

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, July 17, 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 **Immediately following the Finance Committee meeting**

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. Resolution of Appreciation for Stephen Christy Jr.

A copy of the Resolution can be found beginning on **page 9**.

COUNCIL ACTION: Approve the Resolution

B. GFOA Award Presentation

The City recently received notification that it has once again been awarded the Government Finance Officers Association **Certificate of Achievement for Excellence in Financial Reporting** for its FY16 comprehensive annual financial report. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment is a significant accomplishment by a government and its management.

In a GFOA news release, it is noted that "The City's CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive spirit of full disclosure to clearly communicate its financial story and motivate potential users and user groups to read the CAFR."

The GFOA is a nonprofit professional association serving more than 19,000 government finance professionals in the United States and Canada. The City has received this prestigious award for the 38th consecutive year.

In addition to the Certificate of Achievement, an **Award of Financial Reporting Achievement** is presented by the GFOA to the individual designated as instrumental in their government unit's achievement of the Certificate. I am pleased to present this award to Diane Hall, Assistant Finance Director, who serves as the primary liaison to the City's independent audit firm, coordinating the annual audit process and preparation of the City's CAFR.

2. COMMENTS BY CITY MANAGER

A. Review and Discussion of Recent State Budget Decisions and Fiscal Stress Parameters

PRESENTED BY: Robert Kiely, City Manager and Elizabeth Holleb, Finance Director

A copy of the parameters can be found beginning on **page 10**.

3. COMMENTS BY COUNCIL MEMBERS

FINANCE COMMITTEE

A. ***PUBLIC HEARING ON THE CITY'S ANNUAL APPROPRIATION ORDINANCE***

Open Public Hearing
Mayor Lansing
Close Public Hearing

B. Consideration of the Annual Appropriation Ordinance for FY2018 and Approval of Rollovers (*Final Reading – Public Hearing Required*)

PRESENTED BY: ELIZABETH HOLLEB, FINANCE DIRECTOR (847) 810-3612

PURPOSE AND ACTION REQUESTED: Staff requests conducting a public hearing and approving the final reading of the ordinance and the rollovers.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	June 19, 2017	First reading of Ordinance and Rollovers
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 11**) consist of projects that were appropriated in FY2017 and will not be completed until FY2018.

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.

BUDGET/FISCAL IMPACT: The attached Appropriation Ordinance Worksheet (**page13**) demonstrates the reconciliation of the Adopted Budget to the Appropriation Ordinance by fund.

COUNCIL ACTION: Conduct a public hearing on the City's FY2018 Annual Appropriation Ordinance. Upon closing the public hearing, it is recommended that the City Council consider approval of the final reading of the Ordinance (page 14) and the rollovers. A copy of the ordinance is available for review by the public in the City Clerk's office.

4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS
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5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Approval of the June 19, 2017 City Council Meeting Minutes

A copy of the minutes can be found on **page 23**.

COUNCIL ACTION: Approval of the Minutes

2. Approval of the June 19, 2017 City Council Workshop Meeting Minutes

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

COUNCIL ACTION: Approval of the Minutes

3. Approval of Check Register for Period May 27- June 23, 2017

Fund	Invoice	Payroll	Total
General	613,543	1,193,423	1,806,966
Water & Sewer	70,107	137,222	207,329
Parks & Recreation	248,857	344,620	593,477
Capital Improvements	661,371	0	661,371
Motor Fuel Tax		0	0
Cemetery	8,662	23,058	31,719
Senior Resources	13,063	19,366	32,429
Deerpath Golf Course	42,322	1,997	44,319
Fleet	57,418	33,545	90,963
Debt Funds	795,097	0	795,097
Housing Trust	0	0	0
Park & Public Land	67,528	0	67,528
All other Funds	364,669	138,679	503,349
	\$2,942,636	\$1,891,910	\$4,834,546

4. Consideration of Ratification of Expenses Related to the Installation of Patio at Deerpath Golf Course.

STAFF CONTACT: *Chuck Myers, Superintendent of Parks, Forestry & Golf (847-810-3565)*

PURPOSE AND ACTION REQUESTED: Council action is requested to ratify expenses that were necessary to complete the installation of the Deerpath Golf Course (DGC) patio.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	04/17/17	Approval of DGC Patio Project
Finance Committee Budget Workshop	03/13/17	Discussion/Review of Deerpath Golf Course capital projects.
Finance Committee	11/14/16	Discussion of various options for funding Deerpath Golf Course improvements.

BACKGROUND/DISCUSSION: On March 16, 2017 City staff published an invitation to bid for the Brick Patio Paving Project. The bid opening was March 31, 2017, with four bids received. Staff reviewed all bids and determined that all bids greatly exceeded the budgeted amount; therefore all bids were rejected. Staff then worked with Craig Bergmann Landscape Design to reduce the scope of the project and develop a strategy to align the project with the original budget, while at the same time achieve the target completion date on May 26, 2017. The new strategy relied heavily on the use of City staff to perform a large percentage of the demolition and preparation work on the site and required that the materials be purchased directly by the City.

