security	1,256,645	1,065,503
Firefighter's Pension	3,803,747	2,033,166
Firefighter's Pension law PA 93-0869	407,058	407,058
Police Pension	4,846,604	3,541,597
Sub-Total	<u>\$ 54,771,760</u>	<u>\$ 25,466,310</u>
Parks and Recreation	\$ 11,495,468	\$ 6,081,720
Special Recreation	655,666	588,837
Capital Improvements	48,276,136	1,700,000
Public Library	5,100,976	4,584,969
Public Library - Social Security	177,683	140,441
Public Library - IMRF	190,000	140,441
Public Library - Sites and Building	4,334,072	510,367
Sub-Total	<u>\$ 70,230,001</u>	<u>\$ 13,746,775</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 39,302,852	\$ 37,542,180
Operations, Building and Maintenance	\$ 3,156,756	4,743,692
Capital Projects Fund	\$ 2,229,735	0
Illinois Municipal Retirement Fund	\$ 458,354	122,394
Social Security	\$ 458,354	364,257
Transportation	\$ 1,747,200	\$ 600,000
Sub-Total	<u>\$ 47,353,251</u>	<u>\$ 43,372,523</u>
GRAND TOTAL	<u>\$ 172,355,012</u>	<u>\$ 82,585,608</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 _____, 2025

City Clerk

APPROVED THIS ____ day of _____, 2025

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.

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of Monday, November 3, 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 6:30 p.m., and City Clerk Margaret Boyer called the roll of Council members.

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

Absent: None

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack thanked everyone who attended the ribbon-cutting at Forest Park Beach Playground on Saturday, with a special thanks to all the kids who helped break in the new slides, swings, and climbing features.

He also invited the community to join in on Saturday, November 8, at 10 am for the Deerpath Streetscape & Bank Lane Enhancements Ribbon Cutting.

And lastly, he invited the Community to join the Central Business District Passport from November 8-29; shop, collect stamps, and enter to win cash and prizes from local businesses.

COMMENTS BY CITY MANAGER

City Manager Jason Wicha introduced Annie McAweeney, Founder and Executive Director of Fill a Heart 4 Kids.

- A. **Community Spotlight**
 - **Fill-A-Heart 4 kids**
 - **Ann McAweeney, Founder and Executive Director**

Ms. McAweeney shared Fill-A-Heart’s history, along with giving and volunteering opportunities that the community can take part in. For more information, please contact info@fillaheart4kids.org

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Diane offered her thanks to city staff.

COMMITTEE REPORTS

AUDIT COMMITTEE

1. **Audit Committee Report and Presentation of the Fiscal Year 2025 Annual Comprehensive Financial Report**

Mark Dillon, Audit Committee Chair, gave an overview of the Committee's work. Other topics discussed in depth included Financial Reporting Achievements, 2025 Baker Tilly Audit Opinion, 2025 Financials which included the positive results that The City has received an unmodified opinion on its Fiscal Year 2025 financial statements. Additionally, he shared highlights on the Foundations that included Parks & Recreation Foundation, CROYA Foundation, Lake Forest/ Lake Bluff Senior Foundation, Gorton Foundation, Ragdale Foundation, and the Police Foundation.

The City Council had a discussion on the positive results.

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

COUNCIL ACTION: Receipt of the audit report for the fiscal year ended April 30, 2025.

Alderman Weber made a motion to acknowledge Receipt of the audit report for the fiscal year ended April 30, 2025, seconded by Alderman Notz. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

FINANCE COMMITTEE

1. Consideration of an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance)

Katie Skibbe, Finance Director, reported that historically, the City has estimated annual increases to the debt service cap for planning and forecasting purposes. This practice has been an important part of the City's capital planning process, allowing it to anticipate future debt service capacity as capital expenses increase.

The Police Station bond issuance will eliminate future debt capacity until 2032. Under the current self-limiting ordinance, the City does not have the authority to estimate future increases to the debt cap or act on those assumptions. The proposed amendments to the ordinance would allow the City to assume annual growth of up to 3% per year. If the assumed annual growth of 3% or less exceeds actual growth, the City would still be authorized to levy the amount necessary to pay the principal and interest on all bonds subject to the debt cap.

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

COUNCIL ACTION: Approval of an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance).

Alderman Clemens made a motion to approve an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance), seconded by Alderman Powers. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

2. Consideration of an Ordinance providing for the issuance of not to exceed \$20,350,000 General Obligation Bonds of the City of Lake Forest, Lake County, Illinois, for the purpose of financing

capital improvements in and for the City including, but not limited to, renovation of a building for use as a public safety facility, including the site work, design and engineering related thereto, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. (Second reading).

Katie Skibbe, Finance Director, reported that at its October 6 meeting, City Council approved the contracts and bids for the new Police Station. Additionally, the City Council approved two items bid as alternates and amended the first reading of the bond ordinance to provide funding.

For the second reading and final approval, the bond ordinance has been adjusted to a maximum value of \$20,350,000, which represents a \$20,000,000 par value and an estimated \$350,000 in issuance costs. Increasing the par value of the bonds from \$19.5m to \$20m will cost a \$1,000,000 homeowner approximately \$55 over the 15-year maturity.

The Bond Ordinance has also been revised from the first reading to accommodate potential changes in the self-limiting ordinance, also on tonight's agenda. The sale of the bonds is being approved through a parameters ordinance to provide flexibility in issuance. The ordinance authorizes the sale of bonds at a future date, as long as certain parameters are met.

City Council had a discussion on the Bond issuing timeline, and commented on the fiscal discipline of the previous City Councils.

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

COUNCIL ACTION: Approval of an Ordinance providing for the issuance of not to exceed \$20,350,000 General Obligation Bonds of the City of Lake Forest, Lake County, Illinois, for the purpose of financing capital improvements in and for the City including, but not limited to, renovation of a building for use as a public safety facility, including the site work, design and engineering related thereto, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Alderman LeVert made a motion to Approve of an Ordinance providing for the issuance of not to exceed \$20,350,000 General Obligation Bonds of the City of Lake Forest, Lake County, Illinois, for the purpose of financing capital improvements in and for the City including, but not limited to, renovation of a building for use as a public safety facility, including the site work, design and engineering related thereto, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof, seconded by Alderman Notz. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

3. Determination of a Non-Binding Estimate of the Amount of Revenue to be Generated from Property Taxes for the 2025 Calendar Year and Establishment of December 1, 2025 as a Public Hearing Date (if required) in Accordance with the Truth in Taxation Statute

Katie Skibbe, Finance Director reported that under the Truth in Taxation Act, the City Council is required to determine the estimated amount of money to be raised by taxation twenty (20) days prior to the adoption of the annual tax levy. The amount determined is an estimate, and may be increased or decreased under the statute, provided that any increase does not exceed 105% of the prior year's tax extension without the required notice and public hearing.

The 2025 property tax levy estimate, as considered by the Finance Committee on October 20, is as follows:

Levy	2024 Extended	2025 Levy Estimate	% Increase (Decr.)
Aggregate Levy	\$ 38,385,595	\$ 39,213,085	2.16%
Debt Service Levy	3,137,133	4,390,605	39.96%
PTAB/CE Recapture	200,136	N/A	
TOTAL LEVY	\$ 41,722,864	\$ 43,603,690	4.51%

The tax levy cap applicable to the 2025 tax levy is **2.90%**. The 2025 tax levy estimate reflects:

- Assessed valuation estimates provided by the Lake County Assessor’s Office,
- Required funding for police and fire pension purposes as established by a 4/30/25 independent actuarial valuation and reflecting the Pension Funding Policy approved 8/3/20, as recommended by the Pension Subcommittee,
- Required debt service levy amounts as established by bond ordinances approved at the time of debt issuance,
- An estimate for the 2025 issue for the Police Station renovation,
- Capital Improvements Fund levy consistent with FY27-31 Five-Year Forecast,
- 2.90% PTELL increase on library and parks/recreation levy line items which have consistently been limited to PTELL, and
- An estimate of new growth, which impacts the General Fund and Library operating levies.

After discussions with the Finance Committee, staff have also included in the 2025 tax levy estimate:

- A reduction in the General Levy from 2.9% to 2.0% and
- Abating the first-year debt service for the 2025 General Obligation Bond issue by \$230,000 to further phase in the debt service to taxpayers.

Based on the preliminary estimate, a public hearing will not be required under the Truth in Taxation Act.

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

COUNCIL ACTION: Determination of a Non-Binding Estimate of the Amount of Revenue to be Generated from Property Taxes for the 2025 Calendar Year and Establishment of December 1, 2025 as a Public Hearing Date (if required) in Accordance with the Truth in Taxation Statute.

Alderman Weber made a motion to approve the Determination of a Non-Binding Estimate of the Amount of Revenue to be Generated from Property Taxes for the 2025 Calendar Year and Establishment of December 1, 2025 as a Public Hearing Date (if required) in Accordance with the Truth in Taxation Statute, seconded by Alderman Walther. The following voted “Aye”: Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted “Nay”: none. 8-Ayes, 0-Nays, motion carried.

PERSONNEL ADMINISTRATION COMPENSATION COMMITTEE

1. Approval of Proposed Changes to the City of Lake Forest’s Health Insurance Plan for Plan Year 2026

Ben Roesler, Director of Human Resources, reported that the Personnel Compensation Administration (PCA) Committee and staff request approval of proposed health insurance plan changes for Plan Year 2026 to help

manage costs. Specifically, these changes entail modifying access to GLP-1 weight loss drugs. These modifications would require GLP-1 users to take part in a lifestyle modification plan through the EnCircleRx program.

He reviewed the proposed Health Insurance Plan Decisions for Plan Year 2026 to include premium increases. The IPBC underwriting team finalized premium rate adjustments for all IPBC members earlier in 2025. For Lake Forest, the underwriters seek a 9.1% increase for both the HDHP and traditional PPO plans, as well as a 6.2% increase for HMO plans. For context, the IPBC membership average for PPO and HMO rate increases are 11.1% and 6.2%, respectively, for the upcoming plan year. Before receiving the rate increases from IPBC, City staff had anticipated a premium increase of approximately 5% for Plan Year 2026.

IPBC allows its members the opportunity to reduce premium rate increases for Plan Year 2026 by implementing the EnCircleRx Program. Specifically, GLP-1 users would take part in the Omada Health program that features one-on-one health coaching and support, a personalized care plan, and weekly at-home weigh-in requirements via a digital scale. Omada encourages lifestyle modifications with the goal of reducing the prescription dosage (or transitioning off the drugs) and maintaining a healthy weight.

He summarized the GLP-1 access options as follows.

- Option 1 – “Do Nothing”: by maintaining current access to GLP-1’s, the City would see a \$375,826 (8.6%) increase in insurance premiums compared to the current plan year.
- Option 2 – “Grandfather” – 0.5% Decrement: with Option 2, the City would see a \$358,656 (8.2%) increase in insurance premium payments compared to the current plan year. This would save \$17,170 compared to the “Do Nothing” option
- Option 3 – “Modify for All” – 1% Decrement: with Option 3, the City would see a \$336,771 (7.1%) increase in insurance premium payments compared to the current plan year. This would save \$39,054 compared to the “Do Nothing” option.

The City Council had lengthy discussion to include the opinion of over utilization of the drug, patient use, the expense, the minimal savings the city would see, criteria for the use, BMI percentages, not rushing to make a decision, out of pocket costs for users, the expanded health benefits of using the drug, doing a study on other communities in the pool who modify use to learn about it before acting on it and the City’s time in the pool of less than one year.

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

Diane offered her concerns over limiting people who have issues with weight loss, and the emotional barriers, which will not help the mental health of users, forcing people to check in.

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: Approval of health insurance plan modifications for Plan Year 2026 by implementing Option 3 ("Modify for All") for GLP-1 prescriptions.

Alderman Clemens made a motion to approve health insurance plan modifications for Plan Year 2026 by implementing Option 3 ("Modify for All") for GLP-1 prescriptions, seconded by Alderman Powers. The following voted “Aye”: Aldermen Novit, Clemens, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted “Nay”: Alderman Notz. 7-Ayes, 1-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the Monday, October 20, 2025 City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of September 20 – October 17, 2025.**
3. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding the Raffles in the City of Lake Forest for the School of St. Mary**
4. **Approval to authorize the City Manager to Award a Contract for Tree Pruning for FY2026 to Advanced Tree Care for an Amount Not to Exceed \$83,000**
5. **Authorization to Dispose of City Property to the Highest Bidder, Miguel Camerena, for the Sale of the 2010 Chevrolet Express/Arboc Mobility in the Amount of \$7,505**
6. **Approval of a Grant of Easement to Commonwealth Edison for the Waukegan and Westleigh Intersection Project and Authorization for Staff to Execute the Easement and Related Documentation**
7. **Consideration of a Recommendation from the Plan Commission in Support of Approval of the Elm Tree Road Subdivision at 1310 Lake Road and 1235 Elm Tree Road through a Special Use Permit. (Waive First Reading and Grant Final approval of An Ordinance.)**
8. **Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals for 491 Buena Road. (First Reading, and if Desired by the City Council, Final Approval)**

CITY COUNCIL ACTION Approve the eight (8) 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 Weber made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman LeVert. The following voted "Aye": Aldermen Novit, 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

1. **Consideration of a Recommendation from Staff to Authorize Negotiations with TowerNorth Relating to a Ground Lease for a Monopole Cell Tower at the City's Compost Center, 1381 Kennedy Road. (By Motion.)**

Catherine Czerniak, Director of Community Development, reported that this item is for direction and to authorization. It is requested to allow City staff, in collaboration with the City Attorney, to begin lease negotiations with TowerNorth, the bidder presenting the most favorable terms. And importantly, the draft ground lease will be presented to the Council for consideration and action at a future meeting.

She gave a brief overview, noting that the City Council reviewed the consultant's report, confirming gaps in wireless coverage, especially in the southwest quadrant of the City, and the Council moved to begin improving

service. Council approved a Code amendment allowing a telecommunications monopole at the City's Compost Center, after which staff surveyed the site to confirm the buildable area. The City issued an RFP for tower construction and received two proposals, though lease terms remain to be negotiated.

She reviewed the anticipated wireless carriers and a summary of the proposals, along with the benefits and challenges, to include a revenue loss to the City based on current leases. And the benefits of removing the existing telecommunications facilities from the City's elevated water tank.

Lastly she stated staff recommends engaging with TowerNorth to negotiate a ground lease. TowerNorth has acknowledged the City's interest in moving forward with the installation of the tower, and wireless service improvements as quickly as possible. Once a draft lease is prepared, the lease will be presented to the City Council for review and action. Every effort will be made to expedite this work.

The City Council had a discussion on the current lease rates, negotiating a better price, the expediting the tower.

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

COUNCIL ACTION: Authorize staff to engage in lease negotiations with TowerNorth with the goal of expediting the installation of a cell tower at the City's compost center to enhance service to residents and businesses in the community as well as those traveling through the community.

Alderman Powers made a motion to authorize staff to engage in lease negotiations with TowerNorth with the goal of expediting the installation of a cell tower at the City's compost center to enhance service to residents and businesses in the community as well as those traveling through the community, seconded by Alderman Walther. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, Bothfeld, Weber, and Walther. The following voted "Nay": none. The Following Abstained: Alderman Levert (noting conflict of Interest), 7-Ayes, 0-Nays, 1-Abstention. Motion carried.

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

City Council thanked the Library for its Author Program.

Mayor Tack noted that there will be no further business following the executive session.

Mayor Tack asked for a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c) (2) collective bargaining and (5), Purchase or lease of real property for the use of the public body

1. EXECUTIVE SESSION

Alderman Weber made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c)(2) collective bargaining and (5), Purchase or lease of real property for the use of the public body, seconded by Alderman Walther. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session 8:15 p.m.

Reconvene into Regular Session 8:51 p.m.

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman LeVert made a motion to adjourn, seconded by Alderman Powers. Motion carried unanimously by voice vote at 8:52 p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting www.cityoflakeforest.com. Click on I Want To, then click on View, then choose Archived Meetings Videos.

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of Monday, November 17, 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 6:30 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Mayor Tack, Alderman Novit, Alderman Clemens, Alderman Notz, Alderman Powers, Alderman LeVert, Alderman Bothfeld, Alderman Weber (arrived at 7:15 p.m.), and Alderman Walther.

Absent: None

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack thanked everyone who attended the ribbon-cutting for the Deerpath Streetscape & Bank Lane Enhancements.

A. 2025-2026 Board & Commission Appointments and Reappointments

CEMETERY COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Maddie Dugan	APPOINT	3

BOARD OF TRUSTEES POLICE PENSION BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Eric Siebert	APPOINT	2

COUNCIL ACTION: Approve the Mayor's Appointments

Mayor Tack asked for a motion to approve the appointments. Alderman LeVert made a motion, seconded by Alderman Powers. Motion carried unanimously by voice vote

COMMENTS BY CITY MANAGER

City Manager Jason Wicha introduced Seamus Collins, President, and Dr. Jeffrey Kopin, MD, Senior Vice President and Chief Medical Officer

- A. Community Spotlight**
 - **NM Catherine Gratz Griffin Lake Forest Hospital**
 - **Seamus Collins, President**
 - **Dr. Jeffrey Kopin, MD, Senior Vice President and Chief Medical Officer**

President Collins thanked the community for the partnership of being the best in the country. He shared that since they last visited City Council in June 2024, The Hospital improved its ranking from #10 to #8, increased from 3 to 4 nationally ranked specialties, achieved Magnet with Distinction, and was awarded quality leadership recognition from Vizient. He went on to share a timeline of expanding facilities and clinical services since the approval of the Master Campus Use Plan and Special Use Permit in 2014, to the first patients slated to be seen in February 2026. Lastly, he shared the expansion by the numbers: 80 plus physicians joining over the next five years, 3 times larger emergency services with a dedicated emergency imaging suite, 24 additional critical care beds, 150 plus new full-time employees, 260 Inpatient and observation rooms when complete, and 291,588 square feet of new hospital space. He then introduced Dr. Jeffrey Kopin, MD, Senior Vice President and Chief Medical Officer.

Dr. Kopin stated that they understood their patients were not having an ED experience consistent with their expectations, and that they invested in improving it, and it succeeded. The improved ED Experience comes from increased overall staffing, a new role: nurse in waiting area, Care at arrival: EKG in triage, Enhanced training for all employees responsible for ED care and environment. These improved experience scores by more than 8 points. In addition, there is now Medical Oversight for Regional First Responders, which includes Standards of care and in-ambulance consults for EMTs and Paramedics in 10 municipalities, Train new first responders: 165 EMTs and 24 Paramedics/year and Technology to allow treatment on arrival – better stroke and heart attack response.

Women’s Health Care for All Stages of Life was addressed. Noting Obstetrics and Gynecology, OB Hospitalists, Advanced Practice Providers, Maternal-Fetal Medicine, Complex pregnancies, Minimally Invasive Gynecology, and Urogynecology. He noted that bringing Advanced NM Specialty care is bringing World-Class care to Lake Forest. Lastly, he gave an overview of the Academic Medicine, Research, and Teaching at the Hospital, including :

Clinical Trials: Current State- Building trials infrastructure; Hired a dedicated NR Research Coordinator. Four specialties participating in Clinical Trials: Oncology, Cardiology, Gastroenterology and Interventional Radiology, along with participating in 130+ active Clinical Trials.

Clinical Trials: Future State. Specialties soon to be participating: Allergy and Dermatology. With a goal: Ten specialties participating and lastly with a Goal: 20% increase in number of active Clinical Trials.

The City Council stated that having the Hospital in Lake Forest is such a great resource.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

FINANCE COMMITTEE

1. Consideration of an Ordinance Establishing the 2025 Tax Levy (First Reading)

Katie Skibbe, Finance Director, reported the proposed 2025 tax levy reflects a 4.51% increase over the 2024 tax levy extensions for the City and Library operating funds, as well as the City’s pension and debt service funds. This increase includes a 2.90% property tax capped increase applied to the Parks & Recreation and Library levies. The Debt service bond levies previously approved by City Council ordinances, subject to abatements for debt paid by alternate revenue sources. The estimated debt service for the Police Facility project, with a partial abatement of the first-year payment increases attributable to new construction and a 2.00% increase in the General Fund and IMRF pension levies.

Both the Police and Fire pension contributions are determined by independent actuarial valuations and reviewed by the Pension Subcommittee. The average increase for an existing homeowner (based on a \$1,000,000 home) is projected to be approximately \$165, or 3.56%.

A summary of the proposed levy is as follows:

Fund	Proposed 2025 Levy	2024 Extension	\$ Change	% Change
General	17,044,547	16,710,340	334,207	2.00%
Pensions	8,112,826	7,908,269	204,557	2.59%
Parks & Recreation	6,670,558	6,486,086	184,471	2.84%
Capital/Debt	6,090,605	5,237,133	853,472	16.30%
New Growth	308,937	0	308,937	
PTAB/CE Recapture	0	200,136	(200,136)	
Library	5,331,145	5,180,899	150,246	2.90%
Library New Growth	45,073	0	45,073	
Total Tax Levy	43,603,691	41,722,864	1,880,826	4.51%

Ordinance (Excludes Bond Issuances) 39,213,086

School District #67 levy amounts are not yet available and will be included for final reading on December 1. The school district amounts are estimates and subject to final approval by the School District Board.

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

COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2025 Tax Levy (page 28).

