

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, June 19, 2017 at 6:30 pm
City Hall Council Chambers

Honorable Mayor, Robert Lansing

Prudence R. Beidler, Alderman First Ward
James E. Morris, Alderman First Ward
Timothy Newman, Alderman Second Ward
Melanie Rummel, Alderman Second Ward

Stanford Tack, Alderman Third Ward
Jack Reisenberg, Alderman Third Ward
Michelle Moreno, Alderman Fourth Ward
Raymond Buschmann, Alderman Fourth Ward

CALL TO ORDER AND ROLL CALL

6:30

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Promotion of Michael Mounts from Firefighter/Paramedic to Lieutenant

B. 2017-2018 Board and Commission Appointments

CROYA

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Carolyn Bielski	Appoint	LB
Jennifer Karras	Appoint	1

A copy of Volunteer Profile sheets for new appointments begins on **page 11**.

COUNCIL ACTION: Approve the Mayors Appointments

2. COMMENTS BY CITY MANAGER

A. Community Spotlight

-Lake Forest Preservation Foundation Annual Awards

-Jim Opsitnik, President, Lake Forest Preservation Foundation

B. Purchasing 101

PRESENTED BY: *Elizabeth Holleb, Finance Director*

While the City's Annual Budget controls the overall spending within the City, it is important that the procurement of services, equipment and supplies achieve the best price and terms.

The City operates under Purchasing Policies and Procedures which guide staffs purchases and bidding processes.

With some new members on the City Council, Staff thought it would be worthwhile to provide a high-level overview of the purchasing policies and what procurements require City Council authorization. A copy of the presentation can be found beginning on **page 13**.

COUNCIL ACTION: Information only.

3. COMMENTS BY COUNCIL MEMBERS

FINANCE COMMITTEE

1. Consideration of the Annual Appropriation Ordinance for FY2018 and Approval of Rollovers (*First Reading*)

STAFF CONTACT: ELIZABETH HOLLEB, FINANCE DIRECTOR (847) 810-3612

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of the ordinance and the rollovers.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	May 1, 2017	Adoption of FY18 Comprehensive Plan

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

There are some differences between the budget and Appropriation Ordinance. The Appropriation Ordinance includes the Library, which was not included in the budget approved at the May 1, 2017 City Council meeting. The Library expenses are approved by the Library Board. Debt service payments are included in the budget, but are excluded from the Appropriation Ordinance. The ordinances approving the debt issues serve as the legal authorization for these annual expenditures.

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

In addition, in order to provide more accurate and efficient accounting and budgeting of City funds, an annual rollover of funds is required. This eliminates both under and over budgeting of funds in the new fiscal year and is a widely used standard practice for most municipal governments. The items on the attached rollover list (**page 19**) consist of projects that were appropriated in FY2017 and will not be completed until FY2018. The list is preliminary at this stage as FY2017 invoices are still being paid, but will be finalized for final reading in July.

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

BUDGET/FISCAL IMPACT: The attached Appropriation Ordinance Worksheet (**page 21**) demonstrates the reconciliation of the Adopted Budget to the Appropriation Ordinance by fund.

COUNCIL ACTION: Approval of the first reading of the ordinance (page 22) and the rollovers. A copy of the ordinance is available for review by the public in the City Clerk's office. A public hearing will be conducted on July 17, 2017 in conjunction with second reading of the ordinance.

4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the June 5, 2017 City Council Meeting Minutes

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

COUNCIL ACTION: Approval of the Minutes

2. Approval of Forest Park Grounds Maintenance Services Contract for FY '18

STAFF CONTACT: Chuck Myers, Superintendent of Parks & Forestry, 810-3565

PURPOSE AND ACTION REQUESTED: City staff is seeking approval to award a one year contract with Mariani Landscape to provide mowing and ground maintenance services at Forest Park for FY '18.

BACKGROUND/DISCUSSION: Forest Park is one of the oldest and most celebrated parks on the North Shore and a treasure for the residents of Lake Forest. After the completion of the highly successful rehabilitation project in 2015, the City's Parks Section resumed its maintenance responsibilities and was charged with keeping the park in its pristine condition.

Since 2011, the City has been outsourcing mowing on other City-owned properties and it has proven to be a beneficial fiscal approach by reducing labor expenses and long-term capital equipment replacement costs. Given the Parks Sections current workload, City Staff recognized the need to outsource Forest Park in order to ensure that the park is maintained at the highest level possible.

In FY'17, staff conducted an expansive bid process that includes mowing and extensive grounds maintenance services for Forest Park. In addition, staff included a three year option in the bid process that provided the City with the right to extend the contract after the first season or rebid the contract for FY '18 and FY'19.

On April 4, 2016 City Council approved the request from City staff to enter into a one year contract with Mariani Landscape to provide mowing and grounds maintenance services at Forest Park, with the ability to extend the contract for an additional two, one-year terms, in the total amount of \$37,381.23 for FY'17. City staff is satisfied with the services performed by Mariani Landscape in FY'17 and are recommending the continuation of their services for FY'18.

BUDGET/FISCAL IMPACT: Funding for the Forest Park grounds maintenance contract is budgeted in the Parks Fund 220 operating budget.

Below is summary of Project budget:

FY '18 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Parks Operating Fund 220	\$40,000	\$ 37,381.23	Y

COUNCIL ACTION: Approval to enter into a one year contract with Mariani Landscape to provide mowing and grounds maintenance services at Forest Park, in the total amount of \$37,381.23 for FY'18.

3. Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)

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

The following recommendation from the Zoning Board of Appeals is presented to the City Council for consideration as part of the Omnibus Agenda.

180 Atteridge Road – The Zoning Board of Appeals recommended approval of variances from the side yard setbacks to allow alterations to the existing house including modification of the roof form and construction of a replacement covered front porch. A neighboring property owner stated support for the project. No other public testimony was presented. (Board vote: 6 - 0, approved)

The Ordinance approving the petition as recommended by the Zoning Board of Appeals, with key exhibits attached, is included in the Council packet beginning on **page 40**. The Ordinance, complete with all exhibits, is available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance approving the petition in accordance with the Zoning Board of Appeals' recommendation.

4. Consideration of a Resolution Clarifying the Conditions of Approval Granted for the Elawa Farm Centennial Celebration by Ordinance No. 2017-36. (Approve by Motion)

*STAFF CONTACT: Mike Strong,
Assistant to the City Manager (810-3680)*

PURPOSE AND ACTION REQUESTED: On June 5, 2017, the City Council granted final approval of Ordinance 2017-36 authorizing a Centennial Celebration event at Elawa Farm set to take place on Saturday, September 9, 2017. The City Council has requested clarification on the Elawa Farm Foundation's ("**Foundation**") request for music amplification, and on an ending time for the event. A resolution has been prepared that seeks to clarify these issues.

BACKGROUND/DISCUSSION: On May 15, 2017, the Foundation made a request to the City Council to authorize an exception from the Special Use Permit ("**Permit**") that would permit them to host up to 300 patrons for a Centennial Celebration that is planned to take place on Saturday, September 9, 2017, from 6:00 p.m. to 11:00 p.m. The Foundation's request, which included hosting the event during the hours specified above, was otherwise consistent with the Permit which authorizes this type of activity at the facility.

Prior to the June 5, 2017, City Council meeting, City staff received correspondence from the Middlefork Homeowners' Association ("**Association**") regarding the event stating that they were generally in favor of the event, as long as, all other conditions within the Permit were satisfied and enforced. Additionally and contrary to their original request, the Foundation submitted correspondence stating interest in having amplified music for the event due to a recent wedding cancellation.

This information was presented to City Council on June 5, 2017, along with an introduction of Ordinance 2017-36, which authorizes the event subject to certain conditions. During deliberations on an Ordinance City Council noted some inconsistencies between the Foundation's request and the correspondence received by the Association. To this end, City Council, as part of their granting of final approval of the Ordinance, requested that City staff follow up with both parties to ensure they are aligned on the event approvals.

City staff has met with both the Foundation and Association (collectively, "**Parties**") regarding these issues and has attached a Resolution on **page 50** which clarifies the approvals granted via Ordinance 2017-36, and that has been reviewed and accepted by both Parties.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	May 15, 2017	Discussed

COUNCIL ACTION: If determined to be appropriate by the City Council, approval of a Resolution clarifying the conditions of approval granted by Ordinance 2017-36.

5. Approval of South Park Master Plan

STAFF CONTACT: Chuck Myers, Superintendent of Parks & Forestry (810-3565)

PURPOSE AND ACTION REQUESTED: The Parks & Recreation Board request approval of the South Park Master Plan.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Park & Recreation Board	05/16/17	Recommend Approval
Public Meeting	03/15/17	Received feedback on design options
Public Meeting	01/24/17	Neighborhood visioning session
Parks & Recreation Staff	12/8/16 - 05/01/17	Staff worked with Hitchcock Design Group in master plan development

BACKGROUND/DISCUSSION: South Park is one of six neighborhood parks in the City of Lake Forest and is located in the southeast portion of the City. The park contains a variety of recreation facilities including tennis courts, two ball fields, batting cage, turf field for soccer, rugby and lacrosse that overlays the outfields, playground, picnic pavilion with restrooms and a small storage area and gravel road with scattered undefined parking. The park is bordered by residential to the north and east, a wood lot along the south and the regional bike trail and railroad along the west edge. Accessible routes between amenities are also limited. The park is in need of many capital improvements to achieve the high standard level expected in Lake Forest parks.

In December 2016, City staff selected Hitchcock Design Group to develop a new master plan for South Park. The master plan was needed to develop a comprehensive vision for the park that will serve as a framework for future park use and improvements. The importance of South Park to the neighborhood is very apparent; therefore City staff made it a priority to give residents and park users an opportunity to be a part of the plan development.

The park planning process was kicked off on January 24, 2017 with a neighborhood visioning meeting to gather input from attendees regarding the elements that they would like included in the plan. City staff and Hitchcock Design also interviewed other stakeholder for their input; including various City staff members, the Parks and Recreation Board, and the Parks and Recreation Foundation.

Hitchcock Design took all the input gathered and prepared schematic design alternatives that included vehicular and pedestrian circulation features, new site improvements, adaptive reuse of existing features, landscape improvements, grading and drainage. City staff reviewed the designs and offered further input. On March 15, 2017, a second public meeting was conducted to gather input from attendees about the design alternatives. The meeting provided helpful feedback that was used to develop a final schematic design. City staff worked with Hitchcock Design to complete the design phase of the master plan that is now

being presented for approval. On **page 53** of your packet, we have provided a copy of the master plan for your review.

BUDGET/FISCAL IMPACT: Staff is not seeking financial funding for the master plan implementation at this time. The master plan is meant to guide future decisions on park capital improvements.

COUNCIL ACTION: Approval of the South Park Master Plan

6. Award of Bid for the Ferry Hall Bridge Viaduct Span Reconstruction Project

STAFF CONTACT: *Robert W. Ells, Superintendent of Engineering (810-3555)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee recommends awarding the bid for the Viaduct Span Reconstruction of the Ferry Hall Bridge to Dunnet Bay Construction.

BACKGROUND/DISCUSSION: The overall project involves replacing the concrete deck of the viaduct span portion of the Ferry Hall Bridge that has structurally failed.

During the normal annual inspection of the Ferry Hall Bridge, staff noticed severe structural failure of the concrete bridge deck. Based on this, staff had to close one lane of the bridge immediately and start the process of determining what repairs were needed to the failed portion of the bridge deck.

Wiss, Janney, Elstner Associates, Inc. (WJE hereafter) was hired as an engineering consultant who designed the plans and specifications for the bridge repairs. Based on these documents staff has collected bids for the construction phase of this project. Beginning on **page 54** of this agenda packet is WJE's proposal for construction inspection and material testing.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	6/15/2017	Reviewed & Approved
City Council	11/21/2016	Approval of Agreement for Design Services
Public Works Committee	6/20/2016	South Approach Assessment Reviewed
City Council	7/18/2016	Authorization to Provide a Bridge Condition Report
Finance & Public Works Committee	11/14/2016	Executive Summary of Bridge Condition Report Provided

BUDGET/FISCAL IMPACT: Bids for the Viaduct Span Reconstruction of the Ferry Hall Bridge were received and opened on June 15, 2017. The City received the following bids:

Company Name	Bid Amount
Dunnet Bay Construction	\$573,356
Areatha Construction Company, Inc.	\$612,191
Rausch Infrastructure LLC	\$669,132
Kovilic Construction Co., Inc.	\$713,618

If approved by City Council, the project would commence on or about August 7, 2017 and be completed by Thanksgiving. Upon confirming the start date, a letter will be sent to the residents within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule. During construction, Ferry Hall Bridge, the area adjacent to the bridge, and portions of Mayflower Road will be closed for local traffic only. Motorists wanting to travel through the area will use Rosemary Road, Sheridan Road, and Deerpath as the detour.

Below is an estimated summary of project budget:

FY2018 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund	\$735,370	\$695,556	Y

COUNCIL ACTION: The Public Works Committee recommends awarding the bid for the Viaduct Span Reconstruction of the Ferry Hall Bridge to Dunnet Bay Construction in the amount of \$573,356. In addition, staff is requesting that City Council authorize to expend, if necessary, a 10% contingency for any unforeseen change orders that may occur during construction. Finally, staff recommends approval of an agreement with Wiss, Janney, Elstner Associates in the amount of \$64,865 for construction observation, inspection, and material testing. Therefore, the total project cost is not expected to exceed \$695,556.

COUNCIL ACTION: Approval of the Six (6) Omnibus items as presented

6. ORDINANCES

7. NEW BUSINESS

- 1. Approval of an Ordinance Amending the Lake Forest City Code Relating to Classes of Licenses for Alcoholic Beverages and the Consumption of Alcoholic Beverages in Public (Waive First Reading and Grant Final Approval).**

PRESENTED BY: *Victor Filippini, City Attorney*
 STAFF CONTACT: *Margaret Boyer, City Clerk (847-810-3674)*

PURPOSE AND ACTION REQUESTED: Staff requests approval of an Ordinance that creates one new liquor license category to provisionally allow for beer and wine to be served by an approved vendor in approved containers in a designated area on the beach during the summer months. Various provisions in Chapters 111 and 97 of the City Code for The City of Lake Forest would be amended to effect these changes.