With the development of a new project strategy and a reduced scope, City staff published a revised invitation to bid on April 5, 2017 with a bid opening on April 19, 2017. Staff also received quotes from Lurvey Landscape Supply for the brick pavers (\$12,806.53) and Aspen Valley Landscape Supply for natural stone border material (\$15,049.28). The total amount for

materials needed for the patio project was estimated to be \$27,855.81. Due to the critical timing of the project, staff requested City Council's approval to allow both the Finance Committee Chairman (Alderman Pandaleon) and the City Council liaison for the golf course (Alderman Newman), to work with City staff after the bid opening on April 19, 2017 to select a vendor to enter into a contract for the installation of the clubhouse patio.

On April 17, 2017 City Council approved the request for the following items:

- I. Approval of the purchase of materials for the installation of the Deerpath Golf Course Patio; to include Lurvey Landscape Supply for the brick pavers (\$12,806.53) and Aspen Valley Landscape Supply for natural stone border material (\$15,049.28), for a total of \$27,855.81.
- II. Approval to allow both the Finance Committee Chairman (Alderman Pandaleon) and the City Council Liaison for the Golf Course (Alderman Newman), to select a vendor to enter into a contract for the installation of the clubhouse patio, in an amount not to exceed \$97,144.19.
- III. Approval to purchase all patio furnishings from Kathleen Nolan Interiors, not to exceed \$65,164.08

BUDGET/FISCAL IMPACT: After the opening and review of the bids on April 19, 2017, City staff recommended the low bidder, Krugel Cobbles, be selected for the installation of the patio, in the amount of \$72,130. Alderman Pandaleon and Alderman Newman reviewed the bid results and approved the request on April 19, 2017. Brick and stone material was purchased from Lurvey Landscape Supply, at the cost of \$12,806.53, and from Aspen Valley, at the cost of \$15,049.28. During the installation of the patio, it was determined that more stone material would be needed to complete the project, at the additional cost of \$7,836.07. In addition, Krugel Cobbles invoiced an additional \$2,030.00 that was not included in the original amount for the installation of Polymeric Sand for the joints between the bricks.

Below is a summary of project budget and actual costs:

Funding Source	Amount Budgeted	Amount Requested	Actual Expenditures	Budgeted? Y/N
FY18 Golf Course Fund	\$125,000	\$125,000	\$109,851.88	Y

COUNCIL ACTION: If determined to be appropriate by the City Council, City staff requests approval of a motion ratifying expenditures to date, related to the completion of the Deerpath Golf Course patio.

5. Approval to Replace a Totaled Marked Police Car

STAFF CONTACT: *Michael Thomas, Director of Public Works (810-3540)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council approval to replace a totaled marked police car via the Suburban Purchasing Cooperative administered by the Northwest Municipal Conference. The police car was involved in an accident on December 25, 2016 and was determined to be totaled by the City's insurance company. The City just recently received the settlement from the insurance company representing the individual who caused accident. Staff therefore is requesting approval to purchase a replacement vehicle.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee & Public Works Chairmen	July 5, 2017	Received Tentative Approval to Order

BACKGROUND/DISCUSSION: On the evening of December 25, 2016, a City police officer was waiting at a traffic light on eastbound Route 60 at Route 41. A southbound car on Route 41 traveling at a high rate of speed by an intoxicated driver, exited his lane and drove straight into the left side of the 2013 Chevrolet Tahoe. Although injured, the City's police officer did not receive any life-threatening injuries. The other driver was arrested and charged with causing the accident. The City's insurance company has been pursuing a settlement with the driver's insurance company and finally received the claim amount of \$38,804 on June 26, 2017. The totaled 2013 Chevrolet Tahoe had approximately 19,000 miles.

For most of its marked police car fleet, the Police Department uses an AWD Ford Police Utility Interceptor (similar to a Ford Explorer). The vehicle has sufficient space for the officer and his / her accompanying gear. The vehicle itself sits up higher and provides the officer improved visibility when driving amongst many large SUV's. The vehicle has been designed specifically for police operations and offers many factory installed police options. It has evolved into the most popular police vehicle on the market today and is assembled in Chicago.

The factory order cut-off date for 2017 models was Friday, July 7, 2017. Staff therefore requested and received approval by both the Finance and Public Works Committee Chairmen to place the order with the understanding that ratification of the purchase would be requested of City Council at this evening's meeting. By placing the order before the cut-off date, the City saved a 3% increase and will receive the vehicle in early fall versus mid-winter.

BUDGET/FISCAL IMPACT: The City has purchased many police vehicles from the Suburban Purchasing Cooperative's low bidder Currie Motors in the past and has not had any problems with the dealership nor the delivered vehicles. All warranty work will be completed by Napleton Ford in Libertyville.

FY2018 Funding Source	Account Number	Account Budget	Amount Requested	Budgeted? Y/N
Capital Fund	311-5001-450-75-49	\$0	\$38,804	N*

* Expense was not budgeted, but will be funded from insurance proceeds deposited to the Capital Improvement Fund revenues.

COUNCIL ACTION: Approval to purchase of a Ford Police Utility Interceptor from Currie Motors in the amount of \$31,186. The remaining \$7,618 will be used to purchase police

equipment to outfit the vehicle such as lights, cameras, radios, interior cage, exterior decals, etc.

6. Approval of a Resolution Establishing Authorized Signers for the Golf Course Operating Bank Account

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

PURPOSE AND ACTION REQUESTED: Staff requests approval of a resolution authorizing a change in signers for the golf course operating account.

