

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

**Tuesday, February 20, 2024, 6:30 p.m.
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL

6:30 p.m.

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Jim Preschlack, Alderman Third Ward

Joseph R. Waldeck, Alderman First Ward

Ara Goshgarian, 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. 2024-2025 Board and Commission Appointments and Reappointments

CROYA BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Megan Carney	APPOINT	Deer Path Middle School Representative

A copy of the volunteer profile sheet is available at City Hall.

COUNCIL ACTION: Approve the Mayor's Appointments and Reappointments

2. COMMENTS BY CITY MANAGER

A. Elawa Parking Lot Improvements

- Byron Kutz, P.E., Superintendent of Engineering

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of February 5, 2024, City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 15**.

COUNCIL ACTION: Approval of February 5, 2024, City Council Meeting Minutes

2. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for Lake Forest Country Day School and Lake Forest Baseball Association (Approval by Motion)

STAFF CONTACT: Margaret Boyer, City Clerk (847.810.3674)

PURPOSE AND ACTION REQUESTED: Staff requests City Council consideration of waiving the fidelity bond requirement in connection with a proposed raffle from Lake Forest Country Day School and Lake Forest Baseball Association.

BACKGROUND: In January 2020 the City Council approved an Ordinance Amending Chapter 110, titled "Licenses and Miscellaneous" related to Raffles, to align these sections with recent State of Illinois Legislation. Section 110.0149, J, allows the raffle manager designated by the organization to seek a waiver of the bond requirement from the City Council.

At this time the Lake Forest Country Day School and Lake Forest Baseball Association are requesting a waiver of the bond requirement and has submitted a request. A copy of the requests can be found beginning on **page 20**.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for the Lake Forest Country Day School and Lake Forest Baseball Association (Approval by Motion)

3. Approval of an Ordinance approving a Fee Schedule Adjusting Water Rates for FY2025 (Final Approval)

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

PURPOSE AND ACTION REQUESTED: Staff requests that the City Council grant final approval of an Ordinance amending the City's Fee Schedule setting forth the rates for water service effective May 1, 2024.

BACKGROUND/DISCUSSION: The City's Water and Sanitary Sewer Fund is designated as an enterprise fund, thereby receiving no subsidy or property tax revenue to operate. Therefore, the user fees established for water and sanitary sewer services must be sufficient to pay all operating, capital and debt service costs associated with the utility. The long-term financial forecast for the Water and Sanitary Sewer Fund provides for an annual increase in revenue of 2.5% to support inflationary cost increases, largely driven by personnel expenses.

The City's current water rate methodology is to set rates based on a rolling five-year average of water consumption, a blended rate with both fixed and variable fees, and a goal to maintain overall revenue at 25% fixed/75% variable. Summer weather conditions dramatically impact the City's annual water revenue and budget variances as much as \$1million can occur in any given year, requiring the City to maintain a large fund balance to provide rate stability year to year.

The proposed rate adjustments would impact the quarterly fixed rate only, with variable rates remaining at current levels:

	Current	Proposed	Annual Increase
Small Meter	\$55/Quarter	\$57/Quarter	\$8.00
Medium Meter	\$210/Quarter	\$215/Quarter	\$20.00
Large Meter	\$925/Quarter	\$945/Quarter	\$80.00

Ninety-five percent (95%) of customers fall in the small meter category. It should be noted that FY25 rate adjustments are more modest due in part to an overall increase in water consumption.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	2/5/24	Ordinance granted First Reading
Finance Committee	1/16/24	Discussion of FY25 Water Rates

BUDGET/FISCAL IMPACT: Annual revenue budget is projected to increase \$243,987, achieving a 2.5% increase in projected revenue for FY2025.

COUNCIL ACTION: Approval of an Ordinance approving a Fee Schedule Adjusting Water Rates for FY2025 (**page 22**).

4. **Authorize the Police Department to purchase sixteen (16) Semi-Rugged Panasonic Toughbook laptop computers, Havis docking stations, and accessories, from CDS Office Technologies for a total amount of \$63,838.00**

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

PURPOSE AND ACTION REQUESTED: Staff requests approval of the sixteen replacement semi-rugged laptops and computer docking stations used by the Police Department. This replacement project evaluated less expensive alternatives to our current semi-rugged Getac tablets. The mobile workstation performance requirements are exclusive to the Police Department and encompass several key areas of consideration. First, the workstation must operate in the extreme environments of a police squad car. Second, the computer must effectively manage and display multiple critical applications including, mobile computer-aided dispatch software, E-Citation/E-Crash software, and the Axon video hub.

BACKGROUND/DISCUSSION: The Police Department has 14 tablets recommended for replacement in FY24 based on a 5-year replacement cycle. These computers are considered end-of-life (EOL) as they no longer have a warranty. Additionally, many of the workstations are no longer able to function reliably with hardware and software failures becoming commonplace. Due to the addition of new CSO vehicles, staff is requesting two additional computers. These additional devices would allow for the IT department to have two fully functional spares. This will help limit support downtime and allow the police department to keep all available squad cars in service.

PROJECT REVIEW/RECOMMENDATIONS: The Police and IT Departments selected computing solutions manufactured by Getac, Dell, and Panasonic which were all considered "ruggedized." All reviewed devices met a minimum of IP53 ratings. The devices from Getac and Panasonic met the MIL-STD-810H certification for drops, shocks, spills, vibration, dust, liquid, and temperature extremes, all of which regularly occur or are always present inside a police squad car.

Neither the Police nor IT Departments recommend the use of a standard production laptop or tablet for a police squad car environment, as these machines are not built to withstand the previously stated operating strains. Any cost savings realized by buying standard production tablets/laptops would be negated by a higher rate of equipment failure and commensurate replacement costs. Computing solutions were quoted with a 5-year warranty as the Police Department keeps devices in service for an average of 5-6 years.

BUDGET/FISCAL IMPACT: Staff received the following pricing for this project after submitting a request for bid from three (3) vendors:

Vendor	Computer	Amount per Unit + 5-Year Warranty	Total Amount for 16 Units + Warranty
CDW	Getec A140	\$3,529 + \$825	\$69,664.00
CDS	Panasonic FZ-55	\$2,565 + \$295	\$45,760.00
Dell	Latitude 5430	\$2,149.70*	\$34,395.20

**Dell only offered 3-year warranty*

After careful consideration, staff recommends purchasing the Panasonic semi-ruggedized FZ-55 computers. An officer survey showed dissatisfaction with our current tablet-based system and a strong desire to go back to a traditional laptop-style computer for patrol operations. The Panasonic FZ-55 has become the police squad car computer of choice for many of our neighboring law enforcement partners, including the Illinois State Police. Our previous tablet computers from Getec presented many challenges when upgrades or support were needed. The Panasonic FZ-55 laptop is fully upgradable with a modular design. This allows our IT professionals to easily replace components when needed.

While the Dell devices are the lowest proposed computing solution, they do not include a 5-year warranty which did not meet the parameters of our request. Additionally, Dell is not an established provider of squad-based mobile computing solutions at scale. In 2017 the Fire Department attempted to implement Dell devices as a mobile computing solution; however, they experienced several hardware-related issues. Due to the critical nature of mobile computing in police operations, staff cannot recommend a product that is not proven.

Due to this recommendation, the police department will also need to replace the computer docking stations inside each patrol car. Docking stations are made to fit specific mobile solutions, and our current docks will only work with Getec tablets. This was anticipated and included in the budgeted amount for this project. CDS was asked to provide an additional quote for docking stations and related accessories. These additional equipment costs total \$18,078.00 for a grand total project cost of \$63,838.00.

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

Staff is requesting an exception under Administrative Directive 3-51 Section 6.1D – Government Joint Purchases. CDS Office Technologies is an authorized dealer for Panasonic computing solutions through the Sourcewell cooperative in which the City of Lake Forest is a member. Sourcewell facilitates competitive pricing by acting as a cooperative purchasing organization that negotiates pre-established contracts with various suppliers on behalf of its members, primarily comprising government, education, and nonprofit entities. Leveraging the collective purchasing power of its extensive membership base, Sourcewell secures favorable terms, including discounted rates and advantageous conditions. These pre-negotiated contracts cover a diverse range of goods and services, allowing organizations to access high-quality products at competitive prices without the need for individual negotiations.

The Project will be funded through the Emergency Telephone Fund – Mobile Data Terminal account.

FY2024 Funding Source	Account Number	Amount Budgeted	Amount Requested	Budgeted? Y/N
Emergency Telephone Fund	205-7675-421.75-19	\$64,000.00	\$63,838.00	Y
Total			\$63,838.00	

COUNCIL ACTION: Authorize the Police Department to purchase sixteen (16) Semi-Rugged Panasonic Toughbook laptop computers, Havis docking stations, and accessories, from CDS Office Technologies for a total amount of \$63,838.00.

5. Approval to waive bidding and authorize the purchase a new safety boat from Professional Boats in the amount of \$45,865.16.

STAFF CONTACT: *Jason Busdeker, Program Manager (847-810-3034)*

PURPOSE AND ACTION REQUESTED: Park and Recreation Board is requesting approval to purchase a new Rigid Hull Inflatable Boat (RHIB) Safety Boat in the amount of \$45,865.16. The purchase is being made to replace an existing RHIB Safety Boat that was damaged in June 2023.

BACKGROUND/DISCUSSION: The safety boat is an essential piece of equipment used by Lake Forest Sailing to ensure the utmost safety for staff and sailing participants. The boat is utilized by

sailing staff/coaches in order for them to be on the water with the sailors during practices and competitions at the same time. Staff are able to provide direct coaching communication and also respond to an emergency situation immediately should one arise. The preferred boat provides the size, durability of varying water temperatures and conditions, capacity to transport sailors on and off the water and continuity of brand compared to current safety boats used by the Lake Forest Sailing program.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Park & Rec Board	2/13/24	Recommended for City Council Approval

BUDGET/FISCAL IMPACT: In June 2023, one of the safety boats sustained damage resulting in an insurance claim for the amount of \$28,367.92. The remaining balance of the purchase will be funded through FY24 CARP budget in the amount of \$17,497.24.

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

If no, indicate the specific exception requested: Administrative directive 3-5 section 6.2 waiver of procedures (requires 2/3 vote).