BACKGROUND/DISCUSSION: The City Council held a Strategic Planning Retreat in February 2017 at Gorton Community Center. Many participants at the retreat had lengthy discussions about the need for new initiatives and identified the City ought to enhance the current food service/restaurant at the lakefront. Currently, the City Code prohibits the consumption of alcoholic beverages on the beach. The City has been in discussions with the current vendor of food on the beach to provisionally authorize the sale of beer and wine in approved containers from 4:00pm to 9:00pm from July 1 through October 1, 2017 as a pilot program.

Consumption of beer and wine will only take place in an approved, designated area, and the licensee will post approved sufficient signage to identify that area. A map of the suggested designated area can be found on **page 58**. As part of this pilot program the licensee will gather data, including sales and demographics to be included in a report to the City Council in the Fall of 2017.

As presented in the attached (on **page 59**) Ordinance, Class K licenses are for one week periods, but will automatically renew until (a) the licensee notifies the Commissioner that it does not wish to renew its license, (b) the Commissioner, in the Commissioner's absolute discretion, elects not to renew the license (in which case the City shall notify the licensee at least 48 hours before the end of the then-current license period), and (c) the license expires by operation of law on October 1, 2017. Consistent with its provisional nature, a Class K license may be revoked at any time by the Commissioner for any reason or no reason, and the licensee has waived any right to contest such revocation. Additionally, if the ordinance is approved, the Mayor as Liquor Commissioner would be authorized to issue one Class K license.

Since a Class K license authorizes the consumption of certain alcoholic beverages in a public area, the Ordinance also creates exceptions to the various open container and public consumption prohibitions found in Chapter 111 and 97 of the City Code for beer and wine purchased pursuant to a Class K license and consumed in the designated area.

It is recommended that a license fee of \$40.00 for each seven-day Class K license period be established and incorporated into the City's Fee Schedule.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an Ordinance based on recommendations from the Strategic Planning sessions to amending the Lake Forest City Code relating to classes of licenses for alcoholic beverages and the consumption of alcoholic beverages in public.

8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

9. ADJOURNMENT

Office of the City Manager

June 14, 2017

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 Robert R. Kiely, Jr., at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



Volunteer List

Print

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Contact Info

- First Name: **Carolyn**
- Last Name: **Bielski**
- E-mail: **carolynbielski@gmail.com**
- Title: **Lead Teacher - Art**
- Organization:
- Address: **318 Winchester Ct.**
- Address Line 2:
- City: **Lake Bluff**
- State: **IL**
- Zip: **60044**
- Mobile Phone: **(847) 915-2197**
- Home Phone: **(847) 915-2197**
- Notes:

Resident Data/Stats

- Ward:
- Precinct:
- US Citizen: **Yes**
- Registered Voter: **Yes**
- Lake Forest Resident since(YYYY): **Lake Bluff resident since 2002**
- Business Name:
- Type of Business:
- Business Phone: **(847) 582-7463**
- Position:
- Date of Birth (Optional):
- Education:

BA, History of Art, University of Michigan, 1994
MAAE, Art Education, School of the Art Institute of Chicago, 1997
MA, Curriculum and Instruction, National-Louis University, 2001
- Spouse's Name: **Michael**
- Children's Birth Years: **, 2003, 2006**

- Committee Representing Our Young Adults (CROYA): **I Am Currently Applying For This Position**
- Other Positions:

Other Considerations

- Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

None.

- Please list any current or previous community service activities, interests, directorships, etc. – public or private. For each activity please indicate years served and positions held:

Union Church of Lake Bluff Marketing Committee (2012-2015)
Lake Bluff PTO Pumpkin Chase - Graphic Designer/Marketer (2014-2016)
LFHS Art Club sponsor (2014-present)

- Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

Art Teacher, District 115 (19 years)
Freelance Graphic Designer (20 years)

- References (Optional):

Debra Zare, Lake Bluff resident, former co-worker: (847) 542-6020
Dr. Chala Holland, LFHS Principal: cholland@lfschools.net

- Please state briefly why you are volunteering to serve The City of Lake Forest:

I have been asked to be the Lake Bluff representative to the CROYA adult board. I have a unique perspective, being a teacher whose students attend CROYA and a parent in the community whose child is a CROYA user. In addition, I have worked directly with CROYA on projects such as creating a logo when the new student union was built and working on the Metra mural at the Gorton viaduct this past summer.

- Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee.:

None.

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Interest in Community Positions

Volunteer List

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Contact Info

- First Name: **Jennifer**
- Last Name: **Karras**
- E-mail: **jenniferkarras@me.com**
- Title: **Brand and Communications Strategy**
- Organization:
- Address: **23 Washington Road**
- Address Line 2:
- City: **Lake Forest**
- State: **IL**
- Zip: **60045**
- Mobile Phone: **(312) 560-3135**
- Home Phone: **(847) 234-6502**
- Notes:

Resident Data/Stats

- Ward: **Ward 1**
- Precinct:
- US Citizen: **Yes**
- Registered Voter: **Yes**
- Lake Forest Resident since(YYYY): **2001**
- Business Name: **JKRS Ltd**
- Type of Business: **Consulting**
- Business Phone:
- Position: **Chief Strategy Officer**
- Date of Birth (Optional):
- Education: **BA, Political Science, Ithaca College**
National Government Semester, American University
Continuing Education, University of Chicago
- Spouse's Name: **Michael Karras**
- Children's Birth Years: **-1996, -1999, -2003**

- Other Positions: **My undergraduate education and graduate studies focused on political science, government and policy. My career of more than 25 years has spanned the disciplines of communications, public affairs, public relations, marketing and branding. I have worked on behalf of public and private organizations on both incremental, crisis matters and strategic plans and programs.**

Other Considerations

- Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

None

- Please list any current or previous community service activities, interests, directorships, etc. -- public or private. For each activity please indicate years served and positions held:

DPM APT, president (2015/2016 and 2016/2017)
District 67 Executive APT, board and cabinet member (2015/2016 and 2016/2017)
District 67 APT, Board Liaison (2013/2014 and 2014/2015)
Spirit of 67 Foundation (2014/2015)
LFHS Boosters Board (2014/2015)
Beacon Place, Teen Board Leader (Since Sept. 2013)

- Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

My undergraduate education and graduate studies focused on political science, government and policy. My career of more than 25 years has spanned the disciplines of communications, public affairs, public relations, marketing and branding. I have worked on behalf of public and private organizations on both incremental, crisis matters and strategic plans and programs.

- References (Optional):

Available Upon Request

- Please state briefly why you are volunteering to serve The City of Lake Forest:

I left my corporate position to dedicate more time to my family and my community. My family has had a very positive experience in the school system and I am interested in playing a role in preserving our District's current and future position as a leader in public education.

- Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or appointee.:

Interest in Community Positions

- Committee Representing Our Young Adults (CROYA): **I Am Currently Applying For This Position**

PURCHASING 101

The City of Lake Forest

June 19, 2017

Administrative Directive 3-5

- Purchasing Policies and Procedures
- Authorization of Procurements

	Under \$1,000	\$1,000 Or More	Over \$10,000	Over \$20,000
Department Supervisor or Department Head	X	X	X	X
Finance Department		X	X	X
City Manager			X	X
City Council				X

Administrative Directive 3-5

- Purchasing Policies and Procedures
- Authorization of Contracts

	Up to \$5,000	\$5,000 - \$19,999	\$20,000 & Over
Department Head	X		
City Manager		X	
City Council			X

Administrative Directive 3-5

- Purchasing Policies and Procedures
- Pricing
 - Less than \$5,000: Flexible purchasing
 - \$5,000 - \$19,999: Open market purchasing (AD3-5 Section 6)
 - \$20,000 and greater: Competitive Bids (AD3-5 Section 7)
 - EXCEPTIONS provided for in Directive

Administrative Directive 3-5

- Purchasing Policies and Procedures
- Pricing EXCEPTIONS:
 - Requests for Proposals and Qualification Based Selection (AD 3-5 Section 8)
 - AD 3-5 Section 9 Exceptions to Requirements
 - City Council Waiver (2/3 of City Council)
 - Professional Services – Qualification Based Selection per Section 8
 - Emergency Purchases (if over \$20,000, ratified at next City Council meeting)
 - Sole Source Purchases, Government Joint Purchases, Procurements for Resale, Trade/Professional Organizations, Private/Public/Educational memberships
 - Existing Relationship

QUESTIONS?

VENDOR	ACCOUNT NO.	DESCRIPTION	Balance
LAKE COUNTY FOREST PRESERVE	101-1101-411-8495	Middlefork Phase II IGA W/ Forest Preserve	17,702.00
FISCAL CHOICE CONSULTING, LLC	101-1101-411-8495	Fire Service Study	7,875.00
HANSON PROFESSIONAL SERVICES I	101-1101-411-8495	EA Review & Assessment High Speed Train	7,930.00
AECOM USA, INC.	101-1101-411-8495	Engineering Services Bluff Restoration	20,334.00
TDS DOOR COMPANY	101-1522-419-6744	Fiberglass Door and Frames at Multiple Locations	16,414.00
DIVINCI PAINTERS INC	101-1523-419-3510	City Hall Interior Painting	19,200.00
TDS DOOR COMPANY	101-1539-419-3510	Fiberglass Door and Frames at Multiple Locations	2,942.00
VERIZON WIRELESS MESSAGING SER	101-1540-419-6020	IPADS for New Work Order Program	4,512.00
BRANDSTORM 57 LLC	101-2501-499-8495	Marketing Campaign	3,000.00
GRANT WRITING CONSULTANTS LLC	101-2501-499-8495	Grant Administration	10,000.00
AECOM USA, INC.	101-3747-417-3510	Evaluation to Lower S. Beach Access Road Profile	9,700.00
HOUSTON RADAR LLC	101-3747-417-6020	New Traffic Counter	6,866.00
EXCEL LTD, INC.	101-5132-431-3510	Upgrading Street Lighting Electrical Cabinet	6,000.00
VERIZON WIRELESS MESSAGING SER	101-5132-431-6020	IPADS for New Work Order Program	4,512.00
PETER BAKER & SON	101-5132-431-6111	2016 Asphalt Material	10,000.00
NEPTUN LIGHT, INC	101-5132-431-6111	LED Light Retro Kits	10,000.00
MORTON SALT CO	101-5136-431-6511	Road Salt Purchase Per Lake County Bid, Annual Salt Purchase	59,150.00
TRAFFIC CONTROL&PROTECTION INC	101-5137-431-6111	Sign Material	7,000.00
NEPTUN LIGHT, INC	101-5138-431-3510	South Beach Light Fixture Replacement	10,000.00
NEPTUN LIGHT, INC	101-5138-431-6111	Cobra Head Fixtures	5,976.00
NEPTUN LIGHT, INC	101-5138-431-6112	Cobra Head Fixtures	5,976.00
AMERICAN GAS LAMP WORKS, LLC	101-5138-431-6112	Gas Light Material	7,500.00
DEMUTH INC	101-5342-438-3510	Waveland Road Drain Repair	12,500.00
FGM ARCHITECTS ENGINEERS	101-7672-421-3510	Architectural Services for Public Safety Building	32,000.00
GENERAL FUND			297,089.00
H W LOCHNER, INC.	202-0001-439-7692	Lake Woodbine Bridge Project	34,213.00
MOTOR FUEL TAX			34,213.00
MPC COMMUNICATIONS & LIGHTING,	205-7672-421-6610	Fire Tablet Mounting Services	5,610.00
EMERGENCY TELEPHONE FUND			5,610.00
CRAIG BERGMANN LANDSCAPE DESIG	220-5774-452-3510	N. Western Ave Streetscape Project	5,356.00
LANDSCAPE CONCEPTS MANAGEMENT	220-5775-452-3510	67135-Mulch Installation	7,810.00
PLANTE & MORAN, PLLC	220-8065-451-7501	Services for Implementation of Rectrac	13,894.00
VERMONT SYSTEMS, INC	220-8065-451-7501	Software Purchase, Installation	47,873.00
PARKS & RECREATION			74,933.00
BLECK ENGINEERING CO INC	311-0050-413-3511	Survey for McCormick Ravine Area	6,933.00
PETER BAKER & SON	311-0050-417-6711	2016 Street Resurfacing	38,742.00
A LAMP CONCRETE CONTRACTORS, I	311-0050-417-7601	East Train Station Parking Lot	37,513.00
AECOM USA, INC.	311-0050-417-7686	Forest Park Bluff Restoration Feasibility Study	33,400.00
AECOM USA, INC.	311-0050-417-7686	Consulting Services	40,000.00
HANSON PROFESSIONAL SERVICES I	311-0050-417-7689	Telegraph Train Underpass	28,224.00
JOHN KENO AND COMPANY, INC	311-0050-417-7696	Ravine Repairs to McCormick Ravine	7,472.00
GEWALT-HAMILTON ASSOC INC	311-0050-417-7697	Winwood Sanitary Sewer	5,785.00
WISS JANNEY ELSTNER ASSOC	311-0050-417-7699	Phase II Design for the Ferry Hall Bridge	17,757.00
MARION INC	311-0050-419-6715	City Hall Chimney Repointing	9,240.00
ESTATES MARVIN WINDOW CENTER	311-0050-419-6718	Volwiler Window Replacement	9,900.00
DCG ROOFING SOLUTIONS INC	311-0050-419-6718	Lake Forest Parking Garage Canopies	5,623.00
JAMES LA DUKE AND ASSOCIATES	311-0050-419-6719	Exterior Wood Repairs	6,655.00
BRUCE BRUGIONI CONSTRUCTION	311-0050-419-6719	Chimney Repair	19,430.00
DCG ROOFING SOLUTIONS INC	311-0050-419-6731	Lake Forest Parking Garage Canopies	6,320.00
DIVINCI PAINTERS INC	311-0050-419-6731	Bank Lane Parking Garage	11,900.00
WISS JANNEY ELSTNER ASSOC	311-0050-431-6723	Misc. Bridge Repairs	14,650.00
DIVINCI PAINTERS INC	311-0050-431-6723	Prep / Painitng of 6 Bridge Railings at 3 Locations	7,825.00
BRUCE BRUGIONI CONSTRUCTION	311-0050-431-6723	Walden Bridge Repairs	13,668.00
DIVINCI PAINTERS INC	311-0050-431-6723	Steel Superstructure Painting	14,500.00
NEPTUN LIGHT, INC	311-0050-431-6741	LED Square Light Fixtures Throughout Town	6,264.00
T. Y. LIN INTERNATIONAL, INC.	311-0050-431-7909	McClory Bike Path	19,686.00
CHARLES J FIORE COMPANY INC	311-0050-453-6714	Golf Course Landscaping Plans	19,500.00
PASQUESI PLUMBING CORP	311-0060-419-7658	Gorton Theatre Drain	9,880.00
JAMES LA DUKE AND ASSOCIATES	311-0060-419-7658	Elawa Door Replacements	15,150.00
BRUCE BRUGIONI CONSTRUCTION	311-0060-419-7658	Gorton Tuckpointing	9,075.00
GEWALT-HAMILTON ASSOC INC	311-0060-419-7717	Phase III Metra Interior Renovation Project	71,279.00
MAG CONSTRUCTION CO	311-0060-419-7717	East Train Station Interior Improvements	363,418.00
OLSON BROS RECREATIONAL SURFAC	311-0060-452-7605	041717-West Park Tennis Court Maintenance	19,850.00
CAPITAL IMPROVEMENTS FUND			869,639.00