BACKGROUND/DISCUSSION: Pursuant to the management agreement between the City and Kemper Sports Management (KSM) regarding operations of the Deerpath Golf Course, the City is required to open a separate bank account to be utilized by KSM to deposit golf revenues, pay operating expenses and transfer funds to support payroll obligations. The City Council approved the establishment of this bank account and authorized signers on January 5, 2015. Due to changes in staffing at Kemper, Lake Forest Bank and Trust Company requires a resolution be approved by the City Council to authorize a change in signers on the account.

BUDGET/FISCAL IMPACT: N/A. There is no fiscal impact of this action.

COUNCIL ACTION: Approval of a resolution authorizing a change in signers for the golf course operating bank account (**page 32**).

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

6. ORDINANCES

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

- 1. EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c), (11), The City Council will be discussing threatened Litigation**

Adjournment into Executive Session

RECONVENE INTO REGULAR SESSION

9. ADJOURNMENT

Office of the City Manager

July 12, 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.





RESOLUTION

WHEREAS, STEPHEN F. CHRISTY, JR. recently retired after more than three decades of involvement with and service to the Lake Forest Open Lands Association; and

WHEREAS, STEPHEN served as the first Executive Director of Lake Forest Open Lands; and

WHEREAS, STEPHEN worked tirelessly to preserve open space; high quality prairies, woodlands and wetlands, and to establish nature preserves and miles and miles of walking trails in our community;

WHEREAS, without **STEPHEN'S** vision, planned preservation subdivisions such as Mellody Farm, Everett Farm and Middlefork Farm may never have been developed and instead, developments with conventional lots and little to no preserved open space would be in their place; and

WHEREAS, STEPHEN in his service to Lake Forest Open Lands and the Lake Forest community was humble and gentle and kind, he was a "giver" and asked for little in return; and

WHEREAS, STEPHEN leaves a lasting imprint on our community and leaves the gift of open land preserved in perpetuity; and

WHEREAS, the current and future residents of The City of Lake Forest will long reap the benefits of **STEPHEN'S** efforts and his passion for the community; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the residents and City staff hereby expresses its sincere appreciation and gratitude to **STEPHEN F. CHRISTY** for a public service faithfully and selflessly performed; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **STEPHEN F. CHRISTY, JR.,** and instruct the City Clerk to include a copy in the official minutes of the July 17, 2017 meeting of the Lake Forest City Council.

Robert T.E. Lansing, Mayor

City of Lake Forest, Illinois

Fiscal Stress Parameters

July 17, 2017

Upon review and approval by the City Council of the Fiscal Stress Parameters outlined below, Staff will prepare financial analyses of each scenario for discussion by the City Council at a workshop on Monday, September 18, 2017.

- 1) Identify revenues provided by the State and Federal governments in FY2018
- 2) Identity revenue and expense gap (FY19) – amount needed to be reduced, under each scenario below
- 3) Identify ongoing revenue and expense gap under each scenario should conditions continue
- 4) Identify impacts on City budget of economic downturn

Blue – “Guarded” Current Climate	<ul style="list-style-type: none">• Reflect State budget approved for FY18• 10% reduction in Income Tax (LGDF) – one year• 2% administrative fee on Sales Tax Collections• Personal Property Replacement Tax (PPRT) diversion (est. - 10%)
Yellow – “Elevated”	<ul style="list-style-type: none">• 10% reduction in Income Tax permanent (SB2181)• 2% administrative fee on Sales Tax Collections• 2 year property tax freeze – pension and debt exclusions• PPRT diversion (-25%)
Orange - “High”	<ul style="list-style-type: none">• 25% reduction in Income Tax and 20% reduction in Municipal Sales Tax (SB2199)• 2% administrative fee on Sales Tax Collections• 4 year property tax freeze – no exclusions• Public Safety Pensions – assume 6.50% return• IMRF lower than anticipated investment returns• PPRT diversion (-50%)
Red – “Severe”	<ul style="list-style-type: none">• Loss of all State/Federal revenue• Permanent property tax freeze – no exclusions• Public Safety Pensions – assume 6.0% return• IMRF lower than anticipated investment returns

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, Should be AP FY17	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
OFFICE 365 PHASE 2	101-1315-415-3510	Office 365 Phase 2	20,000.00
TDS DOOR COMPANY	101-1522-419-6744	Fiberglass Door and Frames at Multiple Locations	15,200.00
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 - No Expenses FY17	4,512.00
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 Cabinets April 16 - No Exp FY17	6,000.00
VERIZON WIRELESS MESSAGING SER	101-5132-431-6020	IPADS for New Work Order Program - No Expenses FY17	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			302,875.00
H W LOCHNER, INC.	202-0001-439-7692	Lake Woodbine Bridge Project	60,474.00
MOTOR FUEL TAX			60,474.00
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
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			67,123.00
Cemetery Ravine Project	230-6407-436.77-14	Cemetery Ravine Restoration	183,787.00
CEMETERY FUND			183,787.00
WORK ORDERS IMPLEMENTATION	311-0050-415-6613	Work Orders Implementation	21,000.00
DISASTER RECOVERY/PCI COMPLIANCE	311-0050-415-6611	Disaster Recovery/PCI Compliance	25,000.00
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	6,000.00
AECOM USA, INC.	311-0050-417-7686	Forest Park Bluff Restoration Feasibility Study	33,400.00
HANSON PROFESSIONAL SERVICES I	311-0050-417-7689	Telegraph Train Underpass	24,611.00
JOHN KENO AND COMPANY, INC	311-0050-417-7696	Ravine Repairs to McCormick Ravine	4,581.00
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
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
FIRE ENGINE	311-0050-422-7801	Fire Engine	525,000.00
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 April 2016 - \$12,728	6,264.00
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	63,739.00
MAG CONSTRUCTION CO	311-0060-419-7717	East Train Station Interior Improvements	302,516.00
OLSON BROS RECREATIONAL SURFAC	311-0060-452-7605	041717-West Park Tennis Court Maintenance	19,850.00
CAPITAL IMPROVEMENTS FUND			1,168,867.00
JACOB & HEFNER ASSOCIATES, INC	322-2501-499-3535	Laurel Ave Clean-Up Supervision	15,726.00
LAUREL/WESTERN REVELOPMENT			15,726.00
TRANSFER TO CAPITAL IMPROVEMENT FUND	425-0001-499-95-09	Transfer to Capital Improvement Fund	41,880.00
2004B/2011B BOND STORM SEWER			41,880.00