Alderman Walther made a motion to grant first reading of an Ordinance Establishing the 2025 Tax Levy, seconded by Alderman Powers. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

2. Approval of Ordinances Abating 2025 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)

Katie Skibbe, Finance Director, reported the proposed Ordinances provide for the abatement (reduction) of 2025 property taxes levied for the various outstanding general obligation alternate revenue bond issues. The proposed Ordinances are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2025 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 2025 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2017 Bond Issue

A summary of the proposed tax levy abatements is provided below:

2025 Debt Service Levy and Abatements

	Levy per County	TIF	TIF Loan*	Water	Net Levy
2015	633,050.00	(361,687.50)			271,362.50
2017	784,352.50			(784,352.50)	0.00
2019	827,962.50				827,962.50
2021	719,800.00				719,800.00
2023	1,271,750.00				1,271,750.00
2025**	1,533,826.00		(230,000.00)		1,303,826.00
Total	5,770,741.00	(361,687.50)	(230,000.00)	(784,352.50)	4,394,701.00
1% L/C	5,828,448.41				4,438,648.01

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

COUNCIL ACTION: Grant first reading of the Ordinances Abating 2025 Tax Levies for various general obligation bond issues.

Alderman Walther made a motion to grant first reading of an Ordinance Establishing the 2025 Tax Levy, seconded by Alderman Notz. The following voted “Aye”: Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, and Walther. The following voted “Nay”: none. 7-Ayes, 0-Nays, motion carried.

3. Consideration of an Ordinance Approving a Fee Schedule (First Reading)

Diane Hall, Assistant Finance Director, reported that staff requests approval of the first reading of the proposed Ordinance. 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. Lastly, she stated that the annual revenue for the new and increased fees is estimated to be \$3,112 in the General Fund, \$14,600 in the Parks and Recreation Fund, and \$61,903 in the Golf Course Fund.

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

COUNCIL ACTION: Grant first reading of an Ordinance approving a fee schedule.

Alderman LeVert made a motion to grant first reading of an Ordinance approving a fee schedule, seconded by Alderman Novit. The following voted “Aye”: Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, and Walther. The following voted “Nay”: none. 7-Ayes, 0-Nays, motion carried.

ENVIRONMENTAL SUSTAINABILITY COMMITTEE

1. Consideration of an Ordinance Approving a Recommendation from the Environmental Sustainability Committee amending City Code Section 135.108(C) titled “Noise, Generally.”(First Reading and if desired by the City Council, Final Approval)

Keri Kaup, Assistant to the City Manager, reported that the Environmental Sustainability Committee requests consideration of an ordinance amending section 135.108(C) of the City Code to limit the allowable hours for

lawn maintenance equipment noise. At the City Council meeting on October 20, 2025, the Environmental Sustainability Committee provided an overview of the history of the City’s landscaping noise hours regulations as well as the most recent discussions regarding gas-powered leaf blowers. After considering the impact any changes would have on residents, landscape contractors, and others, the Committee sought direction from the City Council regarding their recommendation to further limit the allowable hours for landscape equipment noise. The recommendation from the Environmental Sustainability Committee was as follows:

Amend the City Code to generally limit the use of all noise-generating lawn maintenance equipment, including, but not limited to, gasoline powered leaf blowers, as follows:

Monday – Friday:	Permitted Hours 7:30am – 7:00pm
Saturday:	Permitted Hours 9:00am – 5:00pm
Sundays/Holidays:	Prohibited

The proposed amendment includes an exception that allows residents to use landscaping equipment on their own property between the following hours:

Monday – Friday:	Permitted Hours 7:30am – 7:30pm
Saturday:	Permitted Hours 8:00am – 5:30pm
Sundays/Holidays:	Permitted Hours 10:00am – 5:00pm

The Environmental Sustainability Committee also recommended that any changes become effective with ample time to communicate the update to the landscaping companies in order for them to adjust their schedules accordingly for the season.

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

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance amending the City Code, Section 135.108(C), titled “Noise, Generally” to amend the allowable hours for the use of noise generating lawn maintenance equipment.

Alderman Novit made a motion to waive first reading and grant final approval of an Ordinance amending the City Code, Section 135.108(C), titled “Noise, Generally” to amend the allowable hours for the use of noise generating lawn maintenance equipment, seconded by Alderman Walther. The following voted “Aye”: Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, and Walther. The following voted “Nay”: none. 7- Ayes, 0-Nays, motion carried.

PUBLIC WORKS

- 1. Approval of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the state of Illinois Department of Transportation for Construction of the Waukegan and Westleigh Intersection Project, Section Number 13-00095-00-CH, for a Local Match Estimated at \$982,100, and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project**

Byron Kutz, P.E., Superintendent of Engineering, reported that the Public Works Committee and Staff request approval of an IDOT resolution for a Joint Funding Agreement necessary for federally funded construction for the Waukegan-Westleigh intersection project. In addition, Staff requests authority to execute required IDOT agreements and any other paperwork for this project. Approval of the Joint funding agreement (completed

and signed Appropriation Resolution, along with the locally executed agreement) is required to proceed with the state bidding on January 16, 2026. The initial design of this project began more than 10 years ago. He briefly reviewed that the Waukegan/Westleigh intersection experiences frequent rear-end and left-turn collisions, along with heavy congestion during West Campus events. To improve safety and traffic flow, the City plans to widen the roadway, add dedicated turn lanes, upgrade traffic and pedestrian signals, and install new sidewalks, crosswalks, and ADA-compliant curb ramps. The project received \$2.62 million in federal STP funding, and final coordination with IDOT is underway for a January 2026 bid letting. Construction is expected to begin in mid-to-late March and reach substantial completion by early August, ahead of the busy fall sports season at the High School West Campus. The Phase III Construction Engineering Services is timed to be awarded at the January 20, 2026 City Council meeting (after construction bids are received). Proposals were opened on 10/6/25 with the selected proposal in the amount of \$398,000 (including 5% contingency). Construction engineering is being funded from FY26 (\$190,000) and FY27 (\$208,00).

In addition, staff is seeking Council direction on the water main topic. Mr. Kutz shared the following slide.

Watermain Discussion

Option	Timing	Risk of Watermain Break	Pros	Cons	Additional Cost
Proceed with intersection now	No delay	Medium	Maintains schedule	Risk of future watermain failure	\$0
Proceed with watermain testing	Potential delay if deterioration found	Low	Data-driven decision	May still lead to future watermain work	\$55,000 plus potential replacement
Delay intersection to line or replace watermain (Westleigh)	1 to 2 years	Very low	Long-term reliability, avoids future disruption	Highest cost and delay	\$450k - \$800k

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The City Council held a detailed discussion on all available options. Topics included the cost differences between replacing the water main, lining it, or further evaluating its condition; pipe size and associated project expenses; and how the water main work ties directly to the planned intersection improvements. Council also reviewed the timing of the IDOT bid letting, potential impacts of repaving or reopening a newly completed intersection, construction duration, water shutoff requirements, rehabilitation methods, and testing procedures—including whether to test now or proceed without additional testing. The conversation also addressed project delays, recent main breaks, the merits of pursuing Option 2 with a return to Council at a later date, and the importance of remaining within the IDOT letting schedule.

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

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 Waukegan and Westleigh Intersection Project, Section Number 13-00095-00-CH, for a Local Match Estimated at \$982,100,

and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project

Alderman Clemens made a motion to approve of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the state of Illinois Department of Transportation for Construction of the Waukegan and Westleigh Intersection Project, Section Number 13-00095-00-CH, for a Local Match Estimated at \$982,100, and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project and to proceed with option #2 and will seek direction at a later city Council date, seconded by Alderman Walther. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

- 2. Award of the Low Bid for the McLennon-Reed Bridge Repairs Project to Dunnet Bay Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$1,976,924 and a Contingency in the Amount of \$198,076 for a Total Project Cost of \$2,175,000. Also, Approval of Structural Engineering Construction Assistance Services for the McLennon-Reed Bridge Repairs Project to Wiss, Janney, Elstner Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$74,431 to Include a Contingency in the Amount of \$5,569 for a Total Cost of \$80,000**

Byron Kutz, P.E., Superintendent of Engineering, reported that the Public Works Committee and City staff are requesting approval of the repairs for the McLennon-Reed Bridge to Dunnet Bay Construction for a total of \$2,175,000, including contingency. Also, approval of a consultant agreement to Wiss, Janney, Elstner Associates, Inc. (WJE hereafter) for construction assistance for a total of \$80,000, including contingency.

He reviewed the project scope to include Full deck and railing replacement, Spot steel repairs, Slope stabilization and ravine restoration, and Asphalt resurfacing at both approaches. He shared the schedule and communications to include construction in late March to mid-September 2026, full road closure required, and there will be an open house on Thursday, December 4, from 5-7 pm at Gorton Center.



Mayor Tack 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 McLennon-Reed Bridge Repairs Project to Dunnet Bay Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$1,976,924 and a Contingency in the Amount of \$198,076 for a Total Project Cost of \$2,175,000. Also, Approval of Structural Engineering Construction Assistance Services for the McLennon-Reed Bridge Repairs Project to Wiss, Janney, Elstner Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$74,431 to Include a Contingency in the Amount of \$5,569 for a Total Cost of \$80,000

Alderman Walther made a motion to award of the Low Bid for the McLennon-Reed Bridge Repairs Project to Dunnet Bay Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$1,976,924 and a Contingency in the Amount of \$198,076 for a Total Project Cost of \$2,175,000. Also, Approval of Structural Engineering Construction Assistance Services for the McLennon-Reed Bridge Repairs Project to Wiss, Janney, Elstner Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$74,431 to Include a Contingency in the Amount of \$5,569 for a Total Cost of \$80,000, seconded by Alderman Powers. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions as follows:**

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBERS(S)
CEMETERY COMMISSION	Robert Thornbough and Robert Worobow

2. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding the Raffles in the City of Lake Forest for School of St. Mary (Approval by Motion)**
3. **Approval of Finance Recommendation to Waive the RFP Process and Authorize a Contract for Credit Card Processing to BS&A for the City's Financial Software, CardConnect for the Recreation Department, and GolfNow for the Golf Department payment operations.**
4. **Approval of a One Year Contract with American Printing Technologies for Processing Vehicle Licenses in an Amount Not to Exceed \$40,000**
5. **Approve a Resolution Authorizing the City Manager to Execute Agreements pertaining to Settlement of the 3M PFAS Class Action Lawsuit**
6. **Approval of a Resolution Authorizing the City Manager to Execute a Settlement Agreement with Monsanto Company Regarding PCB Contamination of Stormwater**
7. **Consideration of a Recommendation from the Public Works Committee to Approve of a Resolution Authorizing the City to Join the Illinois Water/Wastewater Agency Response Network**
8. **Approval of a Purchase for a Toro Dingo TX1000 from Russo Power in the Amount of \$65,000 via the National Sourcwell Bid**
9. **Consideration of a Recommendation from Staff to Approve a Resolution Accepting the Remaining Public Improvements in the Oak Knoll Woodlands Subdivision. (Approval by Motion)**

CITY COUNCIL ACTION Approve the nine (9) 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 Weber made a motion to approve the nine (9) Omnibus items as presented, seconded by Alderman LeVert. The following voted "Aye": Aldermen Novit, 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

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

Mayor Tack wished the community a Happy Thanksgiving

Mayor Tack noted that there will be no further business following the executive session.

Mayor Tack asked for a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c) ((2) Collective Negotiating matters and (11), Pending litigation.

1. EXECUTIVE SESSION

Alderman Weber made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c) 2) Collective Negotiating matters and (11), Pending litigation, seconded by Alderman Walther. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session 7:39 p.m.

Reconvene into Regular Session 8:29 p.m.

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman LeVert made a motion to adjourn, seconded by Alderman Powers. Motion carried unanimously by voice vote at 8:30 p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting www.cityoflakeforest.com. Click on I Want To, then click on View, then choose Archived Meetings Videos.

AN ORDINANCE
ABATING A PORTION OF THE TAX BEING LEVIED IN 2025
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, 2026, 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 2025 Tax Levy in the amount of \$361,687.50 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 _____, 2025

City Clerk

APPROVED THIS _____ day of _____, 2025

Mayor

ATTEST:

City Clerk

AN ORDINANCE
ABATING THE TOTAL TAX BEING LEVIED IN 2025
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, 2026, 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 2025 Tax Levy of \$784,352.50 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 _____, 2025

City Clerk

APPROVED THIS _____ day of _____, 2025

Mayor

ATTEST:

City Clerk

Proposed Changes in Fee Schedule

December 1, 2025
City Council

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025-_____

**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 _____, 2025

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2025

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	FY2026 (\$)	PROPOSED FY2027 (\$)			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				52.15
	Water	interior area of the building				
Institutional buildings - new structure and additions	Water	.94/sq ft of entire				52.15
only if eligible for fed and state tax exempt status	Water	interior area of the building				
General Fees:						
Sticker for Leaf/Grass Bags						
	General	1.00 per sticker				50.016
Sanitation:						
Special Pickup	General	40 per 2 cubic yard				50.039 (c)
White Goods	General	65				50.015
White Goods W/CFC	General	90				50.015

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Monthly refuse collection fee	General	12 Per Month				50.021
55 Gallon Recycle Cart/Fee for extra cart only	General	75				
35 Gallon Recycle Cart/Fee for extra cart only	General	55				
Earth Machine Back Yard Composter	General	55				
Licenses:						
Scavengers - collects and disposes of multi-family and commercial waste		1,500 per company				50.055
Scavengers - collects and disposes of residential and commercial roll-offs		750 per company				50.055
Scavengers - collection and cleaning of portable toilets		200 per company				50.055
Engineering						
Sewer System Connection Fee:						
Single Family Dwelling		825				N/A
Two - family Dwelling		825 per unit				N/A
Multi-family Dwelling		165 per population equiv				N/A
		1,650 min				
Non-Residential Buildings		165 per population equiv				N/A
		1,650 min				
Institutional buildings with Fed and State tax exempt status		825 per connection				N/A
Site Grading:						
Site Grading - New construction		640				N/A
If no grading, request may be submitted for a waiver of the requirement of grading plan		240				N/A
Resubmittal		165				N/A
Revisions to approved grading plans		125				N/A
Erosion and sediment control measures		240				N/A
Site grading security (financial guarantee - refundable)		3,000 per acre of development				N/A
Floodplain Development Permit						
1 & 2 FAMILY		355				
ALL OTHERS		530				
Water Shed Development Fee: Revised Fee Schedule:						
General Fees						
Sediment and Erosion Control Only						
Single Family Residential Lot (See site grading ordinance)		see ordinance				151.05
Single Family Residential Lot (within regulatory floodplain)		1,040				151.05

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Development (<10 acres)		2,400				151.05
Development (≥ 10 acres)		3,560				151.05
Minor Development						
Without detention		2,120				151.05
With detention or Fee - in - lieu		3,120				151.05
Major Development						
With detention or Fee-in-lieu		5,400				151.05
Within regulatory floodplain (< 10 acres)		3,280				151.05
Within regulatory floodplain (≥ 10 acres)		8,640				151.05
Wetland Fees						
Category I Wetland impacts less than or equal to 1 acre		880				N/A
Category II Wetland impacts greater than 1 acre and less than 2 acres		3,640				N/A
Category III Wetland impacts greater or equal to 2 acres or impacts a HQAR		4,400				N/A
Category IV Wetland impacts involving either restoration, creation or enhancement		1,440 2,760				N/A N/A
Resubmittal fee (1/3 of total watershed Dev. Fee + General + wetland fees)		347-2,880				N/A
Earth Change Approval		1,720				N/A
Securities - financial guarantee refundable		3,000 per acre of development				N/A
Variances		4,240				N/A
Appeals		1,920				N/A
Flood Plain Analysis and Report		35				N/A
Construction Engineering Standards Manual		35				N/A
Community Development						
Water Utility Fees/Charges:						
Water Service Inspection Fee	Water	50				N/A
Home Inspection Fee	Water	150				51.065
Home Inspection Fee - Re-Inspection	Water	50				51.065
Home Inspection Waiver	Water	25				51.065
General Fees:						
Zoning Analysis	General	100				159.052
Building & Development Fees:						
Service Contracts:						
Lake Bluff	General	Per Agreement				N/A
Bannockburn	General	5,000 min. & 50% over that				N/A

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Plan Review :						
Remodeling up to \$12,000	General	55				150.145
\$12,001 to \$48,000 Remodeling	General	82				150.145
\$48,001 - \$120,000 Remodeling	General	145				150.145
Over \$120,000 Remodeling	General	246				150.145
Additional fee for plan reviews that require more than 2 hours	General	55 per additional hour				150.145
New Construction - SFD	General	428				150.145
New Construction - 2FD	General	246/unit				150.145
New Const. - Com. & Multi. Fam. 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

Add prior approved fees

New Fee

Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Demolition w/o Replacement Structure	General	1,310				150.147
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Replacement/new single family home/duplex structure	General	1,310				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Historic Preservation Commission Fees:						
Demolition (complete) and replacement structure	General	2,450				155.07
Demolition (partial) and replacement structure	General	1,529				155.07
Removal of less than 50%						155.07
Replacement Structure, prior demolition	General	1,310				155.07
Demolition w/o Replacement Structure	General	1,441				155.07
Changes to approved building materials	General	60				39.140
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Rescission of local landmark designation, amendment of 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

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Recording of Right-of-Way agreement for sprinkler system, driveway apron	General	70 (up to 4 pages, 5 each addl page)				150.145
Construction Trailer Permit (Commercial Construction Sites only)	General	100 per month				150.145
Tree removal without permit	General	750 per inch				999.999
Vegetation removal in protected area without permit	General	750 per violation				999.999
Recording of Plat of Subdivision	General	75 plus Lake County Fee				
Const. Codes Comm. Fees:						
Variances from Construction Code	General	250				150.110
Administrative Appeals	General	150				150.110
Material/Product Evaluation	General	350				150.110
Demolition Tax	Cap Imp & Afford Housing	12,000				150.110
Zoning Board of Appeals:						
Variations from Zoning Code	General	310				159.02
Administrative Appeals	General	150				159.02
Special Use Permit - Existing Developments	General	755				159.02
Legal Ad Publication (as required)	General	85				159.02
Plan Commission:						
Minor Subdivisions-Tentative Approval 2,3 or 4 lots payable at time of application	General	2,184				156.026(a)(3)
Minor Subdivisions-Final Approval	General	250+35/lot plus engineering and recording fees				156.026(a)(3)
Major Subdivisions-Tentative Approval 5 or more lots	General	3,822+35 for each lot over 5				156.026(a)(3)
Major Subdivisions-Final approval paid prior to recording of plat	General	400+35/ plus 5/lot				156.026(a)(3)
	General	over 10; + engineering and recording fees				156.026(a)(3)
Planned Preservation Subd Special Use Permit plus minor/major subdivision fee	General	2,500				156.026(a)(3)
Zoning Change	General	3,328				156.026(a)(3)
Filing fee for all other developments	General	788				156.026(a)(3)
Code Amendment	General	3,328				156.026(a)(3)
Extension of Tentative Subdivision Plat Approval	General	150				156.026(a)(3)
Administrative Property Line shift	General	250				156.026(a)(3)
Special Use Permit	General	1,035				156.026(a)(3)
Special Use Permit - Restaurant within 150' of Residential	General	500				156.026(a)(3)

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Escrow Deposit - 3rd Party Review (Refundable)	General	5000				
Permits:						
Building Permits repair and maintenance under \$6,000	General	40				150.145
Building Permits - \$100,000 or less	General	1.5% of total construction 50 min				150.145
Building Permits - over \$100,000						
\$100,001 - \$200,000	General	2% of total construction				150.145
\$200,001 - \$500,000	General	4,000 + 1% of total cc in excess of 200,000				150.145
\$500,001 and above	General	7,000 + .5% of total cc in excess of 500,000				150.145
Solar installation/Geo Thermal/Wind/Electric Charging Stations	General	.05% of construction cost				150.145
Underground storage tank removal						
single family and duplex		150 per tank				150.145
All other properties	General	250 per tank				150.145
Permit Extensions - After Final Expiration	General	150 administration fee plus 20% of the original permit fee - 6 month extension				150.145
Sign	General	1.5% construction cost 50 min				150.145
Administration Demolition Approval - Life Safety/Nuisance	General	500				150.145
Driveway Permits:						
Driveway Resurfacing Permit (not required for sealcoating)	General	50				150.145
Driveway Bond	General	250				150.485
Plumbing /Electric/HVAC:						
Irrigation Systems	General	2.00 per head 60 min				150.145
Plumbing - base charge	General	60+5.50/fix.				150.145
Sanitary Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Storm Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Electrical	General	100, plus 1 per unit beyond 100 total units				150.145
Electrical Service	General	75				150.145
Electric - motors	General	75 + .50 per horsepower				150.145
HVAC						
Residential - New or replacement						
1 or 2 units	General	52				150.145
Each additional unit	General	45				150.145
Duct work	General	52				150.145
Commercial New	General	52 per 1,500 sq ft of floor area				150.145

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Commercial - replacement of existing units	General	same as residential				150.145
Purchase of Parking						
Space per Zoning Code	General	to be set by City Council at the time of approval based on market costs				150.145
						150.145
Elevators:						
Elevator Inspection Fee	General	Variable				150.145
Elevator Permits - New elevators	General	65				150.145
Licenses - Annual:						
Health -Restaurant (20 or Less)	General	250				113.03(d)(1)
Health - Restaurant (21-99)	General	350				113.03(d)(2)
Health - Restaurant (100 + Seats)	General	600				113.03(d)(3)
Health - Itinerant Restaurant	General	250				113.03(d)(4)
Health - Food Store	General	100				113.21(d)
Health - Limited Food Store (selling candy)	General	50				113.21(d)
Health - Mobile Food/Beverage Vendor	General	100				113.21
Landscape License (March 1 to Feb 28)	General	100				110.217
Penalties - Landscape License Applications after June 1	General	25				110.217
Food Vendor (delivery)	General	150/Veh.				113.21(d)
Milk Vendor (delivery)	General	100/Veh.				113.21(d)
Ice Vending Machine per machine	General	110				95.061
Food Vending Machine per machine	General	55				113.21(d)
Candy Vending Machine per machine	General	55				113.21(d)
Pop/Soft drink Vending Machine per machine	General	55				113.21(d)
Milk Vending Machine per machine	General	55				113.21(d)
Tobacco vending machine per machine	General	50				135.136
Amusement Machine per machine	General	110				110.104
HVAC Contractor	General	60				150.145
Electrical Contractor	General	60				150.145
Juke Box	General	25				110.083
Pool Table	General	25				112.095(b)(1)
Tree and Vegetation Removal:						
Application Review Fee	General	40				99
Removal of Heritage Tree	General	40 per tree				99
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	General	40 per tree				99
						99
Removal of trees or vegetation from a Conservation Easement	General	35 per 1 1/2 acre site				99
Removal of trees from a Tree Preservation or No Disturbance area	General	40 per tree				99

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
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
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				150.145
Addition/Alteration	General	250 or .05 s.f. for scope of work area whichever is greater				150.145
Specialized Suppression (FM 200, clean agent)	General	150 per system (in addition to above fees for the overall system)				150.145
Stand pipe riser	General	100				150.145
Hood and Duct Extinguishing System - New	General	300 per system				150.145
Hood and Duct Extinguishing System - Alteration	General	100 per system				150.145
Fire Alarms						
Single Family/Duplex Residential	General	75 or .05 per s.f. whichever is greater				150.145
Commercial/Multi Family - New	General	500 or .05 per s.f. whichever is greater				

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
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				
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)

Add prior approved fees

New Fee

Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
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	60/quarter				51.061(b)
2" to 4" meter	Water	220/quarter				51.061(b)
6" and above meter	Water	955/quarter				51.061(b)
Benefit Access Program Discount - must renew annually	Water					N\A
Customer Charge - Water (Outside)						
5/8" to 1.5" meter	Water	75/quarter				51.062(b)
2" to 4" meter	Water	240/quarter				51.062(b)
6" and above meter	Water	1000/quarter				51.062(b)
Customer Charge - Sewer						
5/8" to 1.5" meter	Water	5/quarter				52.15€(1)
2" to 4" meter	Water	20/quarter				52.15€(1)
6" and above meter	Water	100/quarter				52.15€(1)
Beach Parking Fee:						
Beach Parking						
Temporary (Resident)	General	85				73.45
Temporary (Non-Resident)	General	910				73.45
Parking Permits:						
Resident-Full Year	Parking	313				73.27(c)(7)
Resident-Monthly	Parking	30/Month				73.27(c)(7)
Resident - Unlimited	Parking	1,000				73.27(c)(7)
Employer Purchased-Full Yr.	Parking	180				73.27(c)(7)
Employer Purchased-Monthly	Parking	20/Month				73.27(c)(7)
Non-Resident-Full Year	Parking	700				73.27(c)(7)
Non-Resident - Monthly	Parking	60/Monthly				73.27(c)(7)
Daily Parking Fee-Telegraph	Parking	3				73.27(c)(7)
Daily Parking Fee-All Other	Parking	3				73.27(c)(7)
Licenses:						
Car and Lt Truck	General	85				74.179(b)
Heavy Truck (8,000+ lbs.)	General	110				74.179(b)
Motorcycles	General	45				74.179(b)
Senior Citizen 65 and over	General	no discount				N/A

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
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
Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2026						
Class A -Adult Single	DPG	1,800	1,900	5.56%	3,278	97.051
Class B -Adult Combo	DPG	3,200	3,400	6.25%	800	97.051
Class D -Junior	DPG	825	850	3.03%	606	97.051
Class F - Senior Citizen	DPG	1,350	1,400	3.70%	4,600	97.051
Seasonal Fees (Non-Resident) effective January 1, 2026						
Class A -Adult Single	DPG	2,420	2,675	10.54%	2,550	97.051
Class B -Adult Combo	DPG	3,200	3,400	6.25%	200	97.051
Class D -Junior	DPG	825	850	3.03%	50	97.051
Class F - Senior Citizen	DPG	1,550	1,850	19.35%	5,400	97.051
Daily Fees-Resident: effective January 1, 2026						
Weekday-9	DPG	50	53	6.00%	6,600	97.051
Weekday-18	DPG	85	88	3.53%	10,765	97.051
Weekend 9	DPG	63	68	7.94%	2,779	97.051
Weekend -18	DPG	110	115	4.55%	15,000	97.051

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Electric Golf Carts: effective January 1, 2026						
9 Holes Single Rider	DPG	20				97.052
18 Holes Single Rider	DPG	25				97.052
Range Balls						
Small Bucket	DPG	12				97.051
Medium Bucket	DPG	17				97.051
Large Bucket	DPG	22	25	13.64%	4,775	97.051
Pull cart						
9 holes	DPG	10				97.051
18 hoes	DPG	12				97.051
USGA Handicap Fees - Members						
	DPG	50				97.051
Permanent Tee Time - Weekend	DPG	525	600	14.29%	4,500	97.051
Lockers						
18 inch	DPG	200				97.051
12 inch	DPG	150				97.051
Park Fees						
Park Picnic Permits						
0 - 149 People	Parks/Rec	125	130	4.00%	115	N/A
150 or more People	Parks/Rec	175	180	3.00%	4,435	N/A
Picnic Tables	Parks/Rec	25 per table				
Grills	Parks/Rec	85 per grill				
Boating and Beach Fees - effective February 1, 2026						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	Parks/Rec	582	599	2.92%	1,239	97.066
Watercraft Ramp 2nd boat/ half season	Parks/Rec	292	301	3.08%	171	97.066
Watercraft Ramp (R) (Sen.)	Parks/Rec	465	479	3.01%	294	97.066
Watercraft Ramp (R) (Sen) 2nd boat/ half season	Parks/Rec	234	241	2.99%	14	97.066
Watercraft Ramp (NR)	Parks/Rec	1,164	1,199	3.01%	210	97.066
Watercraft Ramp (NR) (Sen) 2nd boat/ half season	Parks/Rec	582	599	2.92%	42	97.066
Year round compound storage Resident	Parks/Rec	2,556	2,633	3.01%	308	97.066
Year round compound storage Resident senior	Parks/Rec	2,062	2,124	3.01%	0	97.066
Year round compound storage non-resident	Parks/Rec	3,868	3,984	3.00%	0	97.066
Seasonal compound storage Resident	Parks/Rec	1,746	1,798	2.98%	265	97.066
Seasonal compound storage Resident Senior	Parks/Rec	1,396	1,438	3.01%	0	97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Seasonal compound storage Non-resident	Parks/Rec	2,616	2,694	2.98%	0	97.066
Year round watercraft rack storage resident	Parks/Rec	705	726	2.98%	252	97.066
Year round watercraft rack storage resident senior	Parks/Rec	565	582	3.01%	85	97.066
Year round watercraft rack storage non-resident	Parks/Rec	1,164	1,199	3.01%	0	97.066
Seasonal watercraft rack storage resident	Parks/Rec	412	424	2.91%	492	97.066
Seasonal watercraft rack storage resident senior	Parks/Rec	329	339	3.04%	130	97.066
Seasonal watercraft rack storage non-resident	Parks/Rec	780	803	2.95%	23	97.066
Year round watercraft sand storage resident	Parks/Rec	873	899	2.98%	104	97.066
Year round watercraft sand storage resident senior	Parks/Rec	698	719	3.01%	0	97.066
Year round watercraft sand storage non-resident	Parks/Rec	1,308	1,347	2.98%	0	97.066
Seasonal watercraft sand storage resident	Parks/Rec	535	551	2.99%	16	97.066
Seasonal watercraft sand storage resident senior	Parks/Rec	427	440	3.04%	13	97.066
Seasonal watercraft sand storage non-resident	Parks/Rec	802	826	2.99%	0	97.066
South Beach Parking Permit (R)	Parks/Rec	172	177	2.91%	445	97.066
South Beach Parking Permit (R) (Sen.)	Parks/Rec	135	139	2.96%	436	97.066
South Beach Parking Permit (NR)	Parks/Rec	910				97.066
South Beach Parking Permit Employee/Retiree	Parks/Rec	100				97.066
Daily Boat Launch resident	Parks/Rec	65				97.066
Daily Boat Launch nonresident	Parks/Rec	80				97.066
Resident Guest Daily Parking Pass, limit 5 per season	Parks/Rec	15				97.066
Nanny Parking Pass	Parks/Rec	85				97.066
Senior Caregiver Parking Pass	Parks/Rec	85				97.066
Non resident beach fee, weekends and holidays	Parks/Rec	25				97.069
Fitness Center Fees - effective May 1, 2026						
Individual resident rate	Parks/Rec	528	540	2.22%	1,380	97.069
Individual resident rate - 1 months	Parks/Rec	53	54	1.85%	540	97.066
Individual non-resident rate	Parks/Rec	660	684	3.51%	0	97.066
Individual non-resident rate - 1 months	Parks/Rec	66	68	2.94%	0	97.069
Couple resident rate	Parks/Rec	912	936	2.56%	816	97.066
Couple resident rate - 1 month	Parks/Rec	91	94	3.19%	3	97.066
Couple non-resident rate	Parks/Rec	1,104	1,140	3.16%	0	97.069
Couple non-resident rate - 1 months	Parks/Rec	111	114	2.63%	0	97.066
Family resident rate	Parks/Rec	1,224	1,260	2.86%	468	97.066
Family resident rate - 1 months	Parks/Rec	122	126	3.17%	8	97.069
Family non-resident rate	Parks/Rec	1,464	1,512	3.17%	0	97.066
Family non-resident rate - 1 months	Parks/Rec	146	152	3.95%	0	97.066
Senior resident rate	Parks/Rec	396	408	2.94%	684	97.069
Senior resident rate - 1 months	Parks/Rec	40	42	4.76%	8	97.066
Senior non-resident rate	Parks/Rec	480	492	2.44%	36	97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Senior non-resident rate - 1 months	Parks/Rec	48	50	4.00%	0	97.069
Senior couple resident rate	Parks/Rec	648	672	3.57%	432	97.066
Senior couple resident rate - 1 months	Parks/Rec	65	67	2.99%	4	97.066
Senior couple non-resident rate	Parks/Rec	828	852	2.82%	24	97.069
Senior couple non-resident rate - 1 months	Parks/Rec	82	85	3.53%	0	97.066
Student resident rate	Parks/Rec	396	408	2.94%	72	97.066
Student resident rate - 1 month	Parks/Rec	40	42	4.76%	8	97.069
Student non-resident rate	Parks/Rec	480	492	2.44%	0	97.066
Student non-resident rate - 1 month	Parks/Rec	48	50	4.00%	0	97.066
Matinee resident rate	Parks/Rec	300	312	3.85%	492	97.069
Matinee resident rate - 1 month	Parks/Rec	30	32	6.25%	6	97.066
Matinee non-resident rate	Parks/Rec	360	372	3.23%	24	97.066
Matinee non-resident rate - 1 month	Parks/Rec	36	37	2.70%	0	97.069
All-inclusive - member - effective December 6, 2012	Parks/Rec	420	432	2.78%	444	97.066
All-inclusive - non-member - effective December 6, 2012	Parks/Rec	908	935	2.89%	0	97.066
OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	General	10 first/4 additional				5.36
Death certificates (January 1, 2013)	General	14 first/6 additional				5.36
On-line data entry fee by city staff (January 1, 2010)	General	10				N/A
Solicitor/Peddler Permit Original Application	General	55				117.01(b)
Solicitor/Peddler Permit Renewal	General	40				117.40
Electric Car	General	1 per Hour				N/A
Licenses:						
Raffle License	General	40				110.150
Tobacco License	General	500				135.138(f)
Auctioneers License	General	5 Daily & 1.00 per employee				110.026
Factories and Slaughterhouses	General	500				110.047
Mobile Auto Service	General	50 per unit				110.200
Athletic Contests	General	50 per day				112.0029B)
Bowling Alley	General	10 per lane per year				112.025
Circuses	General	100 per day circus conducted				112.041
Circuses - Side Show	General	50 per day circus conducted				112.042
Motion Pictures - Establishment capacity 500 or more persons	General	.50 per seat				112.075
Public Dances	General	500				112.112
Theatrical Performances - less than 500 persons	General	100				112.126

Add prior approved fees

New Fee

Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Theatrical Performances - more than 500 persons	General	150				112.126
Theatrical Performance not covered by 112.126	General	25 per day				112.127
Junk Yard or Junk Shop	General	75				114.22
Junk Dealer collected by vehicle	General	20 per vehicle				114.23
Pawnbroker	General	100				116.03
Expressmen and Draymen	General	25				118.156
Alcoholic and Beverages:						
Class A-1	General	2,700				111.036
Class A-2	General	1,500				111.036
Class A-3	General	275				111.036
Class B-1	General	2,500				111.036
Class C-1	General	2,600				111.036
Class C-2	General	3,000				111.036
Class D-1	General	2,500				111.036
Class E-1	General	3,000				111.036
Class F-2	General	100 for each 48 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-3	General	75 for each 48 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-4	General	500 per vendor for the duration of the sporting event				111.036
Class F-5	General	1,100				111.036
Class F-6	General	600				111.036
Class G-1	General	200				111.036
Class G-2	General	600				111.036
Class I-1	General	150				111.036
Class I-2	General	100				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	150				111.043
Liquor License Penalty Fee	General	25				111.036

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Impact Fees:						
Library	Library	see ordinance				150.023
Fire and Emergency Services	General	see ordinance				150.023
Park Site	PPL	see ordinance				150.023
Park Development	PPL	see ordinance				150.023
Police	General	see ordinance				150.023
Public Works	General	see ordinance				150.023
School District 67 (information only)	pay School	see ordinance				150.023
High School District 115 (information only)	pay School	see ordinance				150.023
Police						
Fines & Penalties:						
Overtime Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Lot (base fee - 1st Offense)	General	25/75/125				73.99
Overtime Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Other	General	25/75/125				73.99
Parking at Boat Ramp (base fee - 1st Offense)	General	125/250/350				73.99
No Vehicle License (base fee - 1st Offense)	General	75/100/125				74.99
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	\$0		0	91.032
Dog-At-Large (base fee - 1st Offense)	General	40/50/100				91.999
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				91.999
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				91.999
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				117.99

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Fire						
General Fees & Charges:						
Ambulance-Resident ALS transport	General	1,300.00				94.51
Ambulance-Resident ALS2 transport	General	1,400.00				94.52
Ambulance-Resident BLS transport	General	1,200.00				94.53
Ambulance-Non Resident ALS transport	General	1,700.00				94.54
Ambulance- Non Resident ALS2 transport	General	1,800.00				94.55
Ambulance-Non Resident BLS transport	General	1,600.00				94.56
Ambulance - Mileage	General	11.00 per mile				94.58
Fireworks Permit	General	250				94.5
Open Burn Permit	General	100				94.5
Bonfire Permit	General	100				94.5
Fire Watch	General	Overtime hourly Rate				94.5
Annual Fire Pump Test	General/Water	10 Admin Fee + Water Usage				94.5
Annual Inspections - 4th re-inspection	General	100				94.5
Annual Inspections - 5th re-inspection	General	200				94.5
Annual Inspections - 6th re-inspection	General	400				94.5
Fire Alarm Fees	General	0/50/100/250				110.125
Hazardous Substance Incident						
Level I Hazardous Substance Incident	General	250 per day during hazard substance incident occurs or removal activities				41.01
Level II Hazardous Substance incident	General	500 per day during hazard substance incident occurs or removal activities				41.01
Level III Hazardous Substance incident	General	1,000 per day during hazard substance incident occurs or removal activities				41.01
Miscellaneous Materials Cost - Level I incident	General	50				41.01
Miscellaneous Materials Cost - Level II incident	General	100				41.01
Miscellaneous Materials Cost - Level III incident	General	500				41.01
Reimbursable Costs	General	100% of cost incurred				41.01
Senior Resources						
Membership Dues:						
Residents of Lake Forest, Lake Bluff and unincorporated						
Lake Forest and Lake Bluff	Senior Resources	35 per person				97.087
		55 per family				97.087
Outside of Lake Forest and Lake Bluff	Senior Resources	45 per person				97.087

Add prior approved fees
 New Fee
 Change to fee

	Fund	FY2026 (\$)	PROPOSED FY2027 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
		75 per family				97.087
Circuit Breaker participants Lake Forest and Lake Bluff residents only	Senior Resources	10 per person				97.087
		15 per family				97.087
Car and Bus rides	Senior Resources	3/fee each direction				97.087
		6 round trip				97.087
Taxi subsidy- Lake Forest and Lake Bluff residents living within the Lake Forest High School District	Senior Resources	16 coupons/month for a value of 3/each				97.087

Special Events						
<u>Special Event Fees:</u>						
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	103	106	3.00%	2,700	10.13
Firefighter/Paramedic hourly rate	General	99	102	3.00%	350	10.13
Police and Fire Vehicle	General	110				10.13
Public Works hourly rate	General	78	80	3.00%	62	10.13
Parks hourly rate	Parks/Rec.	78	80	3.00%	62	10.13
Special Event Inspection	General	100				94.5
Tent Permit	General	100 or .05 per sq ft				94.5
A-Frame Barricades	General	5				98.011
Barricades 1 - 10	General	40				98.011
Parking Cones	General	1				98.011
Bleacher keep in park	General	50				10.13
Bleacher move to another location	General	195				10.13
Litter Barrels 1-6	General	14				10.13
Picnic Tables 1 - 6	General	32				10.13
Grills	General	195				10.13
Inflatable amusement inspection	General	100				94.5
Carnival rides	General	200				94.5
Filming Class A - Application	General	150				
Filming Class B - Application	General	100				
Filming Class C - Application	General	50				
Filming Class A - Permit	General	475				
Filming Class B - Permit	General	375				
Filming Class C - Permit	General	125				
Filming Class A - Deposit (Refundable)	General	1000				
Filming Class B - Deposit (Refundable)	General	500				

Supplemental Memos Regarding Proposed Fee Adjustments

MEMORANDUM

To: Diane Hall, Assistant Finance Director

From: John Westly, Golf Course General Manager
John Eldridge, Program Manager Parks and Recreation Department

Date: October 24, 2025

Subject: Deerpath Golf Course FY2027 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City staff and Kemper Sports staff are bringing forward the Deerpath Golf Course fees for fiscal year FY2027. The City Council Parks and Recreation advisory board has reviewed the fee schedule and provided feedback to staff, and request that the proposed FY2027 Deerpath Golf Course fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for Deerpath Golf Course for FY2027. We analyzed several factors including utilization and surrounding facilities fees while putting together the fees schedule. Kemper Sports and City Staff are recommending the following:

- **Membership Fees:** Increase Annual Pass fee for Adult Single, Junior and Senior play the slight increase per classification provides an increased revenue for memberships in the most popular categories while taking into consideration inflation, and wage increases.
- **Greens Fees:** Increase the "ceiling" rate for weekday and weekend fees. Allow the dynamic pricing model to set prices based off 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:** Large range balls increasing from \$22 to \$25. Increase the permanent tee time fee from \$525 to \$600.

BUDGET/FISCAL IMPACT: Utilization has continued to reach capacity in FY2026. Due to the high utilization, we see our only ability to cover increased cost and inflation through a minimal increase in fees for FY2027. These price increases will help by increasing revenue and the per player average round price in FY2027.

City Staff and Kemper Sports are requesting the approval of the proposed FY2027 Deerpath Golf Course fee structure.

M E M O R A N D O M

To: Diane Hall, Assistant Finance Director

From: Joe Mobile, Superintendent of Recreation

Date: October 24, 2025

Subject: Lake Forest Recreation Department FY27 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: 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 2027.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for the fitness center, lakefront and pavilion rental fee changes for FY2027. The fees have been reviewed and discussed by the Parks & Recreation Committee at the October 2, 2025 meeting.

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 take 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 3% for FY27 to cover increases to expenses to manage the Fitness Center while remaining competitive within the local area. The 3% increase was taken over FY26 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 with 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 and to provide a marginal increase in operating revenue. The fee increases are based on actual usage as of September 2025.

Lakefront Fees: Staff is recommending increasing the Lakefront permit fees by 3% over the FY26 approved fees for FY2027 with a few exceptions that will remain the same as in fiscal year

2026; nanny/caregiver parking pass (\$85), resident guest daily parking pass (\$15), resident (\$65) and non-resident(\$80) daily boat launch, non-resident south beach parking permit (\$910), employee/retiree south beach parking permit (\$100) and non-resident beach access fee (\$25). 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 FY26 usage.

Pavilion Rental Fees: Increase all Pavilion Rental fees by \$5 for FY27 over the approved FY26 fees. The smaller neighborhood park pavilions are in the 0-149 people category and the larger community park pavilions are in 150 or more people category for pricing. The beach pavilions will be classified under the community park pavilion pricing since they are requested and used like the larger pavilions and they also include six parking passes with each rental, a \$90 value. With the reclassification the beach pavilions will increase \$55 this year. The litter deposit and additional hour fees will remain constant with FY26. Northcroft Park, Townline Park and the beach pavilion fees will increase to \$180 per reservation while all the other pavilion fees will increase to \$130.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$5,449 over FY26 budgeted fees with the 3% increase to the Fitness Center fees. Also, staff anticipate an increase of \$4,539 over FY26 budgeted fees for the Lakefront Permit fees. The revenue increases are based upon actual usage from September 2025 and will fluctuate with FY27 usage. Staff anticipate a positive revenue differential of \$4,550 over FY26 budgeted fees for the Pavilion Rental fees. All pavilion rental fees will become effective February 1, 2026, in line with the start of permitting season.

RECOMMENDED CITY COUNCIL ACTION: 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 2027 for approval.

MEMORANDUM

TO: Katie Skibbe, Director of Finance
FROM: Diane Hall, Assistant Finance Director
DATE: October 24, 2025
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 FY2027 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	\$103.00	\$106.00	3.00%	\$2,700.00
Firefighter/Paramedic Hourly Rate	\$99.00	\$102.00	3.00%	\$350.00
Public Works Hourly Rate	\$78.00	\$80.00	3.00%	\$62.00
Parks Hourly Rate	\$78.00	\$80.00	3.00%	\$62.00

Please do not hesitate to contact me directly if you have questions concerning these proposed fee changes for FY2027.

GIS CONSORTIUM SERVICE PROVIDER CONTRACT

This contract (this “*Contract*”) made and entered into this 1st day of January, 2026 (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: Keri Kaup
E-mail: kaupk@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:

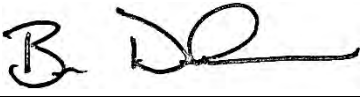
CITY OF LAKE FOREST

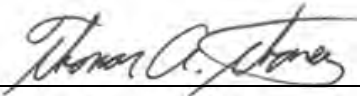
By: _____
Name: _____
Its: _____

By: _____
Name: _____
Its: _____

ATTEST:

**CONSULTANT: MUNICIPAL GIS
PARTNERS, INCORPORATED**

By: 
Name: Brian Dieker
Its: Business Operations Manager

By: 
Name: Thomas A. Thomey
Its: President

Attachment 1

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

(see attached)



Attachment 1 – Tradition 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 Geographic Information System (GIS) program staffing with technology cost distribution across GISC members
- Access to all membership solutions and products
- 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 manage, develop, operate, and maintain all or part of the City of Lake Forest (the Municipality) GIS program, as directed by the Municipality. Additionally, 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 supporting the Municipality's program needs
- 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 fulfillment of Municipality requests, execution of planned projects, 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.

Direct Program Hours

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, 2026, through December 31, 2026

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 direct program hours set forth above is \$10,392.12 per month. The total contract value for the agreement period is \$124,705.44. 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.

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. Consulting and reporting with all Municipality departments
2. Project identification, management, and delivery
3. User training and onboarding
4. Resource management and scheduling

Data Management

The Consultant is responsible for the GIS and related data based on priorities as directed by the Municipality, including data creation, management, and delivery.

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. Formation and support of key data stakeholder teams
5. 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. Integration with ERP and department systems
4. Identifying and communicating new solution opportunities
5. Managing existing solutions to agreed service levels
6. Infrastructure monitoring, alerting, and mitigation
7. Patching, updating, and securing shared infrastructure
8. Researching and evaluating opportunities for development
9. Resource planning and scheduling
10. Scalability planning and right sizing
11. Technical documentation
12. 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. **Local Government Data Model**: A database standard developed for, and in partnership with, members of the GISC
7. **myGIS**: A secure staff accessible mapping system to discover and analyze all Municipality GIS data
8. **Project Sharing Catalog**: A resource that showcases available projects and solutions for collaboration, visibility, and reuse across teams
9. **Real-Time Solutions**: A resource that showcases available projects and solutions for collaboration, visibility, and reuse across teams
10. **Story Maps**: A tool to consume and visualize data from real-time sensors and assets

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.

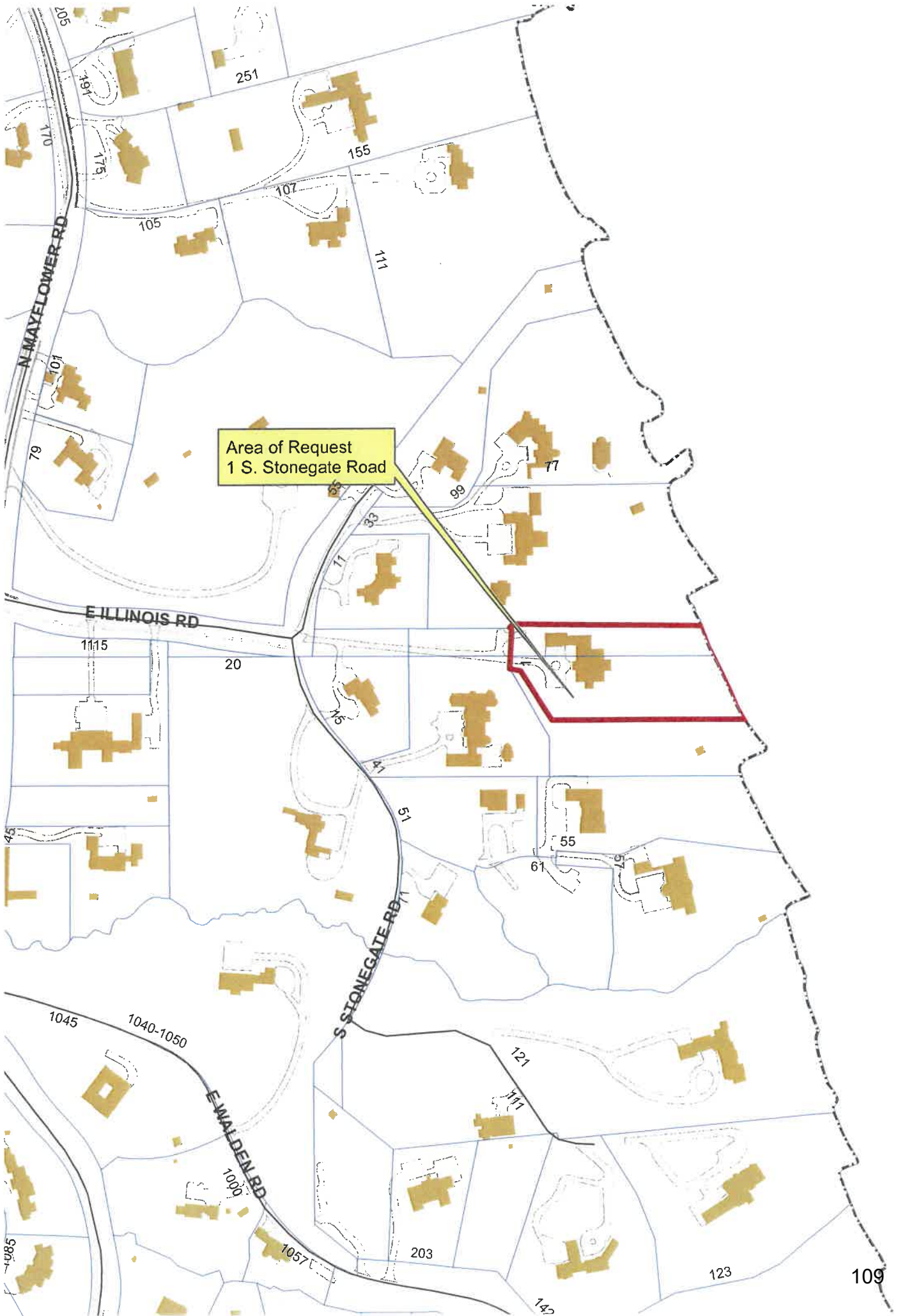
D. Other Insurance Provisions: The policies are to contain, or be endorsed to contain, the following provisions:

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
1 S. Stonegate Road

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025 - ____

AN ORDINANCE GRANTING A FLOOR AREA EXCEPTION FOR
THE PROPERTY LOCATED AT 1 S. STONEGATE ROAD

WHEREAS, Chicago Title Land Trust Company #8002362712 (Eva and Cezary Jakubowski) ("**Owners**") are the owners of that certain real property commonly known as 1 S. Stonegate 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 pool house ("**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 Owner 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 October 15, 2025; 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 structure 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 existing improvements on the site and with neighboring homes, 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 13,515 square feet.

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 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. 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 _____, 2025.

AYES: ()

NAYS: ()

ABSENT: ()

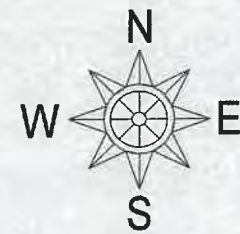
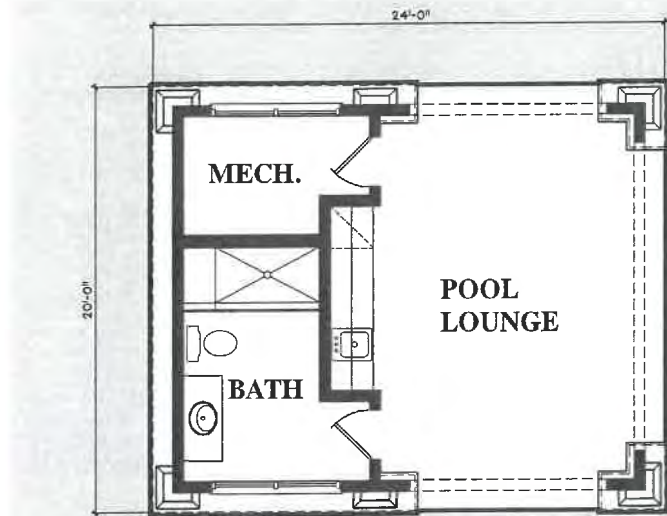
ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

ATTEST:

City Clerk



1 STONE GATE ROAD
FLOOR PLAN
PROPOSED POOL HOUSE



1 STONE GATE ROAD
SOUTH/NORTH ELEVATION
PROPOSED POOL HOUSE

PROPOSED POOL HOUSE



1 STONE GATE ROAD
SOUTH ELEVATION
EXISTING HOUSE

The Plans

PROPOSED POOL HOUSE

159.009 ACCESSORY BUILDINGS.
(B) Percentage of required yard occupied. No detached accessory building or buildings or structures permitted by this section shall occupy more than 40% of the area of a required yard in a residence or general residence district.

(C) Height. No detached accessory building or structure shall exceed the height of 25 feet in a residence or general residence district.

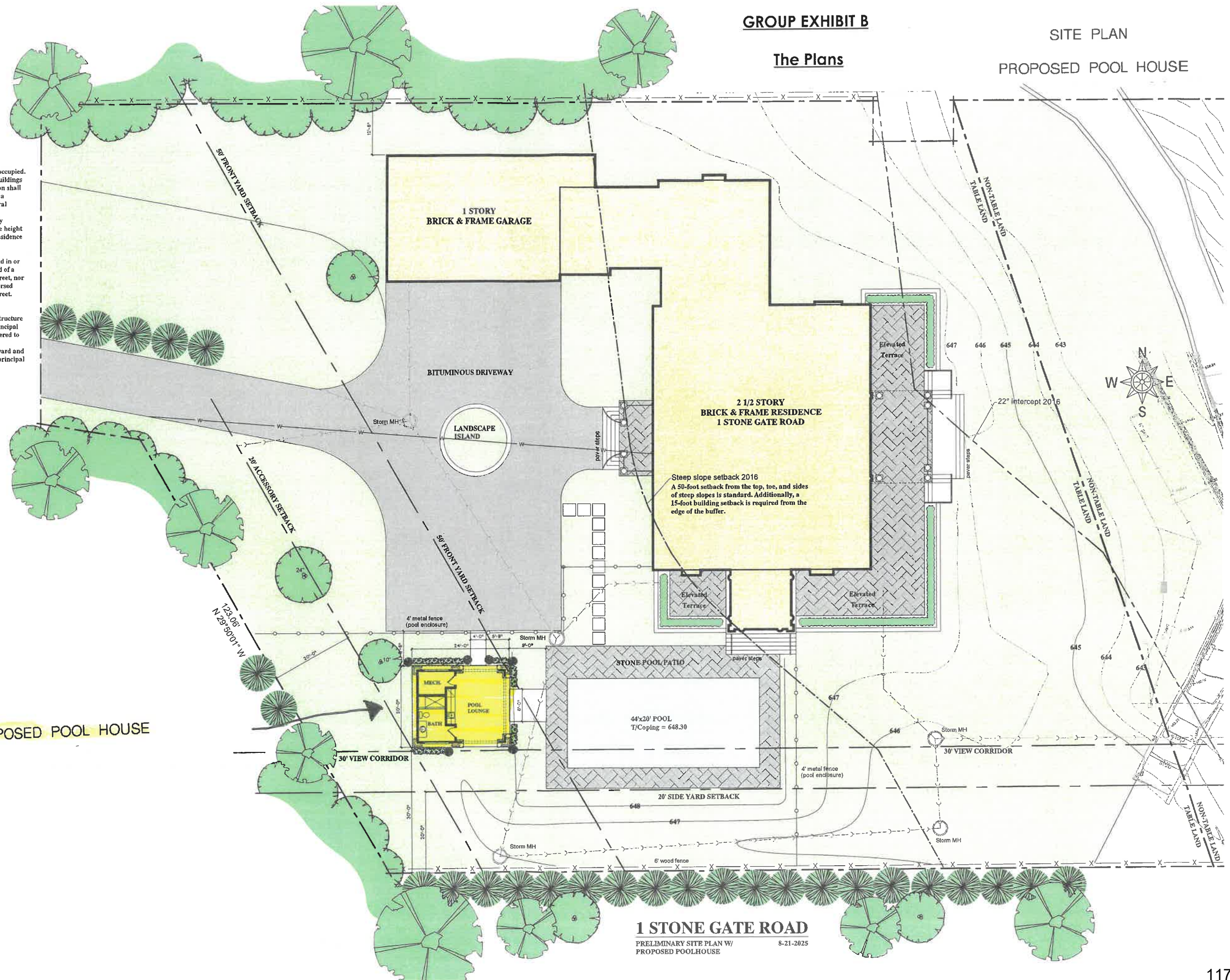
No accessory building shall be erected in or encroach upon the required side yard of a corner lot which is adjacent to the street, nor upon the required side yard of a reversed corner lot which is adjacent to the street.

Distance from principal building or structure, an accessory building or structure located closer than ten feet to the principal building or structure shall be considered to be part of such principal building or structure and shall comply with the yard and construction requirements for such principal building or structure.

R-4 SINGLE-FAMILY

Accessory Buildings	
Front Yard	50'
Interior Side Yard	20'
Corner Side Yard	20'
Rear Yard	10'

PROPOSED POOL HOUSE



1 STONE GATE ROAD
PRELIMINARY SITE PLAN W/
PROPOSED POOLHOUSE

8-21-2025

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025-___

AN ORDINANCE GRANTING VARIANCES FOR A DRIVEWAY IN THE FRONT YARD SETBACK AND A CORNER SIDE YARD SETBACK FOR PROPERTY LOCATED AT 831 ROSEMARY ROAD

WHEREAS, Robert and Jackie Perna, ("**Owners**") are the owners of that certain real property commonly known as 831 Rosemary Road, 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 single family residence on a corner lot with a driveway wider than permitted within the front yard setback and a small portion of an open porch within the corner side yard setback ("**Improvements**") as depicted on the site plan attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") requesting approval of variances from Section 159.082, R-4 Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements within the front and corner side yard setbacks; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on September 29, 2025; 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 siting of the proposed residence, attached garage, and open front porch are generally consistent with the pattern of development along Sheridan Road. Granting variances to allow an encroachment of the open front porch into the corner side yard setback on the west side of the house, and the driveway width to exceed 16' along Rosemary Road, will not alter the essential character of the neighborhood.
2. The Historic Preservation Commission reviewed and approved the design aspects of the proposed residence and granted a Certificate of Appropriateness.

3. The conditions upon which the variances are requested are generally unique to this property due to its shape and not commonly found on other properties in the R-4 District.
4. The hardship or practical difficulties on which the request for variances is based is the desire to construct a home on a corner lot which was created before the current zoning was applied to the property and prior to the adoption of current regulations.
5. No evidence has been submitted that indicates that the 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 variances 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 a portion of the open porch to encroach no more than 6'7" into the corner side yard setback and a driveway 46'3" at the widest point within the front yard setback.

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 Owner has 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 _____, 2025.

AYES: ()

NAYS: ()

ABSENT: ()

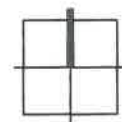
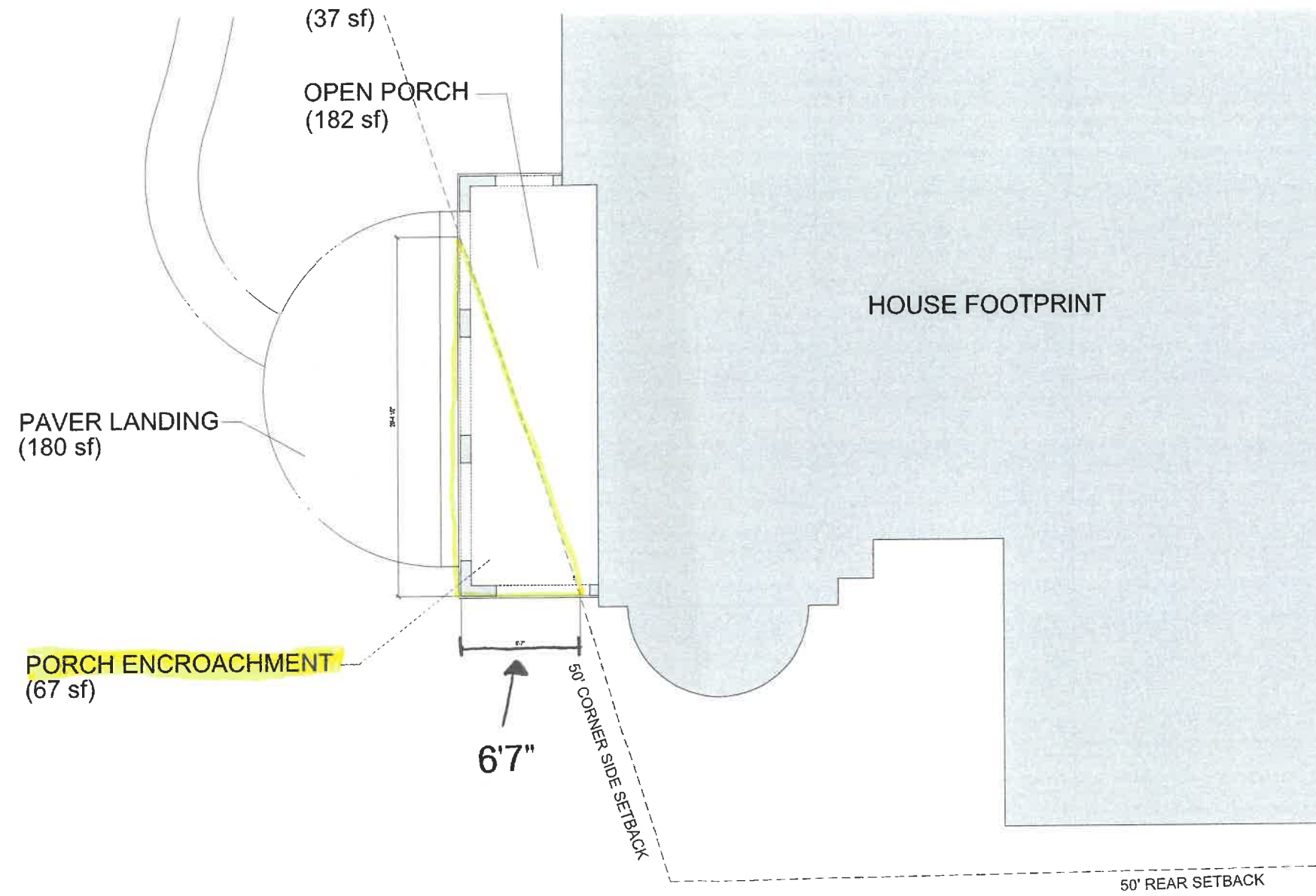
ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

ATTEST:

City Clerk



PARTIAL SITE PLAN-PROPOSED FRONT PORCH

831 ROSEMARY RD



DOUGLAS
REYNOLDS
ARCHITECT
1765 MAPLE STREET
ROSELAND, ILLINOIS 60503
VOICE 847.529.3130
ReynoldsArchitect.com

Custom Single Family Residence
Lake Forest, Illinois

PARTIAL SITE PLAN
Sheet

A1.1

E. ROSEMARY

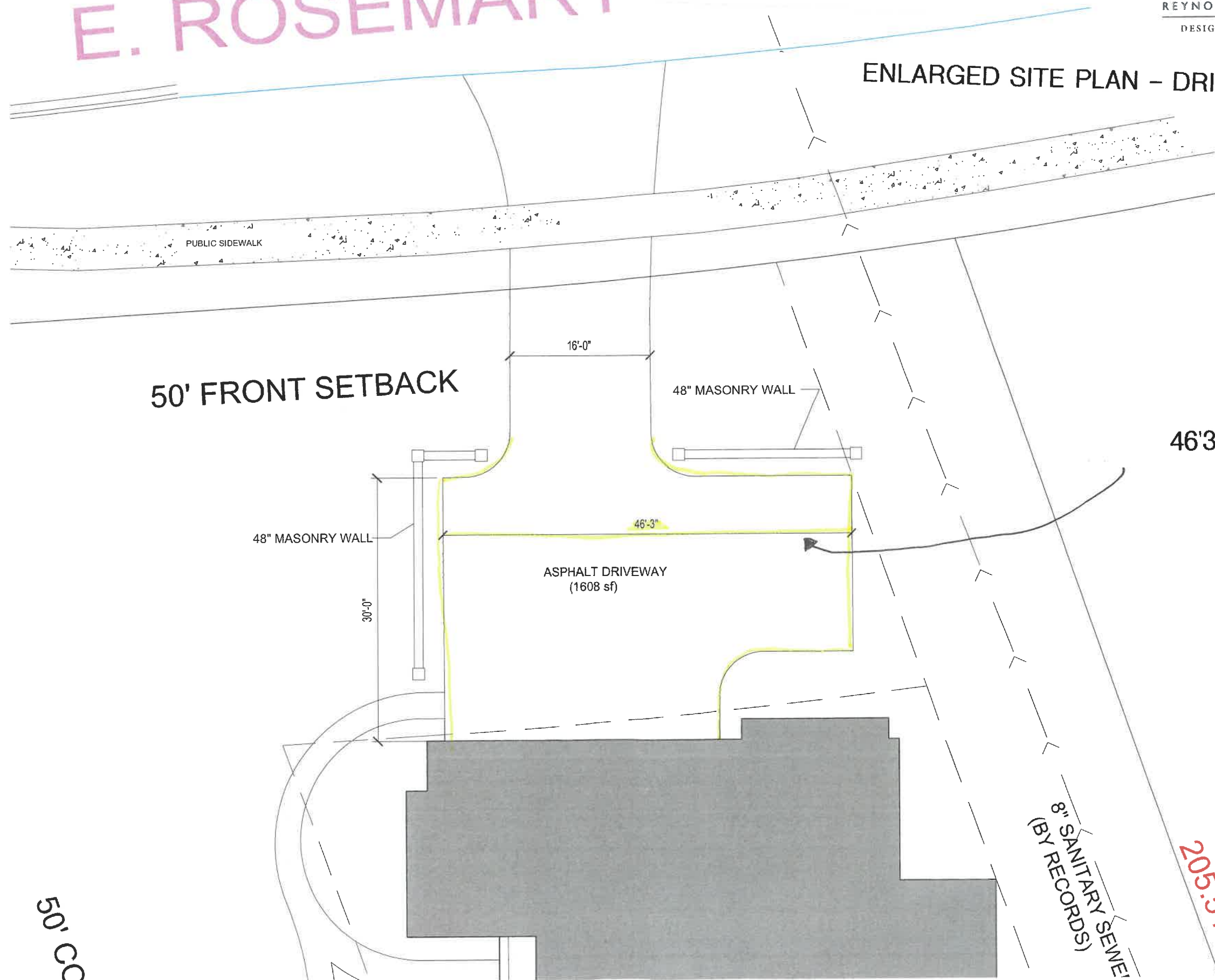
GROUP EXHIBIT B

The Plans



REYNOLDS ARCHITECTURE
DESIGN AND CONSTRUCTION

ENLARGED SITE PLAN - DRIVEWAY



50' FRONT SETBACK

16'-0"

48" MASONRY WALL

46'3"

48" MASONRY WALL

46'-3"

ASPHALT DRIVEWAY
(1608 sf)

30'-0"

8" SANITARY SEWER
(BY RECORDS)

205'-3"

50'-0"

The Plans

Revisions

NO. 1	DATE	DESCRIPTION



DOUGLAS
REYNOLDS
ARCHITECT

ONE HUNDRED SEVENTY
NINTH STREET
NORTON, ILLINOIS 60131
PHONE: 630.398.1000
WWW.DRA-ARCHITECT.COM



AREA OF ENCROACHMENT

The Perna Residence
831 Rosemary Road Lake Forest, Illinois

EXTERIOR ELEVATIONS

Sheet

A3.0

The Plans

Revisions

NO. 1	DATE	DESCRIPTION



DOUGLAS
REYNOLDS
ARCHITECT

1202 PEARL STREET
SUITE 100
ARCHBOLD, ILLINOIS 60009
VOICE 815-281-3130
REYNOLDSARCH.COM



SOUTH ELEVATION

AREA OF ENCROACHMENT

The Perna Residence
831 Rosemary Road Lake Forest, Illinois

EXTERIOR ELEVATIONS

Sheet

A3.1

LANDSCAPE PLAN

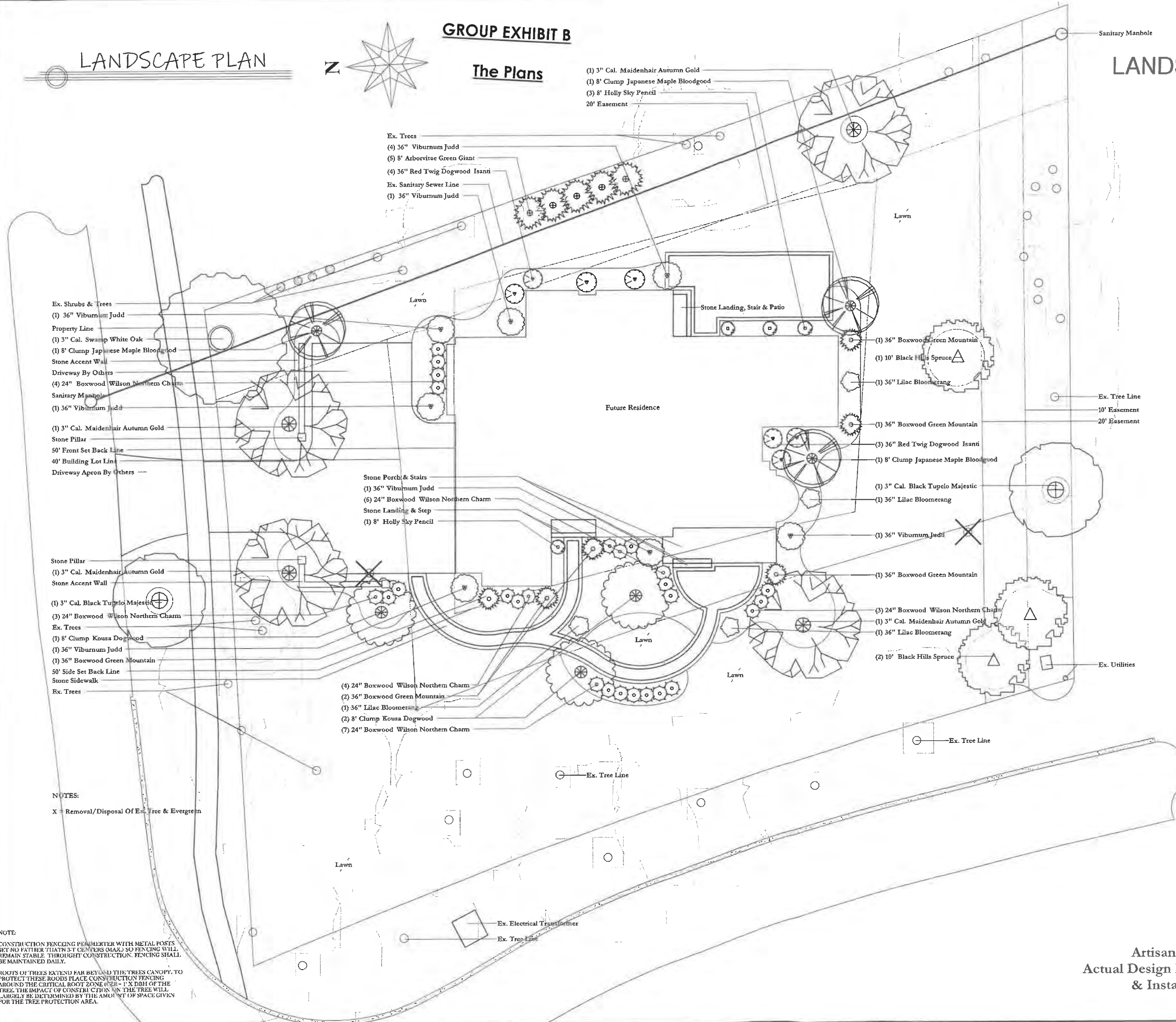


GROUP EXHIBIT B

The Plans

- (1) 3" Cal. Maidenhair Autumn Gold
- (1) 8' Clump Japanese Maple Bloodgood
- (3) 8' Holly Sky Pencil
- 20' Easement

LANDSCAPE PLAN



- Ex. Shrubs & Trees
 (1) 36" Viburnum Judd
 Property Line
 (1) 3" Cal. Swamp White Oak
 (1) 8' Clump Japanese Maple Bloodgood
 Stone Accent Wall
 Driveway By Others
 (4) 24" Boxwood Wilson Northern Charm
 Sanitary Manhole
 (1) 36" Viburnum Judd
 (1) 3" Cal. Maidenhair Autumn Gold
 Stone Pillar
 50' Front Set Back Line
 40' Building Lot Line
 Driveway Apron By Others

- Ex. Trees
 (4) 36" Viburnum Judd
 (5) 8' Arborvitae Green Giant
 (4) 36" Red Twig Dogwood Isanti
 Ex. Sanitary Sewer Line
 (1) 36" Viburnum Judd

- Stone Porch & Stairs
 (1) 36" Viburnum Judd
 (6) 24" Boxwood Wilson Northern Charm
 Stone Landing & Step
 (1) 8' Holly Sky Pencil

- Stone Pillar
 (1) 3" Cal. Maidenhair Autumn Gold
 Stone Accent Wall
 (1) 3" Cal. Black Tupelo Majestic
 (3) 24" Boxwood Wilson Northern Charm
 Ex. Trees
 (1) 8' Clump Kousa Dogwood
 (1) 36" Viburnum Judd
 (1) 36" Boxwood Green Mountain
 50' Side Set Back Line
 Stone Sidewalk
 Ex. Trees

- (4) 24" Boxwood Wilson Northern Charm
 (2) 36" Boxwood Green Mountain
 (1) 36" Lilac Bloomerang
 (2) 8' Clump Kousa Dogwood
 (7) 24" Boxwood Wilson Northern Charm

- (1) 36" Boxwood Green Mountain
 (1) 10' Black Hills Spruce
 (1) 36" Lilac Bloomerang
 (1) 36" Boxwood Green Mountain
 (3) 36" Red Twig Dogwood Isanti
 (1) 8' Clump Japanese Maple Bloodgood
 (1) 3" Cal. Black Tupelo Majestic
 (1) 36" Lilac Bloomerang
 (1) 36" Viburnum Judd
 (1) 36" Boxwood Green Mountain
 (3) 24" Boxwood Wilson Northern Charm
 (1) 3" Cal. Maidenhair Autumn Gold
 (1) 36" Lilac Bloomerang
 (2) 10' Black Hills Spruce

NOTES:
 X = Removal/Disposal Of Existing Tree & Evergreen

NOTE:
 CONSTRUCTION FENCING PERMETER WITH METAL POSTS SET NO FARTHER THAN 31 CENTIMETERS (12 INCHES) FROM THE EXISTING FENCING TO REMAIN STABLE THROUGHOUT CONSTRUCTION. FENCING SHALL BE MAINTAINED DAILY.
 ROOTS OF TREES EXTEND FAR BEYOND THE TREE CANOPY. TO PROTECT THESE ROOTS PLACE CONSTRUCTION FENCING AROUND THE CRITICAL ROOT ZONE (CRZ) - 1" X DBH OF THE TREE. THE IMPACT OF CONSTRUCTION ON THE TREE WILL BE DETERMINED BY THE AMOUNT OF SPACE GIVEN FOR THE TREE PROTECTION AREA.

TYPICAL DETAIL
 SCALE: AS SHOWN
 1. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
 2. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
 3. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
 4. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
 5. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.

TYPICAL DETAIL
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 4. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
 5. ALL PLANTINGS SHALL BE INSTALLED AS SHOWN ON THIS PLAN.

ALL RIGHTS RESERVED
 Reproduction Of Plan Per 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:	#:	DISCRIPTION:

20200 W. Winchester Rd. | Mundelein, IL 60060
 847-949-9245
 info@buhmandesigngroup.com

LANDSCAPE PLAN VIEW

CLIENT INFORMATION:

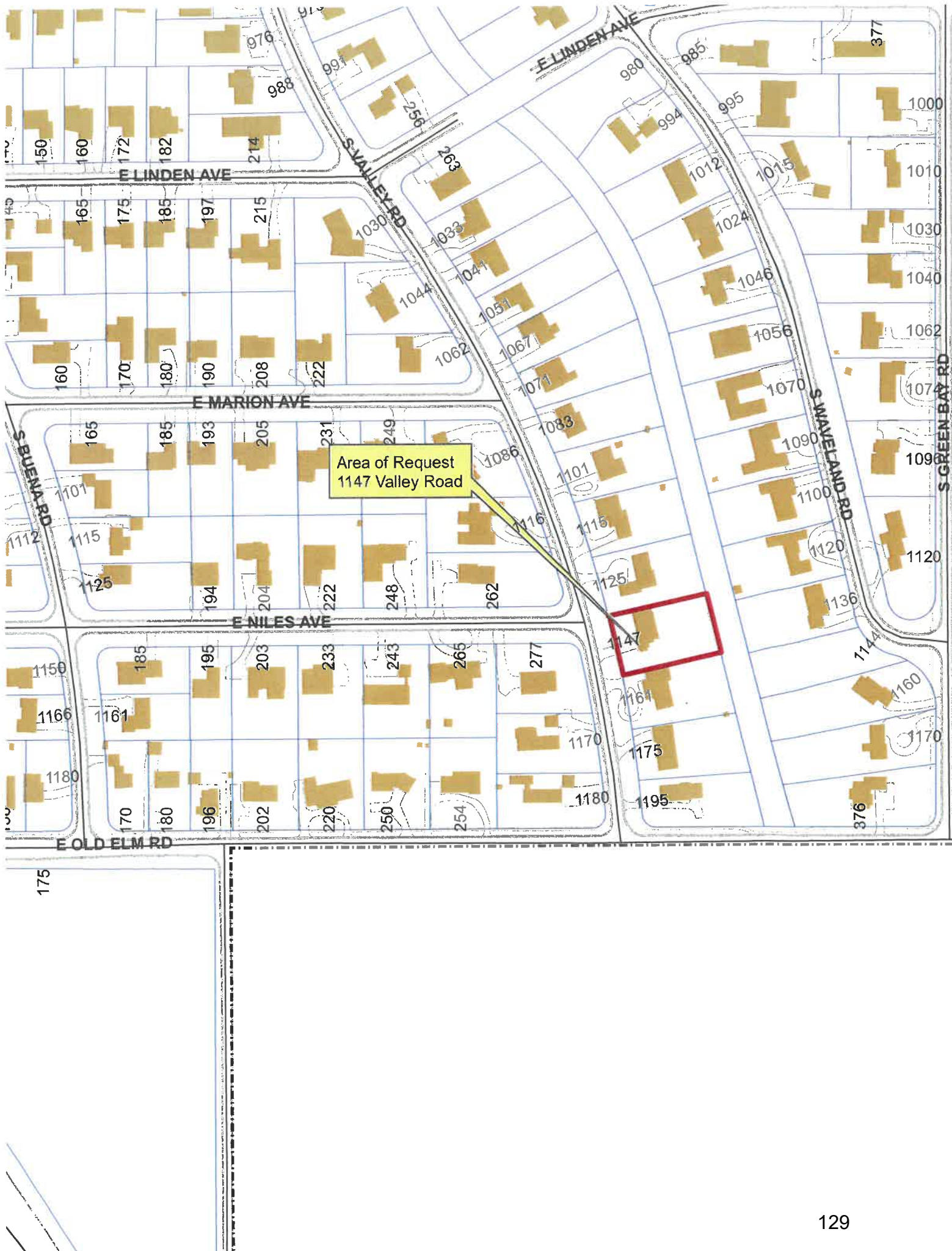
THE PERNA RESIDENCE

831 Lot # 3 Rosemary Rd.
 Lake Forest, IL 60045

SCALE: 1/10" = 1'-0"
 DATE: 8-21-2025
 DESIGNED BY: M.G./M.Q.

SHEET NUMBER:
PG 1

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



Area of Request
1147 Valley Road

THE CITY OF LAKE FOREST
ORDINANCE NO. 2025-___

**AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SETBACK FOR
PROPERTY LOCATED 1147 VALLEY ROAD**

WHEREAS, Kurt Ham and Betty Theriault ("**Owners**") are the owners of that certain real property commonly known as 1147 Valley 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 replace an existing open carport with a garage, small storage area, and an expanded front entry to the residence portions of which partially encroach into the front yard setback ("**Improvements**") as depicted on the site plan attached hereto as **Exhibit B ("Plan")**; and

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

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 27, 2025; 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 proposed addition will not alter the essential character of the neighborhood and will be more in keeping with enclosed garages, as opposed to open carports found in the area. The garage will be generally consistent with street facing garages on other homes in the established neighborhood.
2. The conditions upon which the setback variance is requested, including the original siting of the house, are generally unique to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The hardship which necessitates a variance to accommodate the proposed addition results from construction of the home prior to the current Zoning Code requirements.

4. The variance and the resulting enclosed garage are intended to elevate the home and enhance the overall look of the home by concealing stored items from views from the street and neighboring homes.
5. No evidence has been submitted that indicates the front 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 an addition to encroach no further than eight (8) feet into the front yard setback as depicted on the proposed site plan.

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 contractor parking and staging and storage of materials and equipment 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 as presented.
- 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 _____, 2025.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

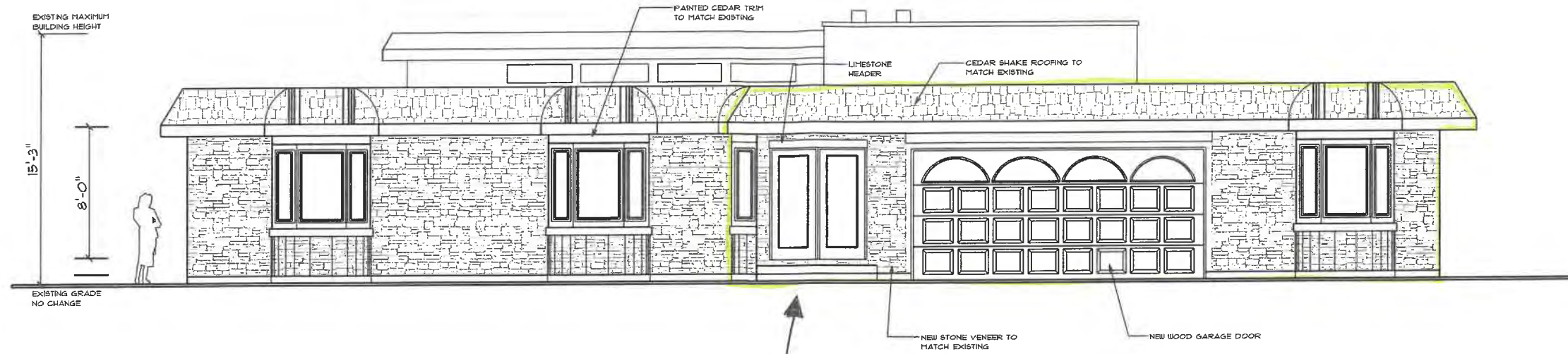
Mayor

ATTEST:

City Clerk

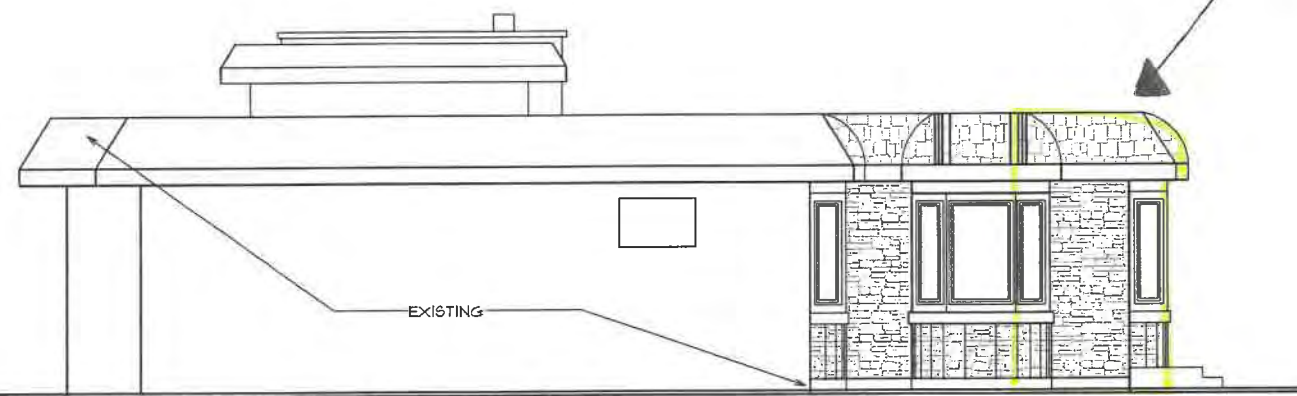
The Plans

PROPOSED ELEVATIONS

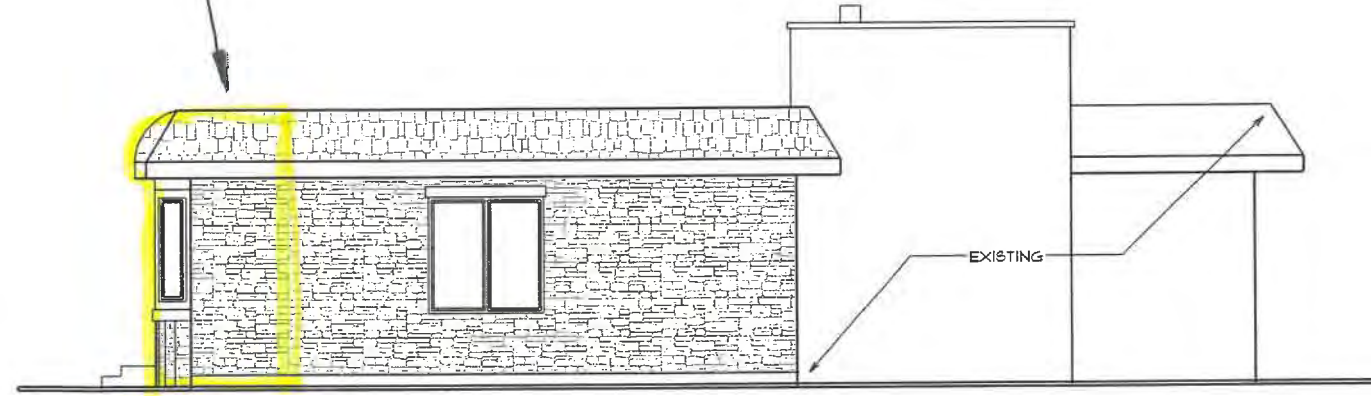


PROPOSED WEST ELEVATION
SCALE 1/4" = 1'-0"

AREA OF ENCROACHMENT



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



PROPOSED SOUTH ELEVATION
SCALE 1/4" = 1'-0"

GARAGE ADDITION FOR
EXISTING RESIDENCE
1137 VALLEY ROAD LAKE FOREST IL

FURNELL ARCHITECTS, INC.
20 HAWLEY COURT
GRAYSLAKE IL 60030
shaw@shawpurnell.com 847-989-2112





Area of Request
1450 W. Old Mill Road

Are THE CITY OF LAKE FOREST

ORDINANCE NO. 2025-___

AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SETBACK FOR
PROPERTY LOCATED AT 1450 OLD MILL ROAD

WHEREAS, Robert and Amy Perille, ("**Owners**") are the owners of that certain real property commonly known as 1450 Old Mill Road, 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 add a second story addition ("**Improvements**") as depicted on the site plan attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") requesting approval of a variance from Section 159.082, R-4 Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements within the front yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on October 27, 2025; 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 front yard setback variance will not alter the essential character of the neighborhood. The proposed addition is compatible with the existing residence and the addition will not encroach any further into the setback than the existing residence.
2. The condition upon which the variance is requested, the nonconforming location of the historic house with respect to the current setbacks is generally unique to this neighborhood and to this property and not generally applicable to other properties in the same zoning district throughout the City.
3. The existing historic structure is nonconforming with respect to the current 50 foot front yard setback requirement. The hardship in conforming to the required setback is a result of the original construction of the structure as a gate house for a very large estate prior to the City's adoption of current setback requirements.

4. The variance and the resulting addition will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values.

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 a second floor addition to encroach into the front yard setback a distance not to exceed that of the existing house.

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 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 _____, 2025.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

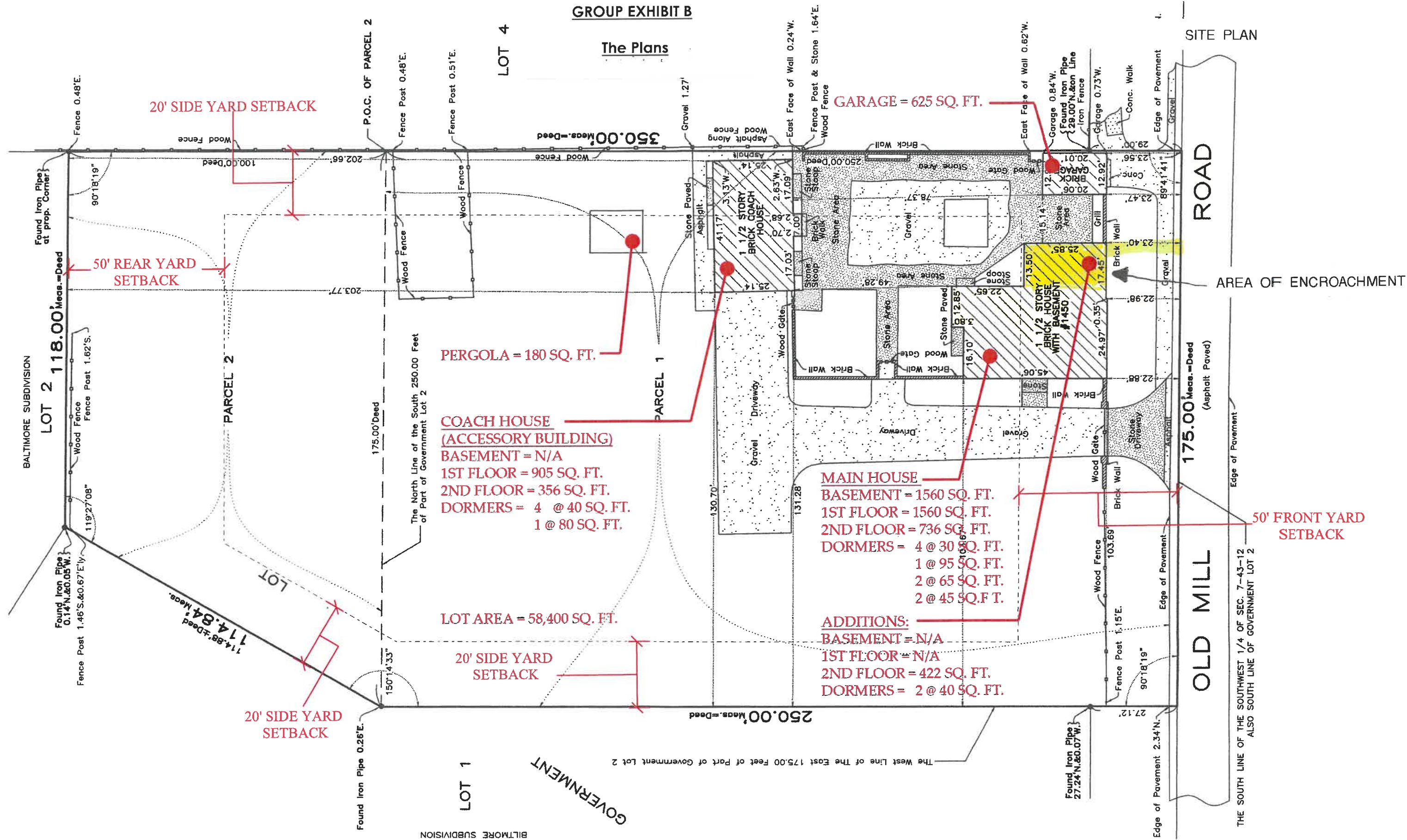
ATTEST:

City Clerk

GROUP EXHIBIT B

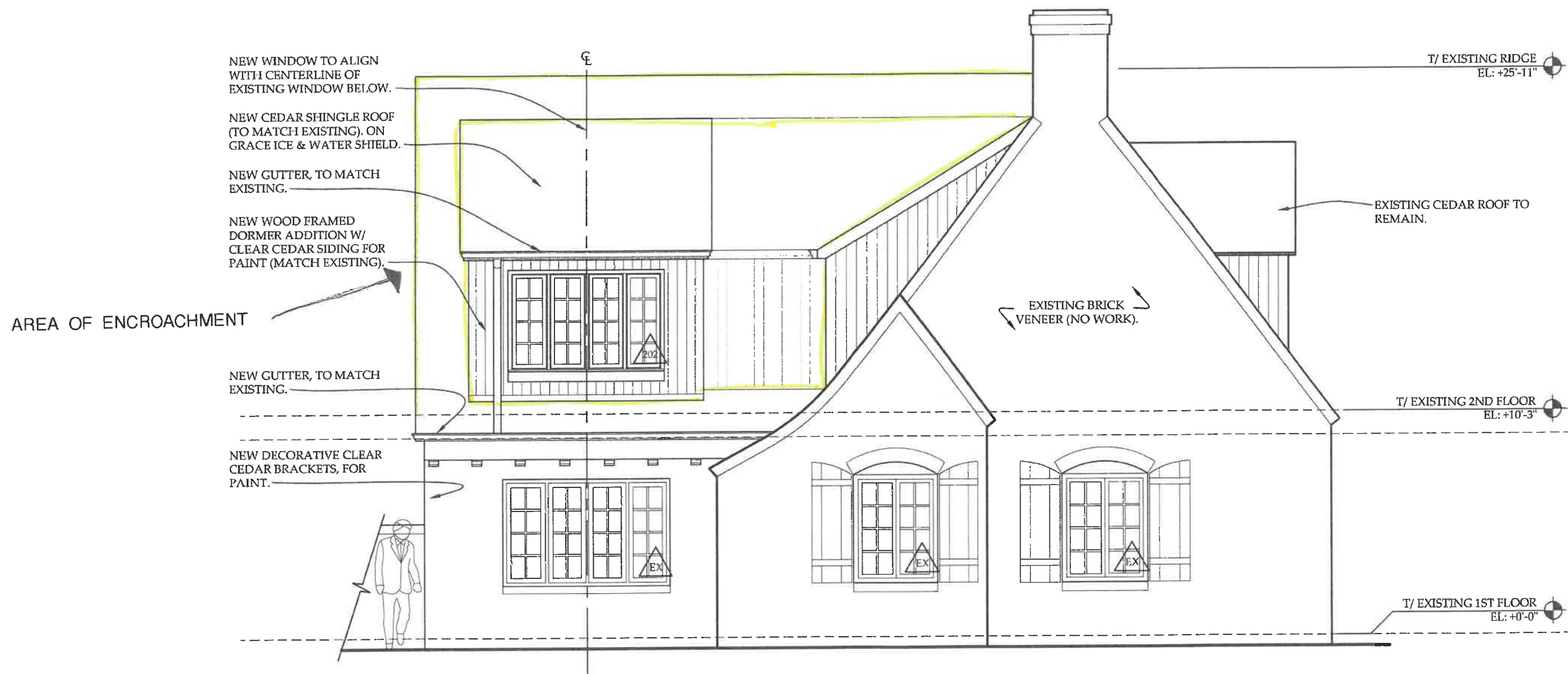
The Plans

SITE PLAN

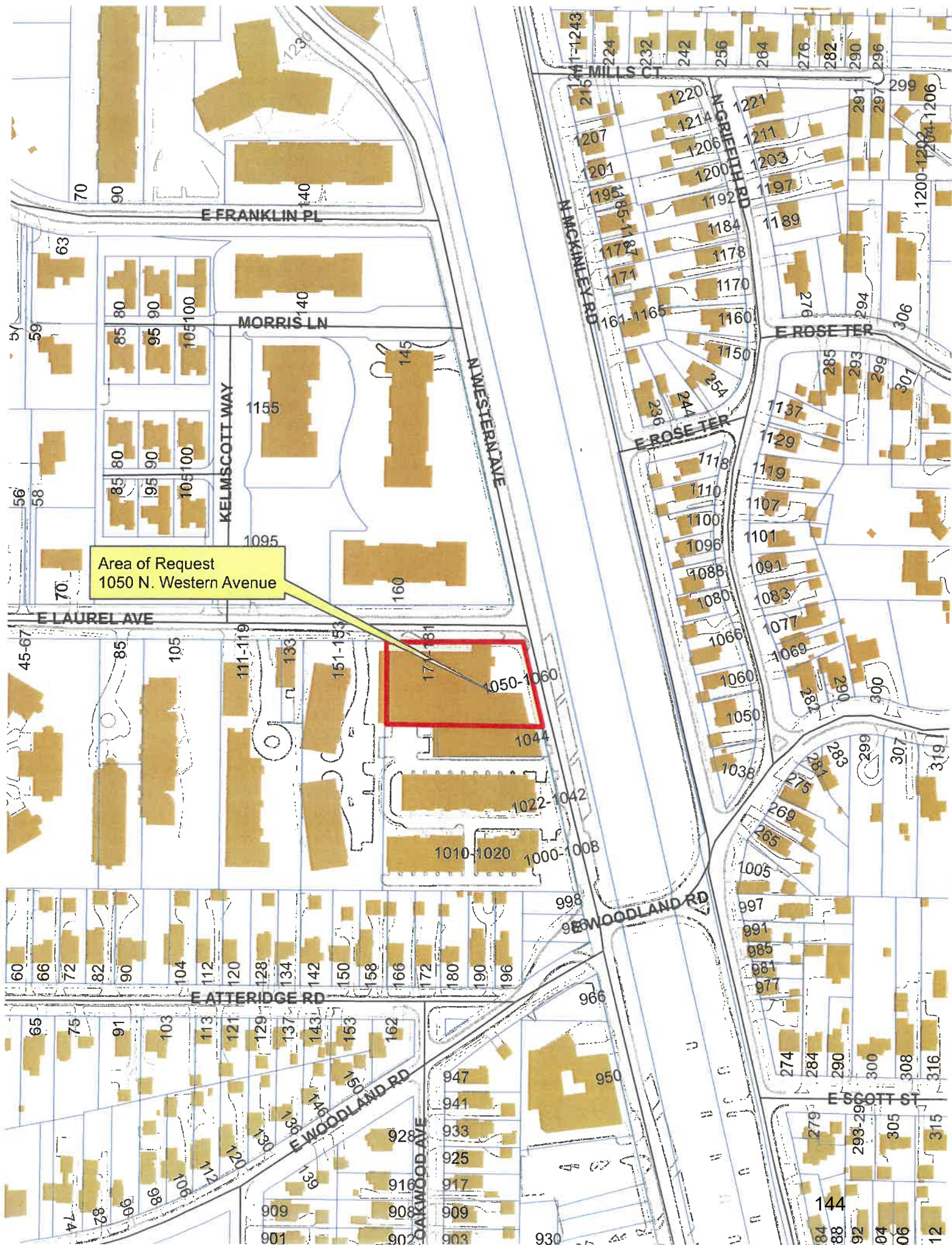


PROPOSED SITE PLAN
1450 WEST OLD MILL ROAD





PROPOSED NORTH ELEVATION
1450 WEST OLD MILL ROAD



Area of Request
1050 N. Western Avenue

E FRANKLIN PL

MORRIS LN

KELMSCOTT WAY

N WESTERN AVE

E LAUREL AVE

E ATERIDGE RD

E WOODLAND RD

OAKWOOD AVE

N MCKIMLEY RD

N GREIFELD RD

E ROSE TER

E ROSE TER

E SCOTT ST

MILLS CT

70

63

85

95

105

1155

40

145

1095

160

45-67

85

105

111-119

133

151-153

177-181

1050-1060

1044

1022-1042

1010-1020

1000-1008

998

966

60

66

72

82

90

104

112

120

128

134

142

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PLAN COMMISSION REPORT AND RECOMMENDATION

TO:	Honorable Mayor Tack and Members of the Council
DATE:	November 12, 2025
FROM:	Acting Chairman Pickus and members of the Plan Commission
SUBJECT:	<i>Special Use Permit – Jameson Sotheby’s International Realty</i>

<u>BUILDING OWNER</u>	<u>PROPERTY LOCATION</u>	<u>ZONING DISTRICT</u>
Gershman Properties, LLC	1050 N. Western Avenue	B-2 - Community Commercial Business District

Proposed Tenant: Jameson Sotheby’s International Realty
 Representative: Sarah Lynott, Director of Operations for Jameson Sotheby’s

Plan Commission Recommendation

Based on the information presented by the petitioner and a review of applicable sections in the City Code, the Plan Commission voted 6 to 0 to recommend approval of a Special Use Permit authorizing Jameson Sotheby’s International Realty to occupy first floor space at 1050 N. Western Avenue subject to conditions as detailed in the Ordinance included in the City Council packet. The Commission’s findings address both the specific Special Use criteria applicable to non-retail uses in the B-2 zoning district and the general Special Use Permit criteria. The Plan Commission found that the applicable criteria are met.

Summary of the Request

This is a request for a Special Use Permit to allow a real estate office to occupy first floor space in the City’s B-2, Community Commercial Business District. Jameson Sotheby’s International Realty desires to open a small office in Lake Forest in a multi-tenant, commercial building at 1050 N. Western Avenue. Currently, Jameson Sotheby’s does not have a physical location in the community. The office will serve as a point of contact for residential home sellers and buyers, both local residents and those interested in moving into the community. The office is anticipated to be occupied by one full-time employee with two to four brokers visiting the space per day.

This request was presented to the Plan Commission for consideration of a Special Use Permit. All real estate offices are special uses therefore, a public hearing and review by the Plan Commission based on the applicable criteria is required.

The proposed location totals 3,000 square feet and was most recently occupied by Orangetheory Fitness. The space fronts on the outdoor dining courtyard for Sophia Steak to the north and is adjacent to a salon and spa to the south. There are no other real estate offices located in the building or along this portion of Western Avenue. Minimal interior alterations are planned to change the use from a gym/fitness club to a real estate office. In the future, the space could easily be adapted to accommodate retail use or could be occupied by some other type of office or service business.

Minimal signage is planned for the new office. The signage will be reviewed for compliance with the Code and permits will be required.

With only one full-time employee and a limited number of brokers and clients visiting the space, the traffic and parking generated by the office will be minimal. The office will be open during the day, before the peak hours for Sophia Steak. The two uses are compatible from a parking demand standpoint.

This property is zoned B-2, Community Commercial Business. This zoning district is oriented toward retail, office uses, service businesses and multi-family residential development. The district generally is less pedestrian oriented than the B-3 and B-4 Districts however, this portion of Western Avenue sees a substantial amount of pedestrian activity. The B-2 District provides for a greater variety of goods and services than permitted in the B-3 and B-4 Districts.

As noted above, real estate offices are classified as special uses in the B-2 District and are permitted only if the Plan Commission and City Council determine that the applicable criteria are met. The findings in the Ordinance address the applicable Code criteria.

Background

In 2003, after instituting a 90-day moratorium on non-retail uses including banks and real estate offices in the City's Central Business District, the City Council adopted an amendment to the Zoning Code establishing banks, real estate offices and some other non-retail uses as special uses in the City's business and commercial zoning districts. This action by the Council was an effort to encourage and support predominantly retail uses in the Central Business District and to ensure that prime tenant spaces were available for retail uses at a time when banks and real estate offices seemed to be growing rapidly in numbers, and in size. The Code amendment established criteria to guide the City in responding to future requests for Special Use Permits for real estate offices as well as other non-retail uses. Since the amendment was adopted establishing real estate offices as special uses, several real estate offices have been authorized through this process. The approved locations for real estate offices have worked well and have not impeded the location of new retail businesses or restaurants in the Central Business District.

Key Points

- The proposed office use is low volume and will primarily be used as a location for showcasing The City of Lake Forest to potential home buyers. Use of the space as proposed will not substantially alter traffic volumes, parking demands, or activity levels in and around the Central Business District.
- Although the use of the space will not produce retail sales taxes, the sale of homes benefits the City in many ways including through the generation of Real Estate Transfer Tax revenues which are levied on the buyer at a rate of \$4.00 per \$1,000.

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025 - ____

AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO AUTHORIZE JAMESON SOTHEBY INTERNATIONAL REALTY TO OCCUPY FIRST FLOOR SPACE AT 1050 N. WESTERN AVENUE IN THE B-2 COMMUNITY COMMERCIAL BUSINESS DISTRICT

WHEREAS, Gershman Properties, LLC ("**Owner**") is the owner of that certain real property commonly known as 1050 N. Western Avenue, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the B-2, Community Commercial Business District and real estate offices are designated as special uses in said District; and

WHEREAS, Mark Pasquesi, President of Real Estate Services and Designated Managing Broker doing business as Jameson Sotheby's International Realty, with the consent of the Owner, petitioned the City for a Special Use Permit in accordance with the regulations of Section 159.045, Special Uses, and 159.111, R-2, Community Commercial Business District, of the City of Lake Forest Code to allow Jameson Sotheby's International Realty to occupy first floor space in the existing multi-tenant building at 1050 N. Western Avenue; and

WHEREAS, pursuant to notice duly published, the Plan Commission reviewed and evaluated the request at a public hearing held on November 12, 2025; and

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

1. The Code encourages consolidating retail uses in and immediately around Market Square and promotes the location of office and service businesses outside of the immediate core area as a way to bring people in to support retail and restaurant businesses. This site is located outside of Market Square, the primary retail core. The proposed office will draw sales associates and customers to the Central Business District, some of whom may be unfamiliar with the community and considering making Lake Forest their home.
2. The proposed low intensity use and limited occupancy will not significantly alter existing traffic patterns or negatively affect traffic volumes or the flow of traffic in the Central Business District.
3. On street parking and the on site garage are adequate to meet the limited demand generated by the proposed real estate office. Employees and sales associates will park on site or in public parking lots designated for employees reserving on street spaces for customers.
4. No exterior changes are proposed to the building other than the installation of new signage. No modifications will be made that will prevent this space from easily being used by a retail tenant in the future.
5. The location of this non-retail use in the Central Business District will not limit prime opportunities for retail tenants.
6. The proposed location will not be detrimental to surrounding businesses or the business district as a whole and the proposed use is located in a manner that enhances the core area by attracting employees and clients to the Central Business District.
7. The proposed special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
8. The proposed special use will not substantially diminish property values in the Central Business District.

and recommended that the City Council grant approval of the Special Use Permit subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council concur with the findings of the Plan Commission.

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. Pursuant to Sections 159.045 and 159.111 of the City Code and the City's home rule authority and other statutory powers, 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 Special Use Permit to allow Jameson Sotheby's International Realty to locate at 1050 N. Western Avenue.

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:

1. All building and window signage shall be approved and permitted consistent with applicable Code requirements.
2. No exterior or interior alterations shall occur which limit the future re-use of this space for retail or restaurant uses.
3. The "store front" windows shall remain generally open to allow views into the space for the purpose of providing pedestrian friendly streetscape.
4. All employees and sales associates shall park in public employee parking lots. Public on street parking spaces shall be used by customers only. The Office Manager shall institute policies to enforce this condition.
5. Jockeying of cars in on street parking spaces shall be considered a violation of this Special Use Permit.

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 Owner and tenant have not (i) executed and (ii) thereafter filed with the City Clerk, within 60 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit B 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 _____, 2025.

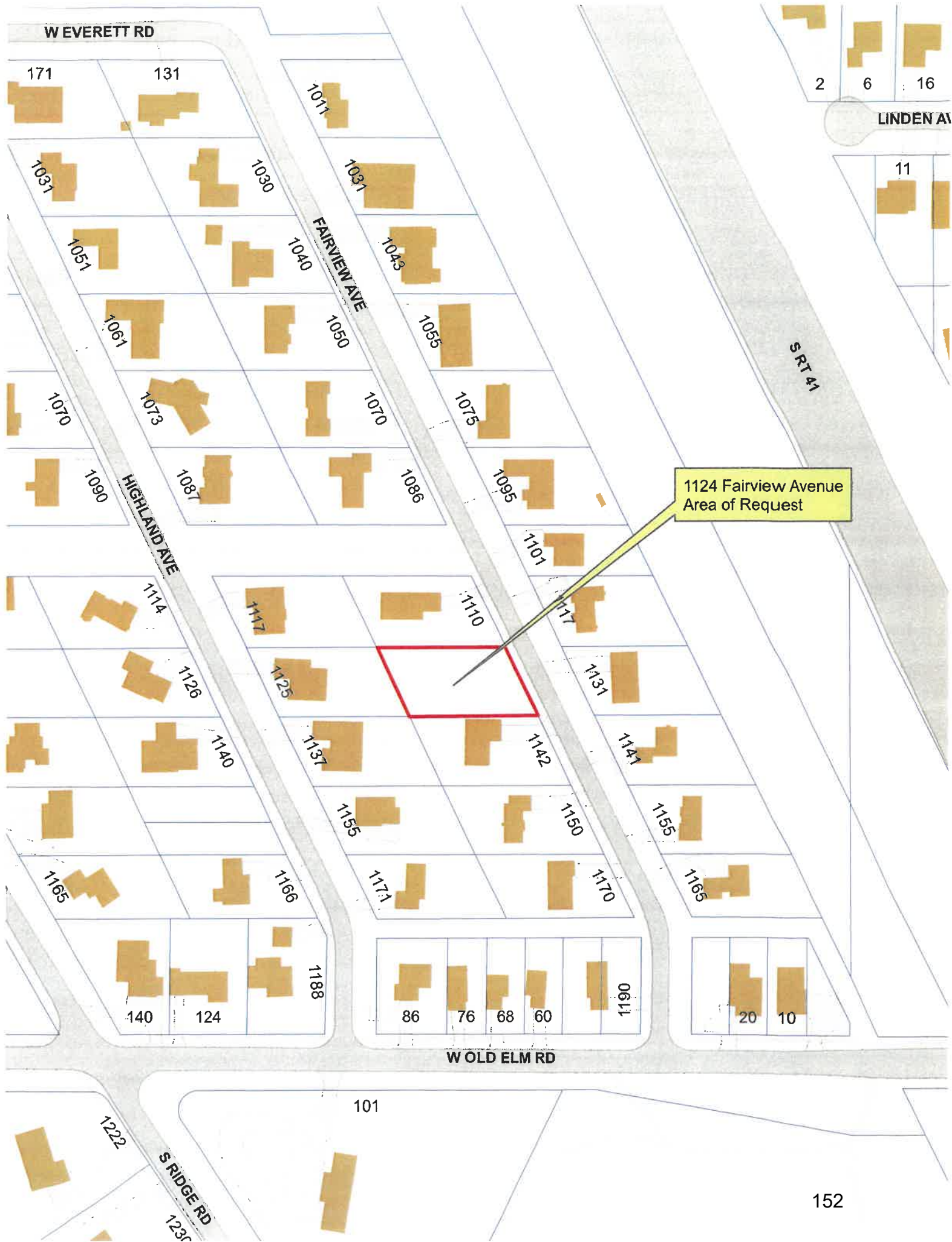
- AYES: ()
- NAYS: ()
- ABSENT: ()
- ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

ATTEST:

City Clerk



THE CITY OF LAKE FOREST

ORDINANCE NO. 2025- ____

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

WHEREAS, Dylan Wu and Margaret Burke ("**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 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 was 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 October 7, 2025; 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. 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 _____, 2025.

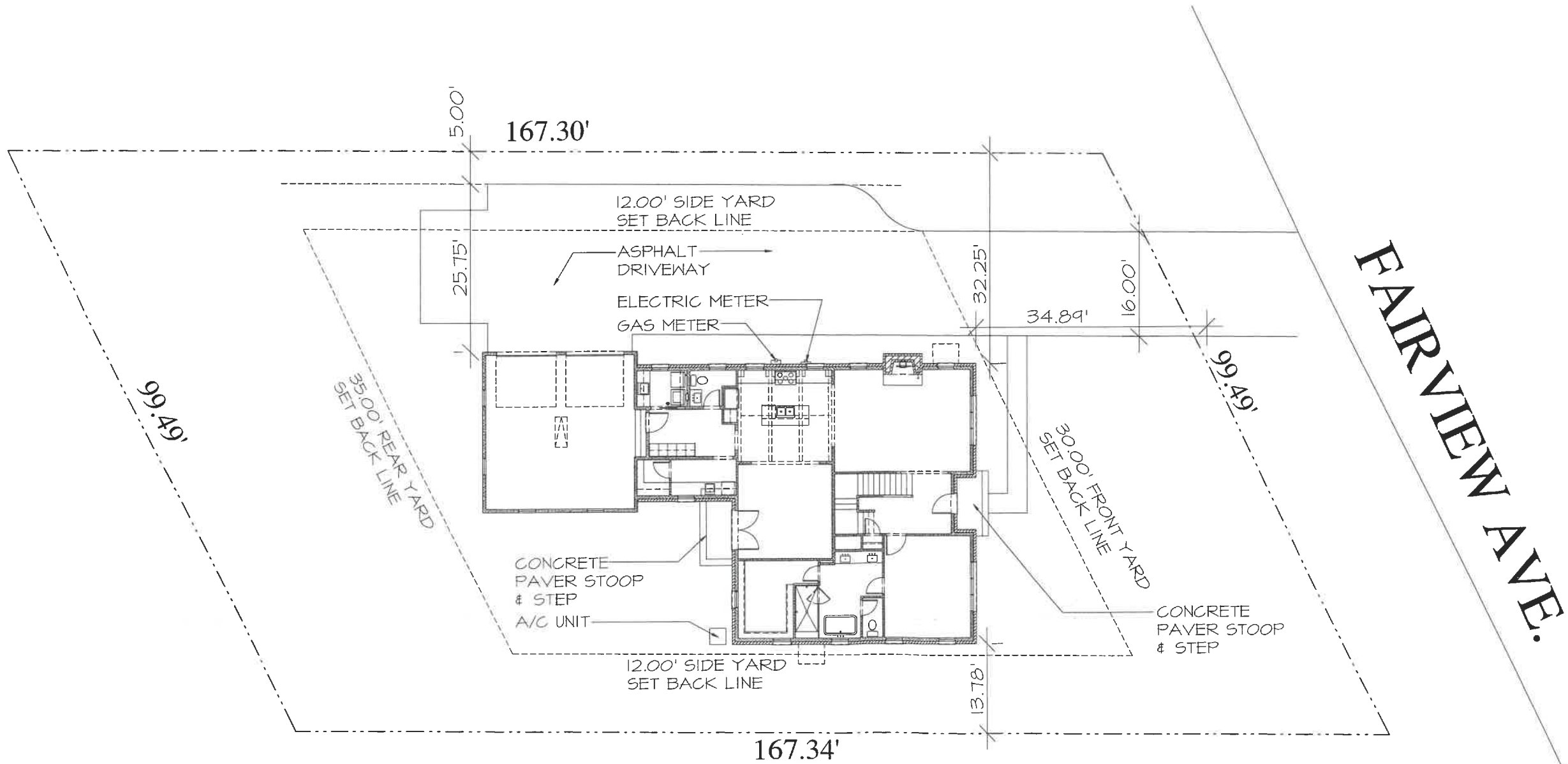
- AYES: ()
- NAYS: ()
- ABSENT: ()
- ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

ATTEST:

City Clerk



1 SITE PLAN
AR 01

NORTH
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

RESIDENCE

CUSTOM RESIDENCE
1124 S. FAIRVIEW AVE.
LAKE FOREST, IL 60045

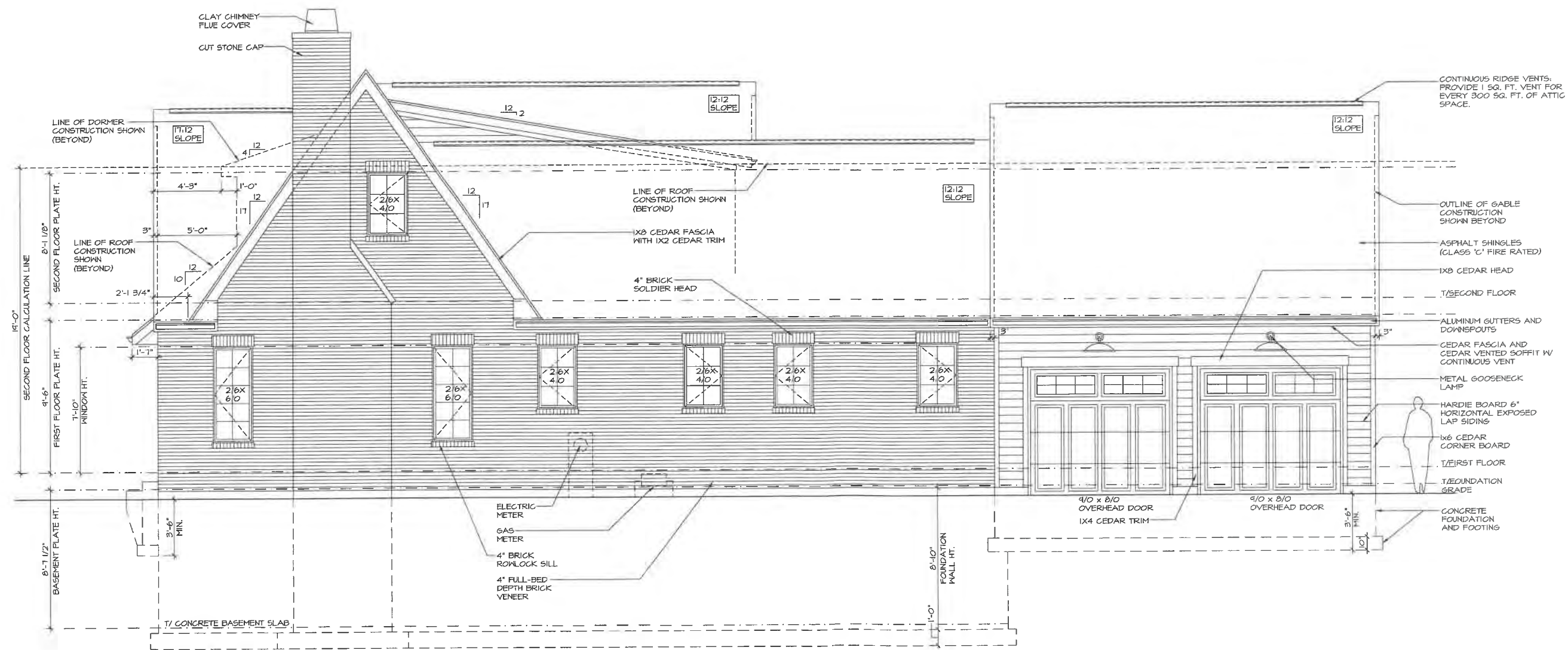
CHILDS DEVELOPMENT

REVIEW	06/10/2025
REVIEW	06/12/2025
REVIEW	08/12/2025
REVIEW	08/13/2025
REVIEW	08/15/2025
REVIEW	08/18/2025
REVIEW	08/20/2025
REVIEW	09/12/2025

26575 COMMERCE DR.
SUITE 607
Volo, IL 60073
MAIN: 847-457-2500
WWW.ASPECTDESIGNINC.COM
IL: LTR088 118-0014

ASPECT DESIGN INC.
ARCHITECTS

PROJECT # AD25182
DRAWN BY: DB/MB
1124 S. FAIRVIEW AVE.
SITE PLAN
AR 01
1 OF 157 SHEETS



1 RIGHT ELEVATION
AR 04

REVIEW ONLY-NOT FOR CONSTRUCTION

RESIDENCE

CUSTOM RESIDENCE
1124 S. FAIRVIEW AVE
LAKE FOREST, IL 60045

CHILDS
DEVELOPMENT

REVIEW	06/12/2025
REVIEW	06/12/2025
REVIEW	08/12/2025
REVIEW	08/12/2025
REVIEW	08/12/2025
REVIEW	08/12/2025
REVIEW	08/12/2025
REVIEW	08/12/2025

26575 COMMERCE DR.
SUITE 607
Volo, IL 60073
www.aspectdesigninc.com
TEL: 847-457-2500
TEL: 847-457-1468

ASPECT DESIGN INC.
ARCHITECTS

PROJECT#	AD25182
DRAWN BY:	DB/MS
1124 S. FAIRVIEW AVE. EXTERIOR ELEVATIONS	
AR 04	
# 4 OF 159 SHEETS	

SCALE: N.T.S.

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

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GROUP EXHIBIT B

The Plans

WEST ELEVATION



REVIEW ONLY-NOT FOR CONSTRUCTION

RESIDENCE

CUSTOM RESIDENCE
1124 S. FAIRVIEW AVE.
LAKE FOREST, IL 60045

CHILDS
DEVELOPMENT

REVIEW	06/10/2025
REVIEW	06/12/2025
REVIEW	08/12/2025
REVIEW	08/13/2025
REVIEW	08/15/2025
REVIEW	08/18/2025
REVIEW	08/20/2025
REVIEW	09/12/2025

26575 COMMERCE DR.
SUITE 507
VOLO, IL 60073
MAIN: 847-457-2500
WWW.ASPECTDESIGNINC.COM
IL: 608-214-6604

ASPECT DESIGN INC.
ARCHITECTS

PROJECT #	AD25182
DRAWN BY:	DB/MB
1124 S. FAIRVIEW AVE EXTERIOR ELEVATIONS	
AR 05	
# 5 OF 160 SHEETS	

1 REAR ELEVATION
AR 05

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

SCALE: N.T.S.

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The Plans

REVIEW ONLY-NOT FOR CONSTRUCTION

RESIDENCE

CUSTOM RESIDENCE
1124 S. FAIRVIEW AVE.
LAKE FOREST, IL 60045

CHILDS
DEVELOPMENT

REVIEW	08/10/2025
REVIEW	08/12/2025
REVIEW	08/12/2025
REVIEW	08/13/2025
REVIEW	08/15/2025
REVIEW	08/18/2025
REVIEW	08/20/2025
REVIEW	09/12/2025

126573 COMMERCE DR.
SUITE 607
Volo, IL 60073
MAIN: 847-457-2500
WWW.ASPECTDESIGN.COM
IL LICENSE # 14600054

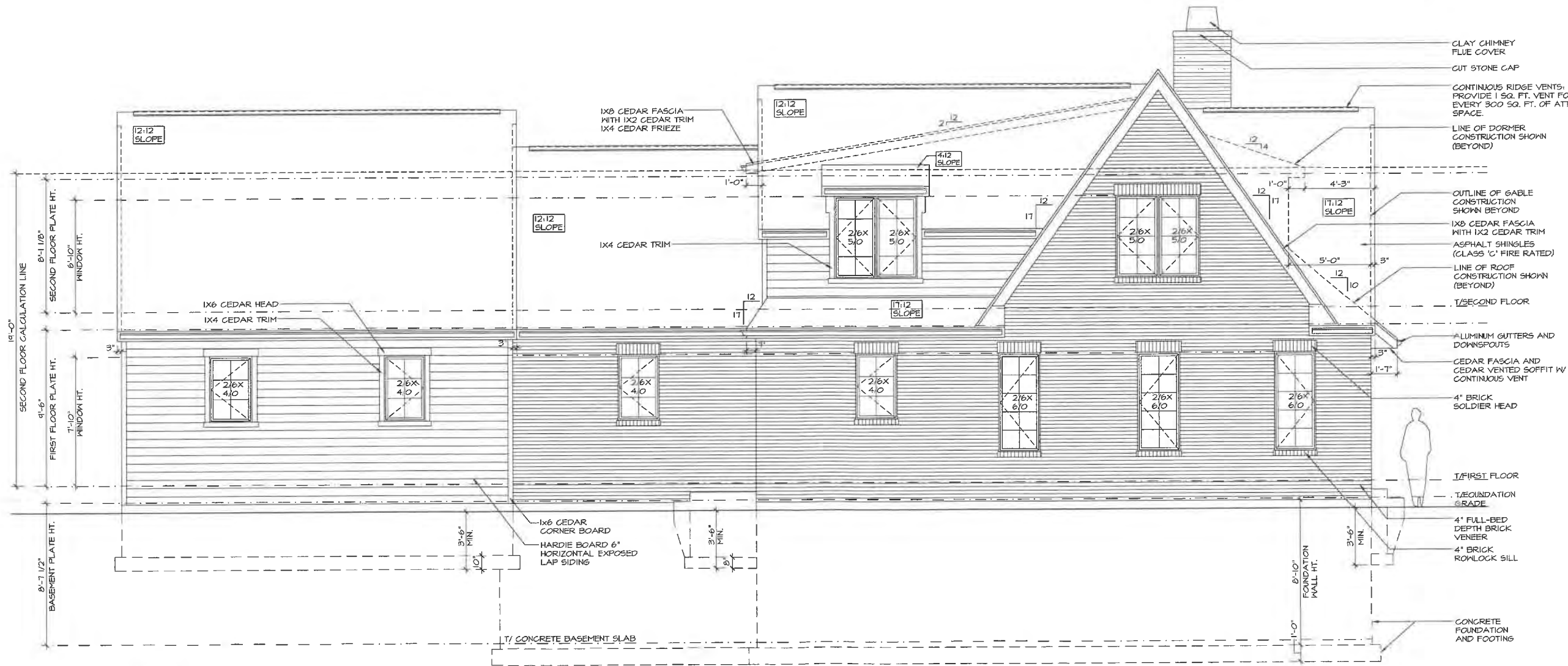
ASPECT DESIGN INC.
ARCHITECTS

PROJECT # AD25182
DRAWN BY: DB/MB

1124 S. FAIRVIEW AVE.
EXTERIOR ELEVATIONS

AR 06

6 OF 6 SHEETS



1 LEFT ELEVATION
AR 06

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

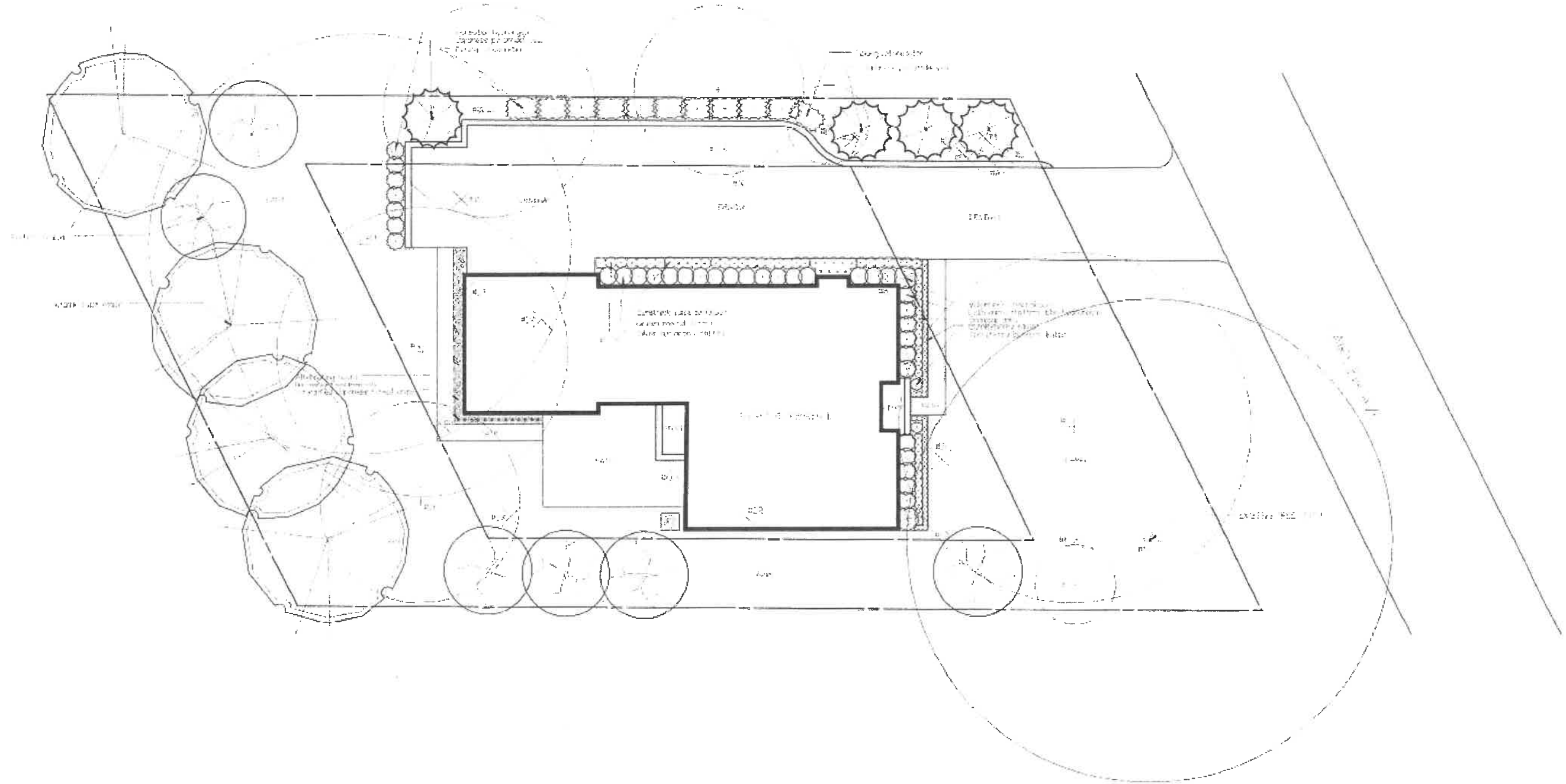
SCALE: N.T.S.

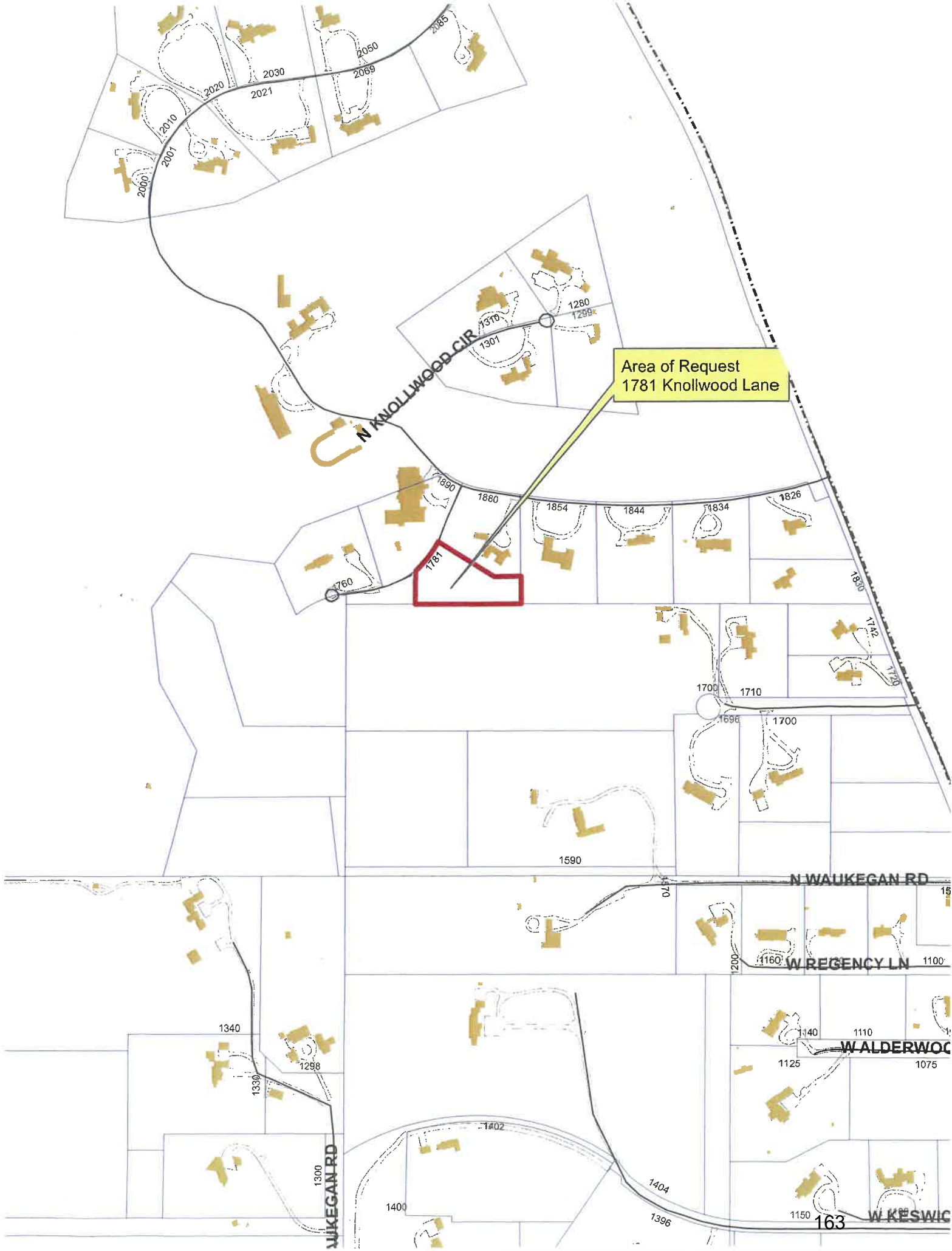
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GROUP EXHIBIT B

The Plans

LANDSCAPE PLAN - ENLARGED





Area of Request
1781 Knollwood Lane

N KNOLLWOOD CIR

N WAUKEGAN RD

W REGENCY LN

W ALDERWOOD

W KESWIC

WAUKEGAN RD

163

THE CITY OF LAKE FOREST

ORDINANCE NO. 2025- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 1781 KNOLLWOOD LANE

WHEREAS, Yuriy Nekrasov ("**Owner**") is the owner of that certain real property commonly known as 1781 Knollwood Lane, 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 Owner desires 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 Owner submitted an application ("**Application**") to permit the construction of the Improvements and was 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 September 3, 2025 and November 5, 2025; 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. 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 Owner's 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 Owner 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 Owner 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 Owner has 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 _____, 2025.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2025.

Mayor

ATTEST:

City Clerk

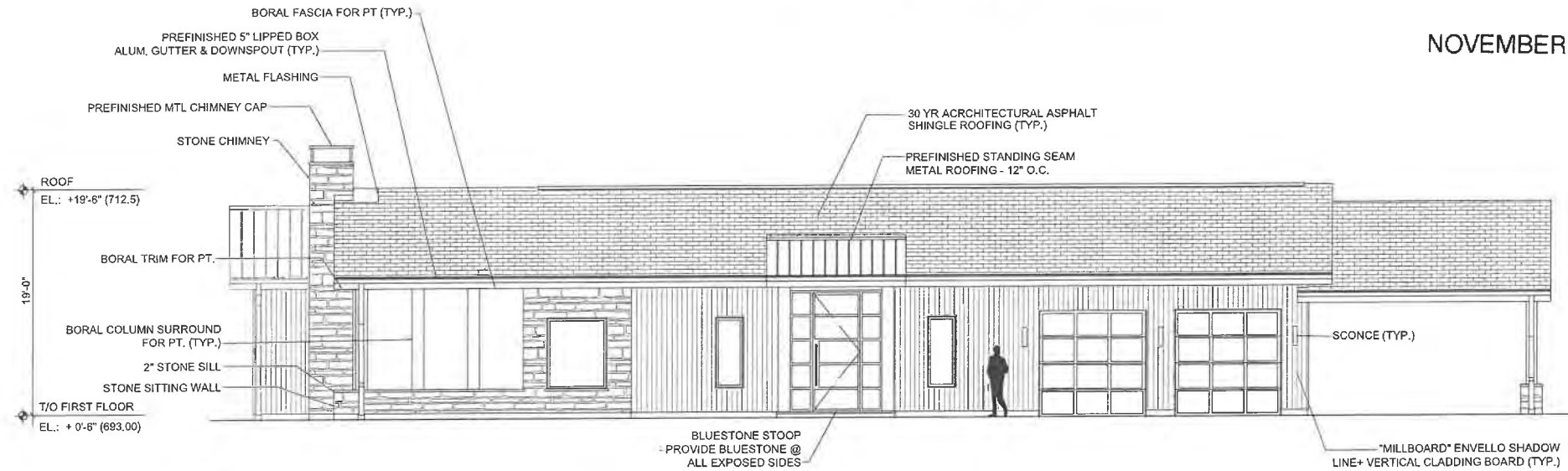


EXTERIOR ELEVATION - WEST

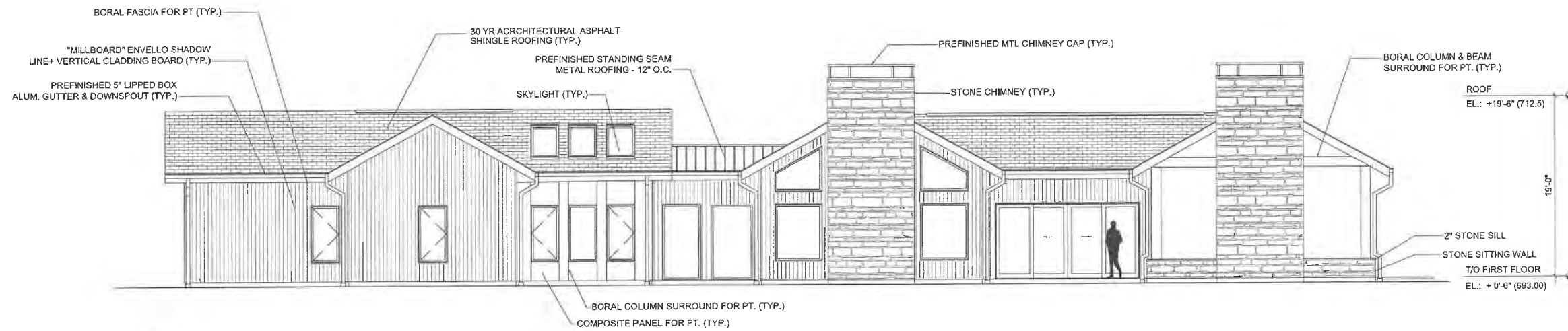
GROUP EXHIBIT B

The Plans

PROPOSED
WEST AND NORTH ELEVATIONS
NOVEMBER 5, 2025



1 EXTERIOR ELEVATION - WEST
1/4" = 1'-0"



2 EXTERIOR ELEVATION - NORTH
1/4" = 1'-0"

TECT, LTD
MATTHEW KEROUAI
314 W. HAWTHORNE CT. LAKE BLUFF, IL 60044
708.254.7903
M.KEROUAI@YAHOO.COM

NEKRASOV RESIDENCE
1781 KNOLLWOOD LANE
LAKE FOREST, IL 60045

EXTERIOR ELEVATIONS

REV	DATE	ISSUE
01	07.22.25	ISSUE REVIEW
02	08.18.25	E-3 REVIEW REV. NO. 2
03	10.16.25	ISSUE REVIEW REV. NO. 3

A2.1
PROJECT NO. 2488

GROUP EXHIBIT B

The Plans

PROPOSED
EAST ELEVATION
NOVEMBER 5, 2025



1 EXTERIOR ELEVATION - EAST
1/4" = 1'-0"



2 EXTERIOR ELEVATION - EAST
1/4" = 1'-0"

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708.254.7893
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M.KEROUAC@YAHOO.COM

NEKRASOV RESIDENCE
1781 KNOLLWOOD LANE
LAKE FOREST, IL 60045

EXTERIOR ELEVATIONS

REV	DATE	ISSUE
01	02.25	FINAL REVIEW
02	08.25	ARCHITECTURAL REVIEW NO. 2
03	10.25	FINAL REVIEW NO. 3

A2.2
PROJECT NO. 2488

The Plans



- EVERGREEN TREES
- DECIDUOUS TREES
- EVERGREEN SHRUBS
- DECIDUOUS SHRUBS
- JAPANESE MAPLE
- ANNUAL BED
- PERENNIAL FLOWERING PLANTS WILDFLOWERS, & SEASONAL FLOWERS
- MULCH
- AGGREGATE
- NATIVE ORNAMENTAL GRASSES & GRASS-LIKE PLANTS
- PRAIRIE RESTORATION
- STEPPING STONES
- EXISTING TREE TO REMAIN

1 TREE/TOPOGRAPHY PLAN
NTS

MATTHEW KEROUAC ARCHITECT, LTD
314 W. HAWTHORNE CT. LAKE BLUFF, IL 60044
708.264.7903 M.KEROUAC@YAHOO.COM

R. KURTZ LANDSCAPE DESIGN
724.622.3836 RKURTZ@GMAIL.COM

NEKRASOV RESIDENCE
1781 KNOLLWOOD LANE
LAKE FOREST, IL 60045

LANDSCAPE PLAN

REV.	DATE	ISSUE
---	07.22.25	30% REVIEW
---	08.26.25	50% REVIEW REV. NO. 1
---	10.18.25	50% REVIEW REV. NO. 2

A0.4
PROJECT NO. 2468



MEMORANDUM

THE CITY OF LAKE FOREST

OFFICE OF THE CITY MANAGER

TO: Jason Wicha, City Manager

FROM: Keri Kaup, Assistant to the City Manager

DATE: November 24, 2025

SUBJECT: Central Business District Parking Evaluation and Recommendations

Background

As part of the Council priorities for FY26, City Council requested an evaluation of the Central Business District (CBD) parking and formulation of recommendations to improve user experiences. In August 2025, City staff from several departments formed a committee to review parking in the CBD. The Committee's purpose was to analyze current regulations and formulate recommendations for modifications to the parking regulations, so customers and businesses alike will have a clear understanding of where to park, resulting in a more enjoyable downtown experience. The Committee divided its work into four sub-committees: Community Engagement, Technology and Enforcement, Finance, and Regulations.

Survey Feedback

The Community Engagement sub-committee issued an online survey seeking feedback from residents, visitors, employees, and business owners. Over 900 people responded to the survey giving the Committee significant feedback from which to develop recommendations. A follow-up survey was issued to business owners and employees to ensure they were given ample opportunity to participate. The parking survey revealed several common themes among those who frequent the CBD. Upon reviewing the results, the Committee learned the following:

1. Visitors (not employees) typically stay for 1-3 hours (56%) or less than 1 hour (40%).
2. Visitors feel the CBD needs more parking for customers near shopping and dining destinations and fewer timed parking classifications.
3. All respondents feel street parking should be 60-90 minutes.
4. Employees would prefer a designated area for employee parking with incentives to encourage use.

Committee Goals

The Committee placed significant value on the survey feedback to inform the decision-making process. After reviewing the responses, as well as identifying where internal efficiencies can be gained through management and enforcement of the parking program, the Committee established three goals to frame the evaluation process:

1. Simplify parking zones and signage
2. Ensure customer zones are near shopping and dining destinations, and designate employee parking zones
3. Improve permit management and parking enforcement capabilities through technology

Recommendations

For each of the stated goals, the Committee has identified several recommendations to streamline parking and improve efficiency.

Goal 1: Simplify parking zones and signage

- **Recommendation 1** – Reduce and streamline the timed zones on the street and in the lots.

Currently, there are a multitude of timed zones and signs throughout the CBD, including 15-minute, 30-minute, 60-minute, 90-minute, 2-hour, and 3-hour zones. Staff recommends reducing the types of timed zones as follows:

Street Parking – All 90 minutes unless otherwise designated as 30 minutes in strategic locations.

Customer Parking Lots – All 3 hours unless otherwise designated as 30 minutes at the perimeter.

The only exception to this rule will be a row of 90-minute parking within the McKinley Lot to accommodate library patrons. Enforcement of the street parking time limits would end at 6:30pm to accommodate those dining at restaurants.

- **Recommendation 2** – Eliminate unenforceable parking signs and limit signage to that which is necessary per block.

In addition to the multitude of parking zones, there are numerous signs calling out the various regulations along the street and in the lots. Additionally, there are posted signs that do not follow the City Code and are therefore unenforceable. Staff recommends eliminating any unenforceable signs and reducing the number of posted parking signs to only the amount that is necessary per block for drivers to understand the regulations.

Goal 2: Ensure customer zones are near shopping and dining destinations, and designate employee parking zones.

- **Recommendation 1** – Reorganize the parking zones to place free customer parking lots closest to the businesses.

There are nine surface parking lots throughout the CBD. Although some of the lots are designated as three-hour zones, it has become common practice for employees and permit holders to park in these lots due to lack of enforcement. Staff recommends maintaining the three-hour zones in the City Hall Lot, Forest Avenue Lot, and the Quarta Main Lot. There is additional three-hour parking available in the Bank Lane Parking Garage.

- **Recommendation 2** – Move employee parking zones to the perimeter lots.

Most employees are in the business district for over five hours at a time. Because they are taking up parking spaces for longer periods of time, staff recommends they utilize the parking lots on the perimeter of the CBD to keep the most convenient parking accessible to customers. Staff recommends employee parking be available in the Westminster Lot, Quarta Main Lot, Oakwood Lot, and UP South Commuter Lot. Additional employee parking is available in the Bank Lane Garage and on Western Avenue south of Illinois Road. These designated areas can be used by CBD permit holders as well.

- **Recommendation 3** – Maintain designated parking lots for CBD permit holders who utilize the train.

The City sells CBD permits to commuters, residents in multi-family homes with no driveways, and non-residents. In order to ensure CBD permit holders who utilize the train have ample parking near the train station, staff recommends maintaining three parking lots for CBD holders, but not employees: the UP North Lot, UP South Lot, and McKinley Lot.

- **Recommendation 4** – Streamline overnight parking locations.

There are currently overnight parking zones in the Westminster Lot, McKinley Lot, and Oakwood Lot. Survey feedback indicated that a significant amount of the McKinley Lot is utilized by Lake Forest College students who purchase CBD permits and park their cars for days or weeks at a time. In order to provide overnight parking for the students while also accommodating library and business patrons, staff recommends removing overnight parking from the McKinley Lot and increasing the overnight capacity in the Westminster Lot. The northernmost portion of the lot is not available for overnight parking as it is the location most utilized by the Lake Forest High School students with CBD permits.

Goal 3: Improve permit management and parking enforcement capabilities through technology.

- **Recommendation 1** – Contract with a vendor for a new permit management system to electronically track CBD and employee permits.

The City currently utilizes physical hangtag parking permits for all CBD permit holders. Staff recommends eliminating hangtags and implementing new technology that integrates with the desired enforcement technology platform (see Recommendation 2 in this section). The permit management system will allow customers to register their vehicles by license plate when they purchase either an employee permit or a CBD permit. It also allows the City to set up business accounts allowing each business to purchase and manage their own employee permits. The permit management system can be integrated with the enforcement system to send parking permit data to police in real time.

- **Recommendation 2** – Purchase an Automated License Plate Reader (ALPR)-based parking enforcement system.

During the COVID pandemic, the City limited parking enforcement in the CBD to encourage shopping and dining. Since then, a federal court decision found parking enforcement by “chalking” (marking tires with chalk) to be a violation of search and seizure laws. Therefore, the police department does not have an efficient way to conduct timed zone parking enforcement.

Staff recommends purchasing an ALPR-based parking enforcement system that allows police to conduct both timed zone parking enforcement and permit zone enforcement. For timed zone enforcement, an officer drives down the street or through a parking lot while the system scans the license plates of the parked vehicles. After the allotted time, the officer drives down the same street or in the same lot, and the system will flag any vehicles that have been parked over the time restriction. For permit enforcement, the permit management system sends permit data to the enforcement system. When scanning a permitted lot, the system will flag vehicles that do not have the proper permit.

Financial Impacts

Current Revenue –

On an annual basis, the City generates approximately \$280,000 of revenue from the sale of CBD parking permits. Businesses can purchase discounted CBD permits for their employees. Current parking permit fees are as follows:

CBD Parking Permit	CBD Business Rate	Resident Rate	Non-Resident Rate
Monthly	\$20	\$30	\$60
Annual	\$180	\$313	\$700

In FY25, the parking permit revenue was as follows:

CBD Parking Permit	CBD Business	Resident	Non-Resident
Monthly	\$4,260	\$14,310	\$12,210
Annual	\$131,700	\$108,047	\$11,635
TOTAL	\$135,960	\$122,357	\$23,845
GRAND TOTAL	\$282,162		

In FY25, 91 businesses purchased 754 CBD annual permits and 213 monthly permits for their employees.

The survey feedback indicated that employees would be more likely to utilize the employee parking lots if there were associated incentives, such as low or no cost permits. The Committee considered the impact to revenues if the employee permits were discounted further. Rates are shown for both monthly and annual permits.

	\$15 / \$135 (25% Reduction)	\$10 / \$90 (50% Reduction)	\$5 / \$45 (75% Reduction)	\$0 / \$0 (100% Reduction)
Revenue Reduction	-\$33,990	-\$67,980	-\$101,970	-\$135,960
Remaining Revenue	\$101,970	\$67,980	\$33,990	\$0

Staff recommends either keeping employee permit rate status quo or reducing by no more than 25%. The employee permits are already less expensive than the resident rate, and the revenues generated by the sale of permits can help offset the expenses of the new technology systems being proposed.

Cost of New Systems –

The proposed permit management and ALPR enforcement systems would be new, ongoing expenses for the City. While vendor selection has not been finalized for either system, the Committee is able to make general estimates about the new expenses based on the RFP responses and quotes. Costs for the system are expected not to exceed the following:

	Initial Cost (Year 1) - Estimate	Annual Maintenance - Estimate
Permit Management	\$10,000	\$10,000
ALPR Enforcement	\$60,000	\$10,000

The permit management system and ALPR system would be budgeted for in the Finance Department and Police Department operating budgets, respectively.

Valet Permits –

There are currently four valet companies operating in the City. The City has received feedback that the valets are taking up a significant amount of parking closest to the restaurants rather than utilizing the parking lots further away. Currently, restaurants within 150 feet of residential zones need a special use permit which controls valet operations. Restaurants outside of the 150-foot zone do not require a special use permit and can operate a valet with no regulations from the City.

The Committee researched other communities' valet permit regulations and found a typical valet permit application requires the valet service to submit a parking plan which includes (but is not limited to):

1. A diagram of proposed traffic pattern to be followed by valet operators
2. Precise drop-off/exchange areas
3. Agreements with private property owners whose property may be used for valet services
4. A parking study demonstrating parking spaces proposed to be used for valet services will be available during the times of operation

Including these details in a valet application would allow the City to determine whether there are any safety or traffic concerns, as well as ensuring no parking location is overcrowded. Additionally, if approved through a permit process, the City would have the ability to revoke a valet permit if the plan was not being followed in practice.

While a valet permit can add value to the City's ability to regulate parking, there are associated challenges as well. Valet regulations would be difficult to enforce unless specifically observed by a police officer or code enforcement officer. A valet permit program also adds additional regulations for businesses that are already compliant. Staff do not typically receive complaints regarding most of the valets operating in town, yet they would be subject to the same regulations and permit fees. Finally, administering a valet permit program would require additional staff time to review and follow up on the parking plans submitted by the valet companies.

Next Steps

The Committee is seeking Council feedback on the listed recommendations, as well as direction on low cost employee permits, and whether to continue pursuing a valet permit. Based on the feedback provided by Council, the Committee will continue to refine the recommendations and amend the necessary portions of the City Code. Staff anticipates bringing final recommendations to the Council in January 2026 for implementation in May 2026 to align with the new fiscal year.

Central Business District Parking Zones