City of Lake Forest
Rollover List

DRAFT
6/19/17 CC - First Reading

JACOB & HEFNER ASSOCIATES, INC	322-2501-499-3535	Laurel Ave Clean-Up Supervision	15,726.00
LAUREL/WESTERN REVELOPMENT			15,726.00
SCIENTIFIC METHODS INC.	501-6071-434-3510	LT2 Cryptosporidium	6,910.00
STRAND ASSOCIATES, INC	501-6071-434-3510	Water Meter Loss Evaluation	6,120.00
STRAND ASSOCIATES, INC	501-6071-434-3510	Water Records Review Audit	8,020.00
JETS ELECTRICAL TESTING & FIEL	501-6071-434-3510	Generator Breaker Testing	11,400.00
MCHENRY ANALYTICAL WATER	501-6071-434-3510	IEPA Required Lab Testing	9,008.00
FLOLO CORPORATION	501-6072-434-3510	Split Case Pump	7,950.00
MIDWEST MOBILE WASHERS, LLC	501-6072-434-3510	Elevated Tank Cleaning	5,850.00
VERIZON WIRELESS MESSAGING SER	501-6072-434-6020	IPADS for New Work Order Program	4,000.00
DI MEO BROS INC	501-6073-433-3510	Fire Hydrant Installation	6,000.00
M. TANZILLO, INC.	501-6073-433-4210	Hauling Spoils	6,010.00
2741 HERKY'S TRUCKING INC	501-6073-433-4210	Excavating	9,460.00
ADS ENVIRONMENTAL SERVICES	501-6078-433-3515	2017 Leak Detection Services	18,592.00
HBK WATER METER SERVICE INC	501-6078-433-3516	Water Metering Testing	16,200.00
DELL MARKETING L.P	501-6078-433-6621	(2) Rugged Tablets, Docking Stations, Table Stands, Desk Docks	5,408.00
VERIZON WIRELESS MESSAGING SER	501-6190-433-6020	IPADS for New Work Order Program	1,000.00
ILLINOIS PUMP INC	501-6191-433-3510	Rebuild 2nd Pump at SW Lift Station	8,768.00
MENONI & MOCOgni INC	501-6191-433-6111	W & S Material April 2016	6,350.00
WATER & SEWER FUND			137,046.00
ARLINGTON POWER EQUIPMENT INC	508-0001-433-7502	Hydraulic Tools & Equip.	14,000.00
STRAND ASSOCIATES, INC	508-0001-434-3510	Water Meter Loss Evaluation	1,300.00
DEMUTH INC	508-0001-434-6757	VT Sanitary Sewer By-Pass Services	6,000.00
ILLINOIS PUMP INC	508-0001-434-6757	Rebuilding Both Pumps at VT Lift Station	19,865.00
DCG ROOFING SOLUTIONS INC	508-0001-434-6757	VT Roof Replacement	10,870.00
BLECK ENGINEERING CO INC	508-0001-441-7501	Southwest Sewer Force Main & Church Road Sanitary	12,000.00
DEMUTH INC	508-0001-441-7501	Force Main Excavation	19,900.00
PASQUESI PLUMBING CORP	508-0001-441-7501	Church Rd San Sewer Replacement	19,990.00
WATER & SEWER CAPITAL IMPROVEMENT FUND			103,925.00
LOHMAN GOLF DESIGNS	510-2501-454-7755	Design Services for Deer Path Golf Course	10,240.00
V3 COMPANIES OF ILLINOIS, LTD	510-2501-454-7755	Engineering Services for Deer Path Golf Course	5,000.00
CAPITAL IMPROVMENTS FOR GOLF COURSE			15,240.00
MCNEILUS TRUCK & MFG CO	601-5901-437-4311	New Floor - Vehicle #184	9,000.00
FLEET			9,000.00
GRAND TOTAL OF ALL FUNDS			1,562,421.00

THE CITY OF LAKE FOREST
Appropriation Ordinance Worksheet

	Expenditures FY2018	Debt Payments	Rollovers	Library	Subtotal	Contingency	Approp Ord
101 General Fund	33,135,562		297,089		33,432,651	3,343,265	36,775,916
120 Flex	8,000				8,000	800	8,800
122 LF Hospital Project	1,919,180				1,919,180	191,918	2,111,098
124 MS Site Project	2,066,315				2,066,315	206,632	2,272,947
Special Revenue Funds							
201 Park & Public Land	445,000				445,000	44,500	489,500
202 MFT	1,300,000		34,213		1,334,213	133,421	1,467,634
205 Emergency Telephone	231,797		5,610		237,407	23,741	261,148
210 Senior Resources	617,377				617,377	61,738	679,115
220 Parks and Recreation (incl Rec Dev)	9,285,864		74,933		9,360,797	936,080	10,296,877
223 Parks Equip Reserve	160,000				160,000	16,000	176,000
224 Special Recreation	465,040				465,040	46,504	511,544
230 Cemetery	825,397				825,397	82,540	907,937
245 Foreign Fire Insurance	185,000				n/a		0
246 Drug Asset Forfeiture	35,000				35,000	3,500	38,500
247 Alcohol Asset Forfeiture	90,000				90,000	9,000	99,000
248 Housing Trust	250,000				250,000	25,000	275,000
Capital Project Funds							
311 Capital Improvement	5,783,947		869,639		6,653,586	665,359	7,318,945
322 Laurel/Western Redevelopment TIF	1,493,150		15,726		1,508,876	150,888	1,659,764
Debt Service Funds							
422 SSA 25 - Knollwood Sewer	70,935	(70,935)			0		0
423 SSA 26 - Waukegan Sewer	20,051	(20,051)			0		0
424 SSA 29 - Saunders Road	144,563	(144,563)			0		0
425 2004B - Storm Sewer	532,430	(532,430)			0	0	0
428 2009 G.O. Bonds - Western Avenue	278,745	(278,745)			0		0
429 2010 G.O. Bonds	627,474	(627,474)			0		0
432 2013 Refunding 2010A	436,513	(436,513)			0		0
433 2015 G.O. Bonds	469,425	(469,425)			0		0
Enterprise Funds							
501 Water & Sewer	7,861,678		137,046		7,998,724	799,872	8,798,596
508 Water and Sewer Capital	7,206,000		103,925		7,309,925	730,993	8,040,918
510 Deerpath Golf Course	2,868,881		15,240		2,884,121	288,412	3,172,533
Internal Service Funds							
601 Fleet	1,844,789		9,000		1,853,789	185,379	2,039,168
605 Liability Insurance	1,267,352				1,267,352	126,735	1,394,087
610 Self Insurance	6,160,000				6,160,000	616,000	6,776,000
Pension/Trust Funds							
701 Fire Pension	2,548,000				2,548,000	254,800	2,802,800
702 Police Pension	2,870,000				2,870,000	287,000	3,157,000
709 Trust Care Funds							
Total All Funds	93,503,465	(2,580,136)	1,562,421	0	92,300,750	9,230,077	101,530,827
Library				4,051,039	4,051,039	405,104	4,456,143
					4,051,039	96,351,789	9,635,181
							105,986,970
SD 67					0		0
Appropriation Ordinance Total							105,986,970

**AN ORDINANCE MAKING APPROPRIATION FOR CORPORATE PURPOSES AND
FOR THE PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST, COUNTY OF
LAKE AND STATE OF ILLINOIS, FOR THE FISCAL YEAR COMMENCING
MAY 1, 2017 AND ENDING APRIL 30, 2018**

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

Section 1: That the following sums, or so much thereof as may be authorized by law, be and the same are hereby appropriated from the respective fund designated in this ordinance for the corporate purposes of The City of Lake Forest and for the objects and purposes stated herein according to departments and other separate agencies, and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, to defray the necessary expenses of the City and its Public Schools for the fiscal year commencing May 1, 2017 and ending April 30, 2018.

GENERAL FUND

<u>General Government</u>	<u>Appropriation</u>
Salaries and Benefits	\$ 2,865,392
Supplies/Other Services and Charges	5,418,375
Capital Equipment	
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	3,343,265
TOTAL GENERAL GOVERNMENT	<u><u>\$ 11,627,032</u></u>
 <u>Law</u>	
Contractual Services	\$ 450,000
TOTAL LAW	<u><u>\$ 450,000</u></u>
 <u>Community Development</u>	
Salaries and Benefits	\$ 1,640,145
Supplies/Other Services and Charges	174,987
Capital Equipment	-
TOTAL COMMUNITY DEVELOPMENT	<u><u>\$ 1,815,132</u></u>
 <u>Public Works Administration</u>	
Salaries and Benefits	\$ 409,030
Supplies/Other Services and Charges	87,307
TOTAL PUBLIC WORKS ADMINISTRATION	<u><u>\$ 496,337</u></u>
 <u>Public Buildings</u>	
<u>Building Maintenance</u>	
Salaries and Benefits	\$ 899,970
Supplies/Other Services and Charges	731,224
TOTAL PUBLIC BUILDINGS	<u><u>\$ 1,631,194</u></u>

	<u>Appropriation</u>
<u>Streets</u>	
Salaries and Benefits	\$ 1,048,074
Supplies/ Other Service and Charges	823,439
TOTAL STREETS	\$ 1,871,513
<u>Sanitation</u>	
Salaries and Benefits	\$ 1,279,489
Supplies/ Other Service and Charges	1,043,055
TOTAL SANITATION	\$ 2,322,544
<u>Storm Sewers</u>	
Salaries and Benefits	\$ 132,372
Supplies/ Other Service and Charges	49,168
TOTAL STORM SEWERS	\$ 181,540
<u>Engineering</u>	
Salaries and Benefits	\$ 573,407
Supplies/ Other Service and Charges	104,729
TOTAL ENGINEERING	\$ 678,136
<u>Fire</u>	
<u>Administration</u>	
Salaries and Benefits	\$ 4,510,163
Supplies/ Other Service and Charges	1,646,430
Sub-Total	\$ 6,156,593
<u>Emergency Medical Services</u>	
Supplies/ Other Service and Charges	\$ 35,550
Sub-Total	\$ 35,550
<u>Fire Suppression</u>	
Supplies/ Other Service and Charges	\$ 108,000
Sub-Total	\$ 108,000
TOTAL FIRE	\$ 6,300,143
<u>Police</u>	
Salaries and Benefits	\$ 6,199,861
Supplies/ Other Service and Charges	3,202,484
TOTAL POLICE	\$ 9,402,345
TOTAL AMOUNT APPROPRIATED FROM THE GENERAL FUND	\$ 36,775,916

	<u>Appropriation</u>
<u>Flex Fund</u>	
Supplies/Other Services and Charges	\$ 8,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	800
TOTAL AMOUNT APPROPRIATED FROM Flex Fund	\$ 8,800
<u>Lake Forest Hospital Project</u>	
Supplies/Other Services and Charges	\$ 1,919,180
Contingency to meet expenses of emergencies and expenses not otherwise provided for	191,918
TOTAL AMOUNT APPROPRIATED FROM Lake Forest Hospital Project Fund	\$ 2,111,098
<u>MS Site Project</u>	
Supplies/Other Services and Charges	\$ 2,066,315
Contingency to meet expenses of emergencies and expenses not otherwise provided for	206,632
TOTAL AMOUNT APPROPRIATED FROM Lake Forest Hospital Project Fund	\$ 2,272,947
<u>PARK AND PUBLIC LAND FUND</u>	
Park Improvements	\$ 445,000
Contingency to meet expenses for emergencies and expenses not otherwise provided for	44,500
TOTAL AMOUNT APPROPRIATED FROM THE PARK AND PUBLIC LAND FUND	\$ 489,500
<u>MOTOR FUEL TAX FUND</u>	
Capital Improvements	\$ 1,334,213
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	133,421
TOTAL AMOUNT APPROPRIATED FROM THE MOTOR FUEL TAX FUND	\$ 1,467,634
<u>EMERGENCY TELEPHONE FUND</u>	
<u>Police</u>	
Salaries and Benefits	\$ -
Supplies/ Other Service and Charges	237,407
Capital Equipment	-
Contingency to meet expenses for emergencies and expenses not otherwise provided for	23,741
TOTAL POLICE	\$ 261,148
TOTAL AMOUNT APPROPRIATED FROM THE EMERGENCY TELEPHONE FUND	\$ 261,148

Appropriation

SENIOR RESOURCES COMMISSION FUND

Salaries and Benefits	\$	372,898
Supplies/Other Services and Charges		244,479
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		61,738
TOTAL AMOUNT APPROPRIATED FROM THE		
SENIOR RESOURCES COMMISSION FUND	\$	679,115

PARKS AND RECREATION FUND

Recreation

Recreation Programs

Salaries and Benefits	\$	3,388,915
Supplies/ Other Service and Charges		2,308,966
Capital Equipment		-
Sub-Total	\$	5,697,881

Parks Equipment Reserve		160,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for		952,080

TOTAL RECREATION SECTION	\$	6,809,961
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Parks and Forestry

Administration

Salaries and Benefits	\$	2,382,225
Supplies/ Other Service and Charges		647,641
Capital Equipment		150,000
Sub-Total	\$	3,179,866

Grounds Maintenance

Supplies/ Other Service and Charges	\$	299,800
Sub-Total	\$	299,800

Athletic Field Plg/Tennis

Supplies/ Other Service and Charges	\$	70,000
Sub-Total	\$	70,000

Lakefront Facilities

Supplies/ Other Service and Charges	\$	30,000
Capital Equipment		-
Sub-Total	\$	30,000