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	6,560.00
JETS ELECTRICAL TESTING & FIEL	501-6071-434-3510	Generator Breaker Testing	11,400.00
PDC LABORATORIES INC	501-6071-434-3510	IEPA Required Lab Testing	7,275.00
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 - No Expenses FY17	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 FY16 Roll, No Expenses FY17	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	6,239.00
DELL MARKETING L.P	501-6078-433-6621	(2) Rugged Tablets with Docking Stations, Table Stands, and Desk Docks	5,408.00
VERIZON WIRELESS MESSAGING SER	501-6190-433-6020	IPADS for New Work Order Program - No Expenses FY17	1,000.00
MENONI & MOCOgni INC	501-6191-433-6111	W & S Material April 2016 - No Expenses FY17	6,350.00
WATER & SEWER FUND			107,174.00
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
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			77,755.00
LOHMAN GOLF DESIGNS	510-2501-454-7755	Design Services for Deer Path Golf Course	6,677.00
GOLF COURSE FUND			6,677.00
MCNEILUS TRUCK & MFG CO	601-5901-437-4311	New Floor - Vehicle #184	9,000.00
FLEET			9,000.00
GRAND TOTAL OF ALL FUNDS			2,046,948.00

THE CITY OF LAKE FOREST
Appropriation Ordinance Worksheet

	Expenditures FY2018	Debt Payments	Rollovers	Library	Subtotal	Contingency	Approp Ord
101 General Fund	33,135,562		302,875		33,438,437	3,343,844	36,782,281
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		60,474		1,360,474	136,047	1,496,521
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		67,123		9,352,987	935,299	10,288,286
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		183,787		1,009,184	100,918	1,110,102
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
							0
Capital Project Funds							
311 Capital Improvement	5,783,947		1,168,867		6,952,814	695,281	7,648,095
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)	41,880		41,880	4,188	46,068
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		107,174		7,968,852	796,885	8,765,737
508 Water and Sewer Capital	7,206,000		77,755		7,283,755	728,376	8,012,131
510 Deerpath Golf Course	2,868,881		6,677		2,875,558	287,556	3,163,114
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)	2,046,948	0	92,785,277	9,278,529	102,063,806
Library				4,051,039	4,051,039	405,104	4,456,143
					4,051,039	96,836,316	9,683,633
							106,519,949
SD 67					50,460,837		50,460,837
Appropriation Ordinance Total							156,980,786

**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

General Government

Salaries and Benefits	\$ 2,865,392
Supplies/Other Services and Charges	5,425,375
Capital Equipment	
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	3,343,844
TOTAL GENERAL GOVERNMENT	<u><u>\$ 11,634,611</u></u>

Law

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

Community Development

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>

Public Works Administration

Salaries and Benefits	\$ 409,030
Supplies/Other Services and Charges	87,307
TOTAL PUBLIC WORKS ADMINISTRATION	<u><u>\$ 496,337</u></u>

Public Buildings

<u>Building Maintenance</u>	
Salaries and Benefits	\$ 899,970
Supplies/Other Services and Charges	730,010
TOTAL PUBLIC BUILDINGS	<u><u>\$ 1,629,980</u></u>

Streets

Salaries and Benefits	\$ 1,048,074
Supplies/ Other Service and Charges	823,439
TOTAL STREETS	<u><u>\$ 1,871,513</u></u>

	<u>Appropriation</u>
<u>Sanitation</u>	
Salaries and Benefits	\$ 1,279,489
Supplies/ Other Service and Charges	1,043,055
TOTAL SANITATION	<u>\$ 2,322,544</u>
<u>Storm Sewers</u>	
Salaries and Benefits	\$ 132,372
Supplies/ Other Service and Charges	49,168
TOTAL STORM SEWERS	<u>\$ 181,540</u>
<u>Engineering</u>	
Salaries and Benefits	\$ 573,407
Supplies/ Other Service and Charges	104,729
TOTAL ENGINEERING	<u>\$ 678,136</u>
<u>Fire</u>	
<u>Administration</u>	
Salaries and Benefits	\$ 4,510,163
Supplies/ Other Service and Charges	1,646,430
Sub-Total	<u>\$ 6,156,593</u>
<u>Emergency Medical Services</u>	
Supplies/ Other Service and Charges	\$ 35,550
Sub-Total	<u>\$ 35,550</u>
<u>Fire Suppression</u>	
Supplies/ Other Service and Charges	\$ 108,000
Sub-Total	<u>\$ 108,000</u>
TOTAL FIRE	<u>\$ 6,300,143</u>
<u>Police</u>	
Salaries and Benefits	\$ 6,199,861
Supplies/ Other Service and Charges	3,202,484
TOTAL POLICE	<u>\$ 9,402,345</u>
TOTAL AMOUNT APPROPRIATED FROM THE GENERAL FUND	<u>\$ 36,782,281</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	<u>\$ 8,800</u>
<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	<u>\$ 2,111,098</u>
<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 MS SITE PROJECT FUND	<u>\$ 2,272,947</u>