Staff are seeking waiver of the bidding process to maintain consistency of existing equipment. These boats provide consistency to the staff which in turn bolsters training, ease of use and most importantly safety of participants.

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
FY24 CARP 220-8065-484.84-05	\$18,000.00	\$17,497.24	Y
Insurance Claim from IMRF	\$28,367.92	\$28,367.92	Y

COUNCIL ACTION: Approval to waive bidding and authorize the purchase a new safety boat from Professional Boats in the amount of \$45,865.16.

- 6. Waive the Bidding Process and Authorize a contract for building repairs at Deerpath Golf Course with Efraim Carlson & Son, Inc. for the amount of \$108,801.81, to include a 10% contingency in the amount of \$11,000.00, For a Total Amount of \$119,801.81.**

STAFF CONTACT: *John Eldridge, Recreation Program Manager (847-810-3940)*

PURPOSE AND ACTION REQUESTED: Staff is requesting the City Council waive the bidding process and approve a contract with Efraim Carlson & Son, Inc. to provide General Contracting services for repairs to be done at Deerpath Golf Course.

BACKGROUND/DISCUSSION: On, Thursday, January 18th, 2024, Deerpath Golf Course sustained significant water damage due to a burst pipe as a result of the extreme cold temperatures, causing damage to the ceiling in multiple areas of the building, walls, kitchen, flooring and locker rooms. The timeliness of repairs is of the utmost importance in order for the facility to be operational for the start of the golf season and also to avoid further loss of business while the

facility is not operational. It is for that reason that staff is asking for approval to enter a contract with Efraim Carlson & Son, Inc., a trusted contractor for the city, so that we may begin repairs as soon as possible.

BUDGET/FISCAL IMPACT: Has City staff obtained competitive pricing for proposed services? **No**

Staff is requesting a waiver to the bidding process under Administrative Directive 3-5, Section 6.2 (requires 2/3 vote). The City has an existing satisfactory relationship with the firm. Below is an estimated summary of Project budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
510-6325-476.76-55	\$0	\$ 119,801.81	N

The City has submitted a claim for reimbursement from IRMA to cover the damages to the facility. Staff are currently awaiting the final proposal for the claim and final cost for repairs from IRMA. The insurance reimbursement, less a \$25,000 deductible, will be deposited to the Golf Course fund to offset these unbudgeted repair costs. A 10% contingency is requested above the proposed contractor cost to address unanticipated issues that arise as work progresses.

COUNCIL ACTION Waive the Bidding Process and Authorize a contract for building repairs at Deerpath Golf Course with Efraim Carlson & Son, Inc. for the amount of \$108,801.81, to include a 10% contingency in the amount of \$11,000.00, For a Total Amount of \$119,801.81.

7. Award of Bid for the Grove Campus Roof Replacements & Repair Project to Filotto Roofing, Inc. in the Amount of \$141,500, to Include a 10% Contingency in the Amount of \$14,500, for a Total Amount of \$156,000

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council Award of Bid for the Grove Campus Roof Replacements & Repair Project to Filotto Roofing, Inc. in the Amount of \$141,500, to Include a 10% Contingency in the Amount of \$14,500, for a Total Amount of \$156,000.

BACKGROUND/DISCUSSION: On April 4, 2023, a localized severe weather event occurred in the southeastern Lake Forest. This weather event produced large hail that resulted in damages to the roofs at three City owned buildings within the Grove Campus. Volwiler, Bennet, and Dickinson Hall (Senior Center) all incurred various damages to their respective roofs. Immediately following the significant weather event, the Building Maintenance Section inspected the facilities and completed the necessary claim paperwork with the City's insurance agency, IRMA.

After submitting a claim, IRMA assigned an adjustor to complete inspections of all building roofs at the Grove Campus. Concurrently, the City engaged Illinois Roofing Consulting Associates (IRCA) to also complete inspections. IRCA has been providing the City with annual roof inspection services, as well as various roof project bid and construction oversite services for the past ten years. After both IRCA and the IRMA adjustor completed their inspection

process, it was determined that both the Volwiler and Bennet roofs needed to be replaced. It was also determined that there was needed repair work needed to be completed at the Dickinson Hall roof.

Both the Bennet Hall and Volwiler Hall roof types are asphalt shingle. They are also 14 years old with an estimated useful life of 20 – 25 years. The Dickinson Hall roof type is slate. Its slate roof is currently 20 years and old and has an estimated useful life of 75 – 100 years. The Bennet and Volwiler roof replacements will feature the same asphalt shingle roof type. All damaged slate at Dickson Hall will be replaced. IRMA has agreed to pay in full for the roof replacements at Bennet and Volwiler Hall and for the needed repairs at Dickinson Hall.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	2/5/2024	Reviewed and Recommended Approval

BUDGET/FISCAL IMPACT: On January 5, 2024, City staff and IRCA initiated a public bid process. On January 15, 2024, a mandatory pre-bid meeting was held at the project site with five firms in attendance. On January 30, 2024, the public bid closed and in total, two bids were received as outlined below.

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

Firm Name	Dollar Amount Bid
Filotto Roofing, Inc.	\$141,500
L. Marshall, Inc.	\$189,000

Filotto Roofing has over 35 year of roofing experience and has completed extensive commercial and municipal projects. All references came back very positive.

Below is an estimated summary of Project budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
311-1503-467.67-24	\$0	\$156,000	N

The City has already received a reimbursement from IRMA in the amount of \$107,156. Following the closure of the public bid process, all bid submittals were provided to IRMA. On January 31, 2024, the City received written correspondence from IRMA to proceed with Filotto Roofing and that IRMA would reimburse for the replacement and repair cost differences after the project is completed, less the City's \$25,000 deductible. A supplemental appropriation will be presented for City Council approval at the end of the fiscal year, if needed.

COUNCIL ACTION: Award of Bid for the Grove Campus Roof Replacements & Repair Project to Filotto Roofing, Inc. in the Amount of \$141,500, to Include a 10% Contingency in the Amount of \$14,500, for a Total Amount of \$156,000

8. Award of the Low Bid for the Elawa Parking Lot Improvements to Maneval Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$453,210 as well as Approving a 10% Contingency in the Amount of \$40,321 for a Total Cost of \$493,531

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff are requesting approval of an agreement with Maneval Construction for resurfacing, expanding to the north, and landscaping the Elawa Parking Lot in the amount of \$453,210 with a 10% Contingency in the Amount of \$40,321(excludes allowance) for a total cost of \$493,531. In addition, authorization for the City Manager to Execute the Agreement.

BACKGROUND/DISCUSSION: The Elawa Parking Lot located at 1401 Middlefork Drive is an existing asphalt lot currently with a capacity of 40 cars. There also is a Lake County Forest Preserve gravel parking lot just west which accommodates an additional approximately 40 cars as well (not included in scope). The existing total capacity of 80 spaces is often exceeded between the multiple users of this area which includes: Lake County Forest Preserve users of the Middlefork Savanna, Elawa Park users, Elawa Farm Foundation, and Lake Forest Open Lands. The City entered into an Intergovernmental Agreement with the Lake County Forest Preserve in 1999 which stipulates that a minimum of 40 spaces be available to the Lake County Forest Preserve at any time. The Lake County Forest Preserve in the past has desired to have the 40-space gravel parking lot remain pervious and not be paved with asphalt thus it is not included with this project.

The proposed project includes not only reconstructing the existing asphalt parking lot which is deteriorating but also expanding parking to the north with a proposed asphalt parking lot accommodating an additional 32 cars. Vehicle circulation will be improved as well as the addition of dedicated loading zone spaces. In 2016 a Landscape Concept for the Elawa Parking Lot was created by Craig Bergmann Landscape Design. The design accounted for improved sidewalk circulation, bike-racks, and additional landscape screening, which are all included in the scope of the project. The 2016 Landscape Concept also accounted for a future comfort-station as funded by a private-donor, sidewalk connections to this future potential proposed bathroom are also included in the project scope. Scope also includes relocating lighting as necessary, upgrading sidewalk accessibility, and drainage improvements including a sustainable bioswale.

Staff has coordinated with Elawa Staff regarding the construction schedule. Construction is tentatively set to begin the last week of March or first week of April, so that construction can be completed by mid-May. Work will be staged so that partial vehicle parking is maintained during the project duration. Hours of construction have been restricted on weekends in May and at night while the Elawa parking lot is in high demand. Staff will extensively coordinate with Elawa Staff during construction.

Upon confirming the start date of the project, a letter will be sent to residents and businesses within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule. City engineering staff will oversee the contractor and work with the Communications Manager to ensure progress updates are provided weekly to the public.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	2/5/2024	Reviewed & Recommended City Council Approval of Construction Award
Public Works Committee	6/12/2023	Reviewed & Recommended City Council Approval of Design Engineering Services
Finance Committee	11/14/2022	Construction Included with FY '24 Capital Plan
Finance Committee	11/8/2021	Design Included with FY '23 Capital Plan

BUDGET/FISCAL IMPACT: The project was placed out to bid in mid-January with a subsequent bid opening on February 1, 2024. A total of seven bids were received.

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

The following is a summary of the seven proposals received:

Company Name	Bid Amount
Maneval Construction	\$403,210.00
Chicagoland Paving Contractors, Inc.	\$445,299.70
Schroeder Asphalt Services, Inc.	\$457,227.75
Accu-Paving Co.	\$483,066.70
A Lamp Concrete Contractors, Inc.	\$490,098.00
Chadwick Contracting	\$498,498.15
Peter Baker & Son Co	\$548,898.10

The low bidder, Maneval Construction, has worked for the City in the past and the work was deemed satisfactory to City staff.

An allowance is being added for landscaping to be added along the north and east edges of the expanded parking lot to serve as screening from the neighborhood. Staff is working with a local designer and will solicit feedback from the Civic Beautification Committee.

Below is an estimated summary of the project budget:

FY 2024 Funding Source	Amount Budgeted	Project Component	Amount Requested	Budgeted Y/N
Capital Improvements Fund	\$375,000	Parking Lot Improvements	\$401,670	Y
		10% Contingency	\$40,167	
		Landscaping Allowance	\$50,000	
		Sub-Total:	\$491,837	

*Sustainability	\$25,000	Bioswale	\$1,540	Y
		10% Contingency	\$154	
		Sub-Total:	\$1,694	
Grand Total Requested			\$493,531	

*Sustainability originally included EV stations which were deleted from the scope at the November Finance Committee Meeting.

The amount in excess of the budget will be funded from Capital Improvement Fund reserves. A supplemental appropriation will be submitted for City Council approval at a later date if needed.

COUNCIL ACTION: Award of the Low Bid for the Elawa Parking Lot Improvements to Maneval Construction and Authorize the City Manager to Execute an Agreement in the Amount of \$453,210 as well as Approving a 10% Contingency in the Amount of \$40,321 for a Total Cost of \$493,531

COUNCIL ACTION: Approve the (8) eight omnibus items as presented

6. OLD BUSINESS

7. NEW BUSINESS

- 1. Consideration of a Recommendation from the Zoning Board of Appeals in Support of an Amendment to the Special Use Permit for Gorton Center Located at 400 Illinois Road. (Waive First Reading and Grant Final Approval of an Ordinance)**

PRESENTED BY:

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

PURPOSE AND ACTION REQUESTED: The following recommendation from the Zoning Board of Appeals is presented to the City Council for consideration and action. Amendments are proposed to update the Special Use Permit ("**SUP**") that authorizes the Gorton Center to operate as a community facility in a residential neighborhood. The purpose is to align the Special Use Permit with current activities offered at Gorton and to establish some parameters for activities recognizing the adjacency to residential properties.

BACKGROUND/DISCUSSION: The Special Use Permit for the Gorton Community Center was granted in 1998 to allow a significant expansion at that time of what is today, Gorton Center. No expansion of the building is proposed as part of the current request. The original SUP did not detail the activities permitted in the community center or establish any parameters for activities. The SUP process has evolved since that time as has Gorton. During the Covid shut down, outdoor activities proliferated on the site to offer more and varied opportunities for local residents and beyond.

The update to the SUP now proposed is intended to document the range of uses that occur at Gorton, establish some parameters for use recognizing that Gorton is located adjacent to single family homes, and to provide clarity for all stakeholders on what is and is not permitted on the site. Gorton Center, like many other non-residential community oriented uses in Lake Forest, is located in a residential zoning district and adjacent to and across the street from single family residences.

Brief History

Gorton is owned by the City of Lake Forest and exists today because of the commitment of past and present Lake Forest residents who rallied on more than one occasion to preserve and adaptively reuse the building and site for the benefit of the community. Gorton School, an elementary school, was closed in 1971 after a unanimous vote by the District 67 Board to do so. The school building stood vacant for a year and a half until local residents, led by Mr. and Mrs. H. Brooks Smith, saved the building from demolition and the "Gorton Community Center" was created and as described at that time, was opened for community meetings.

In 2010, the community again rallied and today, the Gorton Center, is thriving and as envisioned by forward thinking residents in the early 1970's, is one of the many treasures in the community.

Zoning Board of Appeals Review and Recommendation

The Board conducted a public hearing on this petition over the course of two meetings held on December 11, 2023, and January 22, 2024. The Board heard a presentation from Amy Wagliardo, Executive Director of the Gorton Center and heard public testimony. The Board heard testimony in support of the proposed amendments and also heard some concerns about the overall level of activity at Gorton and in particular private rentals in the Stuart Room.

The Board concluded in a 5 to 0 vote that the proposed amendments identify an appropriate range of uses and activities for Gorton Center all of which in fact currently occur on the site. The Board also recommended conditions of approval to establish reasonable limitations on the activities to balance the interests of the various stakeholders including neighbors and the community at large.

The Ordinance as recommended by the Zoning Board of Appeals and the Board's report are included in the Council packet beginning on **page 45**.

COUNCIL ACTION: If desired by the Council, waive first reading and grant final approval of an Ordinance amending the Special Use Permit for Gorton Center at 400 E. Illinois Road as recommended by the Zoning Board of Appeals and as detailed in the Ordinance.

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS
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1. EXECUTIVE SESSION

Adjournment into Executive Session

Reconvene into Regular Session

9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 14** of this packet.

Office of the City Manager

February 14, 2024

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





THE CITY OF LAKE FOREST

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

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

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

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

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

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

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

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, February 5, 2024
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: Honorable Mayor Tack, Alderman Novit, Alderman Waldeck, Alderman Notz, Alderman Powers, Alderman Preschlack, Alderman Goshgarian, Alderman Weber, and Alderman Walther

Absent:

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. Announcement of the Seventh Recipient of The Lawrence R. Temple Distinguished Public Service Award

-Thomas P. Marks

Mayor Tack introduced Catherine Waldeck, Chairman of the Lawrence R. Temple Public Service Award Committee. Ms. Waldeck gave some background information on the award and then read the award into the record. Mr. Marks stated his gratitude in receiving this honor. Photos were taken.

B. Resolution of Appreciation for Retiring Director of Parks & Recreation, Sally Swarthout

Mayor Tack read the appointment and asked for a motion. Photos were taken. Fred Jackson, former Director of Parks and Recreation shared memories of Sally working in the City followed by her son Steven who also made comments.

COUNCIL ACTION: Approve the Resolution of Appreciation

Alderman Goshgarian made a motion to approve the resolution of appreciation, seconded by Alderman Waldeck. Motion carried unanimously by voice vote.

C. 2024-2025 Board and Commission Appointments and Reappointments

BUILDING REVIEW BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Sarah Lamphere	APPOINT	1

Mayor Tack read the appointment and asked for a motion.

COUNCIL ACTION: Approve the Mayor's Appointments and Reappointments

Alderman Powers made a motion to Approve the Mayor's Appointments, seconded by Alderman Walther. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Jason Wicha noted an organization priority has been to leverage technology over the past few years and he introduced Cartegraph, an operations management system, along with Jim Lockefer, Assistant Director of Public Works and Cameron Burrell, Business Analyst, Innovation and Technology

A. Public Works - Work Order Management System
-Jim Lockefer, Assistant Director of Public Works and
-Cameron Burrell, Business Analyst, Innovation and Technology

Mr. Burrell reported that this Public Works system is designed to track work orders. He gave a brief overview of how Cartegraph and SeeClickFix were chosen to meet the City's needs. SeeClickFix is the report a problem function that residents can use both on the website and in the LFNOW app. And Cartegraph is the tracking function. Mr. Lockefer reported that the more data we enter the better. Next steps will be setting up preventative maintenance schedules, daily tasks, and annual programs for each Public Works section.

The City Council had discussion on Cartegraph ability to integrate with our current ERP system BSA, data analysis and how it can be utilized in the update to the Strategic Plan.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Ishwar Laxminarayan, Executive Director of the Lake Forest Library stated that PARMA conservation is currently restoring the Remisoff Murals that are in the Rotunda at the Library. The public is welcome to watch the process and progress.

COMMITTEE REPORTS

FINANCE COMMITTEE

**1. Consideration of an Ordinance approving a Fee Schedule Adjusting Water Rates for FY2025
(First Reading)**

Elizabeth Holleb, Finance Director gave an overview of the methodology. This included noting that this is an Enterprise Fund, that is self-supporting for the operational debt and capital needed. She added that annual rate adjustments are at 2.5% and that a five-year rolling average is used for consumption.

Mayor Tack asked members of the public if there were any comments. Seeing none, he asked for a motion.

COUNCIL ACTION: Grant first reading of the proposed Ordinance.

Alderman Weber made a motion to grant first reading of the proposed ordinance, seconded by Alderman Preschlack. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of January 16, 2024, City Council Meeting Minutes**
- 2. Approval of the Check Register for the Period of January 1-26, 2024**

- 3. Approval of an Audit Committee Recommendation to Award a Two-Year Extension of the City's Contract with Baker Tilly Virchow Krause LLP to Provide Audit Services for FY24 and FY25**
- 4. Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance**
- 5. Approval of the Purchase of Replacement Computers for all City Departments, Not to Exceed the Amount of \$64,125**
- 6. Approval for Adobe Acrobat Licensing with SHI International in the amount of \$29,652.**
- 7. Approval a 4-year maintenance agreement for the Body Worn Cameras (BWC), squad car Mobile Video System (MVS), Taser 7 tasers and a cloud based Digital Evidence Management Software (DEMS)**
- 8. Approval of an Illinois Department of Transportation Resolution Appropriating \$1,000,000 in Motor Fuel Tax (MFT) Funds to be used for the 2024 Annual Pavement Resurfacing Program**
- 9. Approval to Purchase and Install the Wood Decking for the Forest Park Boardwalk Project and Authorize the City Manager to Execute an Agreement with F.H. Paschen in an Amount of \$263,580**
- 10. Approval to Waive the Bid Process and Approve Professional Engineering Services for the 2024 Dye Testing to RJN Group and Authorize the City Manager to Execute an Agreement in the Amount of \$131,800 to Include a Contingency in the Amount of \$8,200 for a Total Cost of \$140,000**
- 11. Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals in Support of a Zoning Variance for Elawa Farm, 1401 Middlefork Drive. (First Reading, and if Desired by the City Council, Final Approval)**

Mayor Tack asked members of the City Council if there were any items that they would like removed or taken separately. Seeing none, he asked for a motion.

Alderman Walther made a motion to approve the eleven (11) Omnibus items as presented, seconded by Alderman Novit. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, 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. Approval of a Change Order for Additional Phase II Design Engineering Services to Thomas Engineering Group for the Deerpath Streetscape Project in the Amount of \$75,000**

Jim Lockefer, Assistant Director of Public Works gave an overview of the Deerpath Streetscape Project (Oakwood to Western). Additional he reported on project background that included discussions and concept since 2016. He also noted the project scope in its original concept and the additional scope that includes a new water main, resurfacing and a base irrigation project. He reviewed the project schedule to include the anticipated completion date of November 2025.

The City Council had discussion on the process relating to Building review Bord and the Historical Preservation Commission. A certificate of appropriateness was granted with conditions. An advisory group is in place with good framework to move forward.

Mayor Tack asked members of the public if there were any comments. Seeing none, he asked for a motion.

COUNCIL ACTION: Approval of a Change Order for Additional Phase II Design Engineering Services to Thomas Engineering Group for the Deerpath Streetscape Project in the Amount of \$75,000

Alderman Powers made a motion to approve of a Change Order for Additional Phase II Design Engineering Services to Thomas Engineering Group for the Deerpath Streetscape Project in the Amount of \$75,000, seconded by Alderman Walther. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

NEW BUSINESS

1. Authorization to Issue Grant Awarded Funds to Lake Forest Open Lands Association in an Amount not to Exceed \$50,000

Jim Lockefer, Assistant Director of Public Works introduced Ryan London, President and CEO of Open Lands, he reported that the City along with Open Lands submitted a grant application to the Great Lakes Commission, Sediment and Nutrient Reduction Program. Mr. London explained there is a rigorous review process that selects projects expected to generate the most impactful environmental and economic benefits for the Great Lakes region. Mr. Lockefer reported that Lake Forest & LFOLA received max award of \$200,000. That being said, \$150,000 for the Rockefeller/ McCormick / Loch Ravine Project (Lake Forest PW) and \$50,000 for the McCormick Ravine Project (LFOLA).

The City Council thanked both gentlemen for their work. This is a first in the State of Illinois grant partnership, granting the entire allotment of funds for the State to the partnership.

COUNCIL ACTION: Authorization to Issue Grant Awarded Funds to Lake Forest Open Lands Association in an Amount not to Exceed \$50,000

Alderman Weber made a motion for authorization to Issue Grant Awarded Funds to Lake Forest Open Lands Association in an Amount not to Exceed \$50,000, seconded by Alderman Goshgarian. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
--

Mayor Tack noted there will be no further business following executive session, he then asked for a motion to adjourn into **EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c)(11), Pending litigation, and (5), Purchase or lease of real property for the use of the public body, and (6), Disposition of property and the consideration for the sale or lease of property owned by the Public Body.**

Alderman Weber made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c)(11), Pending litigation, and (5), Purchase or lease of real property for the use of the public body, and (6), Disposition of property and the consideration for the sale or lease of property owned by the Public Body, seconded by Alderman Notz. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session at 7:46 pm.

Reconvened into Regular Session at 9:06 pm.

ADJOURNMENT

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Preschlack made a motion to adjourn, seconded by Alderman Notz. Motion carried unanimously by voice vote at 9:07 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.



LAKE FOREST
COUNTRY DAY SCHOOL

February 9, 2024

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

Dear Mayor Tack,

Lake Forest Country Day School is asking for the City Council's consideration of a waiver for the requirements of the fidelity bond, with regards to our application for our March 8, 2024 Raffle license application. Our March 8, 2024 Raffle is a single item – four nights at the HF Bar Ranch in Wyoming – with an estimated value of approximately \$6,000.00. We anticipate the number of tickets to be sold at 200 at a cost of \$100 per ticket.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Paulus'. The signature is fluid and cursive, with the first name 'Richard' being more prominent than the last name 'Paulus'.

Richard Paulus
Director of Finance and Operations
Lake Forest Country Day School

February 7, 2024

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

Dear Mayor Tack,

Lake Forest Baseball Association is asking for the City Council's consideration of a waiver for the requirements of the fidelity bond, with regards to our LFBA 50/50 Raffle license application. LFBA 50/50 Raffle includes items with an estimated value of approximately \$2,000.00 and we anticipate the number of tickets to be sold at 300 between April 1, 2024 and May 17, 2024.

Thank you in advance, for your consideration.

Sincerely,



Erica Granado

1844 Hackberry Lane
Lake Forest, IL 60045
ericajgranado@gmail.com
773-580-3408

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-_____

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

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

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

WHEREAS, the City Council has determined that it is in the best interests of the City and its residents to adopt this Ordinance;

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

SECTION ONE: Recitals. The foregoing recitals are incorporated as the findings of the City Council and are hereby incorporated into and made a part of this Ordinance.

SECTION TWO: Approval of Fee Schedule. The City Council hereby approves the fee schedule set forth in Exhibit A ("***Fee Schedule***"). To the extent any provision of any code, ordinance, regulation, rule, or policy of the City is

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

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

SECTION FOUR: **Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this ____ day of _____, 2024

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2024

Mayor

ATTEST:

City Clerk

Exhibit A

Schedule of Fees and Charges

City of Lake Forest Fee Schedule - Exhibit A

Add prior approved fees

New Fee

Change to fee

New Fee Change to fee			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code
						Section
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	Water					
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	Water					
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	FY2024 (\$)	PROPOSED FY2025 (\$)			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	FY2024 (\$)	PROPOSED FY2025 (\$)			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		2,760				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

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
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	138	145	5.07%	300	150.145
Over \$120,000 Remodeling	General	230	246	6.96%	500	150.145
Additional fee for plan reviews that require more than 2 hours	General	55 per additional hour				150.145
New Construction - SFD	General	400	428	7.00%	800	150.145
New Construction - 2FD	General	230/unit	246/unit	6.96%	80	150.145
New Const. - Com. & Multi. Fam.		572+50/	612+50/	6.99%	200	150.145
3 or more units		1,000 Sq. Ft.				150.145
Plan Re-Submittal Fee	General	140 per re-submittal				150.145
Alterations to Approved Plans	General	140 + 55 per hour fee for reviews requiring more than 2 hours				150.145
Contractor Change	General	\$50 (plu \$20 each Additional)				150.145
Building Scale Calculation Fees:						
Single Family residence - first review	General	400				150.148
With completed Building Scale worksheet/detailed plans	General	200				150.148
Two-family dwelling	General	189 per unit				150.148
With completed Building Scale worksheet/detailed plans	General	120				150.148
Additional reviews (for revised plans)	General	102				150.148
On-site inspection for an existing dwelling	General	102				150.148
Office meeting to discuss for building scale calculation	General	50				150.148
Building Scale Waiver Request	General	100				150.148
Building Review Board Fees:						
Signs/Awnings/Landscaping/Lighting/Fences	General	75				150.147
Two or more of above	General	125				150.147
Storefront Alterations	General	100				150.147
New Commercial building, school, hospital or multi-family building per building	General	700				150.147
Alterations or major additions to commercial buildings, schools, hospitals or multi-family buildings - per building	General	323				150.147
New multi-building projects - per building	General	850 + 175 for more than 4 buildings (per building)				150.147
Satellite Dish	General	100	0	-100.00%		150.147
Changes to approved building materials	General	60				150.147
Demolition with replacement structure	General	2,230				150.147

Add prior approved fees

New Fee

Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Demolition partial and replacement addition	General	1,310				150.147
Demolition w/o Replacement Structure	General	1,310				150.147
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Replacement/new single family home/duplex structure	General	1,310				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Historic Preservation Commission Fees:						
Demolition (complete) and replacement structure	General	2,450				155.07
Demolition (partial) and replacement structure	General	1,529				155.07
Removal of less than 50%						155.07
Replacement Structure, prior demolition	General	1,310				155.07
Demolition w/o Replacement Structure	General	1,441				155.07
Changes to approved building materials	General	60				39.140
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Variance from Building Scale Ordinance	General	374				155.07
Revisions to Approved Plans	General	229				155.07
Rescission of local landmark designation, amendment of						155.07
local landmark designation or historic map amendment	General	2,500				155.07
Signs/Awnings/Landscaping/						
Lighting/Fences	General	75				155.07
Two or more of above	General	125				155.07
Storefront Alterations	General	100				155.07
New Commercial building, school, hospital or multi-family building	General	700				155.07
per single building						
Alterations or major additions to commercial buildings, schools,	General	323				155.07
hospitals or multi-family buildings - per building						
New multi-building projects - per building	General	850 + 175 for more than				155.07
		4 buildings (per building)				
Project Fees:						
Red Tag , per violation, per day (minimum \$150 first offense)	General	300				150.005
Stop Work Order (Minimum \$250 first offense, limited scope)	General	750				150.005
Street Obstruction - per 30 lineal feet of public right-of-way	General	100				150.005
Re-Inspection all permits (failed/no show)	General	175				150.005
Additional Inspections	General	50				150.005
Off Hour Inspections	General	50 administration fee plus per hour cost of inspector				150.005

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Tree fencing inspection fee		135				N/A
Recording of Right-of-Way agreement for sprinkler system, driveway apron	General	70 (up to 4 pages, 5 each addl page)				150.145
Construction Trailer Permit (Commercial Construction Sites only)	General	100 per month				150.145
Tree removal without permit	General	750 per inch				999.999
Vegetation removal in protected area without permit	General	750 per violation				999.999
Recording of Plat of Subdivision	General	75 plus Lake County Fee				
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	301	310	2.99%	200	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)

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Special Use Permit - Restaurant within 150' of Residential	General	500				156.026(a)(3)
Escrow Deposit - 3rd Party Review (Refundable)	General	5000				
Permits:						
Building Permits repair and maintenance under \$6,000	General	40				150.145
Building Permits - \$100,000 or less	General	1.5% of total construction 50 min				150.145
Building Permits - over \$100,000						
\$100,001 - \$200,000	General	2% of total construction				150.145
\$200,001 - \$500,000	General	4,000 + 1% of total cc in excess of 200,000				150.145
\$500,001 and above	General	7,000 + .5% of total cc in excess of 500,000				150.145
Solar installation/Geo Thermal/Wind/Electric Charging Stations	General	.05% of construction cost				150.145
Underground storage tank removal	General					
single family and duplex		150 per tank				150.145
All other properties	General	250 per tank				150.145
Permit Extensions - After Final Expiration	General	150 administration fee plus 20% of the original				150.145
		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
Satellite dish permit	General	1.5% of cost, 50 min	0	-100.00%		150.145
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

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Each additional unit	General	45				150.145
Duct work	General	52				150.145
Commercial New	General	52 per 1,500 sq ft of floor area				150.145
Commercial - replacement of existing units	General	same as residential				150.145
Purchase of Parking						
Space per Zoning Code	General	to be set by City Council at the time of approval based on market costs				150.145
						150.145
Elevators:						
Elevator Inspection Fee	General	Variable				150.145
Elevator Permits - New elevators	General	65				150.145
Licenses - Annual:						
Health -Restaurant (20 or Less)	General	250				113.03(d)(1)
Health - Restaurant (21-99)	General	350				113.03(d)(2)
Health - Restaurant (100 + Seats)	General	600				113.03(d)(3)
Health - Itinerant Restaurant	General	250				113.03(d)(4)
Health - Food Store	General	100				113.21(d)
Health - Limited Food Store (selling candy)	General	50				113.21(d)
Health - Mobile Food/Beverage Vendor	General	100				113.21
Food Vendor (delivery)	General	150/Veh.				113.21(d)
Milk Vendor (delivery)	General	100/Veh.				113.21(d)
Ice Vending Machine per machine	General	110				95.061
Food Vending Machine per machine	General	55				113.21(d)
Candy Vending Machine per machine	General	55				113.21(d)
Pop/Soft drink Vending Machine per machine	General	55				113.21(d)
Milk Vending Machine per machine	General	55				113.21(d)
Tobacco vending machine per machine	General	50				135.136
Amusement Machine per machine	General	110				110.104
HVAC Contractor	General	60				150.145
Electrical Contractor	General	60				150.145
Juke Box	General	25				110.083
Pool Table	General	25				112.095(b)(1)
Tree and Vegetation Removal:						
Application Review Fee	General	40				99
Removal of Heritage Tree	General	40 per tree				99
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	General	40 per tree				99
						99
Removal of trees or vegetation from a Conservation Easement	General	35 per 1 1/2 acre site				99

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Removal of trees from a Tree Preservation or No Disturbance area	General	40 per tree				99
Removal of trees or shrubs from any ravine or bluff	General	40 per 1 1/2 acre site				99
Removal of trees or shrubs from a public right of way	General	40 per 1 1/2 acre site				99
or other public property						99
Ash tree removals, dead or hazardous trees (application fee only)	General	No Fee				99
Bonds: Refundable Upon Timely/Satisfactory Completion						
Permit Renewal - for projects with estimated construction costs of \$200,000 or less refundable upon completion of project within one year	General	20% of permit fee			0	150.145
Permit Renewal - for projects with estimated construction costs of more than \$200,000 refundable upon completion of project within 20 months	General	22% of permit fee			0	150.145
Street Opening Bond	General	500				98.058
Public Sanitary/Storm Sewer or Water Main Bond/R.O.W. (each)	General	500				
New Curb Cut and Temporary Curb Crossing	General	500				
Fire Protection Fees:						
Life Safety Plan Review Fee - New Constr/Addition	General	500 min or .05 sf includes all floors				150.145
Life Safety Plan Review Fee - Remodel/Alteration	General	60 min or .05 sf includes all areas				150.145
Fire Suppression Systems (Plan review and 2 inspections)						
Single Family/Duplex Residential						
New	General	120 or .05 per sf whichever is greater				150.145
Addition/Alteration	General	60 or .05 per sf for scope of work area				150.145
		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

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Commercial/Multi Family - New	General	500 or .05 per s.f. whichever is greater				
Commercial/Multi Family - Addition/Alteration	General	75 or .05 per s.f. whichever is greater				150.145
Inspections/Tests						
Annual & New Underground Flush test	Water	75 + cost per gallon of water at current rate as approved by the City Council based on pipe size				150.145
Annual & New Fire Pump Test	Water	175 + cost per gallon of water at current rate as approved by the City Council based on pump size				150.145
						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, 2024						
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)

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Lake Forest Residential - over 60,000 Gallons per Quarter	Water	7.00				51.061(a)
Lake Forest All Other Users	Water	6.50				51.061(a)
Lake Forest - Billable City Accounts	Water	3.25				51.061(a)
Del Mar Woods	Water	9.15				51.061(a)
Other Non resident users	Water	9.15				51.061(a)
Sewer Charge/1,000 Gallons (winter usage)	Water	1.16				51.061(a)
Customer Charge - Water (Inside)						
5/8" to 1.5" meter	Water	55/quarter	57/quarter	3.64%	243,987	51.061(b)
2" to 4" meter	Water	210/quarter	215/quarter	2.38%		51.061(b)
6" and above meter	Water	925/quarter	945/quarter	2.16%		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)

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Senior Citizen 65 and over	General	no discount				N/A
Transfers	General	5				74.184 & 185
Penalties	General	50%				74.179(b)
Auto Dealer License	General	50+20/Veh				74.183
Disabled vehicle sticker (Benefit Access Program)	General	45				N/A
Real Estate Transfer Tax	Cap Imp	4.00 per 1,000				39.155(b)
Non-sufficient funds Fee	General	25				10.99
Credit Card Service Fees:						
Daily Parking	General	.25 per transaction				73.27(c)(7)
Development Related Fees	General	2.95% (Minimum 1.95)				N/A
Cemetery Related Fees	Cemetery	2.95% (Minimum 1.95)				N/A
Public Safety Pension Fee:						
Residential Utility Accounts	General	20 per Quarter				N/A
All Other Utility Accounts (exclude irrigation only services)	General	70 per Quarter				N/A
Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2024						
Class A -Adult Single	DPG	1,550	1,650	6.45%	3,000	97.051
Class B -Adult Combo	DPG	2,800	2,900	3.57%	1,100	97.051
Class D -Junior	DPG	700	750	7.14%	50	97.051
Class F - Senior Citizen	DPG	1,100	1,200	9.09%	3,000	97.051
Seasonal Fees (Non-Resident) effective January 1, 2024						
Class A -Adult Single	DPG	2,000	2,200	10.00%	400	97.051
Class B -Adult Combo	DPG	2,800	2,900	3.57%	0	97.051
Class D -Junior	DPG	700	750	7.14%	50	97.051
Class F - Senior Citizen	DPG	1,300	1,400	7.69%	2,000	97.051
Daily Fees-Resident: effective January 1, 2024						
Weekday-9	DPG	38	41	7.89%	1,977	97.051
Weekday-18	DPG	51	54	5.88%	10,000	97.051
Weekend 9	DPG	43	46	6.98%	2,000	97.051
Weekend -18	DPG	64	67	4.69%	3,000	97.051

Add prior approved fees
New Fee
Change to fee

	Fund	FY2024 (\$)	PROPOSED FY2025 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Electric Golf Carts: effective January 1, 2024						
9 Holes Single Rider	DPG	15	17	13.33%	2000	97.052
18 Holes Single Rider	DPG	20	22	10.00%	1380	97.052
Range Balls						
Small Bucket	DPG	10				97.051
Medium Bucket	DPG	12	15	25.00%	2,000	97.051
Large Bucket	DPG	20	22	10.00%	2,329	97.051
Pull cart						
9 holes	DPG	6	8	33.33%	248	97.051
18 hoes	DPG	8	10	25.00%	216	97.051
USGA Handicap Fees - Members	DPG	45				97.051
Permanent Tee Time - Weekend	DPG	400	500	25.00%	1,200	97.051
Lockers						
18 inch	DPG	160				97.051
12 inch	DPG	140				97.051
Park Fees						
Park Picnic Permits						
0 - 149 People	Parks/Rec	100				N/A
150 or more People	Parks/Rec	150				N/A
Picnic Tables	Parks/Rec	25 per table				
Grills	Parks/Rec	85 per grill				
Boating and Beach Fees - effective February 1, 2024						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	Parks/Rec	549	565	2.91%	1056	97.066
Watercraft Ramp 2nd boat/ half season	Parks/Rec	275	283	2.91%	208	97.066
Watercraft Ramp (R) (Sen.)	Parks/Rec	438	451	2.97%	273	97.066
Watercraft Ramp (R) (Sen) 2nd boat/ half season	Parks/Rec	220	227	3.18%	21	97.066
Watercraft Ramp (NR)	Parks/Rec	1,097	1,130	3.01%	231	97.066
Watercraft Ramp (NR) (Sen) 2nd boat/ half season	Parks/Rec	550	565	2.73%	0	97.066
Year round compound storage Resident	Parks/Rec	2,410	2,482	2.99%	648	97.066
Year round compound storage Resident senior	Parks/Rec	1,944	2,002	2.98%	696	97.066
Year round compound storage non-resident	Parks/Rec	3,646	3,755	2.99%	0	97.066
Seasonal compound storage Resident	Parks/Rec	1,646	1,695	2.98%	0	97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2024 (\$)	PROPOSED FY2025 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Seasonal compound storage Resident Senior	Parks/Rec	1,316	1,355	2.96%	78	97.066
Seasonal compound storage Non-resident	Parks/Rec	2,466	2,540	3.00%	0	97.066
Year round watercraft rack storage resident	Parks/Rec	664	684	3.01%	140	97.066
Year round watercraft rack storage resident senior	Parks/Rec	533	549	3.00%	32	97.066
Year round watercraft rack storage non-resident	Parks/Rec	1,097	1,130	3.01%	0	97.066
Seasonal watercraft rack storage resident	Parks/Rec	388	400	3.09%	312	97.066
Seasonal watercraft rack storage resident senior	Parks/Rec	310	319	2.90%	54	97.066
Seasonal watercraft rack storage non-resident	Parks/Rec	732	757	3.42%	44	97.066
Year round watercraft sand storage resident	Parks/Rec	822	847	3.04%	25	97.066
Year round watercraft sand storage resident senior	Parks/Rec	658	678	3.04%	0	97.066
Year round watercraft sand storage non-resident	Parks/Rec	1,233	1,270	3.00%	0	97.066
Seasonal watercraft sand storage resident	Parks/Rec	504	519	2.98%	30	97.066
Seasonal watercraft sand storage resident senior	Parks/Rec	403	415	2.98%	12	97.066
Seasonal watercraft sand storage non-resident	Parks/Rec	756	779	3.04%	779	97.066
South Beach Parking Permit (R)	Parks/Rec	161	167	3.73%	654	97.066
South Beach Parking Permit (R) (Sen.)	Parks/Rec	127	131	3.15%	404	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, 2024						
Individual resident rate	Parks/Rec	480	504	5.00%	2,856	
Individual resident rate - 1 months	Parks/Rec	48	50	4.17%	16	
Individual non-resident rate	Parks/Rec	600	636	6.00%	0	
Individual non-resident rate - 1 months	Parks/Rec	60	63	5.00%	0	
Couple resident rate	Parks/Rec	840	876	4.29%	1,152	
Couple resident rate - 1 month	Parks/Rec	84	87	3.57%	9	
Couple non-resident rate	Parks/Rec	1,008	1,056	4.76%	0	
Couple non-resident rate - 1 months	Parks/Rec	101	106	4.95%	0	
Family resident rate	Parks/Rec	1,116	1,176	5.38%	960	
Family resident rate - 1 months	Parks/Rec	112	117	4.46%	20	
Family non-resident rate	Parks/Rec	1,332	1,392	4.50%	0	
Family non-resident rate - 1 months	Parks/Rec	133	139	4.51%	0	
Senior resident rate	Parks/Rec	372	384	3.23%	648	
Senior resident rate - 1 months	Parks/Rec	37	38	2.70%	4	

Add prior approved fees

New Fee

Change to fee

	Fund	FY2024 (\$)	PROPOSED FY2025 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Senior non-resident rate	Parks/Rec	444	456	2.70%	36	
Senior non-resident rate - 1 months	Parks/Rec	45	46	2.22%	0	
Senior couple resident rate	Parks/Rec	600	624	4.00%	408	
Senior couple resident rate - 1 months	Parks/Rec	60	62	3.33%	2	
Senior couple non-resident rate	Parks/Rec	744	780	4.84%	36	
Senior couple non-resident rate - 1 months	Parks/Rec	75	78	4.00%	0	
Student resident rate	Parks/Rec	372	384	3.23%	180	
Student resident rate - 1 month	Parks/Rec	37	38	2.70%	5	
Student non-resident rate	Parks/Rec	444	456	2.70%	0	
Student non-resident rate - 1 month	Parks/Rec	45	46	2.22%	0	
Matinee resident rate	Parks/Rec	276	288	4.35%	648	
Matinee resident rate - 1 month	Parks/Rec	28	29	3.57%	4	
Matinee non-resident rate	Parks/Rec	324	336	3.70%	12	
Matinee non-resident rate - 1 month	Parks/Rec	33	34	3.03%	0	
All-inclusive - member - effective December 6, 2012	Parks/Rec	384	408	6.25%	936	
All-inclusive - non-member - effective December 6, 2012	Parks/Rec	828	865	4.47%	0	
OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	General	10 first/4 additional				5.36
Death certificates (January 1, 2013)	General	14 first/6 additional				5.36
On-line data entry fee by city staff (January 1, 2010)	General	10				N/A
Solicitor/Peddler Permit Original Application	General	55				117.01(b)
Solicitor/Peddler Permit Renewal	General	40				117.40
Electric Car	General	1 per Hour				N/A
Licenses:						
Raffle License	General	40				110.150
Tobacco License	General	500				135.138(f)
Landscape License (March 1 to Feb 28)	General	100				110.217
Penalties - Landscape License Applications after June 1	General	25				110.217
Auctioneers License	General	5 Daily & 1.00 per employee				110.026
Factories and Slaughterhouses	General	500				110.047
Mobile Auto Service	General	50 per unit				110.200
Athletic Contests	General	50 per day				112.0029B)
Bowling Alley	General	10 per lane per year				112.025
Circuses	General	100 per day circus conducted				112.041
Circuses - Side Show	General	50 per day circus conducted				112.042

Add prior approved fees

New Fee

Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Motion Pictures - Establishment capacity 500 or more persons	General	.50 per seat				112.075
Public Dances	General	500				112.112
Theatrical Performances - less than 500 persons	General	100				112.126
Theatrical Performances - more than 500 persons	General	150				112.126
Theatrical Performance not covered by 112.126	General	25 per day				112.127
Junk Yard or Junk Shop	General	75				114.22
Junk Dealer collected by vehicle	General	20 per vehicle				114.23
Pawnbroker	General	100				116.03
Expressmen and Draymen	General	25				118.156
<u>Alcoholic and Beverages:</u>						
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	None				111.036
Class I-3	General	100				111.036
Class J	General	500				111.036
Class K	General	40/each 7 day license period				111.036
Annual Renewal	General	150 renewal existing or change in owners or officers				111.036
Application Fee	General	300 new license				111.043
Application for Change in Owners or Officers	General	100				111.043

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Liquor License Penalty Fee	General	25				111.036
Impact Fees:						
Library	Library	see ordinance				150.023
Fire and Emergency Services	General	see ordinance				150.023
Park Site	PPL	see ordinance				150.023
Park Development	PPL	see ordinance				150.023
Police	General	see ordinance				150.023
Public Works	General	see ordinance				150.023
School District 67 (information only)	pay School	see ordinance				150.023
High School District 115 (information only)	pay School	see ordinance				150.023
Cemetery Fees:						
Issuance of Deeds	Cemetery	.50 per deed	0	-100.00%	0	93.45
Police						
Fines & Penalties:						
Overtime Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Lot (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Lot (base fee - 1st Offense)	General	25/75/125				73.99
Overtime Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Improper Parking - Other (base fee - 1st Offense)	General	25/75/125				73.99
Parking in Prohibited Area- Other	General	25/75/125				73.99
Parking at Boat Ramp (base fee - 1st Offense)	General	125/250/350				73.46
No Vehicle License (base fee - 1st Offense)	General	75/100/125				74.179
No parking east of Sheridan Road (base fee - 1st Offense)	General	125/150/175				73.99
No Animal License (base fee - 1st Offense)	General	15/25/35				91.032
Dog-At-Large (base fee - 1st Offense)	General	40/50/100				91.050
Code Violations	General	variable				Variable
Motor Code Violations	General	variable				Variable
Recreational Powered Device Violation	General	100 - 300				79.11
Dog Barking (base fee - 1st Offense)	General	40/50/100				91.004
Dog Impound	General	25				91.014
Leaf Burning	General	100				94.2
Handicapped Parking	General	250				73.21
Dog Public Nuisance	General	100/500/750				91.053
Burglar Alarm Fees	General	0/50/100/250				110.125
Vehicle Immobilization fee	General	100				73.50

Add prior approved fees
New Fee
Change to fee

	Fund	FY2024 (\$)	PROPOSED FY2025 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
E-911 Surcharge	E911 Fund	0.65				39.181
Copies of Accident Reports	General	5				71.032
FOIA copy fees >50 pages	General	.15 per page				33.3
Transient Merchant License	General	100.00				117.20(f)
Fire						
General Fees & Charges:						
Ambulance-Resident ALS transport	General	1,300.00				94.51
Ambulance-Resident ALS2 transport	General	1,400.00				94.52
Ambulance-Resident BLS transport	General	1,200.00				94.53
Ambulance-Non Resident ALS transport	General	1,700.00				94.54
Ambulance- Non Resident ALS2 transport	General	1,800.00				94.55
Ambulance-Non Resident BLS transport	General	1,600.00				94.56
Ambulance - Mileage	General	11.00 per mile				94.58
Fireworks Permit	General	250				94.5
Open Burn Permit	General	100				94.5
Bonfire Permit	General	100				94.5
Fire Watch	General	Overtime hourly Rate				94.5
Annual Fire Pump Test	General/Water	10 Admin Fee + Water Usage				94.5
Annual Inspections - 4th re-inspection	General	100				94.5
Annual Inspections - 5th re-inspection	General	200				94.5
Annual Inspections - 6th re-inspection	General	400				94.5
Fire Alarm Fees	General	0/50/100/250				110.125
Hazardous Substance Incident						
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						

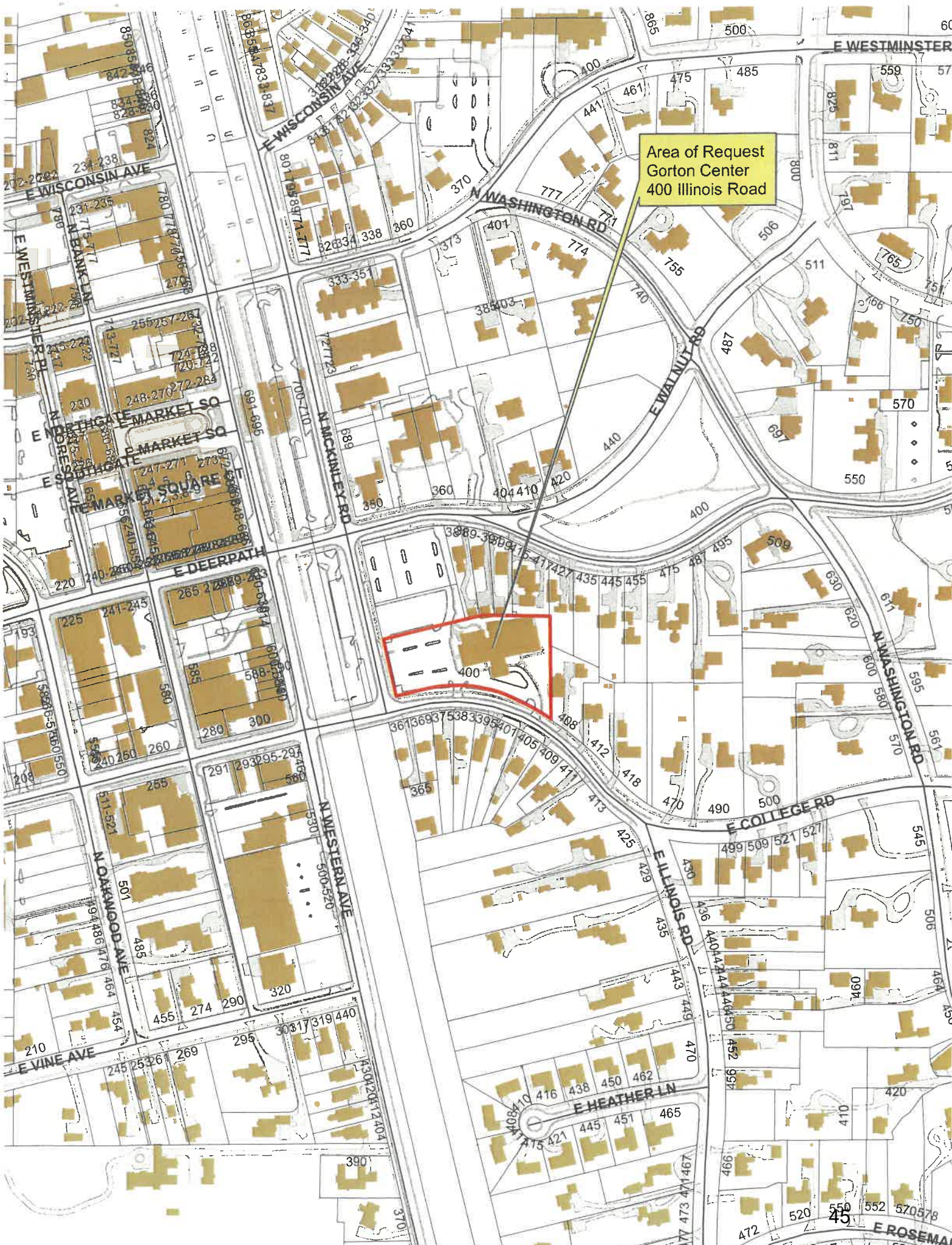
Add prior approved fees
New Fee
Change to fee

	Fund	FY2024 (\$)	FEE (n/c if blank)	PROPOSED FY2025 (\$) % CHANGE	Amount \$\$ Projected Revenue	City Code Section
Membership Dues:						
Residents of Lake Forest, Lake Bluff and unincorporated						
Lake Forest and Lake Bluff	Senior Resources	35 per person				97.087
		55 per family				97.087
Outside of Lake Forest and Lake Bluff	Senior Resources	45 per person				97.087
		75 per family				97.087
Circuit Breaker participants Lake Forest and Lake Bluff	Senior Resources	10 per person				97.087
residents only		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	Senior Resources	16 coupons/month				97.087
living within the Lake Forest High School District		for a value of 3/each				

Special Events						
Special Event Fees:						
Application Fee	General	50				10.13
Application Fee - Late Fee	General	50% of fee per 30 days				10.13
Escrow Deposit - Special Events	General	500				10.13
Police Officer hourly rate	General	93	99	6.45%	180	10.13
Firefighter/Paramedic hourly rate	General	91	96	5.49%	50	10.13
Police and Fire Vehicle	General	110				10.13
Public Works hourly rate	General	72	76	5.56%	60	10.13
Parks hourly rate	Parks/Rec.	72	76	5.56%	60	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				

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2025 (\$)			
	Fund	FY2024 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
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				



Area of Request
Gorton Center
400 Illinois Road

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-__

**Amending a Special Use Permit Authorizing the Continued Use of the Gorton Center,
a City Owned Property Located at 400 Illinois Road, as a Community Facility
in the GR-3, General Residence District**

WHEREAS, The City of Lake Forest (the “Owner”), owns the Gorton Center, a community facility located at 400 Illinois Road and legally described in Exhibit A attached hereto and made a part hereof and;

WHEREAS, the Owner submitted a request, on behalf of the Gorton Board, in accordance with Section 159.045, Special Uses, of the Lake Forest Zoning Code, for review of and updates to the Special Use Permit in the context of how the use of Gorton Center has evolved since the approval of the original Special Use Permit in 1998; and

WHEREAS, historically, the building at 400 Illinois Road was a public elementary school serving the community initially as Central School from which the first class graduated in 1901; and

WHEREAS, in 1905, Central School was renamed Gorton School after former Mayor Edward F. Gorton who became Mayor in 1895; and

WHEREAS, in 1972, after Gorton School stood vacant for 18 months, the community, led by Mr. and Mrs. H. Brooks Smith, rallied to restore, preserve, and reinvigorate the building as “Gorton Community Center; and

WHEREAS, in 1998, a Special Use Permit was granted by the City recognizing what was then Gorton Community Center, as a facility available for a range of then unspecified community uses and authorizing an addition to the building; and

WHEREAS, the indoor and outdoor activities at the Gorton Center including, but not limited to, classes, programs, theatrical performances, concerts, community celebrations, and private rentals, have evolved over time; and

WHEREAS, identifying the range of permitted activities and establishing some parameters and limitations around how those activities are permitted to occur benefits all stakeholders, the Gorton Center, nearby residents, and the overall community; and

WHEREAS, the Zoning Board of Appeals of The City of Lake Forest held a public hearing over the course of two meetings, December 11, 2023, and January 22, 2024, and after hearing presentations and public comment, and after deliberation, voted to recommend approval of an amended Special Use Permit and submitted to the

City Council a report of its findings, a copy of which is attached hereto and made a part hereof as Exhibit B and;

WHEREAS, the City Council concurs with the findings of the Zoning Board of Appeals.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, ILLINOIS:

SECTION 1. Recitals: The foregoing recitals are incorporated into this Ordinance as if fully set forth.

SECTION 2. Approval: An amended Special Use Permit is hereby granted, superseding the Special Use Permit granted by Ordinance 1998-10 in its entirety and authorizing the following uses and activities at the Gorton Center subject to the conditions of approval as detailed in this Section.

Permitted Activities

Community and Tenant Activities

1. The range of activities permitted on a daily basis include the following and other activities that are determined by the City to be similar in nature, intensity, and impact.
 - a. Classes, programs, meetings, childcare and preschool, lectures, camps, theatrical and musical productions and youth programs.
 - b. Ongoing leasing of space to various not for profit community groups and individuals offering classes and programs.
 - c. Community events.

Private Rentals

2. Private rental of various spaces inside the Gorton Center building for single day or single evening events is permitted for the following activities and other activities that are determined by the City to be similar in nature, intensity, and impact.
 - a. Parties, celebrations, funerals and memorials, meetings.

Outdoor Activities

1. Events managed, planned, and organized by Gorton.
2. Limited events hosted by local not for profit groups.
3. Installation of a temporary stage along the south side of the parking lot.
4. Children's Learning Center playground at the northwest corner of the property.
5. Passive activities on the terrace.

Conditions of Approval

1. Parking. Employee, tenants, and users of Gorton Center should be directed to park in the on site lot or in the public City owned parking lots in the area, to the

north and to the west. Parking on neighboring residential streets is not permitted.

2. End time. Private rental events in the Stuart or Nagel Rooms shall end by midnight. Loitering in the parking lot after events is not permitted. No overnight activity is permitted in the building without prior authorization from the City. Outdoor events shall end by 10 p.m.
3. Indoor Amplified Sound*. When feasible, sound systems installed in spaces at the Gorton Center should be used for private events instead of large speakers brought in by vendors. Current technology allows rooms to be equipped with multiple, smaller speakers to distribute sound evenly throughout the room without the need for excessive volumes to mitigate noise outside the building and impacts on neighboring residents. (As future upgrades occur at the Gorton Center, consideration should be given to enhancing the sound system in the Stuart room.)
 - a. During activities and events, windows on the north wall of the Stuart room and the doors at and near the northwest corner of the building in the Stuart and Nagel Rooms, shall remain closed to mitigate noise impacts on neighboring residents to the north. (In addition, the building is climate controlled, and the efficiency of the system is enhanced by keeping the windows and doors closed.)
 - b. No amplified sound* is permitted on the outdoor terrace off of the Stuart and Nagel Rooms.
 - c. In compliance with the City Code, sound levels and bass levels shall be kept at reasonable levels to minimize impacts beyond the property lines.
4. Outdoor Amplified Sound. No more than 15 outdoor evening events with amplified sound* are permitted to be held on the site on an annual basis. Amplified* events shall end no later than 10 p.m. and shall not be held on consecutive evenings except that outdoor movies may be held on consecutive evenings up to four times a year with each consecutive night counting as one. Clean up should be completed by 10:30 pm and no loitering on the site is permitted after that time.
 - a. To the extent possible, outdoor speakers should be directed to the northwest to minimize noise impacts on neighboring residential properties.
 - b. In compliance with the City Code, sound levels and bass levels shall be kept at reasonable levels to minimize impacts beyond the property lines.

5. Entering/Exiting the Building. The entrances on the west and south facing elevations only shall be used for deliveries, setup for activities, and for employee, patron, and event attendee ingress and egress.
6. Capacity. The posted capacity of specific areas of the building and the overall capacity of the building as established by City Life Safety Officials based on applicable Code limitations shall not be exceeded. HPC review of
7. Smoking. No smoking is permitted in the building or outside within 25 feet of any part of the building or neighboring residential properties. This prohibition includes the terrace and corridor on the north side of the building adjacent to the residential properties to the north.
8. Event Management. A Gorton Center employee, designated as an Event Manager, shall be on site for the duration of all private rental events and until all guests, hosts and service providers have left the site. The Event Manager shall be responsible for assuring that all conditions of the SUP are adhered to including, but not limited to room capacity, noise levels, assuring that windows and doors remain closed, proper doors are used for entering and exiting the building, enforcing smoking limitations, and assuring that gathering or loitering in the parking lot or around the building is not occurring.
9. Temporary Stage. Seasonally, a temporary stage or platform may be erected along the south property line, near the driveway exit to Illinois Road. To the extent possible, the stage, or at least any speakers on the stage, should be angled slightly to the northwest to minimize noise impacts on the surrounding residential neighborhood.
10. Signage. Any new signage shall be subject to review and approval by the City with the exception of temporary signage for specific events which may be put in place on the day of events.
11. Temporary Lighting. Lighting for evening events shall be shielded and directed away from neighboring homes.

* For the purposes of this SUP, "amplified sound" is defined as music, voices, or pre-recorded sound that is ongoing continuously or intermittently for a period of 30 minutes or longer the volume of which is increased through electronic means that make it audible at or beyond the property lines.

SECTION 3. Failure to Comply with Conditions. Failure to Comply with Conditions. Upon the failure or refusal of the property owner or tenant to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approvals granted in Section 2 of this Ordinance shall, at the sole discretion of the City Council by ordinance duly adopted, without the need for a public notice or hearing, be revoked and become null and void; provided, however, that no such revocation ordinance shall be considered unless (i) the City has first notified the

tenant and (ii) the tenant have failed to cure any violative condition within 30 days (unless such violative condition requires more than 30 days and corrective action has commenced in a timely manner and continuously proceeds without interruption until completion). In the event of revocation, the development and use of the Subject Property shall be governed solely by the regulations of the GR-3, General Residence District, as the same may, from time to time, be amended. Further, in the event of such revocation, the City Manager and City Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The tenant and owner acknowledge that public notices have been given and public hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right provided that the terms of this Section are satisfied.

SECTION 4. Amendment to Ordinance. Any amendments to the terms, conditions, or provisions of this Ordinance that may be requested by the petitioner and owner of the property after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in Section 159.45 of the Zoning Code, or by an amendment to the special use permit itself in the manner provided in the Zoning Code and by applicable law.

SECTION 5. Binding Effect. The privileges, obligations, and provisions of each and every Section of this Ordinance are for the sole benefit of, and shall be binding on, the owner, except as otherwise expressly provided in this Ordinance. This ordinance shall be in full force and effect from and after its passage and approval; provided, however, that this Ordinance shall be of no force or effect unless and until owner files with the City its unconditional agreement and consent, in the form attached hereto as Exhibit C and by this reference incorporated herein and made a part hereof; provided further that, if owner does not so file its unconditional agreement and consent within 30 days following the passage of this Ordinance, the City Council may, in its discretion and without public notice or hearing, repeal this Ordinance and thereby revoke the special use permit granted in this Ordinance.

Passed this _ day of _____, 2024

City Clerk

Approved this ____ day of _____, 2024

Mayor

ATTEST:

EXHIBIT B – FINDINGS OF FACT

1. On an ongoing basis, Gorton Center has offered a wide range of activities to the community. These activities subject to the conditions recommended above, will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare of the residents and general public. The majority of activities at the Gorton Center occur wholly within the building with no impact on the surrounding area. Like other Special Uses in the community, periodic outdoor activities and indoor rental activities are held. The conditions detailed above will mitigate impacts from those activities on surrounding properties. No parameters or limitations pertaining to these activities currently exist.
2. No significant change in the numbers or types of activities currently held at the Gorton Center is proposed.
3. The Gorton Center is a unique community asset not unlike Elawa Farm, the Winter Club, the College, and other uses. Non-residential uses are commonly found imbedded in residential zoning districts throughout the community. Conditions of the various Special Use Permits regulate the activities recognizing the proximity to neighboring homes. Gorton Center adds value and distinction to the community and as limited by the conditions of approval as recommended, will not impede the normal and orderly use or enjoyment of properties in the surrounding areas for the uses already permitted.
4. Ongoing adaptive reuse of the historic Gorton building, which was originally an elementary school, furthers the goal expressed by the community on more than one occasion of preserving the building. Maintaining a viable use in the building is essential if it is to be preserved and continue to contribute to the community's character and quality of life by providing a gathering space and activities for people of various ages and interests.
5. No evidence has been submitted to demonstrate that the continuation of current activities and the addition over time of similar activities will substantially diminish property values in the neighborhood. In fact, the relationship between this non-residential building and use and the surrounding homes and structures, many of which predate current zoning setback requirements, has existed for many decades with no evidence of a negative impact on the attractiveness of this neighborhood to either existing residents or potential buyers.
6. The proposed replacement and enlargement of the existing terrace located at the northwest corner of the building will require review and approval by the City's Historic Preservation Commission.

7. Adequate utilities, roads and drainage facilities are already available to the site. The planned replacement of the terrace will incorporate stormwater management improvements to address current on site drainage issues at the northwest corner of the building and along the north side of the building, an area where overland flows naturally occur due to the original topography of the area.
8. There are sufficient public parking lots on the site and within walking distance to accommodate employees, tenants, and participants without the need to park on nearby streets avoiding congestion and safety concerns in the surrounding area due to limited sightlines.
9. The activities at the Gorton Center will be consistent with all applicable City regulations for the GR-3 zoning district except as otherwise authorized or limited by the Special Use Permit.



ZONING BOARD OF APPEALS REPORT AND RECOMMENDATION

TO:	Honorable Mayor Tack and Members of the City Council
DATE:	January 22, 2024
FROM:	Chairman Bass and members of the Zoning Board of Appeals
SUBJECT:	Gorton Center – Special Use Permit Amendment

Property Owner

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

Property Location

400 Illinois Road

Zoning District

GR-3 – General Residence
District

Owner: City of Lake Forest

Tenant Representative: Amy Wagliardo, Executive Director, Gorton Center

Summary of the Request

This is a request for consideration of an amendment to the Special Use Permit ("SUP") that was approved for the Gorton Community Center in 1998 to allow at that time, a significant building expansion of what is today, the Gorton Center. The 1998 SUP has little detail and does not identify the types of activities permitted on the site or establish any parameters for activities or events. Much like Elawa Farm, the uses and activities that occur at the Gorton Center have evolved overtime. In particular, during the Covid shut down, the Gorton Center experimented with outdoor activities to allow community members to gather safely. Although the level of outdoor activities hosted by the Gorton Center has declined from the numbers seen during Covid, the desire to continue to offer outdoor activities, concerts, films, and other events periodically throughout the spring, summer, and fall is in direct response to community interest and requests.

Importantly, an update in the form of an amendment to the SUP at this time will put in place *some* parameters for events and activities at the Gorton Center. The current SUP establishes *no* such parameters.

The amendment to the SUP as recommended by the Zoning Board of Appeals, documents the range of uses that occur at Gorton and establishes parameters for those uses recognizing that Gorton is located adjacent to single family homes. Although the parameters established through this update may not be perfect, SUPs and the associated parameters often need to be revisited and modified from time to time. Elawa Farm is a great example of how uses and an SUP can evolve. Challenges at Elawa were addressed through several updates

to the SUP and today, Elawa Farm is thriving, and the interests of various stakeholders appear to be fairly well balanced.

Gorton Center, like many other non-residential community oriented uses in Lake Forest, is located in a residential zoning district and adjacent to (to the north and east) and across the street from (to the south) single family residences. Many of the homes, garages and outbuildings in the area were constructed long before current zoning setback requirements and as a result, structures in this neighborhood are in close proximity to each other. Historically, Gorton was an elementary school, a use which generates a significant amount of activity on a daily basis. As briefly described below, extraordinary community efforts have preserved this important historic building. Continuing to permit and support adaptive reuse of the building is critical to the ability to preserve, maintain, and update the building long into the future. The SUP process has been used in Lake Forest for decades to support adaptive reuse of structures that, like the Gorton building, are part of the fabric of the community.

Zoning Board Review and Recommendation

The Zoning Board of Appeals opened the public hearing on this petition in December 2023. The Board heard a presentation from Gorton Center representatives, received written and verbal public testimony, and received a report from City staff. After discussion and deliberation, the Board voted to continue consideration of the petition and requested some additional detail on the range of events currently held at the Gorton Center, some specifics around the frequency and activity associated with the various events, and high level information on the relationship between the events and Gorton's financial viability.

At the January meeting, the Board received additional information and deliberated on parameters, conditions of approval, to balance the interests of various stakeholders: the immediate neighbors, Gorton Center, and the larger community.

After discussion, the Board voted five to zero to recommend approval of an amendment to the Gorton Center Special Use Permit to recognize existing activities and establish conditions of approval. The findings offered by the Zoning Board of Appeals in support of the recommendation are detailed in the Ordinance included in the Council's packet along with the recommended conditions of approval.

Brief History

Like Elawa Farm, Gorton is owned by the City of Lake Forest and exists today because of the commitment of past and present Lake Forest residents who rallied on more than one occasion to preserve and adaptively reuse the

building and site for the benefit of the community. Gorton School was closed in 1971 after a unanimous vote by the District 67 Board to do so. The school building stood vacant for a year and a half until local residents, led by Mr. and Mrs. H. Brooks Smith, saved the building from demolition and the "Gorton Community Center" was created and as described at that time, was opened for community meetings.

In 2010, the community again rallied and today, the Gorton Center, is thriving and as envisioned by forward thinking residents in the early 1970's, is one of the many treasures in the community.

Overview

❖ Why is an update to the SUP appropriate at this time?

As noted above, Gorton has evolved over time and as a non-residential use in a residential zoning district, a community center must be authorized by a Special Use Permit. An update to the Gorton SUP is long overdue. An updated SUP will provide clear authorization for the variety of activities that occur at the site and set some limitations for the benefit of the neighboring residents and the larger community. The City has been remiss in not initiating an update sooner.

❖ What has changed at the Gorton Center over the years?

To remain viable, the Gorton Center continuously explores new opportunities to provide engaging, educational, entertaining, and fun activities for all ages while at the same time, remaining financially viable. During the pandemic, Gorton pivoted to outdoor activities in the parking lot including movies, musical events, and community celebrations of various types. These activities were well received and continue today on a more limited basis than during the pandemic, but the outdoor activities have become a Gorton Center tradition.

❖ Why should there be any limits or parameters for activities that take place at the Gorton Center?

Special Uses, non-residential uses in residential zoning districts, are not permitted outright and require special review, a public hearing, and in almost every case are limited by conditions and operational parameters. This is true for churches, the College, the hospital, private clubs, Ragdale, Grove Campus, and Elawa Farm.

❖ *How is the Gorton Center similar to or different from other Special Uses in the community?*

Like some other Special Uses in the community, Ragdale, Grove Campus, and Elawa Farm, Gorton Center is a tenant in a City owned historic building. The City itself does not have uses for these historic structures but the buildings are able to be preserved as community resources because of the efforts of not for profit groups to use these facilities to provide unique community centered activities.

Like some other Special Uses such as Elawa Farm, the Winter Club, and Lake Forest College, from time to time, events are held at these facilities that bring activity, vehicles, and noise to the surrounding neighborhood. For the most part, the surrounding homes have for many decades co-existed with these non-residential uses experiencing impacts at times which are mitigated and limited by parameters detailed in each SUP.

Unlike many of the other non-residential uses in the community, the Gorton Center is located at the edge of a residential neighborhood. It is at a point of transition between more intense uses, the Central Business District, public parking lots, and the railroad tracks, which all generate activity and noise, and the residential neighborhoods.

Public Comment

Public notice of this petition was published in a local newspaper. Notice was mailed by the Community Development Department to surrounding properties and the agenda for the meeting was posted at public locations and on the City's website.

The written testimony received prior to and at the December meeting was made available to the City Council.