Tree Trimming

Supplies/ Other Service and Charges	\$	37,250
Sub-Total	\$	37,250

	<u>Appropriation</u>
<u>Tree Removal</u>	
Supplies/ Other Service and Charges	\$ 16,500
Sub-Total	<u>\$ 16,500</u>
<u>Insect & Disease</u>	
Supplies/ Other Service and Charges	\$ 19,000
Sub-Total	<u>\$ 19,000</u>
<u>Tree & Shrub Planting/Care</u>	
Supplies/ Other Service and Charges	\$ 10,500
Sub-Total	<u>\$ 10,500</u>
TOTAL PARKS AND FORESTRY SECTION	<u><u>\$ 3,662,916</u></u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	<u><u>\$ 10,472,877</u></u>
 <u>SPECIAL RECREATION FUND</u>	
Salaries and Benefits	\$ 38,551
Supplies/Other Services and Charges	280,439
Capital Improvements	146,050
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	<u>46,504</u>
TOTAL AMOUNT APPROPRIATED FROM THE SPECIAL RECREATION FUND	<u><u>\$ 511,544</u></u>
 <u>CEMETERY COMMISSION FUND</u>	
Salaries and Benefits	\$ 404,404
Supplies/Other Services and Charges	210,993
Capital Improvements	210,000
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	<u>82,540</u>
TOTAL AMOUNT APPROPRIATED FROM THE CEMETERY COMMISSION FUND	<u><u>\$ 907,937</u></u>
 <u>PUBLIC LIBRARY FUND</u>	
<u>Library Services</u>	
Salaries and Benefits	\$ 2,625,653
Supplies/Other Services and Charges	1,060,386
Building Maintenance - Supplies/Other Services and Charges	\$ 185,000
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	<u>405,104</u>
Sub-Total	<u>\$ 4,276,143</u>
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	<u>Appropriation</u>
Capital Equipment	\$ 80,000
Capital Improvements	100,000
Sub-Total	<u>\$ 180,000</u>
TOTAL AMOUNT APPROPRIATED FROM THE PUBLIC LIBRARY FUND	<u>\$ 4,456,143</u>
 <u>DRUG ASSET FORFEITURE FUND</u>	
Supplies/Other Services and Charges	\$ 35,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	3,500
TOTAL AMOUNT APPROPRIATED FROM DRUG ASSET FORFEITURE FUND	<u>\$ 38,500</u>
 <u>ALCOHOL ASSET FORFEITURE FUND</u>	
Supplies/Other Services and Charges	\$ 90,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	9,000
TOTAL AMOUNT APPROPRIATED FROM ALCOHOL ASSET FORFEITURE FUND	<u>\$ 99,000</u>
 <u>HOUSING TRUST FUND</u>	
Supplies/Other Services and Charges	\$ 250,000
Capital Improvements	-
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	25,000
TOTAL AMOUNT APPROPRIATED FROM THE HOUSING TRUST FUND	<u>\$ 275,000</u>
 <u>CAPITAL IMPROVEMENTS FUND</u>	
Salaries and Benefits	\$ -
Supplies/Other Services and Charges	6,180
Capital Equipment	547,730
Capital Improvements	6,099,676
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	665,359
TOTAL AMOUNT APPROPRIATED FROM THE CAPITAL IMPROVEMENTS FUND	<u>\$ 7,318,945</u>
 <u>Laurel/Western Redevelopment</u>	
Supplies/Other Services and Charges	293,150
Capital Improvements	\$ 1,215,726
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	150,888
TOTAL AMOUNT APPROPRIATED FROM THE RT 60 INTERSECTION FUND	<u>\$ 1,659,764</u>

		<u>Appropriation</u>
<u>2011B Bond Storm Sewer</u>		
Debt retirement	\$	-
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		-
TOTAL AMOUNT APPROPRIATED FROM THE 2011B BOND STORM SEWER FUND	\$	-
<u>WATER AND SEWER FUND</u>		
<u>General Government</u>		
Salaries and Benefits	\$	239,013
Supplies/Other Services and Charges		2,016,868
Debt retirement		2,215,390
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		799,872
TOTAL GENERAL GOVERNMENT	\$	5,271,143
<u>Public Works</u>		
Salaries and Benefits	\$	2,048,637
Supplies/Other Services and Charges		1,478,816
TOTAL PUBLIC WORKS ADMINISTRATION	\$	3,527,453
TOTAL AMOUNT APPROPRIATED FROM THE WATER AND SEWER FUND	\$	8,798,596
<u>WATER AND SEWER CAPITAL FUND</u>		
Capital Equipment	\$	-
Capital Improvements		7,309,925
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		730,993
TOTAL AMOUNT APPROPRIATED FROM THE WATER AND SEWER CAPITAL FUND	\$	8,040,918
<u>DEERPATH GOLF COURSE FUND</u>		
<u>Administration</u>		
Salaries and Benefits	\$	480,264
Supplies/Other Services and Charges		438,340
Capital Equipment		-
Capital Improvements		1,115,240
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		288,412
TOTAL ADMINISTRATION	\$	2,322,256
<u>Course Maintenance</u>		
Salaries and Benefits	\$	-
Supplies/Other Services and Charges		156,297
TOTAL COURSE MAINTENANCE	\$	156,297

	<u>Appropriation</u>
<u>Clubhouse</u>	
Salaries and Benefits	\$ 141,729
Supplies/Other Services and Charges	552,251
TOTAL CLUBHOUSE	<u><u>\$ 693,980</u></u>
TOTAL AMOUNT APPROPRIATED FROM THE DEERPATH GOLF COURSE FUND	<u><u>\$ 3,172,533</u></u>
 <u>FLEET FUND</u>	
Salaries and Benefits	\$ 763,275
Supplies/Other Services and Charges	1,090,514
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	185,379
TOTAL AMOUNT APPROPRIATED FROM THE FLEET FUND	<u><u>\$ 2,039,168</u></u>
 <u>LIABILITY INSURANCE FUND</u>	
Supplies/Other Services and Charges	\$ 1,267,352
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	126,735
TOTAL AMOUNT APPROPRIATED FROM THE LIABILITY INSURANCE FUND	<u><u>\$ 1,394,087</u></u>
 <u>SELF INSURANCE FUND</u>	
Supplies/Other Services and Charges	\$ 6,160,000
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	616,000
TOTAL AMOUNT APPROPRIATED FROM THE SELF INSURANCE FUND	<u><u>\$ 6,776,000</u></u>
 <u>FIREFIGHTERS' PENSION FUND</u>	
Other Services and Charges	\$ 2,548,000
Contingency to meet expenses for emergencies and expenses not otherwise provided for	254,800
TOTAL AMOUNT APPROPRIATED FROM THE FIREFIGHTERS' PENSION FUND	<u><u>\$ 2,802,800</u></u>
 <u>POLICE PENSION FUND</u>	
Other Services and Charges	\$ 2,870,000
Contingency to meet expenses for emergencies and expenses not otherwise provided for	287,000
TOTAL AMOUNT APPROPRIATED FROM THE POLICE PENSION FUND	<u><u>\$ 3,157,000</u></u>

Public Schools THE CITY OF LAKE FOREST

Not available until second reading of the ordinance

School District No. 67

From the Education Fund	\$	-
From the Operations, Building and Maintenance Fund		-
From the Capital Projects Fund		-
From the Illinois Municipal Retirement/Social Security Fund		-
From the Working Cash Fund		-
From the Transportation Fund		-

**TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS
OF THE CITY OF LAKE FOREST (School District No. 67)**

	\$	-
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Summary of the Amounts Appropriated From the Several Funds

<u>Fund</u>	<u>Appropriation</u>
General	\$ 36,775,916
Flex	8,800
Lake Forest Hospital Project	2,111,098
MS Site Project	2,272,947
Park and Public Land	489,500
Motor Fuel Tax	1,467,634
Emergency Telephone	261,148
Senior Resources Commission	679,115
Parks and Recreation	10,472,877
Special Recreation	511,544
Cemetery Commission	907,937
Public Library	4,456,143
Drug Asset Forfeiture	38,500
Alcohol Asset Forfeiture	99,000
Affordable Housing	275,000
Capital Improvements	7,318,945
Laurel/Western Redevelopment	1,659,764
2011B Bond Storm Sewer	-
Water and Sewer	8,798,596
Water and Sewer Capital Fund	8,040,918
Deerpath Golf Course	3,172,533
Fleet	2,039,168
Liability Insurance	1,394,087
Self Insurance	6,776,000
Firefighters' Pension	2,802,800
Police Pension	3,157,000
Sub-Total	<u>\$ 105,986,970</u>

The City of Lake Forest School District No. 67**Not available until second reading of the ordinance**

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

GRAND TOTAL	<u>\$ 105,986,970</u>
--------------------	------------------------------

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

Section 3: That the funds derived from sources other than the 2016 tax levy and other revenue pledged for specific purposes may be allotted by the Mayor and City Council to such appropriations and in such amounts respectively, as said Corporate Authorities may determine within the limits of said appropriations, respectively, insofar as doing same does not conflict with the law.

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

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

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

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

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

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

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

PASSED THIS ____ day of _____, 2017

APPROVED THIS ____ day of _____, 2017

ATTEST:

City Clerk

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

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, June 5, 2017
City Council Meeting - City Council Chambers, 6:30pm

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

Present: Honorable Mayor Lansing, Alderman Newman, Alderman Rummel, Alderman Tack, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

Absent: Alderman Beidler and Alderman Morris.

Also present were: Robert Kiely Jr., City Manager; Catherine Czerniak, Director of Community Development, Elizabeth Holleb, Director of Finance; Victor Filippini, City Attorney; Susan Banks, Communications Manager; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Pete Siebert, Fire Chief; Mike Strong, Assistant to the City Manager along with other members of City Staff.

There were approximately 30 persons present in the Council Chambers.

CALL TO ORDER AND ROLL CALL 6:30 pm

PLEDGE OF ALLEGIANCE was recited by all those present in the Chamber.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

**A. CROYA- Maddy Moore, Scholarship Winner
-“Spirit of CROYA” Margot Martino Essay Contest**

Mayor Lansing introduced CROYA Manager, Todd Nahigian who provided CROYA background, stating that there are over 300 programs annually and this year alone, 9-10,000 contacts have been made with the youth of Lake Forest and Lake Bluff. He introduced Maddy Moore, who read her winning essay to the Council. Mayor Lansing thanked her for her encouraging words for the excellent City program.

B. Consideration of an Ordinance Amending Section 32.083 of the City Code, Housing Trust Fund Board. (Waive first reading and grant final approval)

Mayor Lansing reported that the City Council is being asked to amend the current code to adjust the membership of the Housing Trust Fund Board established in 2011 from seven to three. The HTFB acts as an advisory body to the City Council on matters relating to diversity in housing in the community. Unlike other City boards and commissions, the HTFB does not focus on individual petitions but instead, focuses primarily on policy, programs and on making recommendations to the City Council on expenditures of funds from the City's Housing Trust Fund.

In the past, the seven member HTFB included representatives from local institutions such as the College, the Hospital and the Senior Resources Commission and at times, the diversity of interests of the group limited its effectiveness and responsiveness. Mayor Lansing reported that as a result, in recent years, the Board has been inactive. Given the upcoming significant contribution that will be made to the Housing Trust Fund by the developer of the Laurel and Western Avenues site, Mayor Lansing determined that re-activating the HTFB is appropriate and that by reducing the membership, the Board will be positioned to respond

efficiently and effectively to opportunities that arise. When appropriate, the HTFB will bring in representatives from various community institutions to explore partnership opportunities. Mayor Lansing reported that after the HTFB has a chance to meet and establish short term goals and a work plan, an update will be provided to the City Council.

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

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance amending Section 32.083, Housing Trust Fund Board.

Alderman Reisenberg made a motion to waive first reading and grant final approval of the Ordinance amending Section 32.083, Housing Trust Fund Board, seconded by Alderman Newman. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

Based on the amendment to the City Code, Mayor Lansing made the following appointments.

C. 2017-2018 Board & Commission Appointments/Reappointments

HOUSING TRUST FUND BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	TERM
Donald Schoenheider	Appoint as Chairman	2
Charles King	Appoint	2
Chris Baker	Appoint	1

COUNCIL ACTION: Approve the Mayor's Appointments

Alderman Buschmann made a motion to approve the Mayor's appointments, seconded by Alderman Newman. Motion carried unanimously by voice vote.

Mayor Lansing stated there is an issue in Ward 2 regarding powerlines behind the houses, and he will be referring this issue to the Public Works Committee.

COMMENTS BY CITY MANAGER

A. Update on Fort Sheridan Forest Preserve Enhancement Project

- Ty Kovach, Executive Director, Lake County Forest Preserve District

City Manager Robert Kiely reported that the City of Lake Forest has a rich tradition of working with the Lake County Forest Preserve. He introduced the President and Treasurer, Ann Maine and Mike Rummel. They reviewed work being done on the Everett Road Trail, the Middlefork Bridge, access to the Des Plaines River Trail and how to access and use the preserve areas. The City Council had discussion on the work at Ft. Sheridan and the continuing work with the "GLFR" project happening at the lakefront and ravines at Ft. Sheridan.

B. Tick Talk

- Sally Swarthout, Director of Parks, Recreation and Forestry

City Manager Robert Kiely introduced Sally Swarthout, Director of Parks, Recreation and Forestry. Ms. Swarthout gave an overview presentation about ticks, tick season, prevention and steps to take after a bite.

She also reported that the McCormick Day Camp will move to Northcroft Park due to a large tick population in the ravines and woods at McCormick Day Camp.

The City Council had discussion on moving the Camp. John Sentell, President of Open Lands, agreed that the spike in the tick population is due to a “blip” in nature and that we will hopefully see numbers return back to normal next summer.

COMMENTS BY CITY CCOUNCIL MEMBERS

Mayor Lansing reported that the next item was the result of negotiations vetted at the PCA meeting held earlier in the day. He introduced DeSha Kalmar.

PERSONNEL COMPENSATION AND ADMINISTRATION COMMITTEE

1. Approval of Metropolitan Alliance of Police (MAP) Collective Bargaining Agreement between the City and the Lake Forest Police Officers

DeSha Kalmar, Director of Human Resources, gave an overview of the contract that was approved by the PCA Committee, highlighting parts of the contract that reflect the general range increases of 1% for Steps 1-6 and 2.5% for Step 7. Additionally, she reported that should the State reduce the City’s LGDF, the annual salary adjustments will be reduced as follows:

Amount of LGDF Reduction	Salary Reduction
1-5% LGDF Reduction	0.2%
6-10% LGDF Reduction	0.4%
Over 10% LGDF Reduction	0.6%

Further, if the State of Illinois legislature freezes local property taxes at any time during the contract period, the City has the right to reopen the wage section only for the fiscal year or years affected by the property tax freeze.