PARK AND PUBLIC LAND FUND**Appropriation**

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

MOTOR FUEL TAX FUND

Capital Improvements	\$ 1,360,474
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	136,047
TOTAL AMOUNT APPROPRIATED FROM THE MOTOR FUEL TAX FUND	\$ 1,496,521

EMERGENCY TELEPHONE FUND**Police**

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

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	951,299
TOTAL RECREATION SECTION	\$ 6,809,180

Parks and Forestry**Administration**

Salaries and Benefits	\$ 2,382,225
Supplies/ Other Service and Charges	639,831
Capital Equipment	150,000
Sub-Total	\$ 3,172,056

	<u>Appropriation</u>
<u>Grounds Maintenance</u>	
Supplies/ Other Service and Charges	\$ 299,800
Sub-Total	<u>\$ 299,800</u>
<u>Athletic Field Plg/Tennis</u>	
Supplies/ Other Service and Charges	\$ 70,000
Sub-Total	<u>\$ 70,000</u>
<u>Lakefront Facilities</u>	
Supplies/ Other Service and Charges	\$ 30,000
Capital Equipment	-
Sub-Total	<u>\$ 30,000</u>
<u>Tree Trimming</u>	
Supplies/ Other Service and Charges	\$ 37,250
Sub-Total	<u>\$ 37,250</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>\$ 3,655,106</u></u>
TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	<u><u>\$ 10,464,286</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	46,504
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	393,787
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	100,918
TOTAL AMOUNT APPROPRIATED FROM THE CEMETERY COMMISSION FUND	<u><u>\$ 1,110,102</u></u>

<u>PUBLIC LIBRARY FUND</u>		<u>Appropriation</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		405,104
Sub-Total	\$	<u>4,276,143</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		1,072,730
Capital Improvements		5,873,904
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for		695,281
TOTAL AMOUNT APPROPRIATED FROM THE CAPITAL IMPROVEMENTS FUND	\$	<u>7,648,095</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 LAUREL/WESTERN REDEVELOPMENT FUND	\$	<u>1,659,764</u>

2011B BOND STORM SEWER FUND**Appropriation**

Capital Improvements	\$ 41,880
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	4,188
TOTAL AMOUNT APPROPRIATED FROM THE 2011B BOND STORM SEWER FUND	\$ 46,068

WATER AND SEWER FUND**General Government**

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	796,885
TOTAL GENERAL GOVERNMENT	\$ 5,268,156

Public Works

Salaries and Benefits	\$ 2,048,637
Supplies/Other Services and Charges	1,448,944
TOTAL PUBLIC WORKS ADMINISTRATION	\$ 3,497,581

**TOTAL AMOUNT APPROPRIATED FROM THE
WATER AND SEWER FUND****\$ 8,765,737****WATER AND SEWER CAPITAL FUND**

Capital Equipment	\$ -
Capital Improvements	7,283,755
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	728,376
TOTAL AMOUNT APPROPRIATED FROM THE WATER AND SEWER CAPITAL FUND	\$ 8,012,131

DEERPATH GOLF COURSE FUND**Administration**

Salaries and Benefits	\$ 480,264
Supplies/Other Services and Charges	438,340
Capital Equipment	-
Capital Improvements	1,106,677
Contingency to meet expenses for emergencies and capital improvements not otherwise provided for	287,556
TOTAL ADMINISTRATION	\$ 2,312,837

Course Maintenance

Salaries and Benefits	\$ -
Supplies/Other Services and Charges	156,297
TOTAL COURSE MAINTENANCE	\$ 156,297

Clubhouse

Salaries and Benefits	\$ 141,729
Supplies/Other Services and Charges	552,251
TOTAL CLUBHOUSE	\$ 693,980

**TOTAL AMOUNT APPROPRIATED FROM THE
DEERPATH GOLF COURSE FUND****\$ 3,163,114**

Appropriation

FLEET FUND

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	\$ 2,039,168

LIABILITY INSURANCE FUND

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	\$ 1,394,087

SELF INSURANCE FUND

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	\$ 6,776,000

FIREFIGHTERS' PENSION FUND

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	\$ 2,802,800

POLICE PENSION FUND

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	\$ 3,157,000

Public Schools THE CITY OF LAKE FOREST

School District No. 67

From the Education Fund	\$ 29,215,438
From the Operations, Building and Maintenance Fund	11,886,276
From the Capital Projects Fund	7,360,684
From the Illinois Municipal Retirement/Social Security Fund	828,879
From the Transportation Fund	1,169,560
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	\$ 50,460,837

Summary of the Amounts Appropriated From the Several Funds

<u>Fund</u>	<u>Appropriation</u>
General	\$ 36,782,281
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	1,496,521
Emergency Telephone	261,148
Senior Resources Commission	679,115
Parks and Recreation	10,464,286
Special Recreation	511,544
Cemetery Commission	1,110,102
Public Library	4,456,143
Drug Asset Forfeiture	38,500
Alcohol Asset Forfeiture	99,000
Affordable Housing	275,000
Capital Improvements	7,648,095
Laurel/Western Redevelopment	1,659,764
2011B Bond Storm Sewer	46,068
Water and Sewer	8,765,737
Water and Sewer Capital Fund	8,012,131
Deerpath Golf Course	3,163,114
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>\$ 106,519,949</u>

The City of Lake Forest School District No. 67

Education	\$ 29,215,438
Operations, Building and Maintenance	11,886,276
Capital Projects	7,360,684
Illinois Municipal Retirement/Social Security	828,879
Transportation	1,169,560
Sub-Total	<u>\$ 50,460,837</u>

GRAND TOTAL	<u>\$ 156,980,786</u>
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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 19, 2017
City Council Meeting - City Council Chambers, 6:30pm

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:35pm, and City Clerk Margaret Boyer called the roll of Council members.

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

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; Kevin Cronin, Deputy Chief of Fire; 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 6:35 pm

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

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

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

Mayor Lansing introduced Deputy Fire Chief, Kevin Cronin, who presented the promotion of Mike Mounts and provided his career background introduced his wife Melissa to assist in the swearing in and promotion from Firefighter/Paramedic to Lieutenant, photos were taken.

B. 2017-2018 Board and Commission Appointments

Mayor Lansing made the following appointments.

CROYA

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

COUNCIL ACTION: Approve the Appointments

Alderman Moreno made a motion, seconded by Alderman Beidler, to approve the appointments. The motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

A. Community Spotlight

-Lake Forest Preservation Foundation Annual Awards

-Jim Opsitnik, President, Lake Forest Preservation Foundation

Mr. Opsitnik stated that historic preservation is important to the fabric of the community, and the work that the Historic Preservation Commission does, along with the work of the Foundation, is important to preserving and recognizing the great work and commitment that individuals make to preservation. Mr. Opsitnik reviewed the award categories:

- Restoration- Restoration is undertaken to accurately depict a property as it appeared at a particular period of time in its history, by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.
- Rehabilitation- Rehabilitation acknowledges the need to alter or add to an historic property to meet continuing or changing uses while retaining the property's historic character.
- Preservation - Preservation focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. This is the act or process of applying measures necessary to sustain the existing form, integrity and materials of an historic property.

Mr. Opsitnik reported on each of the architects behind the Awards, and provided an update on the Metra/UP North Line Train Station project. He stated that recent renovation work uncovered original wainscoting and tile floor, which has been used to help inspire the next round of renovations. He stated that the Foundation is undergoing active fundraising, and will be assisting the City in securing cost estimates to preserve certain areas, as well as, renovate others within the public facilities of the depot building.

B. Purchasing 101

-Elizabeth Holleb, Finance Director

City Manager Robert Kiely introduced the next topic and stated that he, along with other City staff, will be putting together several "101" or informative discussions over the next several months to acquaint the City Council on matters of City business. He introduced the topic of Purchasing and stated that he has asked Elizabeth Holleb to present an overview of purchasing, the City's purchasing policy, and how procurement works.

Elizabeth Holleb, Finance Director, reviewed the City's purchasing policy, which she stated is reviewed and updated from time-to-time. She stated that there are a number of circumstances where the policy will help staff direct procurement, including the purchasing of materials and commodities, professional services, and for other project-related expenses. She provided an overview of purchasing thresholds for City staff and employees, and stated that these thresholds remain in line with many other communities. She added that the City recently underwent a review of the policy, including discussions on exceptions, limits, trends in purchasing, etc.

City Manager Robert Kiely asked that if the City Council has any specific topics they would like addressed at a future meeting, to let him know so that he could arrange for future discussion.

COMMENTS BY CITY CCOUNCIL MEMBERS

FINANCE COMMITTEE

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

Finance Director Elizabeth Holleb reported that Staff requests approving the first reading of the ordinance and the rollovers. 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. The

Appropriation Ordinance includes the Library, which was not included in the budget approved at the May 1, 2017 City Council meeting. She stated that information in the agenda packet provides an overview of differences between the Budget and Appropriation Ordinance

Ms. Holleb also reported that 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. If first reading is approved this evening, Ms. Holleb stated that the second and final reading would occur on July 17, with a formal public hearing as required by Law. She added that the City is required to have an Ordinance adopted by July 31, and filed with the County.

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

COUNCIL ACTION: Approval of the first reading of the ordinance and the rollovers.

Alderman Moreno made a motion to approve the first reading of the ordinance and the rollovers, seconded by Alderman Rummel. The following voted "Yea": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8 Yeas, 0 Nays, motion carried.

COMMUNICATION AND MARKETING COMMITTEE

Alderman Beidler provided an update on the City's Marketing Campaign that is currently underway. She stated that an article was recently published in the *Sheridan Road* magazine highlighting the launch of the campaign, and included information about projects and other initiatives that the City was working toward, including the Deerpath Golf Course. She stated that there would be information added to the website with a link to additional videos that have been created to highlight the many facets of the campaign.