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

COUNCIL ACTION: Approval of Metropolitan Alliance of Police (MAP) Collective Bargaining Agreement between the City and the Lake Forest Police Officers for the period May 1, 2017 through April 30, 2021.

Alderman Moreno made a motion for approval of Metropolitan Alliance of Police (MAP) Collective Bargaining Agreement between the City and the Lake Forest Police Officers for the period May 1, 2017 through April 30, 2021, seconded by Alderman Reisenberg. The following voted “Aye”: Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted “Nay”: None. 6- Ayes, 0 Nays, motion carried.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS

Dan Seabald, 560 Ivy Ct, Lake Forest offered his opinion to the City Council on moving the Board & Commission meetings and Omnibus agenda item relating to 145 S. Green Bay Road. (Item #7).

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the May 15, 2017 City Council Meeting Minutes
2. Check Register for the period of April 22- May 26, 2017

3. **Resolution of Appreciation for retiring employee Robert O. Martinelli**
4. **Consideration and Approval of the Prevailing Wage Resolution**
5. **Approval of Benefit Consulting Services to be provided in Fiscal Year 2017 by Wright Benefit Strategies**
6. **Consideration of a Recommendation from the Plan Commission in Support of a Plat of Condominium for a Duplex at 1439 and 1441 N. McKinley Road. (Approval by Motion)**
7. **Consideration of Ordinances Approving Recommendations from the Building Review Board (First Reading and if Desired by the City Council, Final Approval)**

COUNCIL ACTION: Approval of the Seven (7) Omnibus items as presented

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Item #7 was removed. Alderman Reisenberg noted that the property at 20 N. Western Ave. has been in disrepair and an eyesore for years and for the past year the site has been stalled in construction. He believes the best course of action would be to demolish the house and start over, recognizing that as long as the applicable building codes are met, the owner has the right to continue. He asked that Staff insure that the property is restored to a state that is compatible with the rest of the neighborhood, that construction plans or structural information is submitted to the City as soon as possible to expedite any further plan reviews that may be necessary, and to ensure all work complies with the approved plans and codes, monitor the site and to not issue additional permits until approved work is completed. Catherine Czerniak, Director of Community Development, gave a detailed history to the City Council starting with the Building Review Board's experience with the property and the steps needed to bring the project to completion.

The City Council had discussion on timelines, drainage and monitoring the plans for consistency with work performed. City Attorney Victor Filippini stated that an amendment to the minutes relating to the Bond Counsel item is recommended. Mayor Lansing asked for a motion to approve the Six Omnibus items as presented.

Alderman Moreno made a motion to approve the six Omnibus items as presented, seconded by Alderman Rummel. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

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

OMNIBUS ITEM REMOVED:

Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)

(Item #7-) Catherine Czerniak, Director of Community Development gave a detailed overview of the Building Review Board recommended approval of alterations and an addition to the north wing of the Lake Forest Country Day School and the Performing Arts Center. She reported this is the second phase of a larger project which was previously approved by the Board and City Council. The first phase of the project involved an entrance addition and upgrades to the south wing, the Athletic Center. The Lake Forest Preservation Foundation presented testimony in support of the project.

The City Council had discussion on the project and the greenhouse.

Mayor Lansing asked if there was anyone from the public who wanted to comment on the item. Seeing none, Mayor Lansing asked for a motion.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances in accordance with the Building Review Board's recommendations.

Alderman Reisenberg made a motion to waive first reading and grant final approval of the Ordinances in accordance with the Building Review Board's recommendations, seconded by Alderman Moreno. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

ORDINANCES

1. Consideration of an Ordinance Authorizing the Elawa Farm Centennial Celebration. (First Reading, and if desired by the City Council, Final Approval)

Mike Strong, Assistant to the City Manager, asked the Council for consideration of an Ordinance authorizing the Elawa Farm Centennial Celebration on Saturday, September 9, 2017.

On May 15, 2017, the Elawa Farm Foundation made a request to the City Council to authorize an exception from the Special Use Permit that would permit them to host up to 300 patrons for a Centennial Celebration that is planned to take place on Saturday, September 9, 2017, from 6:00 p.m. to 11:00 p.m.

Mr. Strong reported the City Council indicated that it was generally in favor of granting an exception for the event. In addition to the feedback provided by the City Council, the Middlefork Homeowners Association has requested that all other conditions within the SUP be strictly enforced, including the provisions to disallow street parking, and ensure noise level adherence for any amplified music during the event.

Since the development of the Ordinance, the City has received subsequent correspondence from the Foundation indicating an interest in having amplified music for the event due to a recent wedding cancellation. Should the City Council be in favor of granting this request, a modification to the Ordinance is recommended.

The City Council had discussion on amplified music and the Homeowners Association's knowledge of it. City Attorney Victor Filippini offered the Council an amendment to the current Ordinance due to time consideration to add language to the Ordinance requiring a subsequent Resolution allowing amplified music once the Homeowners Association has been notified of the change.

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

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading, and grant final approval of an Ordinance Authorizing the Elawa Farm Centennial Celebration

Alderman Buschmann made a motion to waive first reading and grant final approval of the Ordinance with the Attorneys edits authorizing the Elawa Farm Centennial Celebration, seconded by Alderman Moreno. The following voted "Aye": Aldermen Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 6- Ayes, 0 Nays, motion carried.

NEW BUSINESS

1. Discussion on City's Communication Program and future modifications and/ or expansions.

Robert Kiely, City Manager introduced Susan Banks, Communications Manager. She gave an overview of traditional methods and social media platforms that the City is using to communicate with its residents and how each department in the City uses each one differently. They include the City's website, FaceBook, Twitter, YouTube, Constant Contact E-News, CodeRed Emergency Notification, Household/Business Mailings the quarterly Dialogue, Print Media, Email, Phone and in Person either at a facility or a scheduled meeting. Ms. Banks reported according to the 2016 Resident survey 52% of residents obtain information about the City from the Dialogue, 46% from the City's website, 45% from local newspapers, 22% from online media publications and 31% from E-News (including emergency notifications). The City is not using Instagram, Vimeo and Snapchat for news. However, the City does have a LinkedIn account for internal use by HR.

The City Council had lengthy discussion on residents' options of opting in and out of certain platforms, subscriptions and the varied options that go with them, the City's privacy policy, who issues the CodeRed for emergencies, subscription vs. "pushed" information, Ward specific newsletters and the number of staff needed to create them, the number of people reached using the City's current methods, new digital platforms that determines what is being used, and the maintenance of information that is made available. The City Manager reported that as our residents change, the need for how they find or get information may also be changing. Consideration has to be given to possible future options regarding cost vs. value.

This item was for discussion purposes only.

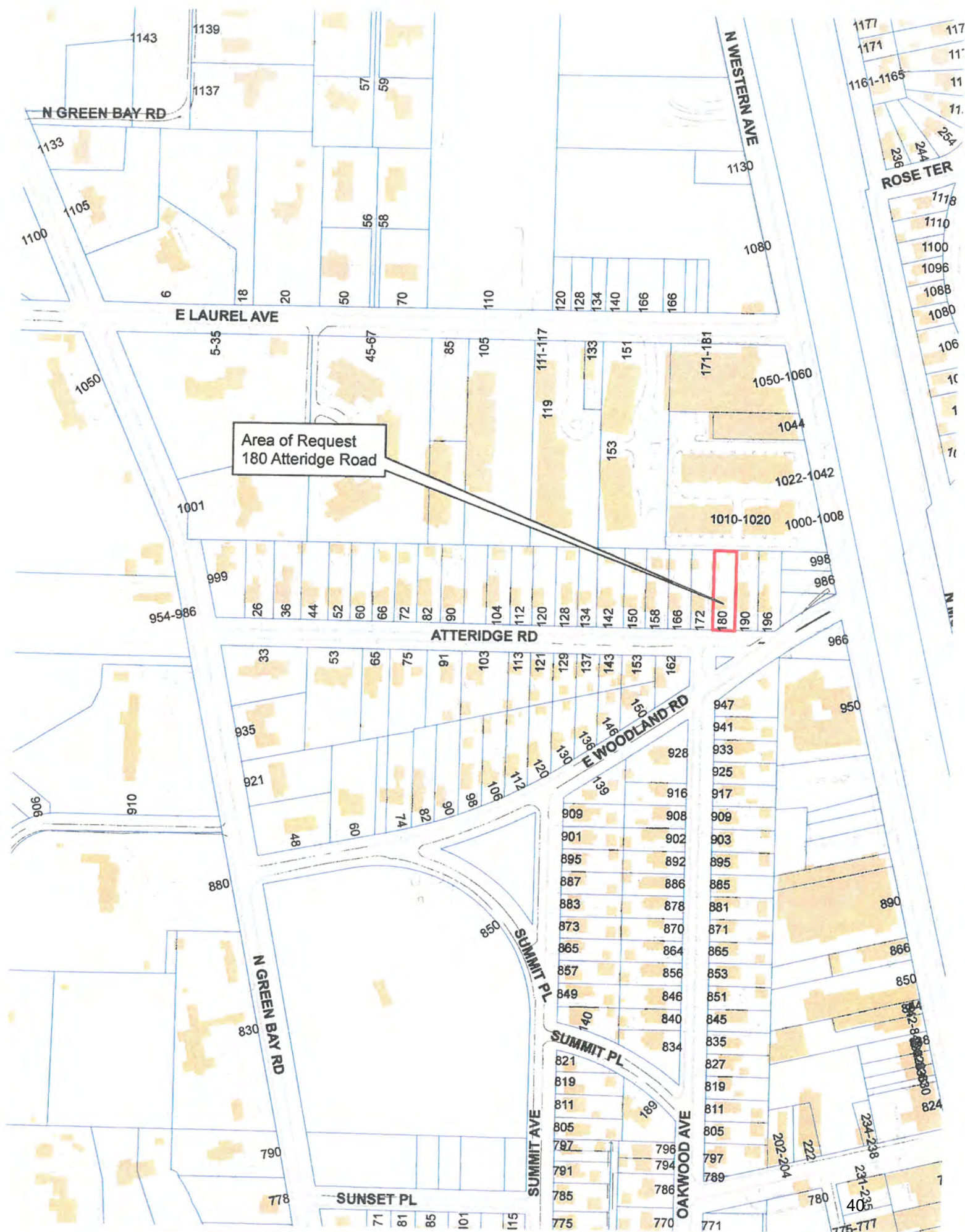
ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

ADJOURNMENT

There being no further business. Alderman Rummel made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:17p.m.

Respectfully Submitted
Margaret Boyer

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



THE CITY OF LAKE FOREST

ORDINANCE NO. 2017-__

AN ORDINANCE GRANTING VARIANCES FROM THE SIDE YARD SETBACK
REQUIREMENTS FOR PROPERTY LOCATED AT 180 ATTERIDGE ROAD

WHEREAS, Michael and Sarah Metzger ("**Owners**") are the owners of that certain real property commonly known as 180 Atteridge Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

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

WHEREAS, the Owners desire to construct improvements, including alterations to the roof form and replacement and expansion of a covered front porch ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") requesting approval of a variance from Section 159.085, R-1, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the side yard setback areas; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on May 30, 2017; and

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

1. The requested side yard setback variances will not alter the essential character of the neighborhood. The roof form modifications and replacement front porch are compatible with the existing residence and surrounding neighborhood.
2. The conditions upon which the variances are requested, including construction of the house prior to the current zoning regulations and the original siting of the house within the zoning setbacks as required today, are generally unique to this neighborhood and to this property and are not generally applicable to other properties in the same zoning district throughout the City.
3. The existing structure does not conform to the current 10-foot side yard setback on either side. The hardship in conforming to the required setbacks

is a result of the original construction of the structure prior to adoption of the current setback regulations.

4. The variance and the resulting addition will not impair light or ventilation to adjacent properties, increase congestion, endanger public safety, or diminish property values. The proposed alterations are intended to upgrade the home by eliminating water leaks, providing a covered front porch and improve upon the aesthetics.
5. Approval of the variances are based on the one story massing and open nature of the front porch.

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

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

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

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

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

SECTION THREE: Zoning Setback Variance Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variances to allow the construction of the Improvements, as fully depicted on the Plans, partially within the side yard setback and no closer than 6.5 feet to the west property line and no closer than 9 feet to the east property line.

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

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property.

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

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

- G. Other conditions. The front porch shall remain open and remain a single story element. The improvements shall be substantially in conformance with the Board's deliberations.

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

PASSED THIS __ DAY OF _____, 2017.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2017.