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 June 5, 2017 City Council Meeting Minutes**
2. **Approval of Forest Park Grounds Maintenance Services Contract 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)**
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)**
5. **Approval of South Park Master Plan**
6. **Award of Bid for the Ferry Hall Bridge Viaduct Span Reconstruction Project**

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

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Seeing none, 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 Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- 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.

ORDINANCES

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).**

City Attorney Vic Filippini presented an overview of the agenda item and stated that the item was an outgrowth from the City's recent strategic planning sessions regarding the potential consumption and sale of alcohol at the beach. He stated that the item serves as an opportunity to both react to this request, but also to develop a regulatory environment for providing and regulating the sale and consumption of alcohol at this facility. He reviewed items included in the conditions of the license, which includes the sale and consumption of beer and wine only, served in approved containers, limited area for consumption, and monitoring and enforcement standards. He added that the license would not be effective for a 12 month period, but rather would be issued on a weekly basis, which allows the City to scale back on the authorization in a more rapid and expeditious manner. Mr. Filippini stated that the initial license period would be allowed July 1 – October 1, 2017, to align with the season.

General discussion and questions regarding the license area, vendor, and marketing or communication of the license took place among the City Council.

City Attorney Vic Filippini stated that the vendor selected for this instance would meet all other requirements that are typically set by the City and State concerning the regulation of alcohol, including insurance, BASSET training, etc.

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.

Alderman Tack made a motion to 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, seconded by Alderman Newman. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

ADJOURNMENT

There being no further business. Alderman Rummel made a motion to adjourn, seconded by Alderman Beidler. Motion carried unanimously by voice vote at 7:59p.m.

Respectfully Submitted
Mike Strong

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

The City of Lake Forest
CITY COUNCIL WORKSHOP

Proceedings of the Monday, June 19, 2017

City Council Workshop Meeting – City Hall, 220 E. Deerpath 4:00 p.m.

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 4:01pm, and Assistant to the City Manager called the roll of Council members.

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

Also present were: Robert Kiely, City Manager; Mike Strong, Assistant to the City Manager; Catherine Czerniak, Director of Community Development; Elizabeth Holleb, Finance Director; Susan Banks, Communications Manager; Sally Swarthout, Director of Parks & Recreation; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Rob Copeland, Deputy Chief of Police; Kevin Cronin, Deputy Chief of Fire; Mike Gallo, Battalion Chief of Fire.

There were approximately 20 people in the audience.

CALL TO ORDER AND ROLL CALL

4:01 p.m.

1. Pension Primer

Mayor Lansing, welcomed the Council, Members of the Community, and City Staff to the Workshop meeting. He stated that there will be no decisions made by the Council at this meeting. Instead the meeting is meant to present information and to re-open dialogue among the City Council on pensions. He introduced Elizabeth Holleb, Finance Director, to lead the presentation.

Alderman Buschmann arrived at 4:03 p.m.

Alderman Tack arrived at 4:05 p.m.

Elizabeth Holleb, Finance Director, gave an overview of the presentations, studies and actuarial reports that were provided to City Council in their agenda packets and stated that she would run through the presentations and will allow for questions to be asked during the presentations. She began the presentation by reviewing the three pension plans (i.e. Police, Fire, IMRF) that the City provides including information on plan types, benefit types, contribution levels, and benefit levels. She reviewed the portability and termination standards for each and stated that the investment authority for each, which was added to the presentation, is important considering the City is limited in how police and fire pensions can be invested. Those plans are regulated largely by State Statute, which can impact the prospects of

their returns. As a result, the funded ratios for both of these pensions have been similar. She added that with the adoption of a Tier 2 system, the City is seeing growth in Tier 2 which will have long-term benefits for reducing the pension obligations for the City; however, we are many years away from seeing a dramatic impact on the City's contributions to these programs. She stated that the City adopted a policy to achieve 100% funded ratios for both systems by 2040, which is what drives the annual contribution levels and property tax levy requirements.

Alderman Moreno arrived at 4:40 p.m.

COUNCIL ACTION: Informational Item for Discussion. No Council action was taken.

2. Summary of Police/Fire Preliminary Actuarial Results

Elizabeth Holleb, Director of Finance, provided a brief presentation on the preliminary results of the Police and Fire actuarial valuations. She stated that the results are based on current pension funding policy. She reviewed the Police/Fire funds and stated that since April 2016, both funds saw increases in net assets, accrued liabilities and funded ratios. In addition, she stated that the investment return for the Police Fund was 9.67% over the past year, and has averaged a 6.87% return over the past five years. The Fire Fund saw a 9.69% return over the previous year, and has averaged 6.47% over the previous five years.

COUNCIL ACTION: Informational Item for Discussion. No Council action was taken.

3. Alternative Scenarios for Public Safety Pension Plans

Elizabeth Holleb, Finance Director, introduced Jason Franken, of Foster & Foster, and stated he would be discussing the actuarial assumptions and amortization payments for the funds. She stated that City staff was going to be looking for feedback from the City Council regarding potential modifications to the assumptions.