Mayor

ATTEST:

City Clerk

plat of survey

Lot 3 in Green Bay Addition according to the plat thereof recorded as Document No. 114199 on October 14, 1907, in the south west 1/4 of Section 28, Township 44 North, Range 12 East of the 3rd Principal Meridian, City of Lake Forest, Lake County, Illinois

for
Ms. Joanne L. DeYoung
180 Atteridge Road
Lake Forest, Illinois, 60045

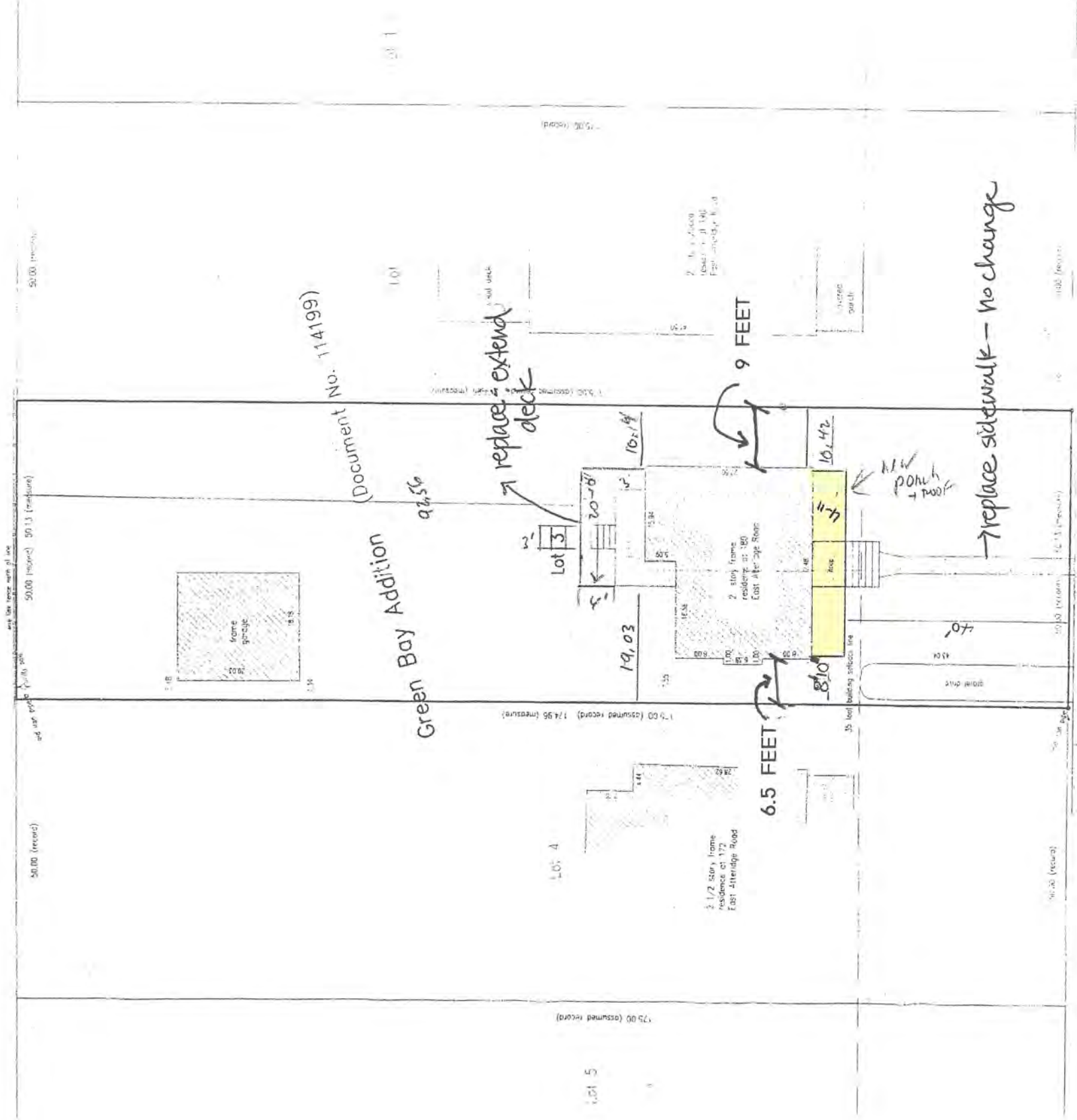
Scale: 1 inch = 10 feet
2. dimensions hereon shown unless it is otherwise noted are given in feet and decimal parts thereof.
Copyright 2003, Lake County Land Survey Company, all rights reserved.

from the office of
Lake County Land Survey Company
Surveyors and Engineers
Suite 21
910 West Sherwood Drive
Lake Bluff, Illinois, 60044
(847) 234-8329



Western Addition to Lake Forest filed on January 27, 1859

Lot 2



State of Illinois
County of Lake

In State of Lake County, Lake Survey Company, Inc., we as above
mentioned Land Surveyors and Engineers, do hereby certify that the
above plat of the property described in the caption of this plat and that the
same is a correct representation of said survey.

Dated at Lake Bluff, Illinois, this 28th day of March, 2003.

Lake County Land Survey Company, Inc.

Its President of said Company and an
Illinois Professional Land Surveyor No. 3016

Its Treasurer of said Company

Atteridge Road

RECEIVE

JUN - 8 2017

BY:

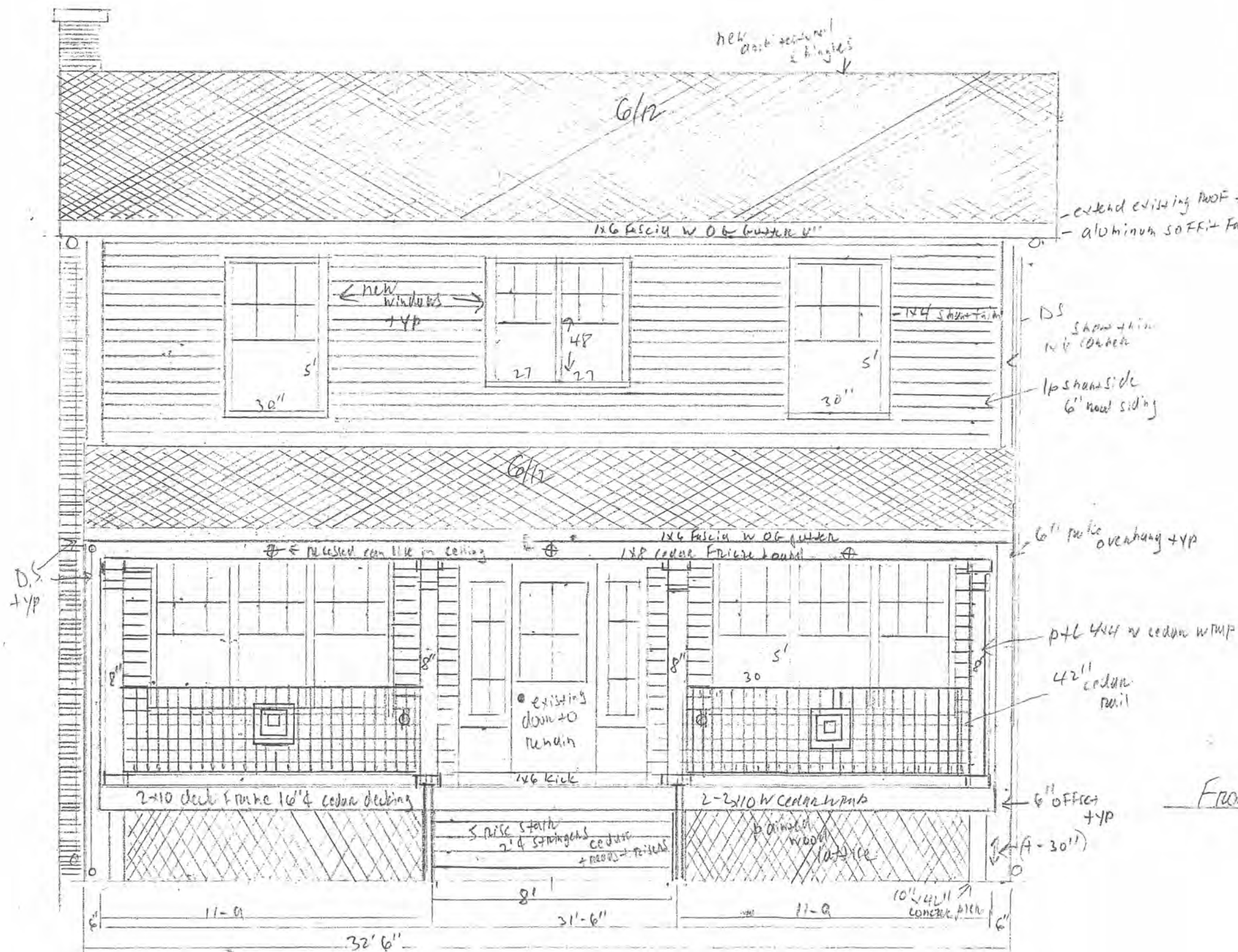
GROUP EXHIBIT B

The Plans

The Plans

140-22

- extend existing roof to common fascia line, sister and rafters to match 13/12 pitch
- aluminum soffit fascia, gutters, downspouts, porch ceiling



Metzger

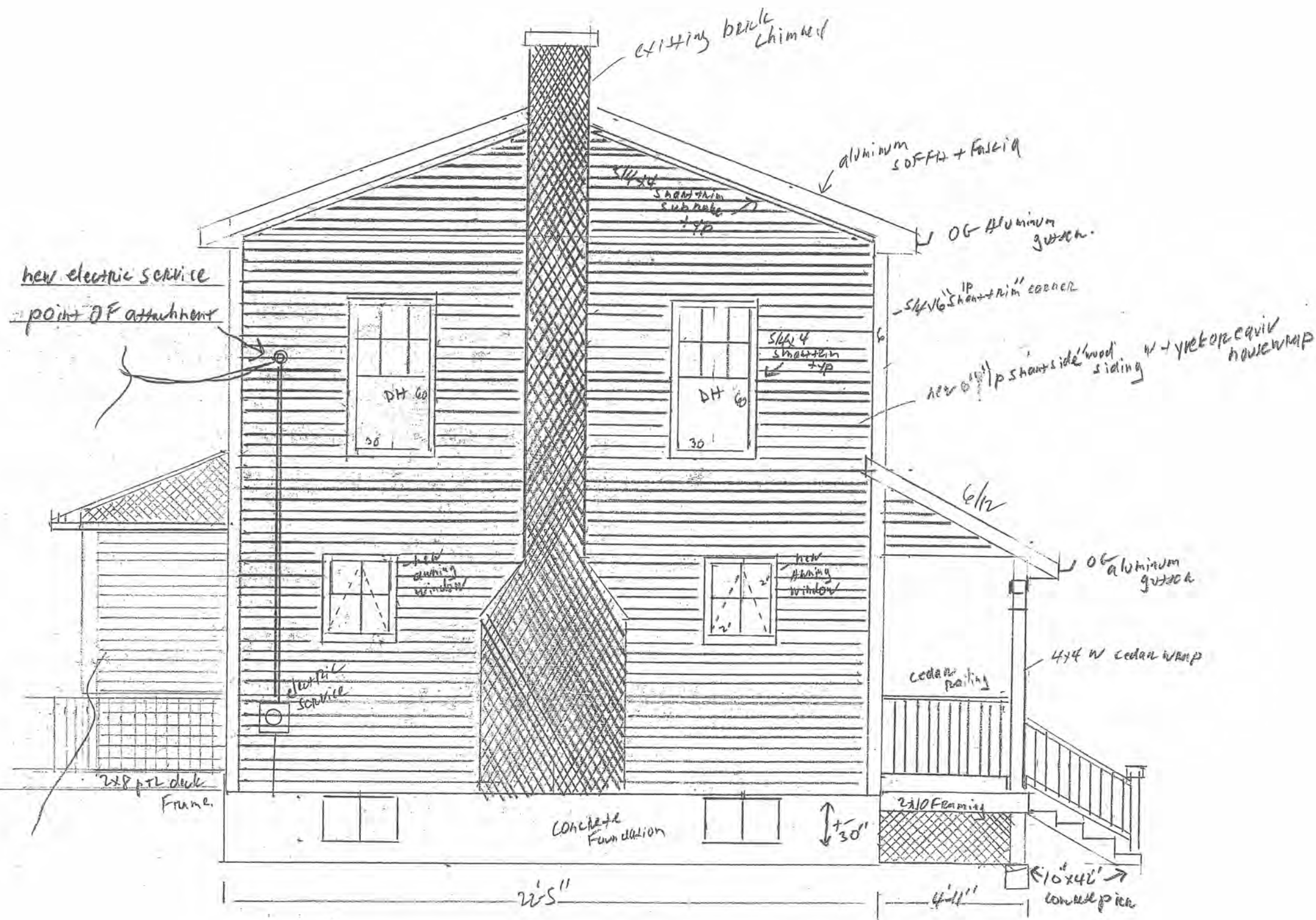
180 Atteridge

lake Forest, IL

Front Elevation $V_{d'}' = 1'$

JMD 6/6/11

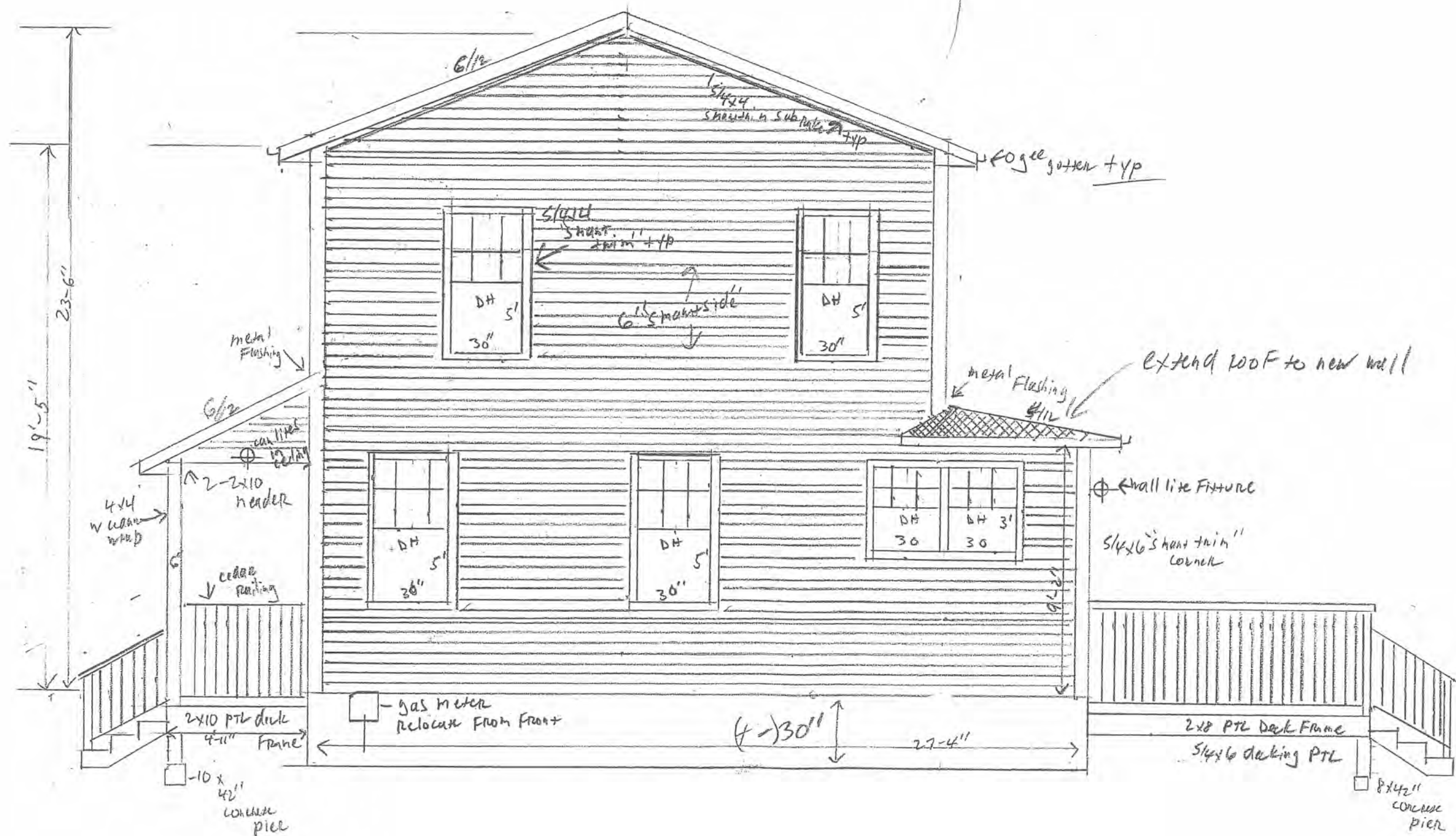
6/6/17
RECEIVED
JUN - 7 2017
BY:



Metzger
180 Atteridge Lake Forest Ill.
left elevation
1/4" = 1'-0

The Plans

Metzger
Right elevation
1/4-1-0



THE CITY OF LAKE FOREST

RESOLUTION NO. 17-____

A RESOLUTION CLARIFYING CONDITIONS RELATING
TO THE ELAWA FARM CENTENNIAL CELEBRATION

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

WHEREAS, the City is the owner of a certain tract of land commonly referred to as "**Elawa Farm**"; and

WHEREAS, Elawa Farm is located in the City's R-5 Zoning District, which is primarily for use as detached single-family residences; and

WHEREAS, because Elawa Farm represented an historically significant example of a 20th Century "Gentleman's Farm," the City desired to use Elawa Farm for classes, tours, programs, and special events for public use that preserved historic elements of Elawa Farm (the "**Elawa Uses**"), which uses (and conditions relating to such uses) have been set forth in a special use permit governing the operations at Elawa Farm (the "**SUP Ordinance**"); and

WHEREAS, in 2014 the City entered into an Operating Agreement with the Elawa Foundation, an Illinois not-for-profit corporation (the "**Foundation**"), and under the Operating Agreement the Foundation manages the day-to-day operations and activities of Elawa Farm subject to the SUP Ordinance; and

WHEREAS, in recognition of the 100th anniversary of Elawa Farm, the Foundation has proposed to conduct a special event at Elawa Farm (the "**Centennial Celebration**") that would not comply fully with the terms of the SUP Ordinance; and

WHEREAS, the City Council has adopted Ordinance No. 2017-36, being "An Ordinance Authorizing the Elawa Farm Centennial Celebration," to permit one-time exceptions to the SUP Ordinance in order to permit the Centennial Celebration, subject to certain conditions; and

WHEREAS, pursuant to Ordinance No. 2017-36, the City Council desires to clarify certain conditions affecting the conduct of the Centennial Celebration regarding its duration and its use of amplification; and

WHEREAS, the City staff has consulted with the Foundation and representatives of the neighboring homeowners' association, and based on such consultations has determined that clarifications of the conditions set forth in Ordinance No. 2017-36 are appropriate for City Council consideration; and

WHEREAS, in the exercise of its home rule powers and consistent with Ordinance No. 2017-36, the City Council has determined that the clarifications in this Resolution regarding the conduct of the Centennial Celebration will benefit Elawa Farm and promote the spirit of the Lake Forest community in a manner that will promote the best interests of the City and its residents;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lake Forest, County of Lake, State of Illinois, as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated into this Resolution as findings of the Mayor and City Council.

SECTION 2: Clarification of Hours of Operation Condition (Ordinance No. 2017-36, Section 2.a). The City Council has determined that the hours of operation of the Centennial Celebration shall conform to the following limitations:

- A. Liquor service at the Centennial Celebration shall conclude no later than 10:00 p.m.
- B. The Centennial Celebration activities shall conclude no later than 10:30 p.m.
- C. Notwithstanding the provisions in Section 2.B of this Resolution, clean-up and related follow-up activities associated with the Centennial Celebration may continue after 10:30 p.m., provided that all activities associated with the Centennial Celebration shall conclude on September 9, 2017 no later than 11:00 p.m.

SECTION 3: Modification of Sound Amplification Condition (Ordinance No. 2017-36, Section 2.b). The Foundation has requested that the Centennial Celebration include amplified music or sound, and the Foundation has represented that the Centennial Celebration

can be accommodated within the numeric limitation on events with amplified music or sound as provided for in Section 2, Part 10 of the SUP Ordinance. Based on such request and representation, the City Council has determined that the Foundation may utilize amplified music or sound as part of the Centennial Celebration subject to the terms and conditions of the SUP Ordinance and the applicable City and State regulations regarding noise, and provided further that the use of amplified music or sound at the Centennial Celebration shall be terminated by 10:30 p.m.

SECTION 4: Continued Effect. Except as expressly provided in this Resolution, the terms and conditions of Ordinance No. 2017-36 and the SUP Ordinance shall remain in full force and effect. The provisions of this Resolution are unique to the Centennial Celebration and shall have no precedential effect on any other event or activity at Elawa Farm.

SECTION 5: Effective Date. This resolution shall be in full force and effect upon its passage and approval in the manner provided by law.

PASSED THIS ____ DAY OF _____, 2017

AYES ()

NAYS ()

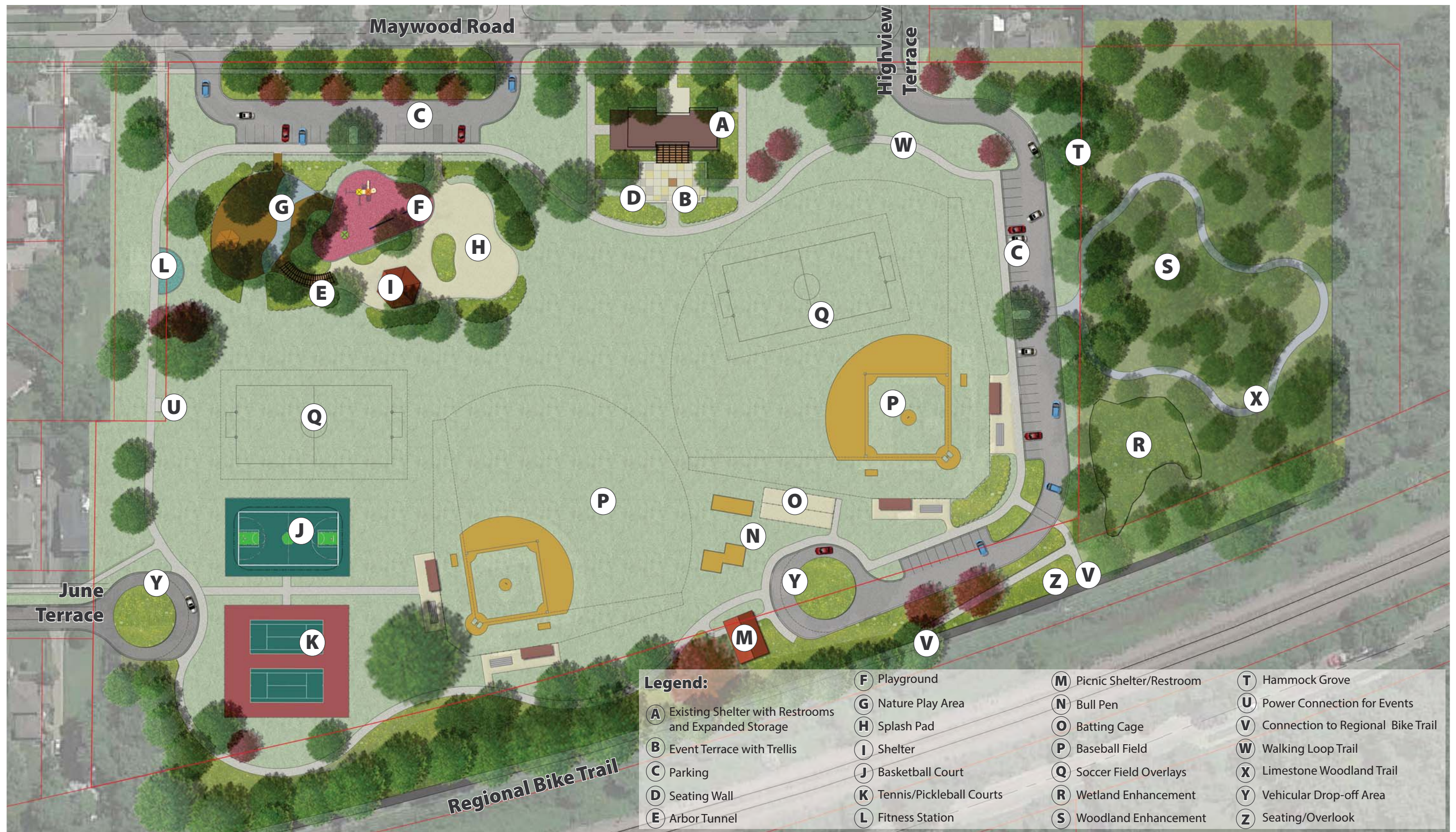
ABSENT ()

APPROVED THIS ____ DAY OF _____, 2017

Mayor

ATTEST:

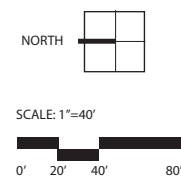
City Clerk



Master Plan

South Park

Lake Forest, Illinois



ISSUE DATE: APRIL 17 2017
All drawings are preliminary and subject to change.
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PREPARED FOR:
City of Lake Forest

Via E-mail: ellsr@cityoflakeforest.com

June 14, 2017

Mr. Robert Ells
Superintendent of Engineering
The City of Lake Forest
800 North Field Drive
Lake Forest, Illinois 60045

Re: Ferry Hall Bridge Viaduct Span Replacement: Construction Inspection
WJE No. 2016.2743.3

Dear Mr. Ells:

As you know, the reconstruction of the south viaduct span of the Ferry Hall Bridge (Structure No. 049-6853) is currently out to bid. Should an acceptable bid be awarded, the construction project is scheduled to begin on August 7th, 2017. Wiss, Janney, Elstner Associates, Inc. (WJE) is pleased to provide this proposal to assist The City of Lake Forest (The City) with the construction inspection services for this project.

It is our understanding that Mr. Jim Koblas will be The City's primary representative for the construction project and day-to-day activities, including administration of the contract documents and paperwork. WJE will assist with the construction inspection services as requested by The City. Currently, the scope and budget for this proposal are based on the following tasks:

- Coordinating and administering a preconstruction site meeting with the contractor to discuss the project details of the project prior to August 7th.
- Reviewing technical submittals and shop drawings submitted by the contractor.
- Schedule and perform site visits at critical times throughout the construction project. For the proposed budget, WJE has assumed an average of three one-half day site visits per week between August 7th and November 22nd (proposed date of substantial completion). In addition, a one-half day site visit is assumed per week between November 22nd and December 15th (proposed date of final completion).
- Preparing a brief summary report for each site visit to be distributed to the contractor and The City.
- Answering technical requests for information (RFIs).
- Providing progress and quantity updates to The City for the purposes of reviewing contractor pay applications.
- Coordinating and scheduling quality assurance testing for the concrete pours, as required.
- Performing a final walk-through after substantial completion and documenting remaining items on the punch list.

In order to carry out the proposed scope of work described above, we recommend a budget of \$64,865. Costs will be accrued on a time and expense basis in accordance with the attached *Terms and Conditions for Professional Services*. In addition, invoices for quality assurance material testing will be passed through to The City, and an allowance of \$2,000 is recommended for these services. Should construction delays or other unforeseen circumstances expand the scope of work or schedule outlined in this proposal, WJE will notify The City of any changes to the budget, and WJE will not perform any additional services unless approved by The City. We look forward to working with The City on this project. Please call if you have any questions regarding our proposal.

Sincerely,

WISS, JANNEY, ELSTNER ASSOCIATES, INC.



Douglas D. Crampton, P.E., S.E.
Associate Principal and Project Manager

Attachment

Please indicate your acceptance of this proposal by signing below and return a copy as authorization to proceed. This box shall be completed by the party responsible for payment.

Accepted by: _____

Title: _____

Agency: _____

Date: _____



Wiss, Janney, Elstner Associates, Inc. or WJE Engineers & Architects, P.C. (WJE) has been requested to perform certain professional and other services. The parties agree that these services shall be performed under the following Terms and Conditions, and that Client's acceptance of WJE's proposal or its direction for WJE to commence any services constitutes acceptance of these Terms.

1. Independent Contractor. WJE is an independent contractor, and all persons employed to furnish services hereunder are employees of WJE or its subcontractors/subconsultants and not of the Client. WJE and Client agree to be solely responsible for compliance with all federal, state, and local laws, rules and regulations, and ordinances that apply to their own respective employees.

2. Performance. The standard of care for all professional services performed or furnished by WJE will be the skill and care ordinarily used by members of WJE's professions performing similar services and practicing under similar circumstances at the same time and in the same locality. WJE makes no guarantees or warranties, express or implied, with regard to the performance of its services. WJE shall not have control over or be in charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures or for construction safety precautions and programs since these are the responsibilities of others. WJE agrees to perform its services in as timely a manner as is consistent with the professional standard of care and to comply with applicable laws, regulations, codes and standards that relate to WJE's services and that are in effect as of the date when the services are provided. Client agrees that no claim may be brought against any WJE employee individually for any claim involving performance of services.

3. Client Duties. In order for WJE to perform the services requested, the Client shall, at no expense to WJE, (1) provide all necessary information regarding Client's requirements as necessary for the orderly progress of the work; (2) designate a person to act as Client's representative for the services who shall have the authority to transmit instructions, receive instructions and information, and interpret and define Client's policies and requests for WJE's services; and (3) provide access to and make all provisions for WJE to enter, without cost, limitation, or burden to WJE, the specific property as required to perform the work, including the use of scaffolds or similar mechanical equipment. WJE is entitled to rely upon the information and services provided by the Client.

4. Safety. Field work will be performed only under conditions deemed safe by WJE personnel. Charges may be made for safety or security measures required by hazardous job conditions that WJE may encounter. Client understands that WJE is only responsible for the safety of its own employees and those of its subconsultants and is not responsible for the safety of other persons or property.

5. Compensation and Expenses. Client agrees to pay for WJE's requested services in accordance with WJE's standard hourly rate schedule or negotiated fee. Charges generally will be billed in monthly intervals with applicable taxes included. Travel, subsistence, and expenses incurred; communications; reproduction; and shipping charges will be billed at cost plus 5 percent and invoiced as an expense service fee. Use of vehicles will be billed at \$0.60 per mile. Expended materials for field and laboratory work, rental equipment, and any fees advanced on Client's behalf will be billed at cost plus 10 percent and invoiced as

an expense service fee. WJE equipment used in field or laboratory work is billed at WJE's equipment usage rate schedule in effect at the time the work is performed, subject to adjustment for minimum or extended usage. Portal-to-portal equipment usage rates are comparable to prevailing commercial rental rates (if available). Billing rates may be increased annually. Any subcontracted service will be billed at cost plus 10 percent providing the subcontract firm has in place adequate insurance coverage determined by WJE; otherwise, the cost will be marked up 20 percent and invoiced as an expense service fee. Client agrees to pay WJE's then-current time charges, attorneys' fees, and other expenses resulting from required attendance at depositions, administrative proceedings, or responding to subpoenas or court orders relating to the Project, but not for such expenses attributed to WJE's negligent performance of its services.

Payment for WJE's services is expected in full in US dollars upon receipt of the invoice. Invoices more than 30 days past due are subject to a 2% interest charge per month (but no more than the maximum extent allowed by law) compounded annually and any related attorneys' fees and collection expenses. WJE reserves the right to suspend its services if the Client fails to make payment when due. In such an event, WJE shall have no liability to the Client for delay or damage caused the Client because of such suspension.

6. Termination. Both the Client and WJE have the right to terminate WJE's services for convenience upon seven calendar days' written notice to the other party. In the event the Client terminates without cause, WJE shall be entitled to compensation for its services and expenses up to the time of such notification, including fees for any transition services, and shall have no liability for delay or damage to Client because of such termination.

7. Reports, Drawings, and Work Product. WJE retains ownership of reports, drawings, specifications, test data, techniques, photographs, letters, notes, and other work product, including those in electronic form, it has created. These documents or parts thereof may not be reproduced or used by the Client for any purpose other than the purpose for which they were prepared, including, but not limited to, use on other projects or future modifications to this Project, without the prior written consent of WJE. Upon request, WJE will provide Client with a copy of documentation for information and reference purposes and bill for such reproduction in accordance with Paragraph 5 above. Any unauthorized use of WJE's work product shall be at the Client's sole risk and Client shall indemnify WJE for any liability or legal exposure to WJE. To the extent WJE terminates its services due to non-payment of fees by Client, Client shall not be entitled to use the documents described herein for any purpose whatsoever.

8. Environmental Hazards. Client acknowledges that WJE's services do not include the detection, investigation, evaluation, or abatement of environmental conditions that WJE may encounter, such as mold, lead, asbestos, PCBs, hazardous substances, or toxic materials that may be present in buildings and structures involved in this Project. The Client agrees to defend, indemnify, and hold WJE harmless from any claims relating to the actual or alleged

existence or discharge of such materials through no fault of WJE's employees. WJE reserves the right to suspend its services, without liability for consequential or any other damages, if it has reason to believe that its employees may be exposed to hazardous materials and will notify the Client in such event.

9. Dispute Resolution. Prior to the initiation of any legal proceedings (except for WJE initiated claims for nonpayment for services), WJE and the Client agree to submit all claims, disputes, or controversies arising out of or in relation to the services provided by WJE to mediation. Such mediation shall be conducted under the auspices of the American Arbitration Association or such other mediation service or mediator upon which the parties agree. Client consents to suit for nonpayment in the state courts of Illinois.

10. Successors and Assigns. These Terms shall be binding upon Client and WJE and their respective successors, assigns and legal representatives. Neither party may assign, subcontract, or otherwise delegate its responsibilities without the prior consent of the other party, which consent shall not be unreasonably withheld. Additionally, in no instance shall this paragraph be interpreted to create any rights in any third party.

11. Insurance. WJE maintains commercial general liability, automobile, workers' compensation, and employers' liability and professional liability coverages under policies written by national insurance carriers rated by the A.M. Best Company, evidence of which will be provided upon request. Special endorsements are not allowed. No waiver of subrogation is allowed on WJE's professional liability policy. Upon written request, WJE agrees to name the Client as an additional insured to the commercial general liability and automobile coverages. Any request to add other parties as additional insureds must be made in writing and is subject to certain limitations. All policies are subject to annual renewal. Excess coverage is available for exposures over primary policy limits except for professional liability.

12. Indemnity. To the fullest extent permitted by law, Client and WJE each agree to indemnify and hold the other harmless, and their respective agents, officers and employees, from and against liability for all direct claims, losses, damages, and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are for bodily injury, sickness, disease, death, or property damage and to the extent they are caused by the negligent acts, errors, or omissions of the indemnifying party, and/or the indemnifying party's agents, officers, employees, independent contractors, or subcontractors of any tier. In the event such claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Client and WJE, or their respective agents, officers, employees, independent contractors, or subcontractors of any tier, they shall be borne by each party in proportion to that negligence.

13. Agreed Remedy. To the fullest extent permitted by law, the total liability, in the aggregate, of WJE and WJE's officers, directors, employees, agents, and consultants to Client and anyone claiming by, through, or under Client, for any and all injuries, claims, losses, expenses, or damages, including, without limitation, attorneys' fees, arising out of or in any way related to WJE's services, the Project, or these Terms, from any cause or causes whatsoever,

including but not limited to, negligence, strict liability, indemnity or breach of contract shall not exceed an amount equal to the proceeds obligated to be paid under WJE's applicable insurance policy for such claims. If, for any reason, the applicable insurance policy does not provide coverage for any particular claim described herein, then the liability amount shall not exceed WJE's fees for the services performed hereunder.

In no event shall WJE be liable in contract, tort, strict liability, warranty or otherwise, for any special, incidental or consequential damages, such as, but not limited to, delay, disruption, loss of product, loss of anticipated profits or revenue, loss of use of equipment or system, non-operation or increased expense of operation of other equipment or systems, cost of capital, or cost of purchase or replacement equipment systems or power.

14. Third-Party Beneficiaries. Nothing contained in these Terms shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Client or WJE. WJE's services hereunder are being performed solely for the benefit of the Client, and no other entity shall have any claim against WJE because of these Terms or WJE's performance or non-performance of services hereunder.

15. Laboratory or Material Testing Services. Material samples not consumed in WJE's work will be discarded 60 days after completion of the project unless the Client requests other disposition in writing. WJE cannot be responsible for material after 60 days and Client shall inform WJE in writing how to dispose of the samples. WJE will exercise reasonable care in safeguarding materials, records, or equipment, but disclaims any liability for loss or damage. Rates for sample storage will vary by sample size but in no event will sample charges be less than \$270 per year accruing upon the 61st day of storage and annually thereafter. Failure to pay for underlying services or storage constitutes permission to dispose of all samples held by WJE.

Any testing done on materials or products shall not prevent WJE from any services involving Client's materials or products in the built world. WJE shall have no liability to third parties for any products or materials developed from WJE's services. WJE's reports, trademarks or other property shall not be used to indicate endorsement of any material or product.

16. Entire Agreement. These Terms together with any written proposal shall constitute the entire understanding of the parties concerning the Project and supersede all prior negotiations and written agreements between them, and any amendment or modification to either WJE's proposal or these Terms may be made only by a written instrument expressly stated to be an amendment and signed by WJE.

17. Severability. If any provisions of these Terms, or portions thereof, are determined to be unenforceable, the remainder shall not be affected thereby and each remaining provision or portion thereof shall continue to be valid and effective and shall be enforceable to the fullest extent permitted by law.

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THE CITY OF LAKE FOREST

ORDINANCE NO. 2017-_____

**AN ORDINANCE AMENDING THE LAKE FOREST CITY CODE
RELATING TO CLASSES OF LICENSES FOR ALCOHOLIC BEVERAGES AND THE
CONSUMPTION OF ALCOHOLIC BEVERAGES IN PUBLIC**

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

WHEREAS, the City establishes regulations for the health, safety, and welfare for its
residents and related to all areas within its jurisdiction; and

WHEREAS, pursuant to its home rule authority and 235 ILCS 5, the City regulates the
sale and service of alcoholic liquor in the City; and

WHEREAS, although the City has traditionally prohibited the consumption of alcoholic
beverages at the lake Forest beach, the City Council desires to implement a limited pilot program
authorizing sale and consumption of beer and wine at the Lake Forest beach as hereinafter set
forth; and

WHEREAS, the Mayor and City Council have determined that it is in the best interests of
the City and its residents to amend the City's regulations affecting alcoholic liquor in the manner
set forth below;

**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: Amendment to Section 111.001 of the City Code. Section 111.001,
entitled "Definitions," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code
is hereby amended to add the following definition:

§ 111.001 DEFINITIONS.

BEACH AREA. That portion of the beach and shore area of Lake Michigan in Forest Park that has been approved by the Commissioner for the sale of wine and beer pursuant to the terms of a Class K license.

SECTION THREE: Amendment to Section 111.036 of the City Code. Section 111.036, entitled "Local Liquor Licenses and Fees," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code is hereby amended to add the following liquor license classification:

(23) Class K licenses, which shall authorize the service and consumption of wine and beer from 4:00 p.m. to 9:00 p.m. during the period from July 1st through October 1st of each calendar year in the Beach Area, which shall be approved by the Commissioner. Such wine and beer shall only be served in and consumed from a container approved by the Commissioner. The licensee shall post sufficient signage to identify the borders of the Beach Area, which signage shall be subject to approval of the Liquor Commissioner. Class K licenses shall expire seven days after the date of issuance, but shall automatically renew for successive seven day periods until the earliest of the following events: (a) the licensee notifies the Commissioner that it does not wish to renew its license, (b) the Commissioner, in the Commissioner's absolute discretion, elects not to renew the license (in which case the City shall notify the licensee at least 48 hours before the end of the then-current license period), and (c) the license expires by operation of law on October 1st. Additionally, any entity that accepts a Class K license accepts that such license is provisional in nature and may be suspended or revoked at any time by the Commissioner for any reason or no reason. By accepting a Class K license, licensees disclaim any property interest in such Class K license, waive all rights to the continued possession and use of the Class K license, and waive any due process rights related to the suspension or revocation of their Class K license. The Commissioner is authorized to waive portions of the required background information and statements found in Section 111.043 for Class K license applicants. Class K licenses shall only be available to those licensees who are otherwise compliant with the law.

SECTION FOUR: Establishment of Fee for Class K Liquor License. The liquor license fee for a Class K license is hereby established at \$40.00 per seven-day license period. The City's official Fee Schedule is and shall be amended to reflect such Class K license fees.

SECTION FIVE: Number of Class K Liquor Licenses. Subsection A of Section 111.037, entitled "Number of Licenses," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest

City Code is hereby amended to provide that there shall be a maximum of one (1) authorized Class K license.

SECTION SIX: Drinking in Public Place. Section 111.004, entitled "Drinking in Public Place," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code is hereby amended as follows.

111.004 DRINKING IN PUBLIC PLACE.

(A) It shall be unlawful for any person to consume any alcoholic beverages of any type either:

- (1) In any place of public accommodation or public place (other than licensed premises); or
- (2) Upon any public street, alley or thoroughfare.

(B) Section 111.004(A) shall not apply to beer and wine sold in an approved container provided by an authorized licensee pursuant to a valid Class K liquor license and consumed in the Beach Area, as defined by Section 111.001.

~~(B)~~ **(C)** It shall be unlawful for any licensee to permit any person to consume any alcoholic beverages of any type at any licensed premises unless such alcoholic beverages are either:

- (1) Sold by such licensee pursuant to a license allowing sale of alcoholic beverages for consumption on such licensed premises; or
- (2) Bring-your-own-beverages and the licensed premises has a Class I-1 license.

SECTION SEVEN: Open Containers in Public Place. Section 111.078, entitled "Alcoholic Liquor in Public Places and Motor Vehicles," of Chapter 111, entitled "Alcoholic Beverages," of the Lake Forest City Code is hereby amended as follows:

§ 111.078 ALCOHOLIC LIQUOR IN PUBLIC PLACES AND MOTOR VEHICLES.

(A) *Consumption and possession of open containers in public places prohibited.* Except for **beer and wine sold in an approved container provided by an authorized licensee pursuant to a valid Class K liquor license and possessed or consumed in the Beach Area, as defined in Section 111.001, or** as may otherwise be expressly permitted, it shall be unlawful for any person to consume, or to possess open containers of, alcoholic liquor in any public building or on any public property or right-of-way.

(B) *Public intoxication prohibited.* It shall be unlawful for any person to be in an intoxicated condition in any public building or on any public property or right-of-way.

(C) *Public disturbance prohibited.* It shall be unlawful for any person to be in an intoxicated state in any private house or place to the disturbance of any other person.

(D) *Possession of open liquor in motor vehicles prohibited.* It shall be unlawful for any person to transport, carry or possess any alcoholic liquor in or about any motor vehicle on any public right-of-way, except in the original package with the seal unbroken, or as otherwise authorized by state law.

SECTION EIGHT: Open Containers in City Parks. Section 97.068, entitled "Alcoholic Beverages," of Chapter 97, entitled " Parks and Playgrounds," of the Lake Forest City Code is hereby amended as follows:

§ 97.068 ALCOHOLIC BEVERAGES.

(A) It shall be unlawful for any person to have in his or her possession; or to consume, use, give away or sell any alcoholic beverages as defined in the ordinance of the city as follows:

- (1) Anywhere in any city-owned park in the city with the ~~only~~ exceptions **of: (a) being the area designated as the Deerpath Park Golf Course; and (b) the Beach Area (as defined in Section 111.001), but only for beer and wine sold in an approved container provided by an authorized licensee pursuant to a valid Class K liquor license;** and

- (2) In all city public school grounds and areas.

(B) Nothing herein shall prohibit the possession, consumption, use, sale or giving away of alcoholic beverages from May 1 to September 30 in any park or school area pursuant to and in conformance with a license duly issued under the provisions of Chapter 111 of the city code.

SECTION NINE: 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 _____, 2017.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this ___ day of _____, 2017.

Mayor

ATTEST:

City Clerk