Jason Franken, Foster & Foster, provided some background on the agenda item and stated that the actuarial assumptions help determine liabilities and contribution amounts for the pension plans; and should be reviewed and amended, as desired, to ensure they remain realistic so that they can provide a more reliable sense of security for funding the plans. He briefly reviewed the set of assumptions that are used to determine contribution levels for each plan. These included investment return, salary increase, payroll growth, mortality, retirement, turnover, disability, and others. He stated that there were three assumptions that the City may want to review or further discuss, including:

- **Mortality Assumption** – This determines the rate at which members and beneficiaries pass away. He stated that the Society of Actuaries releases new mortality tables every 10 years to reflect the longer life expectancies. The City currently utilizes the 2000 table; however, a new table was released in 2014, and a specific public sector table is expected to be released next year. He stated that the new table is a bit aggressive, so

his recommendation was to make standard adjustments to the 2000 table in line with the Scale BB. This would result in an increase in the liability for Fire plan by \$2.1 million and contribution by \$135,000; and Police Plan's liability by \$2.4 million and contribution by \$155,000.

- Salary Increase Assumption – He stated that this assumption is probably the second most important assumption used by an actuary, and it determines how an individual's salary will increase over his or her career. He stated that flat salary increases do not typically reflect experience due to different step programs, bonuses, and other types of compensation plans. He stated that his recommendation would be for the City to switch to the Department of Insurance ("DOI") service-based table that starts at 11% or 12% and grades down to 4%. He stated that this would decrease the Fire Plan by \$676,000 in liability and reduce its contribution requirement by \$75,000; and decrease the Police Plan by \$1.2 million in liability and reduce its contribution requirement by \$120,000.
- Payroll Growth Assumption – He stated that the payroll growth assumption is the extent to which salary increases determine how a department's payroll grows. He stated that as higher paid members retire, they are replaced with salaried positions that are at a lower level than the salary increase assumption (newer employee salaries grow at a lower rate than veteran or retiree levels). He stated that this assumption is what drives the amortization payments. He stated that if the payroll growth rate were set higher, the future liability would be increased but the current amortization payment could be lowered which provides greater generational equity with the contribution payment. He stated that the City may want to discuss how this assumption could be set, including a level dollar amount or percentage of payroll (i.e. 0, 2.5, or 5.5%).

Elizabeth Holleb, Finance Director, reviewed the three assumption discussion points and presented an exercise for understanding their impacts on the liability and contributions for each plan.

COUNCIL ACTION: The City Council was favorable to implementing the recommendations for the mortality table and salary increase assumptions. However, requested additional information on the payroll growth assumption.

Mayor Lansing requested that the actuary develop a projection of the impact on the liability amortization for the pension funds assuming the City contributes an additional amount from fund balance reserves.

4. Adjournment

There being no further discussion. Alderman Reisenberg made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 6:00 p.m.

Respectfully Submitted,

Mike Strong
Assistant to the City Manager

A complete Binder including all slides and handouts is available at City Hall.

CORPORATE AUTHORIZATION RESOLUTION

Lake Forest Bank & Trust Company

By:

City of Lake Forest
800 N. Field Drive
Lake Forest, IL 60045
- GOLF OPERATING ACCT -

727 North Bank Lane
Lake Forest, IL 60045

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Robert R. Kiely, Jr, certify that I am Secretary (clerk) of the above named corporation organized under the laws of The City of Lake Forest, Federal Employer I.D. Number 36-6005960, engaged in business under the trade name of _____, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on _____ (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>Robert Kiely, Jr</u>	X _____	X _____
B. <u>Elizabeth Holleb</u>	X _____	X _____
C. <u>Diane Hall</u>	X _____	X _____
D. <u>Matthew Kurland</u>	X _____	X _____
E. <u>Bradley Sloan</u>	X _____	X _____
F. <u>Corley Price</u>	X _____	X _____

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
	(1) Exercise all of the powers listed in this resolution.	_____
<u>A, B, C</u>	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
<u>A, B, C</u>	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
<u>N/A</u>	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
<u>N/A</u>	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
	(7) Other _____	_____

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

Signatures continued on p. 2

CORPORATE AUTHORIZATION RESOLUTION

Lake Forest Bank & Trust Company

By:

- Page 2 -
City of Lake Forest, IL
Golf Operating Acct.

727 North Bank Lane
Lake Forest, IL 60045

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, _____, certify that I am Secretary (clerk) of the above named corporation organized under the laws of _____, Federal Employer I.D. Number _____, engaged in business under the trade name of _____, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on _____ (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Facsimile Signature (if used)
A. <u>Vince Juarez</u>	X _____	X _____
B. _____	X _____	X _____
C. _____	X _____	X _____
D. _____	X _____	X _____
E. _____	X _____	X _____
F. _____	X _____	X _____

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

Indicate A, B, C, D, E, and/or F	Description of Power	Indicate number of signatures required
_____	(1) Exercise all of the powers listed in this resolution.	_____
_____	(2) Open any deposit or share account(s) in the name of the Corporation.	_____
_____	(3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution.	_____
_____	(4) Borrow money on behalf and in the name of the Corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.	_____
_____	(5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.	_____
_____	(6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.	_____
_____	(7) Other _____	_____

LIMITATIONS ON POWERS The following are the Corporation's express limitations on the powers granted under this resolution.

RESOLUTIONS

The Corporation named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Directors of the Corporation and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as an Agent of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Corporation authorizes each Agent to have custody of the Corporation's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Board of Directors of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Corporation is a non-profit corporation.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on _____ (date).

Attest by One Other Officer _____

Secretary _____

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) ☐ This resolution is superseded by resolution dated _____.

Comments: