

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, November 20, 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

6:30pm

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

2. COMMENTS BY CITY MANAGER

- A. Community Spotlight
 - Country Day School
 - Bob Whalen, Head of School

3. COMMENTS BY COUNCIL MEMBERS

FINANCE COMMITTEE REPORT

1. Elawa Farm Budget Presentation

*PRESENTED BY: Finance Committee Chairman James Morris
Barry Hollingsworth (Chair – Elawa Farm Commission)
STAFF CONTACT: Michael Strong (847-810-3680)*

BACKGROUND/DISCUSSION: Pursuant to Section 10.C. of the Elawa Farm Operating Agreement executed in March 2014, the Elawa Farm Foundation shall submit its Annual Budget and Plan to the Elawa Farm Commission. The Commission shall then submit to the City Council a recommendation to approve, approve with modifications, or reject the Annual Budget and Plan. Upon receipt of the Commission's recommendation, the City Council has the right to approve, approve subject to modification, or reject the Annual Budget and Plan. A copy of the budget is provided beginning on **page 16**.

COUNCIL ACTION: It is recommended that the City Council consider approval, approval with modifications, or rejection of the Elawa Farm Annual Budget and Plan. If rejected, the Elawa

Farm Foundation would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index.

2. Gorton Community Center Budget Presentation

*PRESENTED BY: Finance Committee Chairman James Morris;
Barrett C. Davie, Gorton Board Chair; William Moskoff, Finance Chair and
Lisa Adams, Accountant – Gorton Community Center
STAFF CONTACT: Elizabeth Holleb (847-810-3612)*

BACKGROUND/DISCUSSION: Pursuant to Section 10.C.3. of the Restated Agreement Relating to the Gorton Property executed in July 2013, the Finance and Operations Sub-Committee and the Gorton Executive Director shall submit to the City for review and approval the Center's annual budget and plans for the use of and programming at the property. Following review, the City shall submit a recommendation to the City Council for approval, approval with modifications or rejection of the Annual Budget and Plan to the full City Council. Upon receipt of the recommendation, the City Council has the right to approve, approve subject to modification, or reject the Annual Budget and Plan. A copy of the budget is provided beginning on **page 31**.

Section 10.D.1 of the Agreement provides that on even-numbered anniversary years of the agreement and by mutual agreement of the parties, the Gorton Maintenance Obligation amount to be included in the annual budget may be modified from the \$25,000 per year set forth in the agreement. Representatives of Gorton requested that a reduction for 2017 be approved to \$15,000 based on historical experience and the fact that Gorton has accumulated a maintenance reserve pursuant to the agreement of \$18,006 as of December 30, 2015. The request was granted and may be re-evaluated again in 2018.

COUNCIL ACTION: It is recommended that the City Council consider approval, approval with modifications, or rejection of the Gorton Community Center Annual Budget and Plan. If rejected, the Center would be authorized to operate and occupy the property in accordance with the Annual Budget and Plan last approved by the City Council subject to rate adjustments not exceeding the change in the Consumer Price Index.

3. Consideration of an Ordinance approving a Fee Schedule and Ordinance adopting new fees related to Development Activity (First Reading)

PRESENTED BY: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of the proposed Ordinances.

BACKGROUND/DISCUSSION: As part of the budget process, all departments are asked to review their user fees. A comprehensive fee schedule is provided as Exhibit A to the Ordinance approving a fee schedule, which clearly identifies the proposed fee increases highlighted in yellow and the proposed new fees highlighted in orange. Fees highlighted in green are not reflective of changes in existing fees; rather, they are clarifications due to a review of City Code and current practices.

Departments have provided supplemental memos justifying their proposed fee adjustments and new fees, which are included in the packet beginning on **page 69**. New fees require a separate Ordinance to be submitted by the department proposing the new fee and accompany the Ordinance approving the fee schedule. The following Ordinances are submitted for City Council consideration at this time:

- Ordinance approving a fee schedule (**page 46**)
- Ordinance adopting new fees related to development activity (**page 67**)

The fee revisions and proposed new fees were considered at the November 13, 2017 Finance Committee meeting.

BUDGET/FISCAL IMPACT: Revenue for the new and increased fees is estimated to be \$5,260 in the General Fund, \$290,000 in the General Fund (transferred to public safety pension funds), \$14,110 in the Parks and Recreation Fund, \$165,233 in the Water Utility Fund and \$24,564 in the Golf Course Fund.

COUNCIL ACTION: Grant first reading to the proposed ordinances.

4. Consideration of an Ordinance Establishing the 2017 Tax Levy (First Reading)

PRESENTED BY: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of an Ordinance establishing the 2017 tax levy.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	10/16/17	Discussion of options for 2017 levy
City Council	11/6/17	Determination of a preliminary non-binding estimate of 2017 levy.
Finance Committee	11/13/17	Detailed discussion of 2017 levy and alternatives to funding increases in public safety pension.

BACKGROUND/DISCUSSION: The annual tax levy must be filed with the County Clerk by the last Tuesday in December. The City has a significant reliance on property tax revenues, which represents more than 50% of the General Fund revenue.

During City Council workshops held in June and September of 2017, the City Council considered recommendations from its independent actuary related to the funding of police and fire pension costs. Recommendations related to the mortality, salary increase and payroll growth assumptions were approved and incorporated in to the actuarial valuations of both pension funds as of April 30, 2017. The result of these changes was an immediate increase in funding requirements in order to reduce the future annual increases the City has experienced over the past several years.

Spreadsheets reviewing the proposed tax levy for 2017 are attached (**page 81**) for your consideration. These include: 1) the tax levy limitations under the tax cap; 2) the tax levy distributed by fund without new growth and allowances distributed; 3) the tax levy by fund with new growth and allowances distributed; and 4) an explanation of the tax increase to an average homeowner.

The tax levy to be approved includes the needs of all City departments, as well as for pensions and debt service requirements. A summary of the proposed levy is as follows:

FUND	Proposed 2017 LEVY	2016 Extension	\$ CHANGE	% CHANGE
City General	\$ 14,367,553	\$ 13,913,628	\$ 453,925	3.26%
Pension Funds	5,316,023	4,775,101	540,922	11.33%
Fire Pension PA 93-0689	86,098	64,910	21,188	32.64%
Recreation	1,403,613	1,374,743	28,870	2.10%
Parks	3,124,170	3,059,912	64,258	2.10%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	465,040	440,054	24,986	5.68%
Capital Improvements	816,750	822,000	(5,250)	-0.64%
Library	3,669,016	3,570,809	98,207	2.75%
Library sites	403,026	394,737	8,289	2.10%
Bond Funds	1,521,588	1,429,804	91,784	6.42%
TOTAL TAX LEVY - CITY	\$ 31,297,877	\$ 29,970,698	\$ 1,327,179	4.43%
School District 67- ESTIMATED	\$ 32,747,809	31,822,090	\$ 925,719	2.91%
GRAND TOTAL	64,045,686	61,792,788	\$ 2,252,898	3.65%
Ordinance (exclude Bond Funds)	<u>\$62,524,098</u>			

School District #67 levy amounts are estimated and subject to final approval at the Board's December 11 meeting.

BUDGET/FISCAL IMPACT: The proposed tax levy for 2017 reflects a 4.43% increase over the 2016 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 2.10% property tax cap increase on operating and IMRF pension levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; increases attributable to new construction; and increases in police and fire pension costs as a long-term strategy to managing these State-mandated costs. **The average increase to existing residents (\$800,000 home) is projected to be \$123 or 3.76%.**

COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2017 Tax Levy (page 85).

5. Approval of Ordinances Abating 2017 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)

PRESENTED BY: Elizabeth Holleb, Finance Director (847-810-3612)

PURPOSE AND ACTION REQUESTED: Staff requests approving the first reading of ordinances abating 2017 tax levies.

BACKGROUND/DISCUSSION: The proposed Ordinances provide for the abatement of 2017 taxes levied for the various outstanding general obligation ALTERNATE REVENUE bond issues. The tax levies for all bond issues are established and recorded with the County Clerk at the time the bonds are issued. Therefore, in order to reduce the bond tax levies, an abatement ordinance must be approved and filed with the County Clerk before the last Tuesday in December. The abatement of these general obligation ALTERNATE REVENUE bonds is possible due to the fact these bond funds have an adequate revenue source from water sales, golf fees, sales tax or payments from the U.S. Treasury. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued. The proposed Ordinances (beginning on **page 94**) are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2017 for the Annual Payment of the Principal and Interest on the Taxable General Obligation Bonds, Series 2010-B Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2017 for the Annual Payment of the Principal and Interest on the Taxable General Obligation Bonds, Series 2010-C Bond Issue
- An Ordinance Abating the Total Tax being Levied in 2017 for the Annual Payment of the Principal and Interest on the 2011 General Obligation Series 2011-A Refunding Bond Issue
- An Ordinance Abating the Total Tax being Levied in 2017 for the Annual Payment of the Principal and Interest on the 2011 General Obligation Series 2011-B Refunding Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2017 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2015 Bond Issue

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

2017 Debt Service Levy and Abatements

	<u>Levy per County</u>	<u>TIF</u>	<u>Golf</u>	<u>Water</u>	<u>.5 NHRST</u>	<u>Int Rebate</u>	<u>Net Levy</u>
2009	278,745.00						278,745.00
2010A	0.00						0.00
2010B	172,500.00					(72,385.31)	100,114.69
2010C	461,098.76					(76,870.68)	384,228.08
2011A	139,975.00			(139,975.00)			0.00
2011B	2,676,750.00		(92,967.50)	(2,062,927.50)	(520,855.00)		0.00
2013	533,762.50						533,762.50
2015	464,050.00	(239,312.50)					224,737.50
	4,726,881.26	(239,312.50)	(92,967.50)	(2,202,902.50)	(520,855.00)	(149,255.99)	1,521,587.77
1% L/C	4,774,150.07						

COUNCIL ACTION: Grant first reading approval of the Ordinances abating tax levies for various general obligation bond issues.

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

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the November 6, 2017 City Council Meeting Minutes

A copy of the minutes can be found on **page 99**.

COUNCIL ACTION: Approval of the Minutes

2. Award of Contract for Professional Services on Data Migration to Sharepoint Online (Office 365 Phase II)

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

PURPOSE AND ACTION REQUESTED: Staff requests City Council award a contract for professional services to migrate file data to the SharePoint Online platform, phase II of the City's Office 365 transition.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
Office 365 License Purchase Approval	10/19/2015	City Council Approved Omnibus
City Email Transition to Office 365 (Phase I)	07/13/2016	City Manager Approved
RFP Issuance	9/14/2017	
Vendor Proposals Submitted	10/12/2017	Eight Proposals Received
Consultant Interviews & Other Due Diligence	10/12 –11/03/2017	Review & Recommendation by Selection Team

BACKGROUND/DISCUSSION: The City's IT Strategic Plan calls for exploring the costs/benefits of hosting its software and hardware internally versus vendor hosted (i.e. Cloud). In October 2015, the City renewed its contract with Microsoft and included the Office 365 Cloud hosting service. The City of Lake Forest migrated to the Office 365 platform for email hosting in July 2016.

With the success of email conversion to Office 365, staff desires to move forward and use the advanced functionality of SharePoint Online and OneDrive, which is included in the current City licensing. With SharePoint Online and OneDrive, users can store, share, and sync files from multiple devices. Additionally, people can work on Office documents with others at the same time. The selected consultants will utilize a proven methodology and set of related tools

to provide file migration assistance and project management intended to mitigate risk during this project. Using their expertise in the public sector and best security practices, they will guide staff to securely allow migration of current documents to the cloud platform.

The City issued a Request for Proposals on 09/14/2017 for professional services and received eight (8) responses. A committee comprised of representatives from the IT Division narrowed the selection to three (3) candidates based on experience and knowledge of the Office 365 file storage platform using a standard set of criteria. These candidates were interviewed starting on 10/26/2017, and a finalist was selected by the selection team based upon price, professionalism, expertise, references, understanding of City needs, and completeness of proposal. A summary of the respondents are as follows:

Company	Proposal Scoring	Finalist Scoring	Finalist Cost Proposed
Microexcel	30	Eliminated	
Planet Technologies	35	Eliminated	
Netrix	55	Eliminated	
Krish Compusoft	55	Eliminated	
Heartland	65	Eliminated	
Innova	70	125	\$46,350
Hexacorp	80	135	\$33,160
ClientFirst Consulting	90	160	\$25,960

BUDGET/FISCAL IMPACT: ClientFirst's proposal met all of the required specifications. Their assigned staff made positive impressions on the selection team during the interview, and references gave favorable responses. The proposed cost exceeds budget, but can be absorbed through other budgetary savings.

FY2018 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
IT Contractual (101-1315-415-35-10)	\$20,000	\$25,960	Y

COUNCIL ACTION: If appropriate and should the City Council desire, award a contract to ClientFirst Consulting for professional services not to exceed amount of \$25,960 to assist The City of Lake Forest with the transition to Office 365 platform for SharePoint Online and OneDrive.

3. Award of Contracts for Wi-Fi and Backhaul Replacement and Implementation

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

PURPOSE AND ACTION REQUESTED: Staff recommends approval to award a contract with 1) Heartland Business Systems for implementation services and replacement of the City's Wi-Fi, and with 2) Entre for the replacement of the beach backhaul.

PROJECT REVIEW/RECOMMENDATIONS:

Milestone	Date	Comments
RFP Issuance	9/14/2017	
Vendor Proposals Submitted	10/9/2017	Five Vendors Submitted Proposals. Received & Reviewed
System Demonstrations	10/25/2017 – 10/27/2017	Review & Recommendation by City IT's Selection Committee

BACKGROUND/DISCUSSION: The City's Lifeguard and Sailing Office locations both receive their data and voice connectivity via a wireless backhaul solution that was implemented in 2005. In addition, the City's current Wi-Fi solution has been in use since 2011. Both of these systems are running on equipment that is currently end of life and does not meet contemporary standards resulting in degraded performance levels.

The City issued a Request for Proposals on 9/14/2017 for replacement hardware and implementation services. The following is the summary chart of the finalists RFP proposals' costs for Wi-Fi Replacement and Implementation:

Proposer Semifinalists	Round 1 and 2 Scoring	Round 3 Scoring	Overall Proposed Cost
CFI	145	ELIMINATED	\$13,307
Sentinal	214	ELIMINATED	\$15,792
Xtivity	222	169	\$12,655
Entre	231	187	\$14,425
Heartland Business Systems	230	212	\$14,967

The following is the summary chart of the finalists RFP proposals' costs for Backhaul Replacement and Implementation:

Proposer Semifinalists	Round 1 Scoring	Round 3 Scoring	Overall Proposed Cost
CFI	42	ELIMINATED	\$39,288
Sentinal	130	ELIMINATED	\$25,752
Xtivity	138	37	\$6,930
Entre	135	63	\$16,629

Based on the City Selection Committee's review of proposals and demonstrations, staff is recommending Heartland Business Systems for Wi-Fi replacement and Entre for the beach backhaul replacement.

City staff has worked with both vendors to confirm costs and ensure that the specific scope of software, hardware, and implementation services is clearly documented. If approved, staff

will work with Heartland Business Systems and Entre to ensure proper project planning methodology is adhered to for a successful implementation.

The following is a list of the features included in the proposals that will allow us to meet the City's business needs:

- Survivability- cloud management solution removes potential for onsite Wi-Fi equipment failure.
- Increased Security- Wi-Fi access points capable of stopping unwanted traffic from entering the network. Traffic that is allowed to enter can be more intelligently segmented allowing for secure credit card payments over Wi-Fi or other uses.
- Performance- The proposed solution would increase the City's Wi-Fi and backhaul speed by up to 12 times.

BUDGET/FISCAL IMPACT: The total project expense reflects all system hardware, software licensing, implementation, staff training, and year one maintenance services.

This project was identified as a FY18 Capital project funded via the Capital Improvements Fund, and it complies fully with the IT Capital Five Year Plan and City's purchasing policies.

Vendor/Solution	Item	Item Price	Total
Entre/Backhaul			
	Hardware	\$8,929	
	Implementation & Training	\$7,700	
	Year One Maintenance	N/A	
Total			\$16,629
Heartland/Wi-Fi			
	Hardware	\$13,635	
	Implementation & Training	\$7,875.00	
	Year One Maintenance	\$1,332	
Total			\$14,967
Grand Total			\$31,596

The proposed cost exceeds budget, but can be absorbed through other budgetary savings.

FY2018 Funding Source	Account Budget	Amount Requested	Budgeted? Y/N
Capital Improvement Fund 311-0050-415-66-11	\$30,000	\$31,596	Y

COUNCIL ACTION: If desired and appropriate by the City Council, approve an agreement with Heartland Business Systems for a total not to exceed \$14,967 and Entre for a total not to exceed \$16,629. Both include hardware, implementation, training, and year one maintenance at a total expense of \$31,596.

4. Approval of a Two-Year Contract Extension with Lake Forest Bank and Trust for Banking Services

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

PURPOSE AND ACTION REQUESTED: Staff requests approval of a two-year contract extension with Lake Forest Bank and Trust for banking services.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	12/1/14	Approved three-year agreement with option to renew for two additional years.

BACKGROUND/DISCUSSION: In September 2014, the Finance Department issued a Request for Proposals for Banking Services. The City received three (3) banking proposals. A review of the proposals was conducted and two (2) finalists were invited to participate in interviews. As a result of proposal reviews, interviews conducted, reference checks and clarification regarding fees proposed, the review committee unanimously recommended Lake Forest Bank and Trust for banking services. City Council approved a three-year agreement, with an optional two-year renewal option.

The City has enjoyed a mutually beneficial banking relationship with Lake Forest Bank and Trust (LFBT) for twenty-two (22) years. In addition to a satisfaction with services currently provided, LFBT offered the most favorable pricing for banking services of the three proposals received in 2014:

Bank:	Total Est. Annual Cost
Lake Forest Bank & Trust	\$8,888
First Midwest	\$28,282
BMO Harris	\$34,616

Lake Forest Bank and Trust has graciously offered to extend the agreement for the optional two-year renewal period with no changes in the current agreement (**page 105**).

BUDGET/FISCAL IMPACT:

FY2018 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Water Fund	\$6,000	\$6,000	Y
General Fund/Finance Dept.	\$2,000	\$2,000	Y

The \$6,000 cost of banking services is for lockbox services related to water bills and will be charged to the Water Fund. Other services will be charged to the Finance Department budget in the General Fund.

COUNCIL ACTION: It is recommended that the City Council approve a two-year contract extension with Lake Forest Bank and Trust for banking services.

5. **Consideration of a Recommendation from the Plan Commission in Support of the Final Plat for a 4-Lot Subdivision, the Saunders Estates – Lake Forest Subdivision. (Approval by Motion)**

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

PURPOSE AND ACTION REQUESTED: Consideration of a recommendation from the Plan Commission in support of approval of the final plat of subdivision for the Saunders Estates – Lake Forest Subdivision.

BACKGROUND/DISCUSSION: On April 4, 2017, the City Council approved the tentative plat for the Saunders Estates – Lake Forest Subdivision. Following up on that action, the petitioner finalized the engineering plans, plat of subdivision and related documents and in September, the Plan Commission considered the final plat and unanimously recommended approval of the final plat.

The parcel proposed for subdivision totals 5.47 acres and is located on the west side of Saunders Road, west of Conway Farms Drive, south of Route 60 and east of the Illinois Tollway. The property is a vacant, developable property. The proposed lots comply with the requirements of the R-3 District with the exception of the lot to depth ratio. The Commission determined that the deeper lots are appropriate given the adjacency to the Tollway.

No public testimony was presented to the Plan Commission during the consideration of the final plat of subdivision. As noted above, the Plan Commission voted 6 to 0 to recommend approval of the final plat to the City Council. The Plan Commission's report is included in the Council packet beginning on **page 106** along with the final plat of subdivision.

COUNCIL ACTION: Approve a motion granting approval of the final plat for the Saunders Estates – Lake Forest Subdivision.

6. Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (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 Building Review Board is presented to the City Council for consideration as part of the Omnibus Agenda.

Westleigh Farms Subdivision Homes - The Building Review Board recommended approval of the architectural massing and designs, exterior materials and landscape concepts for the 26 homes that will be located on the newly created lots located on the northern portion of the Westleigh Farm Subdivision. No public testimony was presented on this petition. (Building Review Board vote: 4-0, approved)

The Ordinance approving the petition as recommended by the Building Review Board, with key exhibits attached, is included in the Council packet beginning on **page 114**. 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 an Ordinance in accordance with the Building Review Board's recommendation.

7. Approval of Health Insurance Contract Renewals

Staff Contact: DeSha Kalmar, Director of Human Resources (847-810-3530)

PURPOSE AND ACTION REQUESTED: PCA Committee and Staff are recommending retaining current health plan providers, adopting changes to our health insurance for fulltime staff, entering a contract for Wellness Services from Asset Health, and entering a contract for insured coverage for retirees over age 65.

BACKGROUND/DISCUSSION: The City provides a self-funded medical and dental plan and insured life insurance, transplant coverage, and reinsurance for large claims and total liability. The cost is determined by forecasts based on actual claims, fixed costs for administration, reinsurance, and costs for life insurance. Human Resources, through a collaborative process with employee work groups, is recommending changes to the health insurance benefits for employees and improving services for the City's Think Healthy wellness program, which was launched in 2017. In addition, HR has been evaluating a lower-cost option for supplemental coverage to Medicare for retirees over age 65 and is recommending offering this plan as the only option.

BUDGET/FISCAL IMPACT: Recommendations based on renewal quotes:

- Retain Serve You Rx Pharmacy Benefit Administration for Prescription Drug Card.

Summary Pricing Serve You	Current	Proposed
Total Annual Costs-Dispensing Fees	\$2,975	\$2,743

- Retain Professional Benefit Administrators (PBA) for administration and billing services

Summary Pricing PBA	Current	Proposed
Total Cost	\$115,435	\$110,343

- Retain preferred provider network administration with CIGNA through PBA

Summary Pricing CIGNA	Current	Proposed
Total Annual Costs	\$49,817	\$46,469

- Retain Voya for stop loss coverage and retain Optum Health for Transplant coverage.

Summary Pricing Voya	Current	Proposed
Specific Premium	\$598,734	\$656,323
Aggregate Premium	\$13,839	\$12,498
Transplant Premium (Optum)	\$30,830	\$29,127
Total	\$643,403	\$697,948

- **Retain CIGNA for life insurance.**

	Current	Proposed
Basic Life / \$1,000	\$0.138	\$0.138
AD&D/\$1,000	\$0.035	\$0.035

- **Adopt changes to the City's benefit plan for fulltime employees.**

The City's Benefit Committee has recommended changes to the Employee Choice Plan, expected to reduce costs 3.5% compared to the current plan:

- \$35 Copay for Specialist Visits, increased from \$25. General practitioners will remain at \$25 copay
- Change Emergency Room copay to \$200 for Illness, which would be waived for accidents and hospital admissions (from \$90 copay for Accidents, waived for emergency illness and admissions)
- \$75 Copay for Specialty Medications from \$50 for Retail prescriptions, and \$100 for Mail Order Specialty Medications from \$55
- \$2,600 Single Out of Pocket Limit for Deductible and Coinsurance, from \$2,400 Single, and \$5,200 Out of Pocket for Family, from \$4,800
- Increase Vision Benefit from \$250 to \$300 for exams and glasses, as the city coverage has not changed in over ten years

- **Retain Asset Health Services for Think Healthy Wellness Program**

Staff is recommending entering into a contract for Wellness Services through Asset Health, a leading provider of wellness technology and administration. Asset Health provides consulting, participant administration, health and wellbeing learning exercises, activity "challenges" (time sensitive activities designed to reinforce positive behaviors linked to improved health), as well education by self-determined and programmatic learning. The services are expected to reduce staff time in administration, improve communication and education resources available to participants, while reducing health cost growth over time. Industry studies, and Asset Health experience with other employers, suggest the City may save approximately \$400,000 over four years.

Summary Pricing Asset Health	Current	Proposed
Total Annual Costs	Not Applicable	\$2,500 per month

- **Offer Benistar Insured Medicare Supplement and Part D Drug Coverage for over age 65 retirees and spouses**

Staff is recommending providing an insured Medicare Supplement and Part D Drug Coverage for retirees eligible for Medicare by entering a contract with Benistar, an administration firm sponsoring employer group insurance trusts for retiree coverage. Coverage is provided through The Hartford for Medicare Supplement coverage, and Part D prescription coverage through Express Scripts Employer Group Waiver Plan, a type of employer based retiree coverage eligible to receive Part D subsidies provided by the federal government. The City's self-funded plan is not eligible to receive the subsidy.

Discussions with the City's health plan actuary suggest the City's implied liability for retiree health insurance (OPEB Liability) will reduce compared to providing these benefits through the City's self-funded program.

Monthly Premium Rate	2017 Over Age 65 Rate (City Plan)	2018 Benistar sample Age 70*
Single Over 65	\$530.71	\$329.96
Single and Spouse Over 65	\$1089.91	\$659.92

*Benistar rates differ slightly by age for Hartford Medicare Supplement coverage. Older participants may pay up to 377.85 for single coverage at age 85. Age 65 participants pay 313.69. Participants may also be required to pay the Medicare Part D Income Surcharge, which would increase Benistar costs for higher income retirees based on Medicare regulations and apply to all Part D plans.

The PCA Committee previously considered these recommendations.

COUNCIL ACTIONS:

1. Authorize the City Manager to execute contracts retaining Professional Benefit Administrators (PBA) for administration and billing services, retain preferred provider network administration with CIGNA through PBA, retain Voya for stop loss coverage, renew with Optum Health for transplant coverage, a component of stop loss coverage, and retain CIGNA for life insurance;
2. Approve changes to the City insurance coverage;
3. Authorize the City manager to enter into a new contract with Benistar for supplemental coverage to Medicare and Part D drug coverage;
4. Authorize City Manager to enter into a new contract with Asset Health for participant wellness administration and services.

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

6. ORDINANCES

7. NEW BUSINESS

1. Consideration of City Decision-Making Parameters

PRESENTED BY: Robert Kiely, City Manager

BACKGROUND/DISCUSSION: Back in 1994, as part of the City's Strategic Planning Process, the City Council formally adopted the attached Decision-Making Parameters (on **page 123**) to memorialize the long-standing representation and decision-making policies of the Governing Body. Since 1994, the City staff and Council members have periodically reviewed and consistently adhered to the parameters in its governance of the community. The Mayor and City Manager thought it would be appropriate to revisit the parameters as we look ahead to future budgetary, land use and service provision challenges.

COUNCIL ACTION: It is recommended that the City Council consider ratification or approval with modifications of the Decision-Making Parameters.

8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION

9. ADJOURNMENT

Office of the City Manager

November 15, 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.



**Elawa Farm Foundation
2018 Budget Planning**

	2015	2016	2017			2018
	Actuals	Actuals	Actuals as at Sep 30th	Projected Full Year	Budget	Budget
Income						
43400 Fundraising Support	354,577.92	263,757.35	349,843.38	403,976.58	311,300.00	326,000.00
44000 Donations-Grants	0.00	0.00	0.00	0.00	0.00	0.00
45000 Investments	159.73	138.54	98.55	132.00	144.00	120.00
46400 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00
47200 Program Income	23,255.00	25,811.00	32,600.00	34,980.00	18,665.00	26,900.00
51000 Holiday Market	58,353.14	53,037.07	0.00	55,000.00	55,000.00	55,000.00
53000 Garden Market	121,795.02	136,359.19	135,582.28	166,200.00	130,000.00	169,500.00
56100 Tenant Leases	59,482.10	57,446.49	41,930.65	56,050.24	55,958.00	56,480.00
56200 Individual Event Income	155,780.26	176,468.13	135,948.85	155,000.00	168,000.00	170,000.00
57000 In-House Catering	3,940.65	31,673.89	1,721.70	1,721.70	22,500.00	0.00
Total Income (Before 58000 Restricted Assets)	777,343.82	744,691.66	697,725.41	873,060.52	761,567.00	804,000.00
58000 Net Assets Released from Restriction	141,717.73	122,520.11	26,487.74	26,487.74	0.00	0.00
Total Income	919,061.55	867,211.77	724,213.15	899,548.26	761,567.00	804,000.00
Expenses						
60900 Business Expenses	1,063.66	4,551.04	786.60	3,300.00	3,300.00	2,800.00
60901 (Gain)/Loss on Disposition of Assets	0.00	1,769.97	244.00	244.00	0.00	0.00
62100 Personnel Expense	242,745.74	251,277.95	239,741.60	350,986.35	337,585.00	375,680.00
62200 Professional Services	41,982.67	34,085.86	63,823.00	76,323.00	14,500.00	13,500.00
62300 Contract Services	63,459.98	75,408.70	25,432.00	35,050.00	36,735.00	35,400.00
62500 Fundraising Expenses	78,829.56	47,400.08	93,503.65	104,541.17	61,900.00	63,900.00
62700 Program Expenses	15,219.16	15,100.33	21,166.97	25,091.97	12,770.00	19,300.00
62800 Facilities and Equipment	77,513.29	33,979.37	49,015.69	64,000.00	65,525.00	65,355.00
62900 Event Fees	1,685.00	1,925.00	450.00	350.00	1,800.00	150.00
65000 Operations	41,462.59	43,357.32	20,022.72	45,200.00	30,400.00	42,900.00
65100 Other Types of Expenses	6,092.93	13,149.65	10,745.55	11,800.00	31,600.00	15,000.00
66900 Reconciliation Discrepancies	301.58	0.00	0.00	0.00	0.00	0.00
68300 Travel and Meetings	2,872.15	745.43	731.58	1,200.00	1,200.00	1,500.00
71000 Garden Expenses	21,766.12	70,902.54	49,636.95	54,725.00	46,950.00	37,080.00
72000 Kitchen Market Expenses	57,158.55	39,670.27	27,215.05	35,971.00	43,000.00	41,500.00
73000 Market Expenses	35,180.48	44,872.51	33,425.47	39,475.00	34,225.00	40,225.00
75000 Holiday Market Expense	26,503.57	21,300.81	3,784.99	18,700.00	18,700.00	19,500.00
76000 In-House Catering Expense	2,508.00	15,831.07	1,367.74	1,400.00	9,200.00	0.00
Total Expenses	716,345.03	715,327.90	641,093.56	868,357.49	749,390.00	773,790.00
Net Operating Income	202,716.52	151,883.87	83,119.59	31,190.77	12,177.00	30,210.00
Other Income						
79100 Net Assets Released from Restrictions	(141,717.73)	(122,520.11)	(26,487.74)	(26,487.74)	0.00	0.00
79110 Temporarily Restricted Contributions	50,000.00	24,100.00	0.00	0.00	0.00	0.00
Total Other Income	(91,717.73)	(98,420.11)	(26,487.74)	(26,487.74)	0.00	0.00
Net Income	110,998.79	53,463.76	56,631.85	4,703.03	12,177.00	30,210.00



Facility Rental Fees

Rates (during business hours)

Room	Capacity	Rates*
Hay Barn	87	\$150
Wagon Shed	77	\$135
Kitchen	20	\$95
Potting Shed	20	\$100
West Classroom	31	\$80
Center Classroom	24	\$75
Staff Attendant	-	n/c

Non-Profit Rates (during business hours)

Room	Capacity	Rates*
Hay Barn	87	\$90
Wagon Shed	77	\$80
Kitchen	20	\$70
Potting Shed	20	\$60
West Classroom	31	\$50
Center Classroom	24	\$45
Staff Attendant	-	n/c

Weekend Rates

Room	Capacity	Rates*
Hay Barn (day)	75	\$150
Hay Barn & Kitchen (day)	75	\$215
Kitchen (day)	20	\$100
Potting Shed	20	\$100
West Classroom	31	\$80
Center Classroom	24	\$75
Staff Attendant	-	\$25
Majority facility (amplified music)	Up to 200	\$6,850
Majority Facility (acoustic music)	Up to 150	\$4,700
Evening Package (Hay Barn & Kitchen only)	Up to 75	\$2,000

* Hourly rates. Hourly rates to include time spent for set-up and break-down.



Currently WDC is being charged less than non-profit rates

- As of Jan 1, 2018 proposing to charge WDC non-profit rate

	2017		
	Current Tenant	Proposed Tenant	Elawa Customer
WDC -			
30 Rentals	\$2,932.50	\$3,585.00	\$8,765.00

Approved
EF Commission
11-8-2017

Request for facility use fee for WDC Field Trips:

Currently no rental or facility fees are being charged, however there is real impact of wear and tear on the facility due to field trips.

We propose the following fee schedule:

\$20 for field trips with under 40 participants

\$40 for field trips with over 40 participants

2017 Field Trips	
Total Participants	2,790
Total Field Trips	72
Potential Income	\$2,060.00

Approved
EF Commission
11-8-2017

Elawa Farm Foundation
Financial Comparison
Budget to Projections to Actuals 2015-2018
 \$000

	2015	2016	2017		2018
	Actuals	Actuals	Budget	Projected Year End*	Budget
INCOME					
Operations Activity					
Rentals/Catering	159.7	208.1	190.5	156.7	170.0
Garden/Kitchen Market	121.8	136.4	130.0	166.2	169.5
Tenant Leases	59.5	57.4	56.0	56.1	56.5
Holiday Market	58.4	53.0	55.0	55.0	55.0
Program Income	23.3	25.8	18.7	35.0	26.9
Miscellaneous	0.2	0.1	0.1	0.1	0.1
Total Operations Activity:	422.8	480.9	450.3	469.1	478.0
Fundraising Support					
Annual Gifts	169.6	191.4	202.0	114.9	195.0
Events	105.4	72.3	109.3	289.1	131.0
Uihlein Donations	79.6	0.0	0.0	0.0	0.0
Total Fundraising Support:	354.6	263.8	311.3	404.0	326.0
Net Assets Released from Restriction	141.7	122.5	0.0	26.5	0.0
Total Income:	919.1	867.2	761.6	899.5	804.0
EXPENSE					
Total Other Income:	(91.72)	(98.42)	0.00	(26.49)	0.00
TOTAL NET INCOME:	111.0	53.5	12.2	4.7	30.2

* Based on actuals as at September 30th, 2017

Elawa Farm Foundation
Adjusted Cash Balances Year End
2011-2016
 \$000

	Dec 31st 2011	Dec 31st 2012	Dec 31st 2013	Dec 31st 2014	Dec 31st 2015	Dec 31st 2016
EFF Year End Cash Balance	216.7	252.8	276.6	512.4	834.2	774.0
City Accumulated Elawa Rentals & Lease Income	-	-	-	236.9	0.0	0.0
Less: EFF Restricted Funds	-	-	-	(175.0)	(192.3)	(85.3)
Adjusted Cash Balance	<u><u>216.7</u></u>	<u><u>252.8</u></u>	<u><u>276.6</u></u>	<u><u>574.3</u></u>	<u><u>641.9</u></u>	<u><u>688.7</u></u>

ELAWA Farm

2018 Proposed Budget

CITY COUNCIL MEETING
NOVEMBER 20, 2017

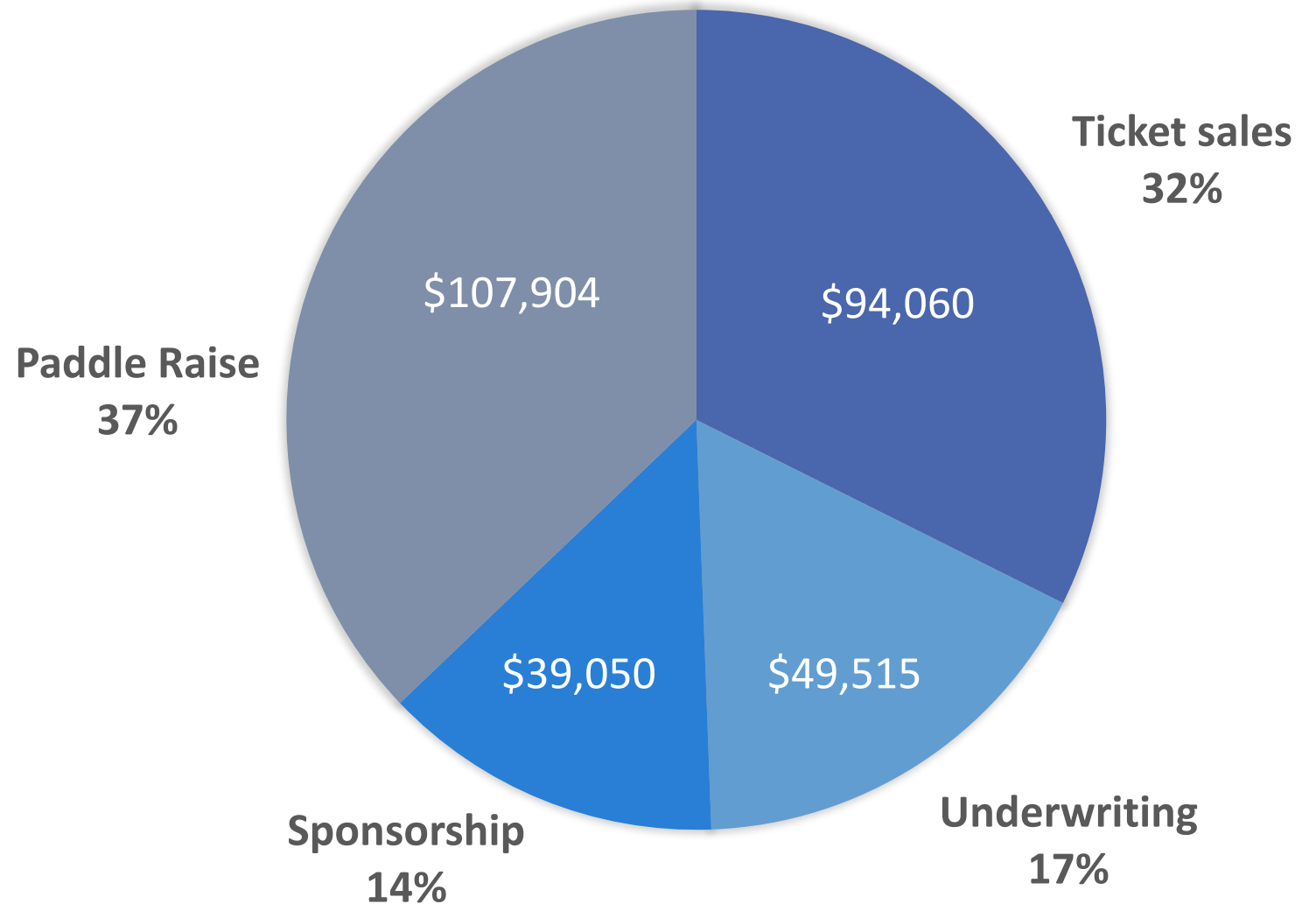


Mission: Elawa Farm, a restored gentleman's farm and garden, enriches our community as a unique center for hands-on learning and inspires an appreciation for gardening, healthy living and historic preservation.

2017 Centennial Celebration

**Total 2017 Centennial
Fundraising
Celebrations**

**Total Revenue
\$290,530**



2018 Budget Highlights

Revenue Drivers:

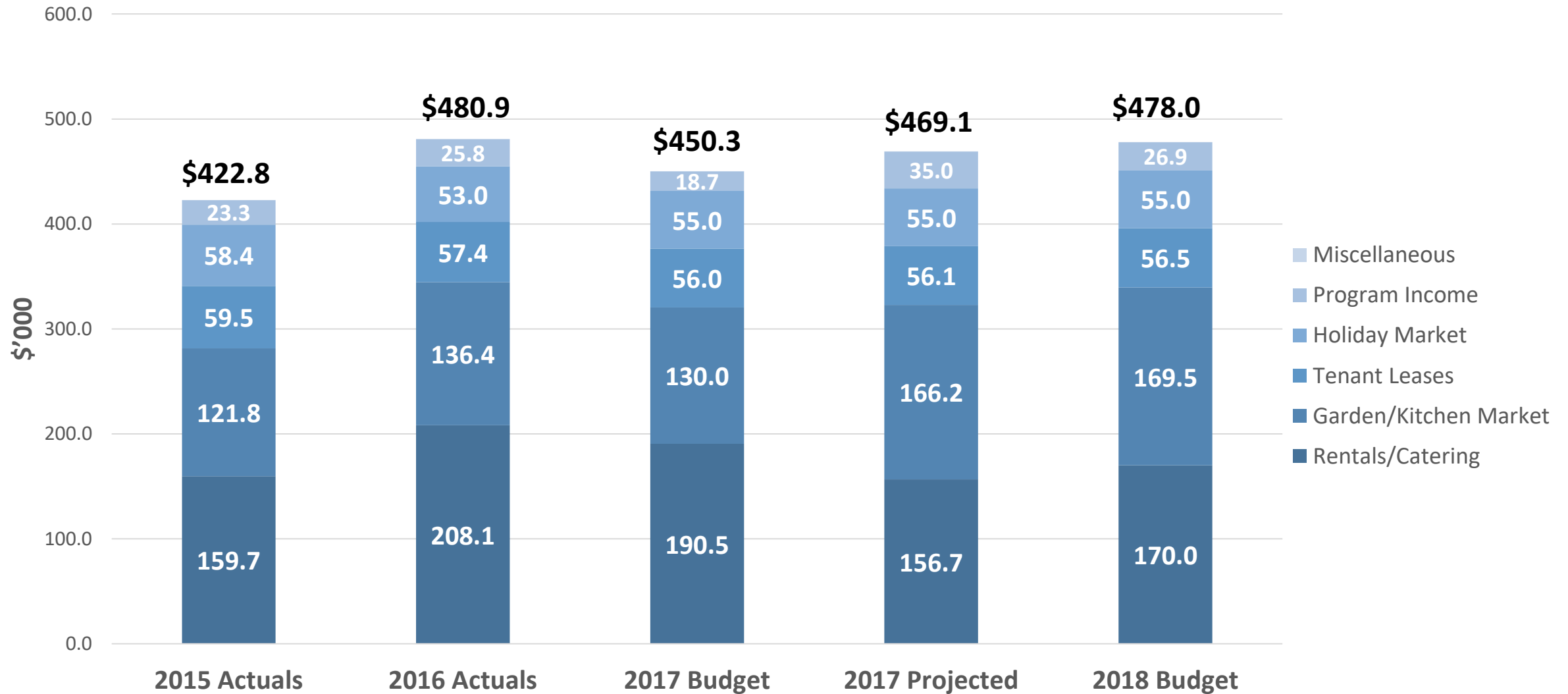
- Continue growing Sponsorship opportunities from 2017
- Implementation of new fundraising program and strategy
 - Targeted donors
 - Cultivate donor relationships
 - Community outreach
- Market sales increase from greenhouse production

Expense Impacts:

- Personnel/Staffing:
 - New office position (Communications/Development)
 - New part time kitchen position
 - Modest salary increases for all employees

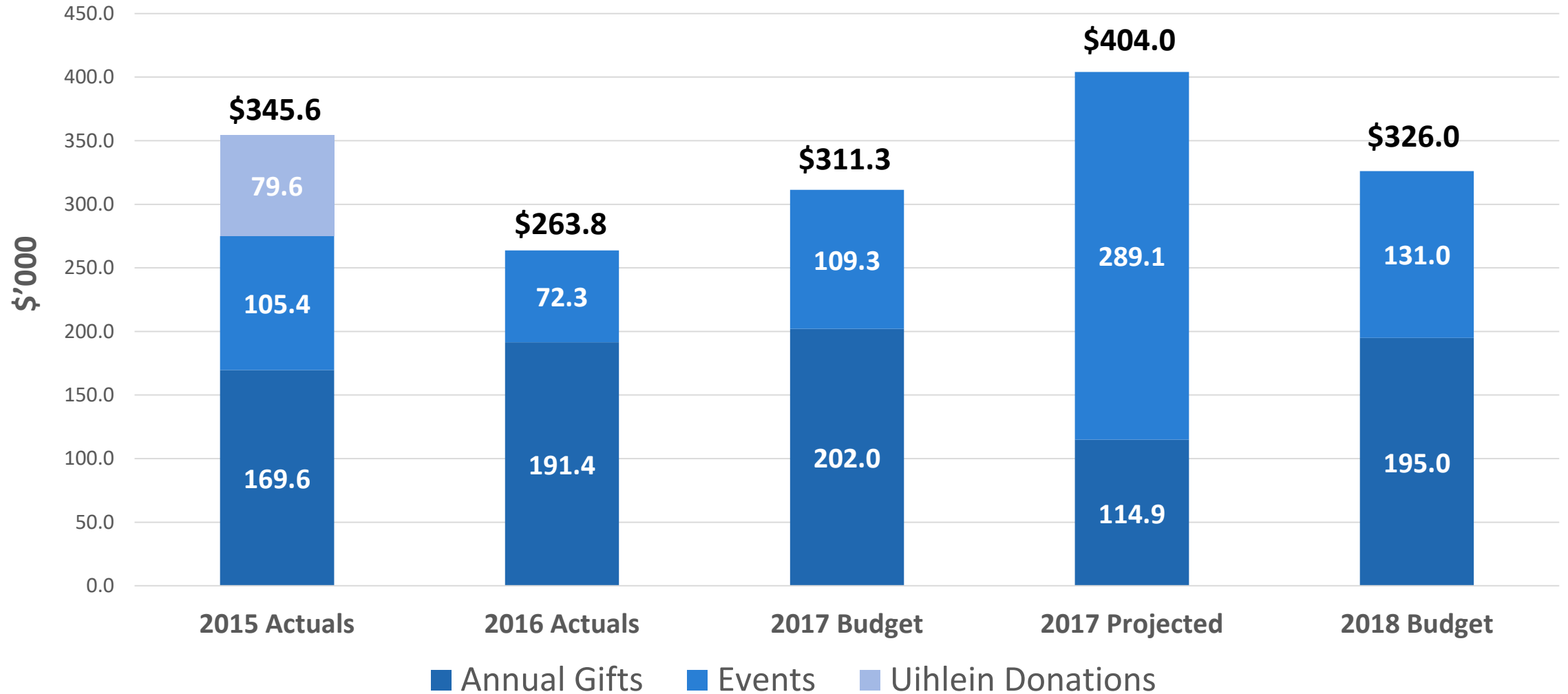
Operations Activity Income

\$'000



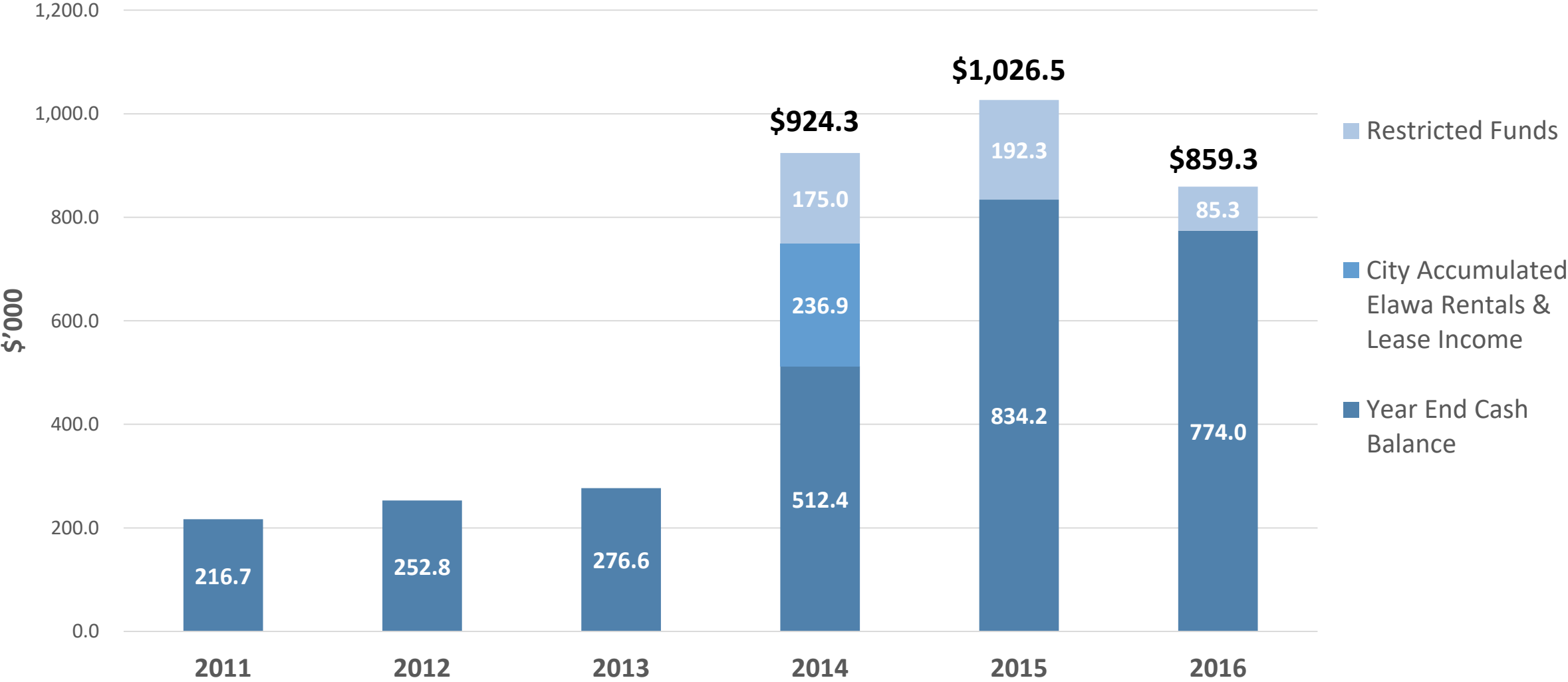
Fundraising Support Income

\$'000



Year End Cash Balances

\$'000



Fee Changes Proposed for 2018

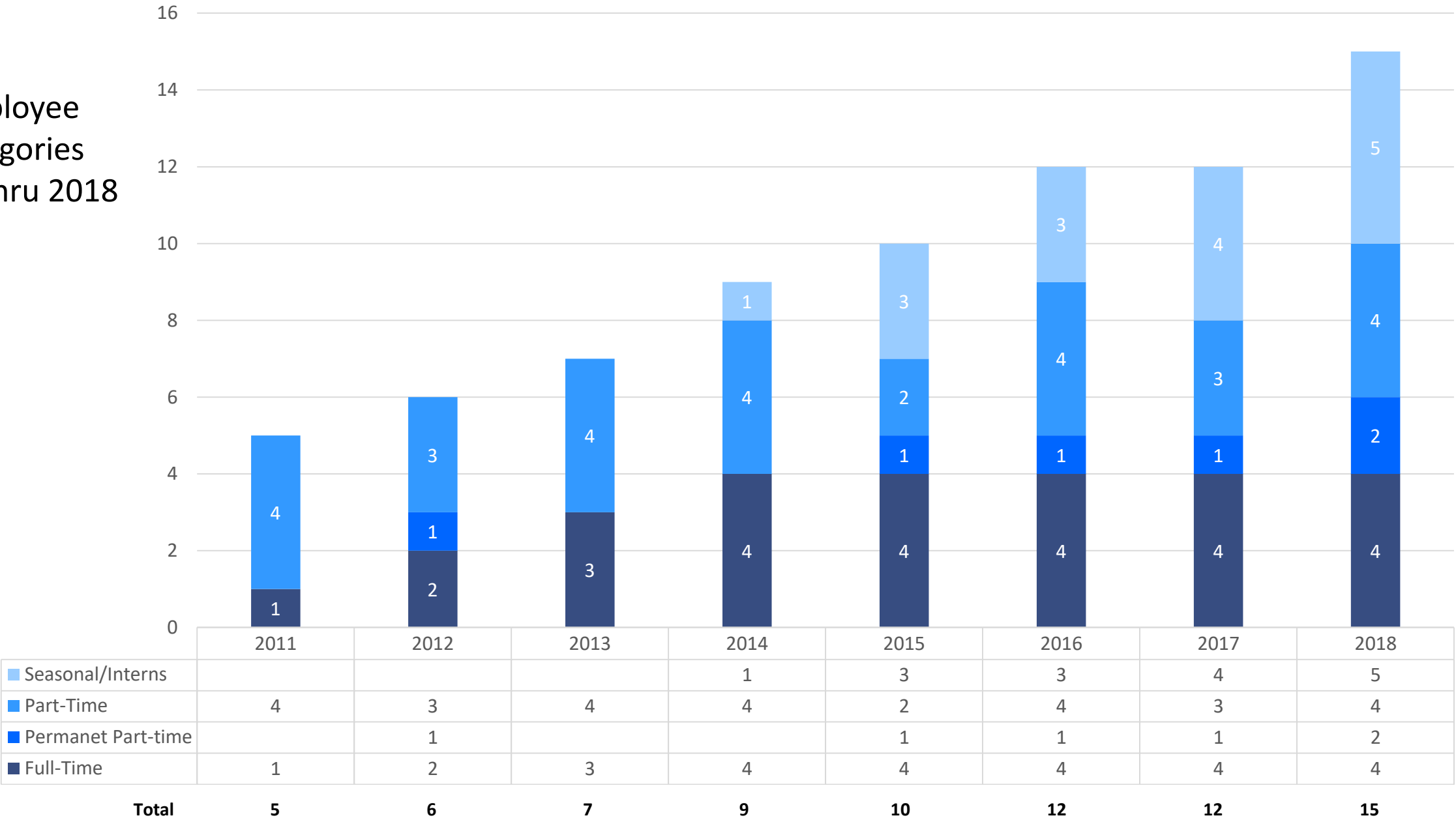
- **Facility Rental Rate** for the Wildlife Discovery Center will increase to the standard non-profit rate for the Hay Barn:

	Current Rate	Proposed Rate
Hay Barn Rental	\$75/hour	\$90/hour
West Classroom	\$50	\$50

- **Facility Use Fee** has been proposed for Field Trips that occur on the site, as follows:

	Current Rate	Proposed Rate
Small Groups (<40)	\$0	\$20/event
Large Groups (>40)	\$0	\$40/event

Employee Categories 2011 thru 2018



A Look Ahead

- Elawa Farm Ad-Hoc Committee Report (**Completed Summer 2017**)
- Elawa Farm Master Plan/Special Use Permit (*In Process*)
- Elawa Farm Operating Agreement (**Early 2018**)

Questions?

**Gorton Community Center
2018 Budget Draft Summary**

						\$ Variance	% Variance
	2015	2016	2017	2018	2018 Bgt vs	2018 Bgt vs	
	Reforecast	Actual	Reforecast	Budgeted	2017 Refrcst	2017 Refrcst	
Operations, net	(180,422)	(265,514)	(258,182)	(236,380)	21,802	-8.44%	
Programs & Events, net	106,865	94,082	120,323	140,677	20,354	16.92%	
Drop-In Center, net	(5,377)	(7,593)	4,907	62	(4,845)	-98.74%	
Unrestricted Activity	761,360	291,780	244,369	221,500	(22,869)	-9.36%	
Income from Operations	682,426	112,755	111,417	125,859	14,442	12.81%	
Depreciation Expense	(133,102)	(257,902)	(259,573)	(262,418)	(2,845)	1.10%	
Temp Restricted Activity	490,604	2,672	(58,668)	-	58,668	-100.00%	
Perm Restricted Activity	46,738	347,420	369,665	(15,624)	(385,289)	-137.03%	
Net Income/Loss	1,086,666	204,946	162,841	(152,183)	(315,024)	-193.46%	

**Gorton Community Center
2018 Budget**

					2015	2016	2017	2018	\$ Variance	% Variance	
					Actual	Actual	Reforecast	Budget	2018 Bgt vs 2017 Refrcst	2018 Bgt vs 2017 Refrcst	Notes
Room Rentals & Leases											
				4001 - Annual Leases	161,223	160,622	173,889	179,925	6,036	3.47%	See Annual Leases subschedule
				4002 - Daily and Contract Rent, Net	85,350	94,804	100,000	100,000	-	0.00%	
				4003 - Drop In Center Rent	47,100	48,516	49,970	51,470	1,500	3.00%	3% increase over 2018
				4004 - Theatre Rent	58,429	90,169	65,000	60,000	(5,000)	-7.69%	
				4004 - Technical Fees	11,352	21,264	18,000	18,540	540	3.00%	
					363,454	415,374	406,859	409,935	3,076	0.76%	
Administration Expense											
				5001 - Payroll							
				5001.01 - Administration	258,671	332,447	346,930	363,566	16,636	4.80%	See subschedule
				5001.02 - Porter	40,329	51,776	48,235	49,430	1,195	2.48%	See subschedule
				5001.03 - Taxes	22,139	29,313	30,230	31,594	1,364	4.51%	7.65% of payroll
				5001.04 - Payroll Fees	2,553	3,015	3,220	3,320	100	3.11%	3% increase over 2018
				Total 5001 - Payroll	323,692	416,551	428,615	447,910	19,295	4.50%	
				5002 - Porter/Cleaning Services	64,128	65,416	67,000	68,260	1,260	1.88%	\$1,645/mo, \$3,835/month for porter, \$2,500 for misc cleaning
				5003 - Copier	4,279	4,695	5,000	5,400	400	8.00%	\$450/mo includes lease and avg copy charge
				5004 - Postage	509	960	1,200	1,200	-	0.00%	Same as 2017
				5005 - Internet	2,016	2,897	2,880	2,976	96	3.33%	Comcast \$248/mo
				5006 - Marketing	332	3,451	25,000	35,600	10,600	42.40%	Quarterly mailers and misc ads
				5007 - Printing	400	598	600	600	-	0.00%	Misc stationery needs
				5008 - Insurance							
				5008.02 - Liability Insurance	8,194	19,736	20,000	20,383	383	1.92%	
				5008.03 - Workers Compensation Insurance	5,594	6,614	6,466	5,305	(1,161)	-17.96%	
				5008.05 - Liquor Liability Insurance	700	145	300	300	-	0.00%	
				5008.04 - Directors & Officers Insurance	1,690	1,787	1,790	1,790	-	0.00%	
				Total 5008 - Insurance	16,178	28,282	28,556	27,778	(778)	-2.72%	
				5009 - Website Maintenance	8,321	8,705	7,600	12,000	4,400	57.89%	
				5010 - Accounting	7,500	10,000	10,000	10,300	300	3.00%	Audit fee per proposal
				5011 - Office Supplies	1,565	5,819	5,000	5,000	-	0.00%	Same as 2017
				5012 - Utilities							
				5012.01 - Gas	15,247	10,996	16,000	16,480	480	3.00%	3% increase; discussed with E Holleb
				5012.02 - Electric	35,920	37,682	35,500	36,565	1,065	3.00%	3% increase; discussed with E Holleb
				5012.03 - Water/Sewer	1,950	2,099	2,200	2,200	-	0.00%	\$550/quarter
				5012.04 - Telephone	4,275	4,347	11,700	10,400	(1,300)	-11.11%	Birch, Marlin, Access, Porter Phone (DIC pays portion)
				Total 5012 - Utilities	57,392	55,123	65,400	65,645	245	0.37%	
				5014 - Building Maintenance							
				5014.02 - Pest Control	540	540	540	540	-	0.00%	Quarterly service
				5014.03 - Cleaning Supplies	7,106	7,240	8,500	8,500	-	0.00%	\$2125/qtr
				5014.10 - Theatre Maintenance	48	5,281	4,200	7,400	3,200	76.19%	Service Agreement for Projection System, rigging inspection
				5014.08 - Miscellaneous	11,202	12,681	15,000	15,000	-	0.00%	Misc Maintenance Items
				5014.09 - GCC/City Agreement	25,000	25,000	15,000	15,000	-	0.00%	Per GCC/City Agreement
				Total 5014 - Building Maintenance	43,896	50,742	43,240	46,440	3,200	7.40%	
				5015 - Bank/Credit Chg and Late Fees	11,633	10,665	14,000	15,000	1,000	7.14%	
				5017 - Miscellaneous							
				5017.01 - Dues and Subscriptions	58	570	50	50	-	0.00%	
				5017.02 - Vending Machine	216	(353)	-	-	-	0.00%	Net from Vending Machine
				5017.03 - License Fees	15	15	15	15	-	0.00%	Not-for-profit annual fee
				5017.04 - Piano	(50)	-	-	-	-	0.00%	2 Tunings per year
				5017.06 - Miscellaneous	-	572	-	20,000	20,000	100.00%	Exec Director Discretionary Fund, non-budgeted items
				5017.05 - Meeting Expense				1,000	1,000	100.00%	New expense acct 2018
				5017.08 - Staff Development	233	1,214	1,000	1,200	200	20.00%	Staff training, staff appreciation
				Total 5017 - Miscellaneous	472	2,018	1,065	22,265	21,200	1990.61%	contingency for director to cover new initiative spending in 2018

**Gorton Community Center
2018 Budget**

				2015	2016	2017	2018	2018 Bgt vs	2018 Bgt vs	
				Actual	Actual	Reforecast	Budget	2017 Refrcst	2017 Refrcst	Notes
			5019 - Computer Equip/Maint/Software	5,996	18,492	10,000	10,000	-	0.00%	Integration of new CRM software & training
			5020 - Non-Capital Items	2,778	1,595	4,905	1,400	(3,505)	-71.46%	Card Tables 35 @ \$40
			Other Income							
			4301 - Administrative Fees	4,920	4,920	4,920	4,920	-	0.00%	DIC Agreement, \$410/month for copies, accountant, cr card fees
			4302 - Interest	91	199	100	150	50	50.00%	Operating Acct
			4304 - Miscellaneous	2,200	-	50,000	15,000	(35,000)	-70.00%	Kinora Settlement
			4306 - Distributions - Endowment Fund		-	-	111,389	111,389	100.00%	See subschedule for calculation
			Total Operations Expense	543,876	680,888	665,041	646,315	(18,726)	-2.82%	
				(180,422)	(265,514)	(258,182)	(236,380)	21,802	-8.44%	
			Programs & Events - Income							
			Programs							
			4102 - PASTA	107,461	110,822	104,000	105,000	1,000	0.96%	3 Plays in Spring, 2 in Summer, 4 In Fall; Enrollment is maxed out
			4101 - Fencing			3,456	3,000	(456)	-13.19%	
			4100 - Knitting			1,080	1,000		100.00%	
			4103 - Yoga	9,381	2,222	3,000	6,000	3,000	100.00%	New classes added 2018
			4104 - Dog Obedience	3,950	-	-	-	-	0.00%	No classes for 2018
			4106 - Sewing		2,150	7,500	10,320	2,820	37.60%	
			4107 - Bridge	1,645	2,810	3,200	11,400	8,200	256.25%	Summer program
			4108 - Chess	740	-	-	-	-	0.00%	No classes for 2018
			4109 - Cooking Classes	7,085	8,175	7,200	7,200	-	0.00%	8 Classes per year
			4111 - Other	16,969	11,370	30,000	20,000	(10,000)	-33.33%	Facets, Woodwork, Soccer Stars, Robothink, Film App, Book Club, NS Distillery, Writing
			4112 - Manners	1,350	-	600	1,200	600	100.00%	
			4113 - Bubbles Academy	1,540	2,100	2,100	2,100	-	0.00%	2 Classes/session
			4116 - Computer/Photo	885	2,200	3,000	2,420	(580)	-19.33%	Spring and Fall classes in 2018
			4125 - Music Lessons	12,900	11,463	2,000	-	(2,000)	-100.00%	Instructor has rented studio on 2nd floor of Gorton
			4100 - Meditation				8,840	8,840	100.00%	
			4100 - Palette & Pours				5,000	5,000	100.00%	
			4100 - StoryTelling Workshop				1,806	1,806	100.00%	
			4100 - Improv & Acting				8,038	8,038	100.00%	
			4100 - High School Prep				4,335	4,335	100.00%	
			4122 - Sylvan Partnership	22,425	22,939	8,200	7,425	(775)	-9.45%	competition from other programs, declining enrollment
				186,330	176,251	175,336	205,084	29,748	16.97%	
			Events							
			4117 - Safety Town	12,390	13,430	13,483	13,600	117	0.87%	Enrollment at max, same sponsorships for 2017
			4118 - Dog Day	-	4,228	215	4,000	3,785	1760.47%	Sponsors needed for 2018; none in 2017
			4119 - Film Festival & Series	11,385	12,478	10,000	14,000	4,000	40.00%	Childrens Film Fest, Summer, Holiday, Spring Series, Blu Mountain Film Series
			4130 - Gene Siskel Film Series	6,117	8,130	4,000	4,000	-	0.00%	
			4125 - Hughes Distribution	-	-	11,499	17,635	6,136	53.36%	To cover film cost overages
			4120 - Family Concerts	1,775	413	12,573	11,000	(1,573)	-12.51%	large musical event in spring, small fall event
			4121 - Kids Only Holiday Shoppe	1,196	2,486	1,500	1,500	-	0.00%	
			4123 - Speakers	-	-	-	10,000	10,000	0.00%	
			4201 - Grotto	6,737	6,873	9,000	9,000	-	0.00%	Ticket price increased \$5 for 2017 & 2018
			4123 - PAC Committee	-	8,372	-	-	-	0.00%	
			4204 - Other	-	340	30,000	22,000	(8,000)	-26.67%	2 StoryTelling Events, Cabin Fever Series, 1 Concert Event, Block Party
			4202 - Jazz Tickets	1,590	3,140	3,200	3,200	-	0.00%	Red Rose Concert
				41,191	59,890	95,470	109,935	14,465	15.15%	
			Total Program & Event Revenue	227,521	236,141	270,806	315,019	44,213	16.33%	
			Programs & Events - Expense							
			Programs							
			5102 - PASTA Expense	68,738	71,680	68,000	68,000	-	0.00%	60% of fees plus expenses for Summer Camp

**Gorton Community Center
2018 Budget**

				2015	2016	2017	2018	2018 Bgt vs	2018 Bgt vs	
				Actual	Actual	Reforecast	Budget	2017 Refrcst	2017 Refrcst	Notes
			5101 - Fencing				1,884	1,884	100.00%	
			5100 - Knitting			648	576	(72)	100.00%	
			5103 - Yoga	3,804	773	1,000	-	(1,000)	-100.00%	50% of fees
			5106 - Sewing		1,075	5,500	4,000	(1,500)	-27.27%	
			5107 - Bridge	-	753	-	5,700	5,700	100.00%	50% of fees
			5109 - Cooking Class	5,250	6,800	6,000	5,500	(500)	-8.33%	\$50/person
			5111 - Other	11,969	8,121	15,000	7,000	(8,000)	-53.33%	
			5112 - Manners	1,254	-	473	800	327	69.13%	
			5116 - Computer/Photo	420	1,295	1,750	1,535	(215)	-12.29%	Digital SLR, Iphone Photo
			5100 - Meditation				5,304	5,304	100.00%	
			5100 - Palette & Pours				3,500	3,500	100.00%	
			5100 - StoryTelling Workshop				903	903	100.00%	
			5100 - Improv & Acting				4,644	4,644	100.00%	
			5100 - High School Prep				2,541	2,541	100.00%	
			5122 - Sylvan Partnership	14,286	12,280	4,920	4,455	(465)	-9.45%	60% of fees
				105,722	102,776	103,291	116,342	13,051	12.64%	
			Events							
			5117 - Safety Town	2,599	2,151	2,686	2,700	14	0.52%	Adding sign boards and \$5/per camper increase in expenses
			5118 - Dog Day	40	1,869	580	1,000	420	72.41%	
			5119 - Film Festival & Series	3,138	15,222	10,000	12,000	2,000	20.00%	
			5130 - Gene Siskel Film Series	4,422	6,367	3,500	3,500	-	0.00%	
			5120 - Family Concerts	395	656	5,701	8,500	2,799	49.10%	Small spring event (Cat in the Hat), Large fall event (Disney)
			5121 - Kids Only Holiday Shoppe	75	827	1,000	1,000	-	0.00%	No changes from 2017
			5123 - Speakers	-	-	-	10,000	10,000	0.00%	
			5201 - Grotto	2,948	2,987	2,500	2,900	400	16.00%	DJ, decorations, porter
			5123 - PAC Committee		5,669	-	-	-	0.00%	
			5204 - Other	-	1,990	20,000	15,000	(5,000)	-25.00%	2 StoryTelling Events, Cabin Fever Series, 1 Concert Event, Block Party
			5202 - Jazz	1,316	1,544	1,225	1,400	175	14.29%	Red Rose Concert
				14,934	39,283	47,192	58,000	10,808	22.90%	
			Total Program & Events Expense	120,656	142,059	150,483	174,342	23,859	15.85%	
			Programs & Events, net	106,865	94,082	120,323	140,677	20,354	16.92%	
			Drop-In Center - Income							
			4401.1 - Enrollment	22,815	21,040	25,000	25,000	-	0.00%	
			4402 - Hourly	176,991	183,816	204,160	210,300	6,140	3.01%	3% increase
			4403 - Lunch Bunch	8,948	11,041	10,000	10,000	-	0.00%	Nets to zero against Lunch Expense
			4404 - Camp Gorton/Mini Camps	40,734	34,209	37,245	40,000	2,755	7.40%	Adding enrichment programming
			4405 - Other							
			4405.04 - Other-Donations	220	5,000	5,050	-	(5,050)	-100.00%	Fundraiser
			4405.1 - Book Fair	47	30	35	35	-	0.00%	Book Sales
			4405.2 - Interest	3	-	-	-	-	0.00%	Checking account closed 7/2015
			Total 4405 - Other	270	5,030	5,085	35	(5,050)	-99.31%	
			Total Revenue, Drop-In Center	249,757	255,136	281,490	285,335	3,845	1.37%	
			Drop-In Center - Expense							
			5401 - Payroll							
			5401.01 - Drop In Center	166,302	173,015	181,150	186,585	5,435	3.00%	3% Increase
			5401.04 - Taxes	12,643	13,360	13,858	14,274	416	3.00%	7.65% of payroll
			5401.05 - Payroll Fees	1,408	1,290	1,560	1,615	55	3.53%	est \$62/payroll
			Total 5401 - Payroll	180,354	187,665	196,568	202,473	5,905	3.00%	
			5402 - Administrative Services	4,920	4,920	4,920	4,920	-	0.00%	Payable to GCC for copies, cr card fees, admin
			5403 - Rent	47,100	48,516	49,970	51,470	1,500	3.00%	3% increase
			5404 - Telephone	702	708	850	850	-	0.00%	
			5405 - Staff Development/Education	-	-	-	400	400	100.00%	Staff Meetings

**Gorton Community Center
2018 Budget**

		2015	2016	2017	2018	2018 Bgt vs	2018 Bgt vs	
		Actual	Actual	Reforecast	Budget	2017 Refrcst	2017 Refrcst	Notes
	5406 - Office Supplies	298	634	400	360	(40)	-10.00%	Toner, misc supplies
	5407 - Classroom Supplies	1,423	1,242	1,500	1,200	(300)	-20.00%	
	5407.1 - Snack Expense	4,391	1,289	1,500	1,500	-	0.00%	
	5407.2 - Lunch Expense	8,947	9,434	10,000	10,000	-	0.00%	Nets against Lunch Bunch Income
	5408 - Cleaning & Laundry	4,949	4,454	5,000	5,400	400	8.00%	\$409/mo, \$500 for carpet/tile cleaning
	5409 - Marketing	149	419	200	500	300	150.00%	Adding Parent Resource shelf, open house and parent coffees in 2017
	5410 - Camp	1,530	1,593	4,000	4,000	-	0.00%	Camp Gorton, mini camp expenses
	5413 - Classroom Equipment	-	670	500	1,000	500	100.00%	Painting, misc equipment
	5414 - Miscellaneous	371	1,185	1,175	1,200	25	2.13%	Food Service Permit, Parent Coffees, health record service
	Total Expense, Drop-In Center	255,135	262,729	276,583	285,273	8,690	3.14%	
	Drop-In Center, net	(5,377)	(7,593)	4,907	62	(4,845)	-98.74%	
	Total Gorton Operations	(78,934)	(179,025)	(132,952)	(95,641)	37,311	-28.06%	
	5021 - Depreciation Expense	(133,102)	(257,902)	(259,573)	(262,418)	(2,845)	1.10%	Based on projected 2018 Cap Exp
		(212,037)	(436,926)	(392,525)	(358,059)	34,466	-8.78%	
	Unrestricted Activity							
	Donations - Income							
	4501 - General Donations							
	4501.13 - Annual Giving	205,353	266,237	200,000	200,000	-	0.00%	May \$50K, Nov \$150K
	4501.51 - Unrestricted - Individual	357,195	19,105	20,000	35,000	15,000	75.00%	General Donations, Annual Fund Giving
	4501.52 - Unrestricted - Corporation	255,630	200	15,000	15,000	-	0.00%	General Donations
	4501.53 - Unrestricted - Foundation	1,005	1,011	25,000	35,000	10,000	40.00%	General Donations
	4501.80 - In-Kind Donations	-	1,217	-	-	-	0.00%	
	4501 - Discount on Pledges	7,606	1,261	-	-	-	0.00%	
		826,789	289,030	260,000	285,000	25,000	9.62%	
	Donations - Expense	56,114	45,304	43,750	63,500	19,750	45.14%	2 Appeals, Event, Development Director Salary & Taxes, Cultivation,
	Unrestricted Donations, net	770,675	243,726	216,250	221,500	5,250	2.43%	Annual Report
	Events Committee							
	4504.1 - Income	-	81,226	65,815	-	(65,815)	-100.00%	Board Fundraiser Event in 2018
	5504.1- Fundraising Expenses	9,315	33,172	37,696	-	(37,696)	-100.00%	Board Fundraiser Event in 2018
	Events Committee, net	(9,315)	48,054	28,119	-	(28,119)	-100.00%	
	Unrestricted Activity, net	761,360	291,780	244,369	221,500	(22,869)	-9.36%	
	Temporarily Restricted Activity							
	6005 - Restricted Fund Income	503,578	73,935	39,059	-	(39,059)	-100.00%	
	6004 - Transfer to Project in Progress	-	-	-	-	-	0.00%	
	6004 - Restricted Fund Expenditure	(12,974)	(71,263)	(97,727)	-	97,727	-100.00%	
	Temporarily Restricted Activity, net	490,604	2,672	(58,668)	-	58,668	-100.00%	
	Permanently Restricted Activity							
	Hughes Film Series							
	6010 - Hughes Film Series Income	10,431	11,285	14,000	14,000	-	0.00%	
	6011 - Management Fees	(4,175)	(5,056)	(5,425)	(5,600)	(175)	3.23%	1% of projected balance of \$559,835
	6013 - Unrealized Gain/Loss on Investments	(14,022)	28,679	27,862	-	(27,862)	-100.00%	
	6015 - Draws on Investment Acct	-	-	(11,499)	(17,635)	(6,136)	53.36%	Draw for film expenses
	Hughes Film Series Activity, net	(7,766)	34,908	24,938	(9,235)	(34,173)	-137.03%	
	Permanently Restricted Donations							

**Gorton Community Center
2018 Budget**

				2015	2016	2017	2018	2018 Bgt vs	2018 Bgt vs	
				Actual	Actual	Reforecast	Budget	2017 Refrcst	2017 Refrcst	Notes
			6002 - Realized Gain/Loss on Investments	-	-	-	-	-	0.00%	
			6003 - Unrealized Gain/Loss on Investments	(43,908)	177,750	204,799	-	(204,799)	-100.00%	
			6006 - Income from Investments	24,057	45,723	70,000	40,000	(30,000)	-42.86%	
			6011 - Draws on Investment Acct	-	-	-	(111,389)	(111,389)	100.00%	See subschedule
			6007 - Permanently Restricted Donations	83,480	108,323	100,000	100,000	-	0.00%	Donations to Endowment
			6008 - Gain/Loss on Stock Sale	(217)	(230)	(72)	-	72	-100.00%	Gain/Loss on stock gift holding period
			6008 - Management Fees	(8,908)	(19,054)	(30,000)	(35,000)	(5,000)	16.67%	1% of projected balance of \$3,536,150
			Permanently Restricted Donation Activity, net	54,504	312,513	344,727	(6,389)	(351,116)	-101.85%	
			Total Permanently Restricted Activity	46,738	347,420	369,665	(15,624)	(385,289)	-104.23%	
			Total Unrestricted, Temp Restr, Perm Restr Activity	1,298,702	641,873	555,366	205,876	(349,490)	-62.93%	
			Bad Debt Expense - Kinora w/o	(182,034)				-	0.00%	
								-		
			Net Income/Loss	904,632	204,946	162,841	(152,183)	(315,024)	-193.46%	

DRAFT

	Total	2015 (FY16)	2016 Budgeted	2016 Actual	2017 Budget	2017 Actual	2018 (FY19)	2019 (FY20)	2020 (FY21)	2021 (FY22)	2022 (FY23)
C. Master Renovation Plan											
Total Project Cost	\$ 4,341,918	\$4,341,918									
Understage Subwoofer Installation & Connection	\$ 5,334		\$ 5,334	\$ 5,334							
Center Stage Rigging & Installation	\$ 6,200		\$ 6,200	\$ 6,200							
	\$ 4,353,452		\$ 11,534	\$ 11,534	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
D. GCC Capital Expenditures											
1 Cleaning & Inspection of Auditorium Murals	\$ 5,000						\$ 5,000				
2 Two entrance signs for Gorton	\$ 10,000								\$ 10,000		
3 Update Bathrooms	\$ 90,000						\$ 30,000	\$ 30,000	\$ 30,000		
4 DIC Playground Equipment/Flooring Replacement	\$ 52,723										
5 Replacement of air conditioner	\$ 11,475										
6 Keyless Access System for Exterior Doors (Note 1)	\$ 71,940		\$ 34,840			\$ 37,100					
7 Wood Floor Refinishing	\$ 12,000							\$ 3,500		\$ 4,000	
8 Concrete flooring sealant (all floors in North Addition)	\$ 22,500				\$ 7,500						\$ 7,500
9 Painting interior of building including public rooms & halls	\$ 70,000				\$ 8,000		\$ 8,000	\$ 8,500	\$ 8,500	\$ 9,000	\$ 9,000
10 Lower level hall and annex cement grinding/staining	\$ 41,720	\$ 41,720									
11 New Website	\$ 50,000				\$ 20,000	\$ 30,000					
12 Contingency - 2015 Renovation	\$ 20,000				\$ 20,000						
13 Theater Board Cover	\$ 5,000		\$ 5,000		\$ -						
14 Update Grotto	\$ 6,500				\$ 6,500						
15 Replace Carpet in Nagel Room	\$ 10,000				\$ 10,000						
16 Security cameras for Gorton main floor	\$ 10,000						\$ 10,000				
17 Folding Chairs (200 @ \$28)	\$ 5,600						\$ 5,600				
18 Water Heater	\$ 11,350						\$ 11,350				
19 Big Blue Blocks	\$ 7,500						\$ 7,500				
20 Theater Lighting	\$ 7,190						\$ 7,190				
21 Sealcoat and Stripe Parking Log	\$ 6,000						\$ 6,000				
22 Card Tables	\$ 1,400						\$ 1,400				
23 Refinish DIC Cement Flooring	\$ 1,400						\$ 20,000				
24 Stage Monitor Patch	\$ 4,500						\$ 4,500				
	\$ 533,798	\$ 41,720	\$ 39,840	\$ -	\$ 72,000	\$ 67,100	\$ 116,540	\$ 42,000	\$ 48,500	\$ 13,000	\$ 16,500
Total Gorton Capital Improvements (C and D)	\$ 4,887,250	\$ 41,720	\$ 51,374	\$ 11,534	\$ 72,000	\$ 67,100	\$ 116,540	\$ 42,000	\$ 48,500	\$ 13,000	\$ 16,500

2018 Budget Review



AGENDA



- Gorton Community Center Mission
- Review of Key 2017 Gorton Success Factors
- Preview of 2018
- Budget Overview

GORTON COMMUNITY CENTER MISSION



- **Gorton Community Center: The gathering place in the heart of our community where people connect, converse, learn, listen, play and perform.**
- **Educate! Entertain! Inspire!**

KEY 2017 GORTON SUCCESS FACTORS



- Grew endowment with expected payments and contributed income with two annual appeals
- Expanded programming, continuing an emphasis on film and classes, and also in the area of live music and children's enrichment programs
- Increased billable hours at Gorton's Drop-In Learning Center
- Expanded Gorton's marketing reach into the community with quarterly mailings, online social media presence and a new CRM system and website
- Maintained a fully rented tenant space and continued a robust event rental calendar

2017 HIGHLIGHTS



- Sold Out Telluride Mountainfilm Festival, in partnership with Lake Forest Open Lands Association.
- Participated in Lake Forest Ragdale Reads events
- Joined Lake Forest/Lake Bluff Chamber's ArtsLink and have hosted group meetings
- Co-presented a silent film with Lake Forest College professor Don Meyer, presenting LFC professor Chris White in December
- A new flagpole, thanks to generous donations from Lake Forest citizens, led by Otto Georgi, and the city of Lake Forest
- Relocation of the McDonald's McMahon mural upstairs at Gorton
- A new Storytelling Series ala "The Moth" with large and sometimes sell-out audiences
- Revitalized Cabin Fever Music Series with Red Rose Jazz, a capella, jazz vocalist and bluegrass artists.
- Successful family programming, like "Brown Bear and Other Stories by Eric Carle", with sold out and other near capacity audiences
- New and returning classes, including mindfulness, active improv, storytelling, creativity, fencing, RoboThink, yoga for all ages and more
- More live music with performers at community Gorton events, Jim Curry's Tribute to John Denver and A Peanuts Christmas jazz concert in December.
- The beginnings of a concerted sponsorship effort for Gorton programs
- Return of beloved annual events that sell out, including Safety Town and Grotto Dance, Dog Day and Kids Only Holiday Shop

TOP 2018 OPPORTUNITIES FOR GORTON



- Meet the needs of the community with programming in a fiscally responsible way:
 - New Film partnerships with Kartemquin, Science on the Screen, the One Earth Film Festival and more
 - New classes with North Shore Distillery, tai chi, calligraphy and returning favorites
 - New lecture series for parents and empty nesters
 - Continued expansion of live music and family programming events
 - Return of all the favorites – Kids Only, Safety Town, Block Party, Dog Day and more
- Look for more and new ways to collaborate with community organizations and local businesses.
- Continue to hone Gorton's marketing message to the community
 - Expanded programming guide mailed to all residents quarterly
 - Participation in city marketing initiatives
 - Leverage new website and CRM system
- Officially launch a sponsorship program to allow for future enhancement of Gorton programming and to ensure lasting programming of community favorites
- Maintain levels at Gorton's Drop-In Learning Center, continue to explore ways to enrich the experience for members
- Maintain or increase rental income and opportunities through new packages, programs and incentives

2017/2018 BUDGET COMPARISONS



	2017 Forecast	2018 Budgeted	\$ Variance 2018 Bgt vs 2017 Refrcst	% Variance 2018 Bgt vs 2017 Refrcst
Operations, net	(258,182)	(236,380)	21,802	-8.44%
Programs & Events, net	120,323	140,677	20,354	16.92%
Drop-In Center, net	4,907	62	(4,845)	-98.74%
Unrestricted Activity	244,369	221,500	(22,869)	-9.36%
Net Income from Operations	111,417	125,859	14,442	12.81%
Depreciation Expense	(259,573)	(262,418)	(2,845)	1.10%
Temp Restricted Activity	(58,668)	-	58,668	-100.00%
Perm Restricted Activity	369,665	(15,624)	(385,289)	-137.03%
Net Income/Loss	162,841	(152,183)	(315,024)	-193.46%

SUMMARY



- 2018 will be a year focused on maintaining programs and events the community has come to know and love and continuing to expand programming to meet community needs.
- Gorton has prepared a balanced budget that is achievable with low risk.

THE CITY OF LAKE FOREST

ORDINANCE NO. 2017-_____

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

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

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

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

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

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

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

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

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

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

Passed this ____ day of _____, 2017

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2017

Mayor

ATTEST:

City Clerk

Exhibit A

Schedule of Fees and Charges

Exhibit A

				PROPOSED		
				FEE	FY2019	Amount \$\$
				(n/c if	%	Projected
				blank)	CHANGE	Revenue
	City Code Section	Fund	FY2018			
1. Public Works						
Water Utility Fees/Charges						
Turn Off Water Fee	51.064	Water	75			
Turn Off Water Fee After Hours	51.064	Water	100			
Turn On Water Fee	51.064	Water	75			
Turn On Water Fee After Hours	51.064	Water	100			
Water Main Taps:		Water				
1 Inch	51.030(b)	Water	500			
1-1/2 Inch	51.030(b)	Water	1,000			
2 Inch	51.030(b)	Water	1,300			
3,4,6 and 8 inch taps	51.030(b)	Water	900			
Water Meter Fees:		Water				
3/4 Inch	51.045(e)	Water	470			
1 Inch	51.045(e)	Water	540			
1-1/2 Inch	51.045(e)	Water	910			
2 Inch	51.045(e)	Water	1,165			
3 inch	51.045(e)	Water	2,615			
4 inch	51.045(e)	Water	3,950			
6 inch	51.045(e)	Water	6,840			
Plant Investment Fee - SF	52.15	Water	2,900			
Multi-Family Dwelling - new structure	52.15	Water	2,652			
Residential pools, sprinkler systems	52.15	Water	459			
Nonresidential buildings - new structures and additions	52.15	Water	1.02/sq ft of entire interior area of the building			
Institutional buildings - new structure and additions	52.15	Water	.94/sq ft of entire interior area of the building			
only if eligible for fed and state tax exempt status		Water				
General Fees						
Sticker for Leaf/Grass Bags	50.016	General	1.00 per sticker			
Sanitation						
Special Pickup	50.039 (c)	General	\$ 40 per cubic yard			
White Goods	50.015	General	65			
White Goods W/CFC	50.015	General	90			
Monthly refuse collection fee	50.021	General	8.00 Per month			
Licenses						
Scavengers - collects and disposes of multi-family and commercial waste	50.055		1,500 per company			
Scavengers - collects and disposes of residential and commercial roll -offs	50.055		750 per company			

				PROPOSED		
				FY2019		
				FEE	Amount \$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Scavengers - collection and cleaning of portable toilets	50.055		200 per company			
2. Community Development						
Water Utility Fees/Charges						
Water Service Inspection Fee	N/A	Water	50			
Home Inspection Fee	51.065	Water	150			
Home Inspection Fee - Re-Inspection	51.065	Water	50			
Home Inspection Waiver	51.065	Water	25			
General Fees						
Zoning Analysis	159.052	General	100			
Building & Development Fees:						
Service Contracts:						
Lake Bluff	N/A	General	Per Agreement			
Bannockburn	N/A	General	\$5,000 min.			
	N/A		& 50% over that			
Plan Review :						
Remodeling up to \$12,000	150.145	General	55			
\$12,001 to \$48,000 Remodeling	150.145	General	82			
\$48,001 - \$120,000 Remodeling	150.145	General	138			
over \$120,000 Remodeling	150.145	General	230			
Additional fee for plan reviews that require more than 2 hours	150.145	General	\$55 per additional hour			
New Construction - SFD	150.145	General	400			
New Construction - 2FD	150.145	General	230/unit			
New Const. - Com. & Multi. Fam.	150.145		\$572+\$50/			
3 or more units	150.145		1,000 Sq. Ft.			
Plan Re-Submittal Fee	150.145	General	\$ 140 per re-submittal			
Alterations to Approved Plans	150.145	General	\$ 140 + \$55 per hour fee			
			for reviews			
			requiring more than 2 hours			
Building Scale Calculation Fees						
Single Family residence - first review	N/A	General	400			
with completed Building Scale worksheet/detailed plans	N/A	General	200			
Two-family dwelling	N/A	General	\$ 189 per unit			
with completed Building Scale worksheet/detailed plans	N/A	General	120			
Additional reviews (for revised plans)	N/A	General	102			
On-site inspection for an existing dwelling	N/A	General	102			
Office meeting to discuss for building scale calculation	N/A	General	50			

				PROPOSED		
				FY2019		
				FEE	%	Amount \$\$
				(n/c if blank)	CHANGE	Projected Revenue
	City Code Section	Fund	FY2018			
Building Scale Waiver Request	N/A	General	100			
Building Review Board Fees						
Signs/Awnings/Landscaping/ Lighting/Fences	N/A	General	75			
Two or more of above	N/A	General	125			
Storefront Alterations	N/A	General	100			
New Commercial building, school, hospital or multi-family building per building	N/A	General	700			
Alterations or major additions to commerical buildings, schools, hospitals or multi-family buildings - per building	N/A	General	323			
New multi-building projects - per building	N/A	General	850 + 175 for more than 4 buildings (per building)			
Satellite Dish	N/A	General	100			
Changes to approved building materials	N/A	General	60			
Demolition with replacement structure	N/A	General	2,230			
Demolition partial and replacement addition	N/A	General	1,310			
Demolition w/o Replacement Struture	N/A	General	1,310			
New Residence on Vacant Property (building scale fee also)	155.07	General	1,050			
Additions & Alterations to Existing Residence (building scale fee also)	155.07	General	500			
Replacement/new single family home/duplex structure	N/A	General	1,310			
Variance from Building Scale Ordinance	N/A	General	367			
Revisions to Approved Plans	N/A	General	225			
Historic Preservation Commission Fees						
Demolition (complete) and replacement structure	155.07	General	2,450			
Demolition (partial) and replacement structure Removal of less than 50%	155.07	General	1,529			
Demolition partial and replacement addition	N/A	General	1,310			
Demolition w/o Replacement Struture	N/A	General	1,310			
New Residence on Vacant Property (building scale fee also)	155.07	General	1,050			
Additions & Alterations to Existing Residence (building scale fee also)	155.07	General	500			
Revisions to Approved Plans	155.07	General	225			
Variance from Building Scale Ordinance	155.07	General	367			
Rescission of local landmark designation, amendment of local landmark designation or historic map amendment	155.07	General	2,500			
Signs/Awnings/Landscaping/ Lighting/Fences	N/A	General	75			
Two or more of above	N/A	General	125			
Storefront Alterations	N/A	General	100			
New Commercial building, school, hospital or multi-family building per building	N/A	General	700			
Alterations or major additions to commerical buildings, schools,	N/A	General	323			

				PROPOSED		
				FY2019		
				FEE	Amount \$	
				(n/c if	%	Projected
				blank)	CHANGE	Revenue
	City Code Section	Fund	FY2018			
hospitals or multi-family buildings - per building						
New multi-building projects - per building	N/A	General	850 + 175 for more than 4 buildings (per building)			
Project Fees						
Red Tag , per violation, per day	150.005	General	300			
Stop Work Order	150.005	General	750			
Street Obstruction - first 30 lineal fee of public right-of-way	150.005	General	30	100	*Variable	200
Street Obstruction - for each 20 lineal feet or fraction thereof in excess of 30 feet - Eliminate and combine with above fee	150.005	General	10	Eliminate		
Re-Inspection all permits (failed/no show)	150.005	General	175			
Additional Inspections	150.005	General	50			
Off Hour Inspections	150.005	General	\$50 administration fee plus per hour cost of inspector			
Const. Codes Comm. Fees:						
Variances from Construction Code	150.110	General	250			
Administrative Appeals	150.110	General	150			
Material/Product Evaluation	150.110	General	350.00			
Demolition Tax	150.110	Cap Imp/	12,000			
		Afford Hsing				
Zoning Board of Appeals						
Variations from Zoning Code	159.02	General	287			
Administrative Appeals	159.02	General	150			
Special Use Permit - Existing Developments	159.02	General	655	755	15.27%	200
Legal Ad Publication (as required)	159.02	General	65			
Plan Commission						
Minor Subdivisions-Tentative Approval 2,3 or 4 lots payable at time of application	156.026(a)(3)	General	2,184			
Minor Subdivisions-Final Approval	156.026(a)(3)	General	250+35/lot plus engineering and recording fees			
Major Subdivisions-Tentative Approval 5 or more lots	156.026(a)(3)	General	\$3,822+35 for each lot over 5			
	156.026(a)(3)	General				
Major Subdivisions-Final approval paid prior to recording of plat	156.026(a)(3)	General	\$400+35/ plus \$5/lot over 10; + engineering and recording fees			
	156.026(a)(3)	General				
	156.026(a)(3)	General				
Planned Preservation Subd Special Use Permit plus minor/major subd fee	156.026(a)(3)	General	2,500			
Zoning Change	156.026(a)(3)	General	3,328			

				PROPOSED		
				FEE	FY2019	Amount \$\$
				(n/c if blank)	%	Projected
	City Code Section	Fund	FY2018		CHANGE	Revenue
Filing fee for all other developments	156.026(a)(3)	General	788			
Code Amendment	156.026(a)(3)	General	3,328			
Extension of Tentative Subdivision Plat Approval	156.026(a)(3)	General	150			
Administrative Property Line shift	156.026(a)(3)	General	250			
Legal Ad Publication (as required)	156.026(a)(3)	General	65			
Special Use Permit	156.026(a)(3)	General	900	1035	15.00%	270
Special Use Permit - Restaurant within 150' of Residential	156.026(a)(3)	General	0	600	New	0
Permits						
Building Permits repair and maintenance under \$6,000	150.145	General	40			
Building Permits - \$100,000 or less	150.145	General	1.5% of total construction			
	150.145	General	(50 min)			
Building Permits - over \$100,000						
\$100,001 - \$200,000	150.145	General	2% of total construction			
\$200,001 - \$500,000	150.145	General	\$4,000 + 1% of total cc in excess of \$200,000			
\$500,001 and above	150.145	General	\$7,000 + .5% of total cc in excess of \$500,000			
Underground storage tank removal		General				
(single family and duplex)	150.145		\$150 per tank			
All other properties	150.145	General	\$250 per tank			
Hot work	150.145	General	100			
Permit Extensions	150.145	General	\$150 administration fee plus 20% of the original			
	150.145		permit fee - 6 month extension			
Administration Demolition Approval - Life Safety/Nuisance	150.145	General	500			
Driveway Permits:						
New curb cut	150.145	General	\$50 per cut	Replace below		
resurface driveway - no change	150.145	General	25.00 per cut	Replace below		
reconfiguration or change of material	150.145	General	50	Replace below		
Driveway Resurfacing Permit (not required for sealcoating)	150.145	General		50	*Variable	1250
Driveway Bond	150.485	General	250			
Satellite Permit	150.145	General	100			
Satellite dish	150.145	General	1.5% of cost, 50 min			
Plumbing						
Irrigation Systems	150.145	General	2.00 per head			
	150.145	General	\$ 60 min			
Plumbing - base charge	150.145	General	60+\$5.50/fix.			

				PROPOSED		
					FY2019	
				FEE	%	Amount \$\$
				(n/c if		Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Recording of Public Right-of-Way agreement for sprinkler system	150.145	General	40	70 (up to 4 pages, \$5 each addl page)		Pass through County fee
Sanitary Sewer	150.145	General	\$50 min + 1.00/ft over 50 ft			
Storm Sewer	150.145	General	\$50 min + 1.00/ft over 50 ft			
Street Opening	98.056		50.00			
Electrical	150.145	General	\$100, plus \$1 per unit beyond 100 total units			
Electrical Service	150.145	General	75			
Electric - motors	150.145	General	\$75 + .50 per horsepower			
HVAC						
Residential - New or replacement						
1 or 2 units	150.145	General	52			
Each additional unit	150.145	General	45			
Duct work	150.145	General	52			
Commercial New	150.145	General	\$52 per 1,500			
	150.145	General	sq ft of floor area			
Commerical - replacement of existing units	150.145	General	same as residential			
Sign	150.145	General	1.5% construction cost			
	150.145	General	50 min			
Construction Trailer Permit (Commercial Construction Sites only)	150.145	General	\$100 per month			
Purchase of Parking						
Space per Zoning Code	150.145	General	to be set by City Council at the time			
	150.145		of approval based on market costs			
Elevators						
Elevator Inspection Fee	150.145	General	Variable			
Elevator Permits - New elevators	150.145	General	0	65	New	260
Vending Licenses						
Health -Restaurant (20 or Less)	113.03(d)(1)	General	250			
Health - Restaurant (21-99)	113.03(d)(2)	General	350			
Health - Restaurant (100 + Seats)	113.03(d)(3)	General	600			
Health - Itinerant Restaurant	113.03(d)(4)	General	250			
Health - Food Store	113.21(d)	General	100.00			
Health - Limited Food Store (selling candy)	113.21(d)	General	50.00			
Food Vendor (delivery)	113.21(d)	General	\$150/Veh.			
Milk Vendor (delivery)	113.21(d)	General	\$100/Veh.			
Health - Milk Store	113.21(d)	General	100			
Ice Vending Machine per machine	95.061	General	110			
Food Vending Machine per machine	113.21(d)	General	55			
Candy Vending Machine per machine	113.21(d)	General	55			

				PROPOSED		
				FEE	FY2019	Amount \$\$
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Pop/Soft drink Vending Machine per machine	113.21(d)	General	55			
Milk Vending Machine per machine	113.21(d)	General	55			
Tobacco vending machine per machine	135.136	General	50			
Card/Trinket Vending Machine per machine	110.104	General	55			
Amusement Machine per machine	110.104	General	110			
HVAC Contractor	150.145	General	60			
Electrical Contractor	150.145	General	60			
Juke Box	110.083	General	25			
Pool Table	112.095(b)(1)	General	25			
Elevator Inspection Fee	150.220(b)	General	Variable			
DVD Vending Machine License	110.005	General	110			
Tree and Vegetation Removal						
Application Review Fee	99	General	\$40			
Removal of Heritage Tree	99	General	\$ 40 per tree			
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	99	General	\$ 40 per tree			
Removal of trees or vegetation from a Conservation Easement	99	General	\$ 35 per 1 1/2 acre site			
Removal of trees from a Tree Preservation or No Disturbance area	99	General	\$ 40 per tree			
Removal of trees or shrubs from any ravine or bluff	99	General	\$ 40 per 1 1/2 acre site			
Removal of trees or shrubs from a public right of way or other public property	99	General	\$ 40 per 1 1/2 acre site			
Ash tree removals, dead or hazardous trees	99	General	No Fee			
Bonds						
Permit Renewal - for projects with estimated construction costs of \$200,000 or less refundable upon completion of project within one year	150.145	General	15% of permit fee	18% of permit fee	3.00%	Variable
Permit Renewal - for projects with estimated construction costs of more than \$200,000 refundable upon completion of project within 18 months	150.145	General	17% of permit fee	20% of permit fee	3.00%	Variable
Street Opening Bond	98.058	General	500			
Fire Protection Fees:						
Life Safety Plan Review Fee - New Constr/Addition	150.145	General	\$ 500 min or .05 s.f.			
			includes all floors			
Life Safety Plan Review Fee - Remodel/Alteration	150.145	General	\$ 60 min or .05 sf			
			includes all areas			
Fire Suppression Systems (Plan review and 2 inspections)						
Single Family/Duplex Residential						
New	150.145	General	\$120 or .05 per s.f whichever is greater			
Addition/Alteration	150.145	General	\$60 or .05 per s.f for scope of work area			
	150.145		whichever is greater			

				PROPOSED		
				FY2019		
				FEE	Amount \$\$	
				(n/c if	%	Projected
				blank)	CHANGE	Revenue
	City Code Section	Fund	FY2018			
Commercial/Multi Family						
New	150.145	General	\$500 or .05 per s.f. whichever is greater			
Addition/Alteration	150.145	General	\$250 or .05 s.f. for scope of work area whichever is greater			
Specialized Suppression (FM 200, clean agent)	150.145	General	\$150 per system (in addition to above fees for the overall system)			
Stand pipe riser	150.145	General	100			
Fire Alarms						
Single Family/Duplex Residential	150.145	General	\$75 or .05 per s.f. whichever is greater			
Commercial/Multi Family - New		General	\$500 or .05 per s.f. whichever is greater			
Commercial/Multi Family - Addition/Alteration	150.145	General	\$75 or .05 per s.f. whichever is greater			
Inspections/Tests						
Annual & New Underground Flush test	150.145	Water	\$75 + cost per gallon of water, at current rate as established by the City Council, based on pipe size			
Annual & New Fire Pump Test	150.145	Water	\$175 + cost per gallon of water, at current rate as established by the City Council, based on pump size			
Other						
Hood and Duct Extinguishing System - New	150.145	General	\$300 per system			
Hood and Duct Extinguishing System - Alteration	150.145	General	\$100 per system			
Alternative Letter of Credit Review	150.145	General	\$100 per review			
Conditional Certificate of Occupancy - Landscape only due to season (single family and duplex)	150.145	General	\$300 per unit			
Conditional Certificate of Occupancy (single family and duplex)	150.145	General		\$500 per unit	New	2000
Conditional Certificate of Occupancy (multi-family and commercial)	150.145	General	\$25 per square foot, whichever is greater, to a maximum of \$2,000			
3. Finance						
Water Utility Fees/Charges						
Water Sales/1,000 Gallons						
Effective with Water Bills mailed on or after May 1, 2018						
Lake Forest Residential - to 10,000 Gallons per Quarter	51.061(a)	Water	4.50			
Lake Forest Residential - 10,001 to 60,000 Gallons per Quarter	51.061(a)	Water	5.62	5.77	2.67%	165,233
Lake Forest Residential - over 60,000 Gallons per Quarter	51.061(a)	Water	5.89	6.05	2.72%	incl above
Lake Forest All Other Users	51.061(a)	Water	5.80	5.95	2.59%	incl above
Del Mar Woods	51.061(a)	Water	7.98	8.18	2.51%	
Other Non resident users	51.061(a)	Water	7.98	8.18	2.51%	

				PROPOSED		
				FY2019		
				FEE	Amount \$\$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Sewer Charge/1,000 Gallons (winter usage)	51.061(a)	Water	1.16			
Customer Charge - Water (Inside)						
5/8" to 1.5" meter	51.061(b)	Water	\$40/quarter			
2" to 4" meter	51.061(b)	Water	\$160/quarter			
6" and above meter	51.061(b)	Water	\$750/quarter			
Benefit Access Program Discount - must renew annually	N\A	Water	\$(10)/quarter			
Customer Charge - Water (Outside)						
5/8" to 1.5" meter	51.062(b)	Water	\$50/quarter			
2" to 4" meter	51.062(b)	Water	\$175/quarter			
6" and above meter	51.062(b)	Water	\$790/quarter			
Customer Charge - Sewer						
5/8" to 1.5" meter	52.15€(1)	Water	\$5/quarter			
2" to 4" meter	52.15€(1)	Water	\$20/quarter			
6" and above meter	52.15€(1)	Water	\$100/quarter			
Beach Parking Fee						
Beach Parking						
Temporary (R)	73.45	General	85			
Temporary (NR)	73.45	General	910			
Parking Permits						
Resident-Full Year	73.27(c)(7)	Parking	313			
Resident-Monthly	73.27(c)(7)	Parking	30/Month			
Resident - Unlimited	73.27(c)(7)	Parking	1,000			
Employer Purchased-Full Yr.	73.27(c)(7)	Parking	180			
Employer Purchased-Monthly	73.27(c)(7)	Parking	20/Month			
Non-Resident-Full Year	73.27(c)(7)	Parking	700			
Non-Resident - Monthly	73.27(c)(7)	Parking	60/Monthly			
An envelope of 10 tokens	N\A	Parking	25			
Daily Parking Fee-Telegraph	73.27(c)(7)	Parking	3			
Daily Parking Fee-All Other	73.27(c)(7)	Parking	3			
Licenses						
Car and Lt Truck	74.179(b)	General	85			
HeavyTruck (8,000+ lbs.)	74.179(b)	General	110			
Motocycles	74.179(b)	General	45			
Senior Citizen 65 and over	N/A	General	no discount			
Transfers	74.184 & 185	General	5			
Penalties	74.179(b)	General	50%			
Dog License	91.032	General	10			
Cat License	91.032	General	10			
Auto Dealer License	74.183	General	50+20/Veh			
Disabled vehicle sticker (Benefit Access Program)	N/A	General	45			

				PROPOSED		
				FY2019		
				FEE	Amount \$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Real Estate Transfer Tax	39.155(b)	Cap Imp	\$4.00 per \$1,000			
Non-sufficient funds Fee	10.99	General	25			
Credit Card Service Fees-Effective January 1, 2015						
Daily Parking	73.27(c)(7)	General	\$.25 per transaction			
Building Permits	N/A	General	lesser of 3.00% or maximum allowable by law			
Public Safety Pension Fee						
Residential Utility Accounts	N/A	General	\$10 per Quarter	\$20 per Quarter		290,000
All Other Utility Accounts (exclude irrigation only services)	N/A	General	\$35 per Quarter	\$70 per Quarter		incl above
4. Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2018						
Class A -Adult Single	97.051	DPG	1,400	1450	3.57%	450
Class B -Adult Combo	97.051	DPG	2,400	2500	4.17%	1050
Class D -Junior	97.051	DPG	600	625	4.17%	1000
Class F - Senior Citizen	97.051	DPG	850			0
Seasonal Fees (Non-Resident) effective January 1, 2018						
Class A -Adult Single	97.051	DPG	1,800	1,850	2.78%	1150
Class B -Adult Combo	97.051	DPG	2,400	2,500	4.17%	1000
Class D -Junior	97.051	DPG	625	650	4.00%	1000
Class F - Senior Citizen	97.051	DPG	1,100			
Daily Fees-Resident: effective January 1, 2018						
Weekday-9	97.051	DPG	28	31	10.71%	1225
Weekday-18	97.051	DPG	42	46	9.52%	3500
Weekend 9	97.051	DPG	34	38	11.76%	1297
Weekend -18	97.051	DPG	50	56	12.00%	3500
Electric Golf Carts: effective January 1, 2018						
9 Holes Single Rider	97.052	DPG	12			
18 Holes Single Rider	97.052	DPG	19	20	5.26%	6583
Range Balls						
Small Bucket	97.051	DPG	4	5	25.00%	437
Medium Bucket	97.051	DPG	6	7	16.67%	977
Large Bucket	97.051	DPG	15			
Pull cart - 9 holes	97.051	DPG	6			
Pull cart - 18 hoes	97.051	DPG	8			

				PROPOSED		
					FY2019	
				FEE		Amount \$\$
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
USGA Handicap Fees - Members	97.051	DPG	34	37	8.82%	400
Permanent Tee Time - Weekend	97.051	DPG	300			
Locker - 18 inch	97.051	DPG	110	130	18.18%	555
Locker - 12 inch	97.051	DPG	100	115	15.00%	440
Park Fees						
Park Picnic Permits						
0 - 50 People	N/A	Parks/Rec	125			
51 or more People	N/A	Parks/Rec	75			
Picnic Tables		Parks/Rec	25 per table			
Grills		Parks/Rec	85 per grill			
Cemetery Fees						
Issuance of Deeds	93.45	Cemetery	.50 per deed			
Boating and Beach Fees - effective February 1, 2018						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	97.066	Parks/Rec	478	497	3.97%	1102
Watercraft Ramp 2nd boat/ half season	97.066	Parks/Rec	239	249	4.18%	150
Watercraft Ramp (R) (Sen.)	97.066	Parks/Rec	382	397	3.93%	285
Watercraft Ramp (R) (Sen) 2nd boat/ half season	97.066	Parks/Rec	192	200	4.17%	56
Watercraft Ramp (NR)	97.066	Parks/Rec	956	994	3.97%	76
Year round compound storage Resident	97.066	Parks/Rec	2118	2203	4.01%	850
Year round compound storage Resident senior	97.066	Parks/Rec	1694	1762	4.01%	476
Year round compound storage non-resident	97.066	Parks/Rec	3178	3305	4.00%	0
Seasonal compound storage Resident	97.066	Parks/Rec	1434	1491	3.97%	228
Seasonal compound storage Resident Senior	97.066	Parks/Rec	1147	1193	4.01%	92
Seasonal compound storage Non-resident	97.066	Parks/Rec	2149	2235	4.00%	0
Year round watercraft rack storage resident	97.066	Parks/Rec	579	602	3.97%	46
Year round watercraft rack storage resident senior	97.066	Parks/Rec	464	483	4.09%	38
Year round watercraft rack storage non-resident	97.066	Parks/Rec	579	602	3.97%	46
Seasonal watercraft rack storage resident	97.066	Parks/Rec	338	352	4.14%	280
Seasonal watercraft rack storage resident senior	97.066	Parks/Rec	270	281	4.07%	33
Seasonal watercraft rack storage non-resident	97.066	Parks/Rec	338	352	4.14%	0
Year round watercraft sand storage resident	97.066	Parks/Rec	716	745	4.05%	29
Year round watercraft sand storage resident senior	97.066	Parks/Rec	573	596	4.01%	0
Year round watercraft sand storage non-resident	97.066	Parks/Rec	1074	1117	4.00%	0
Seasonal watercraft sand storage resident	97.066	Parks/Rec	439	457	4.10%	36
Seasonal watercraft sand storage resident senior	97.066	Parks/Rec	351	365	3.99%	14
Seasonal watercraft sand storage non-resident	97.066	Parks/Rec	660	686	3.94%	0
South Beach Parking Permit (R)	97.066	Parks/Rec	139	145	4.32%	174
South Beach Parking Permit (R) (Sen.)	97.066	Parks/Rec	110	114	3.64%	260

				PROPOSED		
				FY2019		
				FEE	%	Amount \$\$
				(n/c if blank)	CHANGE	Projected Revenue
	City Code Section	Fund	FY2018			
South Beach Parking Permit (NR)	97.066	Parks/Rec	910			
South Beach Parking Permit Employee/Retiree	97.066	Parks/Rec	92	96	4.35%	4
Extra vehicle decal resident - center isle	97.066	Parks/Rec	138			
Extra vehicle decal senior - center isle	97.066	Parks/Rec	110			
Extra vehicle decal nonresident - center isle	97.066	Parks/Rec	208			
Daily Boat Launch resident	97.066	Parks/Rec	40			
Daily Boat Launch nonresident	97.066	Parks/Rec	65			
Resident Guest Daily Parking Pass, limit 5 per season	97.066	Parks/Rec	10			
Nanny Parking Pass	97.066	Parks/Rec	85			
Senior Caregiver Parking Pass	97.066	Parks/Rec	85			
Non resident beach fee, weekends and holidays	97.069	Parks/Rec	10			
Fitness Center Fees - effective May 1, 2018						
Fitness Center Membership Fees						
Individual resident rate	N/A	Parks/Rec	396	408	3.03%	2,160
Individual resident rate - 6 months	N/A	Parks/Rec	260			
Individual resident rate - 3 months	N/A	Parks/Rec	130			
Individual resident rate - 1 months	N/A	Parks/Rec	40	41	2.50%	26
Individual non-resident rate	N/A	Parks/Rec	480	490	2.08%	70
Individual non-resident rate - 6 months	N/A	Parks/Rec	325			
Individual non-resident rate - 3 months	N/A	Parks/Rec	162			
Individual non-resident rate - 1 months	N/A	Parks/Rec	48	49	2.08%	1
Couple resident rate	N/A	Parks/Rec	696	720	3.45%	1,896
Couple resident rate - 6 months	N/A	Parks/Rec	455			
Couple resident rate - 3 month	N/A	Parks/Rec	227			
Couple resident rate - 1 month	N/A	Parks/Rec	69	72	4.35%	12
Couple non-resident rate	N/A	Parks/Rec	840	864	2.86%	0
Couple non-resident rate - 6 months	N/A	Parks/Rec	568			
Couple non-resident rate - 3 months	N/A	Parks/Rec	284			
Couple non-resident rate - 1 months	N/A	Parks/Rec	84	87	3.57%	0
Family resident rate	N/A	Parks/Rec	900	936	4.00%	1,764
Family resident rate - 6 months	N/A	Parks/Rec	591			
Family resident rate - 3 months	N/A	Parks/Rec	295			
Family resident rate - 1 months	N/A	Parks/Rec	90	93	3.33%	15
Family non-resident rate	N/A	Parks/Rec	1,080	1,128	4.44%	0
Family non-resident rate - 6 months	N/A	Parks/Rec	739			
Family non-resident rate - 3 months	N/A	Parks/Rec	369			
Family non-resident rate - 1 months	N/A	Parks/Rec	108	113	4.63%	0
Senior resident rate	N/A	Parks/Rec	300	312	4.00%	1,308
Senior resident rate - 6 months	N/A	Parks/Rec	195			
Senior resident rate - 3 months	N/A	Parks/Rec	97			
Senior resident rate - 1 months	N/A	Parks/Rec	30	31	3.33%	9
Senior non-resident rate	N/A	Parks/Rec	360	375	4.17%	60
Senior non-resident rate - 6 months	N/A	Parks/Rec	244			

				PROPOSED		
				FY2019		
				FEE	Amount \$\$	
				(n/c if blank)	%	Projected
	City Code Section	Fund	FY2018		CHANGE	Revenue
Senior non-resident rate - 3 months	N/A	Parks/Rec	122			
Senior non-resident rate - 1 months	N/A	Parks/Rec	36	37	2.78%	1
Senior couple resident rate	N/A	Parks/Rec	516	528	2.33%	468
Senior couple resident rate - 6 months	N/A	Parks/Rec	341			
Senior couple resident rate - 3 months	N/A	Parks/Rec	170			
Senior couple resident rate - 1 months	N/A	Parks/Rec	52	53	1.92%	10
Senior couple non-resident rate	N/A	Parks/Rec	624	636	1.92%	36
Senior couple non-resident rate - 6 months	N/A	Parks/Rec	426			
Senior couple non-resident rate - 3 months	N/A	Parks/Rec	213			
Senior couple non-resident rate - 1 months	N/A	Parks/Rec	63	64	1.59%	0
Student resident rate	N/A	Parks/Rec	300	312	4.00%	300
Student non-resident rate	N/A	Parks/Rec	360	375	4.17%	0
Matinee resident rate	N/A	Parks/Rec	204	216	5.88%	912
Matinee non-resident rate	N/A	Parks/Rec	252	260	3.17%	16
All-inclusive - member - effective December 6, 2012	N/A	Parks/Rec	299	311	4.01%	744
All-inclusive - non-member - effective December 6, 2012	N/A	Parks/Rec	665	692	4.06%	27
5. OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	5.36	General	\$10 first/\$4 additional			
Death certificates (January 1, 2013)	5.36	General	\$14 first/\$6 additional			
On-line data entry fee by city staff (January 1, 2010)	N/A	General	10			
Solicitor/Peddler Permit Original Application	117.01(b)	General	\$40			
Solicitor/Peddler Permit Renewal	117.40	General	\$30			
Electric Car	N/A	General	\$1 per Hour			
Special Event Fees						
Application Fee	10.13	General	\$50			
Application Fee - Late Fee	10.13	General	50% of fee per 30 days			
Escrow Deposit - Special Events	10.13	General	\$500			
Police Officer hourly rate	10.13	General	\$82	84	2.44%	60
Firefighter/Paramedic hourly rate	10.13	General	\$82	85	3.66%	90
Police and Fire Vehicle	10.13	General	\$110			
Public Works hourly rate	10.13	General	\$63	67	6.35%	80
Parks hourly rate	10.13	Parks/Rec.	\$63	67	6.35%	80
A-Frame Barricades	98.011	General	\$5			
Barricades 1 - 10	98.011	General	\$40			
Parking Cones	98.011	General	\$1			
Bleacher keep in park	10.13	General	50			
Bleacher move to another location	10.13	General	180	195	8.33%	45
Lifter Barrels 1—6	10.13	General	\$10/can	16	60.00%	475
Picnic Tables 1 - 6	10.13	General	\$30/table	32	6.67%	150

				PROPOSED		
				FY2019		
				FEE	Amount \$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Grills	10.13	General	180	195	8.33%	100
Licenses						
Raffle License	110.150	General	25			
Tobacco License	135.138(f)	General	500			
Landscape License (March 1 to Feb 28)	110.217	General	100			
Penalties - Landscape License Applications after June 1	110.217	General	25			
Auctioneers License	110.026	General	\$5 Daily & \$1.00 per employee			
Factories and Slaughterhouses	110.047	General	\$500			
Mobile Auto Service	110.200	General	\$50 per unit			
Athletic Contests	112.0029B)	General	\$50 per day			
Bowling Alley	112.025	General	\$10 per lane per year			
Circuses	112.041	General	\$100 per day circus conducted			
Circuses - Side Show	112.042	General	\$50 per day circus conducted			
Motion Pictures - Establishment capacity 500 or more persons	112.075	General	.50 per seat			
Public Dances	112.112	General	\$500			
Theatrical Performances - less than 500 persons	112.126	General	\$100			
Theatrical Performances - more than 500 persons	112.126	General	\$150			
Theatrical Performance not covered by 112.126	112.127	General	\$25 per day			
Junk Yard or Junk Shop	114.22	General	\$75			
Junk Dealer collected by vehicle	114.23	General	\$20 per vehicle			
Pawnbroker	116.03	General	100			
Expressmen and Draymen	118.156	General	25			
Alcoholic and Beverages:						
Class A-1	111.036	General	2,700			
Class A-2	111.036	General	1,500			
Class A-3	111.036	General	275			
Class B-1	111.036	General	2,500			
Class C-1	111.036	General	2,600			
Class C-2	111.036	General	3,000			
Class C-3	111.036	General	800			
Class D-1	111.036	General	2,500			
Class E-1	111.036	General	3,000			
Class F-1	111.036	General	100			
Class F-2	111.036	General	100 for each 24 hour period or any part thereof: \$50 not for profit with proof of 501 (c)3 status			
Class F-3	111.036	General	75 for each 24 hour period or any part thereof: \$50 not for profit with proof of 501 (c)3 status			
Class F-4	111.036	General	500 per vendor for the duration of the sporting event			
Class F-5	111.036	General	1,100			
Class F-6	111.036	General	600			
Class G-1	111.036	General	200			

				PROPOSED		
				FY2019		
				FEE	Amount \$\$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Class G-2	111.036	General	600			
Class H-1	111.036	General	600			
Class H-2	111.036	General	1,100			
Class I-1	111.036	General	None			
Class I-2	111.036	General	1,500			
Class I-3	111.036	General	100			
Class J	111.036	General	500			
Class K	111.036	General	\$40/each 7 day license period			
Annual Renewal	111.036	General	150 renewal existing or change in owners or officers			
Application Fee	111.043	General	300 new license			
Application for Change in Owners or Officers	111.043	General	100			
Liquor License Penalty Fee	111.036	General	25			
Impact Fees						
Library	150.023	Library	see ordinance			
Fire and Emergency Services	150.023	General	see ordinance			
Park Site	150.023	PPL	see ordinance			
Park Development	150.023	PPL	see ordinance			
Police	150.023	General	see ordinance			
Public Works	150.023	General	see ordinance			
School District 67 (information only)	150.023	pay School	see ordinance			
High School District 115 (information only)	150.023	pay School	see ordinance			
6. Police						
General Fees & Charges:						
Bank ID Card Fee	N/A	General	25	Eliminate		
Adult Finger Print Fee						
Resident or Employee	N/A	General	25	Eliminate		
Non-resident	N/A	General	200	Eliminate		
Licenses						
Taxicab	118.068	General	50	Eliminate		
Taxicab Driver	118.068	General	50	Eliminate		
Taxi Business License (paid at City Hall)						
New	118.068	General	100	Eliminate		
Renewal	118.068	General	100	Eliminate		
Fines & Penalties:						
Overtime Parking - Lot	73.99	General	25/75/125			
Improper Parking - Lot	73.99	General	25/75/125			
Parking in Prohibited Area- Lot	73.99	General	25/75/125			
Overtime Parking - Other	73.99	General	25/75/125			

				PROPOSED		
				FY2019		
				FEE	Amount \$\$	
				(n/c if	%	Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Improper Parking - Other	73.99	General	25/75/125			
Parking in Prohibited Area- Other	73.99	General	25/75/125			
Parking at Boat Ramp	73.46	General	125/250/350			
No Vehicle License	74.179	General	75/100/125			
No parking east of Sheridan Road	73.99	General	125/250/350			
No Animal License	91.032	General	15/25/50			
Dog-At-Large	91.050	General	40/55/70			
Code Violations	Variable	General	variable			
Motor Code Violations	Variable	General	variable			
Dog Barking	91.004	General	15/25/50			
Dog Impound	91.014	General	15			
Leaf Burning	94.2	General	100			
Handicapped Parking	73.21	General	250			
Dog Public Nuisance	91.053	General	100/500/750			
Burglar Alarm Fees	110.125	General	0/50/100/250			
Vehicle Immobilization fee	73.50	General	100			
E-911 Surcharge	39.181	E911 Fund	0.65			
Copies of Accident Reports	71.032	General	10			
FOIA copy fees >50 pages	33.3	General	.15 per page			
Transient Merchant License	117.20(f)	General	100.00			
7. Fire						
General Fees & Charges:						
Ambulance-Resident ALS transport	94.51	General	812.10			
Ambulance-Resident ALS2 transport	94.52	General	919.98			
Ambulance-Resident BLS transport	94.53	General	704.07			
Ambulance-Non Resident ALS transport	94.54	General	987.48			
Ambulance- Non Resident ALS2 transport	94.55	General	1,088.92			
Ambulance-Non Resident BLS transport	94.56	General	854.08			
Ambulance - Mileage	94.58	General	7.27 per mile			
Fireworks Permit	94.5	General	200			
Open Burn Permit	94.5	General	75			
Bonfire Permit	94.5	General	100			
Special Event Inspection	94.5	General	100			
Tent Permit	94.5	General	\$100 or .05 per sq ft			
Fire Watch	94.5	General	Overtime hourly Rate			
Annual Fire Pump Test	94.5	General/Water	10.00 Admin Fee + Water Usage			
Annual Inspections - 4th re-inspection	94.5	General	100			
Annual Inspections - 5th re-inspection	94.5	General	200			

				PROPOSED		
				FY2019		
				FEE	Amount \$	
				(n/c if	%	Projected
				blank)	CHANGE	Revenue
	City Code Section	Fund	FY2018			
Annual Inspections - 6th re-inspection	94.5	General	400			
Inflatable amusement inspection	94.5	General	100			
Carnival rides	94.5	General	200			
Fire Alarm Fees	110.125	General	0/50/100/250			
8. Engineering						
Sewer System Connection Fee						
Single Family Dwelling	N/A		825			
Two - family Dwelling	N/A		825 per unit			
Multi-family Dwelling	N/A		1 65 per population equiv			
			1,650 min			
Non-Residential Buildings	N/A		1 65 per population equiv			
			1,650 min			
Institutional buildings with Fed and State tax exempt status	N/A		825/connection			
Site Grading						
Site Grading - New construction	N/A		640			
If no grading, request may be submitted for a waiver of the requirement of grading plan	N/A		240			
Resubmittal	N/A		165			
Revisions to approved grading plans	N/A		125			
Tree fencing inspection fee	N/A		240			
Site grading security (financial guarantee - refundable)	N/A		3,000 per acre of development			
Water Shed Development Fee: Revised Fee Schedule						
General Fees						
Sediment and Erosion Control Only						
Single Family Residential Lot (See site grading ordinance)	151.05		see ordinance			
Single Family Residential Lot (within regulatory floodplain)	151.05		1040			
Development (<10 acres)	151.05		2400			
Development (≥ 10 acres)	151.05		3560			
Minor Development						
Without detention	151.05		2120			
With detention or Fee - in - lieu	151.05		3120			
Major Development						
With detention or Fee-in-lieu	151.05		5400			
Within regulatory floodplain (< 10 acres)	151.05		3280			
Within regulatory floodplain (≥ 10 acres)	151.05		8640			
Wetland Fees						

				PROPOSED		
					FY2019	
				FEE	%	Amount \$\$
				(n/c if		Projected
	City Code Section	Fund	FY2018	blank)	CHANGE	Revenue
Category I Wetland impacts less than or equal to 1 acre	N/A		880			
Category II Wetland impacts greater than 1 acre and less than 2 acres	N/A		3640			
Category III Wetland impacts greater or equal to 2 acres or impacts a HQAR	N/A		4400			
Category IV Wetland impacts involving either restoration, creation	N/A		1440			
or enhancement	N/A		2760			
Resubmittal fee	N/A		347-2880			
Earth Change Approval	N/A		1720			
Securities - financial guarantee refundable	N/A		3,000 per acre of development			
Variances	N/A		4240			
Appeals	N/A		1920			
Flood Plain Analysis and Report	N/A		35			
Construction Engineering Standards Manual	N/A		35			
9. Senior Resources						
Membership Dues						
Residents of Lake Forest, Lake Bluff and unincorporated						
Lake Forest and Lake Bluff	97.087	Senior Resources	\$35 per person			
	97.087		\$55 per family			
Outside of Lake Forest and Lake Bluff	97.087	Senior Resources	\$45 per person			
	97.087		\$75 per family			
Circuit Breaker participants Lake Forest and Lake Bluff	97.087	Senior Resources	\$10 per person			
residents only	97.087		\$15 per family			
Car and Bus rides	97.087	Senior Resources	\$3/fee each direction			
	97.087		\$6 round trip			
Taxi subsidy- Lake Forest and Lake Bluff residents	97.087	Senior Resources	16 coupons/month			
living within the Lake Forest High School District			for a value of \$3/each			

THE CITY OF LAKE FOREST

ORDINANCE NO. 2017 - _____

**AN ORDINANCE ADOPTING NEW FEES RELATED TO DEVELOPMENT
ACTIVITY FOR INCORPORATION INTO THE SUPPLEMENTAL FEE
SCHEDULE FOR THE CITY OF LAKE FOREST**

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

WHEREAS, the City Council, on an annual basis reviews fees and charges related to development activity and having done so, hereby determines that it is necessary to establish new fees and charges to cover the cost of services provided; and

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

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF
ILLINOIS AS FOLLOWS:**

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

SECTION TWO. **Approval of New Fees Related to Development Activity.**
The City Council hereby approves the fees as set forth in Exhibit A, New Fees Related to Development Activity, and directs that said fees shall be incorporated into the Supplemental Fee Schedule for the City of Lake Forest and reviewed and adjusted on an annual basis as part of the Supplemental Fee Schedule as determined to be necessary by the City Council.

SECTION THREE: **Effective Date of the New Fees Related to Development Activity.** The fees and charges set forth in Exhibit A shall take effect as of May 1, 2018,

consistent with the date of the Supplemental Fee Schedule for FY 2019 as adopted by the City Council.

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

Passed this _____ day of _____, 2017

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

EXHIBIT A

New Fees Related to Development Activity

- ❖ Elevator Permits - \$65.00
- ❖ Conditional Certificate of Occupancy - \$500
- ❖ Special Use Permits – Restaurants within 150' of Residential Zoning District - \$600

Supplemental Memos Regarding Proposed Fee Adjustments

MEMORANDUM

TO: Diane Hall, Assistant Director of Finance
Elizabeth Holleb, Director of Finance

FROM: Catherine J. Czerniak, Director of Community Development

DATE: October 31, 2017 - Revised

SUBJECT: Recommendations: Fee Adjustments and New Fees for Fiscal Year 2019

No significant changes are proposed for development related fees. Development related fees have remained constant for the last several years. Minor fee adjustments and a few new fees are proposed and are explained below.

Fee Adjustments

- ❖ Recording of Document with Lake County - \$70 (up to four pages, \$5 for each additional page)
To align with Lake County fee increases for recording documents, an increase in the City's recording fee is recommended.
- ❖ Street/Public Right-of-Way Obstruction - \$100
An adjustment to the street obstruction/public right-of-way permit fee is recommended to simplify the fee structure and to more accurately cover the cost of processing and issuing a street obstruction permit. A single standard fee is proposed eliminating the variability in the fee depending upon linear feet of the closure. The permit process and staff time does not vary significantly based on the length of the obstruction.
- ❖ Amendments to Existing Special Use Permits - \$755
A 15% increase in the fee for applications for amendments to existing Special Use Permits is recommended. These types of petitions involve numerous contacts with neighboring residents, research and negotiations. The proposed fee increase will help to fully cover the cost of service for this type of petition.
- ❖ Special Use Permits – New Uses - \$1,035
Staff recommends a fee increase of 15% for Special Use Permit applications for new uses. Requests for approval of new special uses are often controversial. These types of petitions require a substantial amount of staff time including: preparing and mailing public notices, conducting research, preparing packets and staff reports, and fielding numerous requests for information and phone calls.
- ❖ Driveway Resurfacing Permit - \$50 (not required for sealcoating)
Staff proposes simplifying the fee for a driveway resurfacing permit eliminating the factoring in of the number of curb cuts that exist. The staff time for

processing the permit and inspecting the work is not affected by the number of curb cuts. Simplifying fees where possible is an ongoing goal.

- ❖ **Permit Renewal Bonds – 3% increase**
Permit renewal bonds are fully refundable if projects are completed within the allowed time which is based on the scope of the project. Ideally, permit renewal bonds act as an incentive to homeowners and developers to finish projects on time. If projects are not completed within the prescribed time, the bonds are taken by the City and the permit is extended for a limited time. The bonds support the additional staff time that is required when projects are not completed on time and the staff time involved with responding to neighbor concerns about ongoing projects.

New Fees

- ❖ **Elevator Permits - \$65.00**
Currently, the City does not charge a fee for permits for new elevators. The City outsources the plan reviews for these types of permits and the consultant assesses a fee of \$80 for the permit review. Recently, staff identified that in fact City staff time is involved in these types of permits because we advise the elevator contractor on the permit submittal requirements, take in and conduct a preliminary review of the submittal, enter the permit application into the permit tracking system, forward the elevator plans to the City's consultant for review and then upon completion of the review, the City prepares and issues the permit. To cover the cost of staff time involved in processing permit applications for new elevators, staff recommends that an elevator permit fee be established.
- ❖ **Conditional Certificate of Occupancy - \$500**
A new fee is proposed for Conditional Certificates of Occupancy. The current \$300 fee is intended to allow early occupancy of a building, before the permit is closed out, when all Code requirements are met and all work is completed consistent with the approved plans, except for the landscaping. A new Conditional Certificate of Occupancy fee is proposed in response to increased requests for early occupancy permits when work on the building itself, although minor, is not yet complete. Once a buyer moves into the house, increased staff time is required to assure completion of outstanding work in accordance with the approved plans.
- ❖ **Special Use Permits – Restaurants within 150' of Residential Zoning District - \$600**
A fee reduction is recommended for restaurants located within 150' of residential property which require review through the special use permit process. The intent is to allow the opportunity to establish conditions to minimize impacts on nearby residential homes while supporting unique, small scale restaurants. A recent example is The Gallery Restaurant. Given that these types of restaurants are generally small scale and the fact that the City's Strategic Plan encourages small, neighborhood restaurants, staff recommends a reduced application fee for these types of uses.

Please do not hesitate to contact me if you need further clarifications, have any questions or have suggestions for changes.

M E M O R A N D O M

To: Diane Hall, Assistant Finance Director

From: Vince Juarez, Golf Course General Manager
Chuck Myers, Superintendent of Parks, Forestry and Special Facilities

Date: October 18, 2017

Subject: Deerpath Golf Course FY 19 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff and KemperSports Management Staff are bringing forward the Deerpath Golf Course fees for fiscal year 2019. The Park and Recreation Board has approved the fee schedule on October 17, 2017 and request that the proposed FY2019 Deerpath Golf Course fee structure be forward to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for Deerpath Golf Course for FY19. We analyzed several factors including utilization and surrounding facilities fees while putting together the fees schedule. KemperSports Management and City Staff are recommending the following:

- **Membership Fees:** Increase Annual Pass fee average of 4% per classification for FY19.
- **Greens Fees:** Increase the “ceiling” rate for weekday and weekend fees. Allow the dynamic pricing model to set prices based off of the utilization of the course. This will allow the green fee prices to fluctuate and take advantage of times of increased demand. Golf rates will be adjusted during the season based on marketplace demands.
- **Other Fees:** Increase the 18 -hole cart fee which has not been increased in at least 4 years. In addition, increase small and medium range ball buckets by \$1 each bucket. I also propose with lockers being fully rented in the open air facility to increase locker rental prices by an average of 15%.

BUDGET/FISCAL IMPACT: Projected revenue impact on fees collected will be an additional \$24,564 from FY18.

City Staff and Kemper Sports Management are requesting the approval of the proposed FY2019 Deerpath Golf Course fee structure.

M E M O R A N D O M

To: Diane Hall, Assistant Finance Director

From: Aaron Dalzot, Program Manager
Joe Mobile, Superintendent of Recreation

Date: October 18, 2017

Subject: Lake Forest Fitness Center FY 19 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff are bringing forward the Lakefront Permit fees for fiscal year 2019. The Park and Recreation Board has approved the fee schedule on October 17, 2017 and request that the proposed FY2019 Lakefront Permit fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for lakefront permit fees for FY2019. Staff have analyzed several factors including utilization, and surrounding facilities fees while putting together the fees schedule. Staff is taking a conservative approach for revenue growth by assuming that participation levels will remain constant with FY18 usage. City Staff are recommending the following:

- **Permit Fees:** Increase most resident and non-resident Lakefront permit fees by 4% for FY19.
- **Exceptions:** These fees will remain constant with FY18 fees.
 - The Nanny and Caregiver Parking Pass (\$85)
 - The Resident Guest Daily Parking (\$10)
 - The Non-resident Beach Access Fees (\$10)
 - The Non-resident South Beach Parking Permit (\$910)
 - Daily Boat Launch (\$40)
 - Daily Boat Launch Non-Resident (\$65)
- **Regulations:** Staff requests keeping non-resident daily pass use restrictions in place to protect the heaviest used boating times for Lake Forest residents. Non-resident passes will only be sold Monday through Friday, excluding weekends and holidays.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$4,275 over FY18. All fees will become effective February 1, 2018 in line with the permitting season.

City Staff are requesting the approval of the proposed FY2019 Lakefront Permit Fee structure.

MEMORANDUM

To: Diane Hall, Assistant Finance Director

From: Jason Busdeker, Program Manager
Joe Mobile, Superintendent of Recreation

Date: October 18, 2017

Subject: Lake Forest Fitness Center FY 19 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City Staff are bringing forward the Lake Forest Fitness Center fees for fiscal year 2019. The Park and Recreation Board has approved the fee schedule on October 17, 2017 and request that the proposed FY2019 Fitness Center fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for fitness center fees for FY2019. Staff have analyzed several factors including membership trends, and surrounding facilities fees while putting together the fees schedule. The Fitness Center's memberships fluctuate considerably throughout the year. As a result, staff takes a conservative approach for revenue growth by assuming membership levels will remain the same throughout the year based on membership totals in September. City Staff are recommending the following:

- **Membership Fees:** Increase all membership fees by an adjusted 4% for FY19. The 4% increase was taken over FY18 fees and then adjusted to be divisible by 12 months so that our registration software system can use the automatic monthly billing for all annual memberships. This adjustment to the increase will provide a consistent amount to be drawn each month providing our members a smooth and understandable transaction.
- **Monthly Memberships:** Continue to offer the month to month membership option. In FY17, Staff had eliminated the 6 month and 3 month membership options and began offering the Month to Month membership options which allows perspective members the flexibility to cancel their membership with 30 days written notice. The month to month membership is also a good alternative for those looking for a short term option. This option has proved successful as memberships have increased in several categories.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$9,835 over FY18.

City Staff are requesting the approval of the proposed FY2019 Lake Forest Fitness Center fee structure.



MEMORANDUM

THE CITY OF LAKE FOREST

OFFICE OF THE CITY MANAGER

TO: Elizabeth Holleb, Finance Director

CC: Robert R. Kiely, Jr., City Manager

FROM: Mike Strong, Assistant to the City Manager

DATE: October 19, 2017

SUBJECT: Proposed OCM Fees for FY2019

As part of the City's review of fees and charges for FY2019, a request to increase certain fees is being submitted.

Special Event Fees

From time-to-time, special event organizers request special city services (e.g. equipment rentals/delivery) or City employees (e.g. general event support, security, or emergency medical services) to support their event. Pursuant to the City Code (§10.13), fees for these City services may be imposed in connection with recovering costs related to the personnel time associated with this support.

Personnel Rates for Special Event Support

Rates for City employees are set based on an average total compensation (includes salaries and benefits) for employees in the workgroup. Traditionally, the City has adjusted these rates to reflect changes in union contracts and special contractual rates for special time worked or overtime. Rates proposed for FY2019 reflect approved changes to salaries and benefits as outlined in the City's official Pay Plan and bargaining unit contract, if applicable. It should be noted that rates have typically been rounded for ease of invoicing purposes. Accordingly, City staff is requesting to adjust rates to reflect these contract amounts, as follows:

Personnel Classification	Current City Expense	Current Rate	Proposed Rate	% Change	Projected Revenue
Police Officer Hourly Rate	\$83.63	\$82.00	\$84.00	2.4%	\$60.00
Firefighter/Paramedic Hourly Rate	\$84.98	\$82.00	\$85.00	3.7%	\$90.00
Public Works Hourly Rate	\$66.99	\$63.00	\$67.00	6.4%	\$80.00
Parks Hourly Rate	\$66.99	\$63.00	\$67.00	6.4%	\$80.00

Rental Fees for Special City Services

In addition to personnel that may be provided by the City's Parks Department, special city services including the rental of bleachers, litter barrels, picnic tables, and grills may be delivered to special event locations. In evaluating the current rates for these services and updated personnel costs incurred (Per the above), the City's current average cost recovery for providing city staff proposes adjusting these fees, as follows:

Service	Current City Expense	Current Rate	Proposed Rate	% Change	Projected Revenue
Relocate Bleacher (Different park)	\$192.04	\$180	\$195	8.3%	\$45.00
Provide Litter Barrels	\$16.00/can	\$10/can	\$16/can	60.0%	\$475.00
Provide Picnic Tables	\$32.01/table	\$30/table	\$32/table	6.7%	\$150.00
Provide Propane/Charcoal Grill	\$192.04	\$180	\$195	8.3%	\$100.00

Based on research conducted by staff, the proposed rate structures are in line with market rental rates for bleachers (\$125-\$150/each excluding set-up services), litter barrels (\$10-\$15/each), picnic tables (\$40-\$50/table), and grills (\$150-\$225/each). The fees, as proposed, would achieve a full cost recovery on the service provision and still provide competitive pricing to organizations in need of these services.



11/01/2017

To: Diane Hall-Finance
From: R.D. Copeland-Deputy Chief of Police
Subject: Changes to Fee Schedules

Diane,

The following changes were made to the fee schedule:

Under General Fees and Charges;

The Bank ID Card, Adult Finger Print fee for residents and non-residents were programs started and maintained under Mike Goy and were discontinued when he retired in December of 2015 and reduced staffing levels required us to make changes in operational task. Currently local banks provide their own employees with proper identification.

Finger printing for residents and non-residents has been outsourced to a private vendor since December 2015.

Under Licenses:

City Clerk Boyer, with approval of the city council, amended the ordinances regarding all Taxi Cab licensing. The city no longer issue taxi cab licenses and has not done so since 2015/2016.

R.D. Copeland
Deputy Chief of Police



Attachment 1

**ESTIMATING EQUALIZED ASSESSED VALUATION, TAX LEVY LIMITATIONS
AND NEW GROWTH PROJECTIONS FOR 2017**

PROJECTED 2017 EQUALIZED ASSESSED VALUATION

Based on information from the County Clerk's Office
the projected Equalized Assessed Valuation (EAV) of property
in The City of Lake Forest for the tax year 2017 is as follows:

2016 EAV for The City of Lake Forest	2,442,981,041
Estimated average change to existing property	<u>5.21%</u>
2017 EAV for existing property	<u>2,570,165,472</u>
Total Estimated New Construction Growth for 2017	\$ 16,607,198
Total Projected EAV for 2017 Tax Levy	<u>\$ 2,586,772,670</u>

**COMPUTATION OF MAXIMUM TAX EXTENSION FOR 2017 UNDER THE PROPERTY TAX
EXTENSION LIMITATION ACT**

A.	Tax Levy Extensions for the 2016 Tax Year (Excluding Debt Service, Special Rec and partial Fire Pension Tax Levy Extension)	\$ 28,035,931
B.	Total Projected EAV for 2017 Tax Levy	\$ 2,586,772,670
C.	Total Estimated New Construction Growth for 2017	\$ 16,607,198
D.	CPI Increase for 2017 Levy	2.10%
Step 1	Numerator of Limiting Rate:	\$ 28,035,931 X 102.100% = <u>\$ 28,624,686</u>
Step 2	Denominator of Limiting Rate:	\$ 2,586,772,670 - 16,607,198 = <u>\$ 2,570,165,472</u>
Step 3	Limiting Rate (Per \$100 EAV):	\$ 28,624,686 / 2,570,165,472 = <u>\$ 0.01114</u>
Step 4	Maximum Tax Extension for 2017 Tax Year (Excluding Debt Service Tax Levy Extension):	\$ 2,586,772,670 X \$ 0.01114 = <u>\$ 28,809,645</u>
Step 5	Added Tax Levy Extension Based on New Growth (Step 4 minus Step 1)	= <u>\$ 184,959</u>

Aggregate Levy - Truth in Taxation Estimate: 102.76%

Tax Cap	2.10%
TIF	0.00%
New Construction	<u>0.66%</u>
	<u>2.76%</u>

The City of Lake Forest Tax Levy 2017

Attachment 2

FUND	2017 LEVY	2016 Extension	\$ CHANGE	% CHANGE	
General	\$14,205,814	13,913,628	292,186	2.10%	
Pension Funds					
IMRF/SS - Funded Ratio 88%	1,198,046	1,173,405	24,641	2.10%	
Police Pension - Funded Ratio 52.9%	2,105,888	1,900,029	205,859	10.83%	Increase PS Pension Fee 5/1/18
Fire Pension - Funded Ratio 69.4%	1,455,855	1,156,874	298,981	25.84%	
Sub-Total Pension Funds	4,759,789	4,230,308	529,481	12.52%	
Other Funds					
Recreation and Parks	4,527,783	4,434,655	93,128	2.10%	
Recreation and Parks-IMRF/SS	556,234	544,793	11,441	2.10%	
Special Recreation			0		
Capital Improvements	816,750	822,000	(5,250)	-0.64%	2008 Bond Call
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%	
Library	3,645,796	3,570,809	74,987	2.10%	
Library-sites	403,026	394,737	8,289	2.10%	
Sub-Total Other Funds	10,074,589	9,891,994	182,595	1.85%	
TOTAL LEVY UNDER TAX CAP	29,040,192	28,035,930	1,004,262	3.58%	
Bond Funds (Cap - \$3,525,580)					
2010/2013 GO Bonds MS/CIP	1,018,105	910,540	107,565	11.81%	Add Sequestration
2009 GO Bonds Western	278,745	278,245	500	0.18%	
Extension Adjustment		14,157	(14,157)		
2015 GO Bonds - CIP	224,738	226,862	(2,124)	-0.94%	
Sub-Total Bond Funds	1,521,588	1,429,804	91,784	6.42%	
TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	30,561,780	29,465,734	1,096,046	3.72%	
Fire Pension PA 93-0689	86,098	64,910	21,188	32.64%	
Special Recreation	465,040	440,054	24,986	5.68%	
Plus New Growth	184,959		184,959	N/A	
GRAND TOTAL TAX LEVY	31,297,877	29,970,698	1,327,179	4.43%	
Aggregate Levy (Truth in Taxation)	29,776,289	28,540,894	1,235,395	4.33%	Public hearing if increase >5.0%
DISTRIBUTION OF GROWTH					
General Fund Levy -	\$ 161,739				
Library Levy -	23,220				
TOTAL NEW GROWTH	\$ 184,959				

The City of Lake Forest

Tax Levy

2017

Attachment 3

FUND	2017 LEVY	2016 Extension	\$ CHANGE	% CHANGE
General	\$14,367,553	13,913,628	453,925	3.26%
<u>Pension Funds</u>				
IMRF/SS	1,198,046	1,173,405	24,641	2.10%
Police Pension	2,105,888	1,900,029	205,859	10.83%
Fire Pension	1,541,953	1,221,784	320,169	26.21%
Sub-Total Pension Funds	4,845,887	4,295,218	550,669	12.82%
<u>Agency Funds</u>				
Recreation and Parks	4,527,783	4,434,655	93,128	2.10%
Recreation and Parks-IMRF/SS	556,234	544,793	11,441	2.10%
Recreation and Parks-Specific Purpose	125,000	125,000	0	
Special Recreation	465,040	440,054	24,986	5.68%
Capital Improvements	816,750	822,000	(5,250)	
Library	3,669,016	3,570,809	98,207	2.75%
Library-sites	403,026	394,737	8,289	2.10%
Sub-Total Agency Funds	10,562,849	10,332,048	230,801	2.23%
	29,776,289	28,540,894	1,235,395	4.33%
<u>Bond Funds</u>				
2010 GO Bonds MS/CIP	1,018,105	910,540	107,565	11.81%
2009 GO Bonds Western	278,745	278,245	500	0.18%
Extension Adjustment		14,157	(14,157)	
2015 GO Bonds - CIP	224,738	226,862	(2,124)	
Sub-Total Bond Funds	1,521,588	1,429,804	91,784	6.42%
GRAND TOTAL TAX LEVY	31,297,877	29,970,698	1,327,179	4.43%

The City of Lake Forest

Tax Levy

2017

Explanation of Homeowner Increase

Attachment 4

	2017 LEVY	2016 Extension	\$ CHANGE	% CHANGE
Levy before growth and exclusions	\$ 29,040,192	\$ 28,035,930	\$ 1,004,262	3.58%
Plus growth and exclusions	736,097	504,964	\$ 231,133	
TOTAL LEVY UNDER TAX CAP	\$ 29,776,289	\$ 28,540,894	\$ 1,235,395	4.33%
Bond Funds	1,521,588	1,429,804	\$ 91,784	6.42%
TOTAL TAX LEVY	\$ 31,297,877	\$ 29,970,698	\$ 1,327,179	4.43%

	2017 Forecast	2016 Actual	
City Equalized Assessed Value (EAV) 1/3 market value	2,586,772,670	2,442,981,041	
City Levy	31,297,877	29,970,698	
Tax Rate	1.2099	1.2268	levy divided by EAV X 100
Average Home Market Value	\$ 841,649	\$ 800,000	
EAV	280,550	266,667	
EAV X Tax Rate/100	\$ 3,394	\$ 3,271	\$ 123 3.76%

This is the impact projected on an average existing home.

This represents 19.6% (City) and 3.1% (Library) of the entire tax bill.

(Impacts on individual properties may differ.)

TAX LEVY 2017-2018

AN ORDINANCE PROVIDING FOR THE LEVY OF TAXES FOR ALL CORPORATE PURPOSES AND FOR THE PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST, COUNTY OF LAKE AND STATE OF ILLINOIS, FOR THE FISCAL YEAR COMMENCING MAY 1, 2017 AND ENDING APRIL 30, 2018,

WHEREAS, because of legal requirements relating to pension funding, the City is required to increase its annual levy to responsibly meet these obligations; and

WHEREAS, because of uncertainties relating to actual and potential Statewide legislation affecting revenue and tax issues for all municipalities, the City is unable to plan with any levy of predictability, which creates a bona fide emergency beyond the City's control for purposes of fiscal planning; and

WHEREAS, due to these legal requirements and bona fide emergency, the City is required to increase its annual tax levy at levels exceeding the levels set forth in the "tax cap" law,

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE AND STATE OF ILLINOIS:

SECTION 1: That the Annual Appropriation Bill, an ordinance making appropriation for the corporate purposes of The City of Lake Forest and the objects and purposes stated therein according to the departments, and other separate agencies, 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 was duly passed the 17th of July, 2017 and thereafter published in pamphlet form as provided by law, which ordinance by reference thereto is hereby made a part of hereof.

SECTION 2: That the sum of sixty-two million, five hundred twenty-four thousand ninety-eight dollars (\$62,524,098) having heretofore legally appropriated for all corporate purposes of The City of Lake Forest and for the Public Schools of The City of Lake Forest, County of Lake and State of Illinois, to be collected from the taxes levied for the fiscal year commencing May 1, 2017 and ending April 30, 2018 be and same hereby is levied against all property subject to taxation with The City of Lake Forest as the same is assessed and equalized for State and County purposes for the said fiscal year.

That the purposes for which the said amount of sixty-two million, five hundred twenty-four thousand, ninety-eight dollars (\$62,524,098) hereto appropriated and hereby levied, respectively are as follows, to wit:

<u>GENERAL FUND</u>	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
<u>General Government</u>		
Salaries and Benefits	\$ 2,464,661	\$ 1,570,830
Supplies/Other Services and Charges	5,425,375	\$ 3,457,814
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	3,343,844	-
TOTAL GENERAL GOVERNMENT	\$ 11,233,880	\$ 5,028,644
 <u>Legal</u>		
Contractual Services	\$ 450,000	\$ 287,349
TOTAL LAW	\$ 450,000	\$ 287,349

	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
<u>Community Development</u>		
Salaries and Benefits	\$ 1,423,489	\$ -
Supplies/Other Services and Charges	174,987	-
Capital Equipment	-	-
		-
TOTAL COMMUNITY DEVELOPMENT	\$ 1,598,476	\$ -
<u>Public Works Administration</u>		
Salaries and Benefits	\$ 353,428	345,643
Supplies/Other Services and Charges	87,307	85,384
	-	
TOTAL PUBLIC WORKS ADMINISTRATION	\$ 440,735	\$ 431,027
<u>Public Buildings</u>		
Building Maintenance Administration		
Salaries and Benefits	\$ 777,328	370,465
Supplies/Other Services and Charges	730,010	347,913
TOTAL PUBLIC BUILDINGS	\$ 1,507,338	\$ 718,378
<u>Streets</u>		
Salaries and Benefits	\$ 895,876	\$ -
Supplies/ Other Service and Charges	823,439	-
TOTAL STREETS	\$ 1,719,315	\$ -
<u>Sanitation</u>		
Salaries and Benefits	\$ 1,103,989	\$ 738,765
Supplies/ Other Service and Charges	1,043,055	697,990
TOTAL SANITATION	\$ 2,147,044	\$ 1,436,755
<u>Storm Sewers</u>		
Salaries and Benefits	\$ 114,668	\$ 100,558
Supplies/ Other Service and Charges	49,168	43,118
TOTAL STORM SEWERS	\$ 163,836	\$ 143,676
<u>Engineering</u>		
Salaries and Benefits	\$ 495,453	\$ 237,210
Supplies/ Other Service and Charges	104,729	50,141
TOTAL ENGINEERING	\$ 600,182	\$ 287,351

<u>Fire</u>	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
Fire Administration		
Salaries and Benefits	\$ 4,438,863	2,334,639
Supplies/ Other Service and Charges	334,668	176,020
Capital Equipment	-	-
Sub-Total	<u>\$ 4,773,531</u>	<u>\$ 2,510,659</u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 35,550	18,698
Sub-Total	<u>\$ 35,550</u>	<u>\$ 18,698</u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 108,000	56,803
Sub-Total	<u>\$ 108,000</u>	<u>\$ 56,803</u>
TOTAL FIRE	<u>\$ 4,917,081</u>	<u>\$ 2,586,160</u>
<u>Police</u>		
Salaries and Benefits	\$ 5,997,173	\$ 2,912,754
Supplies/ Other Service and Charges	1,102,476	535,459
TOTAL POLICE	<u>\$ 7,099,649</u>	<u>\$ 3,448,213</u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u>\$ 31,877,536</u>	<u>\$ 14,367,553</u>
Less: Total amount appropriated from other sources other than Tax Levy	17,509,983	
Sub-Total		14,367,553
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR GENERAL FUND		<u>\$ 14,367,553</u>
<u>ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY</u>		
For ILLINOIS MUNICIPAL RETIREMENT and SOCIAL SECURITY (Excludes Water and Sewer Department, Fleet, Deerpath Golf Course, Cemetery Commission and School District 67)		
General Fund - IMRF	\$ 903,378	\$ 599,023
General Fund - Social Security	636,245	599,023
Parks and Recreation Fund - IMRF	373,972	278,117
Parks and Recreation Fund - Social Security	333,113	278,117
	-	
TOTAL AMOUNT APPROPRIATED FROM ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY	<u>\$ 2,246,708</u>	<u>\$ 1,754,280</u>
Less: Total amount appropriated from other sources other than Tax Levy	492,428	
Sub-Total		1,754,280
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY		<u>\$ 1,754,280</u>

FIREFIGHTERS'S PENSION FUND

	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
Other Services and Charges	\$ 2,461,902	\$ 1,455,855
Contingency to meet expenses for emergencies and expenses not otherwise provided for	254,800	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE FIREFIGHTERS'S PENSION FUND	\$ 2,716,702	\$ 1,455,855
Less: Total amount appropriated from other sources other than Tax Levy	1,260,847	
Sub-Total		1,455,855
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND		\$ 1,455,855
Other Services and Charges	\$ 86,098	\$ 86,098
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND LAW PA 93-0869	\$ 86,098	\$ 86,098

POLICE PENSION FUND

Other Services and Charges	\$ 2,870,000	\$ 2,105,888
Contingency to meet expenses for emergencies and expenses not otherwise provided for	287,000	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE POLICE PENSION FUND	\$ 3,157,000	\$ 2,105,888
Less: Total amount appropriated from other sources other than Tax Levy	1,051,112	
Sub-Total		2,105,888
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE POLICE PENSION FUND		\$ 2,105,888

PARKS AND RECREATION FUND**Parks and Forestry**

Administration		
Salaries and Benefits	\$ 2,044,198	\$ 1,925,315
Supplies/ Other Service and Charges	639,831	602,621
Capital Equipment	150,000	141,277
Sub-Total	\$ 2,834,029	\$ 2,669,212
Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 299,800	\$ 282,365
Sub-Total	\$ 299,800	\$ 282,365

	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 70,000	\$ 65,929
Sub-Total	<u>\$ 70,000</u>	<u>\$ 65,929</u>
 <u>Lake Front Facilities</u>		
Supplies/ Other Service and Charges	\$ 30,000	\$ 28,255
Sub-Total	<u>\$ 30,000</u>	<u>\$ 28,255</u>
 <u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 37,250	\$ 35,084
Sub-Total	<u>\$ 37,250</u>	<u>\$ 35,084</u>
 <u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 16,500	\$ 15,540
Sub-Total	<u>\$ 16,500</u>	<u>\$ 15,540</u>
 <u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 19,000	\$ 17,895
Sub-Total	<u>\$ 19,000</u>	<u>\$ 17,895</u>
 <u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 10,500	\$ 9,889
Sub-Total	<u>\$ 10,500</u>	<u>\$ 9,889</u>
 TOTAL PARKS AND FORESTRY SECTION	 <u>\$ 3,317,079</u>	 <u>\$ 3,124,170</u>
 <u>Recreation</u>		
<u>Recreation Programs</u>		
Salaries and Benefits	\$ 3,019,857	\$ 790,241
Supplies/ Other Service and Charges	2,183,966	\$ 571,503
Capital Equipment	-	\$ -
Sub-Total	<u>\$ 5,203,823</u>	<u>\$ 1,361,744</u>
 Parks Equipment Reserve	160,000	\$ 41,869
Recreation and Parks Specific Purpose	125,000	\$ 125,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	951,299	-
TOTAL RECREATION SECTION	<u>\$ 6,440,122</u>	<u>\$ 1,528,613</u>
 TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	 9,757,201	
 Less: Total amount appropriated from other sources other than Tax Levy	 8,228,588	
Sub-Total		4,652,783
 TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE PARKS AND RECREATION FUND		 <u>\$ 4,652,783</u>

	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
Special Recreation		
Salaries and Benefits	\$ 38,551	\$ 38,551
Supplies/Other Services and Charges	280,439	280,439
Capital Improvements	146,050	146,050
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	46,504	-
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR SPECIAL RECREATION	\$ 511,544	\$ 465,040

Capital Improvements Fund

Supplies/Other Services and Charges	6180	
Capital Equipment	1,072,730	816,750
Capital Improvements	5,873,904	
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	695,281	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	\$ 7,648,095	\$ 816,750

PUBLIC LIBRARY FUND

Library Services

Salaries and Benefits	\$ 2,400,410	\$ 2,385,711
Supplies/Other Services and Charges	1,060,386	1,053,893
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	105,104	-
Total Lake Forest Public Library - General	\$ 3,565,900	\$ 3,439,604

Less: Total amount appropriated from other sources other than Tax Levy	126,296	
Sub-Total		3,439,604

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - GENERAL		\$ 3,439,604
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Social Security and IMRF

Social Security	\$ 141,397	\$ 114,706
Illinois Municipal Retirement Fund (IMRF)	240,282	114,706
Total Lake Forest Public Library - Social Security and IMRF	\$ 381,679	\$ 229,412

Less: Total amount appropriated from other sources other than Tax Levy	152,267	
Sub-Total		229,412

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - SOCIAL SECURITY AND IMRF		\$ 229,412
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Library Building

Salaries and Benefits	\$ 143,564	\$ 113,771
Supplies/Other Services and Charges	185,000	146,609
Sub-Total	\$ 328,564	260,380

	<u>Appropriation</u>	<u>Tax Levy</u> <u>2017-2018</u>
Capital Equipment	\$ 80,000	\$ 63,398
Capital Improvements	100,000	79,248
Sub-Total	<u>\$ 180,000</u>	<u>\$ 142,646</u>
 Total Lake Forest Public Library Building Maintenance and Repair (Sites and Building)	 \$ 508,564	 \$ 403,026
	<u></u>	<u></u>
Less: Total amount appropriated from other sources other than Tax Levy	105,538	
Sub-Total		403,026
 TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE LAKE FOREST PUBLIC LIBRARY - BUILDING MAINTENANCE AND REPAIR		 <u>\$ 403,026</u>
 <u>Public Schools THE CITY OF LAKE FOREST</u> <u>School District No. 67**</u>		
From the Educational Fund	\$ 29,215,438	\$ 24,245,455
From the Operations, Building and Maintenance Fund	10,255,725	6,831,497
From the Capital Projects Fund	7,467,649	-
From the Illinois Municipal Retirement Fund	414,440	351,761
From the Social Security Fund	414,439	496,590
From the Transportation Fund	1,169,560	822,506
TOTAL AMOUNT APPROPRIATED FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District No. 67)	<u>\$ 48,937,251</u>	<u>\$ 32,747,809</u>
 TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST (School District 67)		 <u>\$ 32,747,809</u>

	<u>Appropriation</u>	<u>Tax Levy 2017-2018</u>
<u>Summary of the Amounts Appropriated From the the Several Funds</u>		
General	\$ 31,877,536	\$ 14,367,553
Illinois Municipal Retirement Fund (IMRF)	1,277,350	877,140
Social Security	969,358	877,140
Firefighters's Pension	2,716,702	1,455,855
Firefighters's Pension law PA 93-0869	86,098	86,098
Police Pension	3,157,000	2,105,888
Sub-Total	<u>\$ 40,084,044</u>	<u>\$ 19,769,674</u>
Parks and Recreation	\$ 9,757,201	\$ 4,652,783
Special Recreation	511,544	465,040
Capital Improvements	7,648,095	816,750
Public Library	3,565,900	3,439,604
Public Library - Social Security	141,397	114,706
Public Library - IMRF	240,282	114,706
Public Library - Sites and Building	508,564	403,026
Sub-Total	<u>\$ 22,372,983</u>	<u>\$ 10,006,615</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 29,215,438	\$ 24,245,455
Operations, Building and Maintenance	\$ 10,255,725	\$ 6,831,497
Capital Projects Fund	\$ 7,467,649	\$ -
Illinois Municipal Retirement Fund	\$ 414,440	\$ 351,761
Social Security	\$ 414,439	\$ 496,590
Transportation	\$ 1,169,560	\$ 822,506
Sub-Total	<u>\$ 48,937,251</u>	<u>\$ 32,747,809</u>
GRAND TOTAL	<u>\$ 111,394,278</u>	<u>\$ 62,524,098</u>

***** The City of Lake Forest School District No. 67
will be holding a special meeting and these
tax levy numbers could change.**

Section 3: Severability. If any provision of this Ordinance is declared unconstitutional, invalid, or otherwise unenforceable by a court of competent jurisdiction, then that provision shall be deemed severed from this Ordinance and the remainder of this Ordinance shall remain in full force and effect.

Section 4: The City Clerk of The City of Lake Forest is hereby directed to file a certified copy of this ordinance with the County Clerk of Lake County in the State of Illinois as required by law.

Section 5: This ordinance shall be in force and effect ten (10) days after its passage, approval and publication.

PASSED THIS ____ day of _____, 2017

City Clerk

APPROVED THIS ____ day of _____, 2017

Mayor

ATTEST:

City Clerk

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

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2017
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE TAXABLE GENERAL OBLIGATION BONDS, SERIES 2010-B BOND ISSUE
(RECOVERY ZONE ECONOMIC DEVELOPMENT BONDS-DIRECT PAYMENT)

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 19th day of April, 2010 authorize the issuance of Taxable General Obligation Bonds, Series 2010-B (Recovery Zone Economic Development Bonds – Direct Payment) in the amount of \$3,000,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the Taxable General Obligation Bonds, Series 2010-B Bond Fund from payments from the U.S. Treasury; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the Taxable General Obligation Bonds, Series 2010-B Bond Issue (Recovery Zone Economic Development Bonds- Direct Payment) due in fiscal year commencing May 1, 2018, therefore a portion of the levy of the tax provided in the original bond ordinance passed April 19, 2010, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2017 Tax Levy of \$72,385.31 hitherto provided for and levied in the ordinance providing for the issuance of \$3,000,000 Taxable General Obligation Bonds, Series 2010-B (Recovery Zone Economic Development Bonds – Direct Payment) of The City of Lake Forest, Lake County, Illinois passed April 19, 2010.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2017

City Clerk

APPROVED THIS _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

2010-B

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2017
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE TAXABLE GENERAL OBLIGATION BONDS, SERIES 2010-C BOND ISSUE
(BUILD AMERICA BONDS-DIRECT PAYMENT)

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 19th day of April, 2010 authorize the issuance of Taxable General Obligation Bonds, Series 2010-C (Build America Bonds-Direct Payment) in the amount of \$5,425,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the Taxable General Obligation Bonds, Series 2010-C Bond Fund from payments from the U.S. Treasury; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the Taxable General Obligation Bonds, Series 2010-C Bond Issue (Build America Bonds- Direct Payment) due in fiscal year commencing May 1, 2018, therefore a portion of the levy of the tax provided in the original bond ordinance passed April 19, 2010, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2017 Tax Levy of \$76,870.68 hitherto provided for and levied in the ordinance providing for the issuance of \$5,425,000 Taxable General Obligation Bonds, Series 2010-C (Build America Bonds – Direct Payment) of The City of Lake Forest, Lake County, Illinois passed April 19, 2010.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2017

City Clerk

APPROVED THIS _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

2010-C

AN ORDINANCE

ABATING THE TOTAL TAX BEING LEVIED IN 2017
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE 2011 GENERAL OBLIGATION SERIES 2011-A REFUNDING BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 6th day of September, 2011 authorize the issuance of General Obligation Series 2011-A Refunding Bonds in the amount of \$2,415,000 for the purpose of currently refunding certain maturities of the City's outstanding General Obligation Bonds, Series 1999, 2003C and 2003D and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the 2011 General Obligation Series 2011-A from sufficient revenues collected from the City owned waterworks and sewerage system; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay the total tax levied for the annual payment of the principal and interest on the 2011 General Obligation Series 2011-A Refunding Bond Issue due in fiscal year commencing May 1, 2018, therefore the total levy of the tax provided in the original bond ordinance passed September 6, 2011, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate the total 2017 Tax Levy of \$139,975 hitherto provided for and levied in the ordinance providing for the issuance of \$2,415,000 General Obligation Series 2011-A Refunding Bonds of The City of Lake Forest, Lake County, Illinois passed September 6, 2011.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2017

City Clerk

APPROVED THIS _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

2011A

AN ORDINANCE

ABATING THE TOTAL TAX BEING LEVIED IN 2017
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE 2011 GENERAL OBLIGATION SERIES 2011-B REFUNDING BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 6th day of September, 2011 authorize the issuance of General Obligation Series 2011-B Refunding Bonds in the amount of \$24,825,000 for the purpose of advance refunding certain maturities of the City's outstanding General Obligation Bonds, Series 2002A, Series 2004A and Series 2004B and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the 2011 General Obligation Series 2011-B from sufficient revenues collected from the waterworks and sewerage system, the City's golf fees and the City's sales tax; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay the total tax levied for the annual payment of the principal and interest on the 2011 General Obligation Series 2011-B Refunding Bond Issue due in fiscal year commencing May 1, 2018, therefore the total levy of the tax provided in the original bond ordinance passed September 6, 2011, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate the total 2017 Tax Levy of \$2,676,750.00 hitherto provided for and levied in the ordinance providing for the issuance of \$24,825,000 General Obligation Series 2011-B Refunding Bonds of The City of Lake Forest, Lake County, Illinois passed September 6, 2011.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2017

City Clerk

APPROVED THIS _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

2011B

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2017
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2015 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 3rd day of August, 2015 authorize the issuance of General Obligation Bonds, Series 2015 in the amount of \$9,780,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2015 Bond Fund from sources other than property taxes; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2015 due in fiscal year commencing May 1, 2018, therefore a portion of the levy of the tax provided in the original bond ordinance passed August 3, 2015, a copy of which was filed in the Office of the County Clerk is unnecessary;

NOW, THEREFORE, BE IT ENACTED by the City Council of The City of Lake Forest as follows:

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate a portion of the 2017 Tax Levy of \$239,312.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,780,000 General Obligation Bonds, Series 2015 of The City of Lake Forest, Lake County, Illinois passed August 3, 2015.

SECTION 2: That this ordinance shall be in full force and effect from and after its approval and publication as required by law.

PASSED THIS _____ day of _____, 2017

City Clerk

APPROVED THIS _____ day of _____, 2017

Mayor

ATTEST:

City Clerk

2015

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, November 6, 2017
City Council Meeting - City Council Chambers

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 Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Tack, Alderman Moreno and Alderman Buschmann.

Absent: Alderman Reisenberg

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

There were approximately 30 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:30pm

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

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. Swear in Police Officer Steven Sheets

Mayor Lansing administered the Oath of Office to Steven Sheets, Chief Karl Walldorf gave a brief overview of Officers Sheets background. Photos were taken.

Mayor Lansing reported that for more than twenty years, the City of Lake Forest has been seeking improved service for West Lake Forest in the form of improved Metra service, and for West Lake Forest to become a 4th stop on the Amtrak daily Hiawatha service- the first one and only in Lake County between Chicago and Milwaukee. While measured in millimeters at times, tangible progress is being made in form of support from relevant, State, Federal and Local agencies. He stated that The City of Lake Forest, along with other agencies, are in the grant seeking phase for funding the Pedestrian Underpass and Universal Crossover switch, which are Amtrak and Metra requirements. As part of this work, the City received a study of market demand for West Lake Forest Amtrak Passenger rail service from Joseph P. Schwieterman, Ph.D. at DePaul University that identifies substantial demand for service. This study and other documents pertaining to passenger service are available on the City's website.

COMMENTS BY CITY MANAGER

A. Community Spotlight

-Kinderhaven

- Dr. Penny Robbins, Director Preschool Academy

City Manager Robert Kiely introduced Sally Swarthout, Director of Parks & Recreation, who provided a brief overview of Kinderhaven Preschool and introduced Dr. Penny Robbins. Dr. Robbins shared a video and gave

a description of the approach and curriculum, which is influenced by Emilia Reggio. The curriculum includes short and long term projects that are inspired by the children's interests, knowledge of early childhood development and topics that are generally of interest to children.

C. Public Works 101

- **Michael Thomas, Director of Public Works**

City Manager Robert Kiely introduced Michael Thomas, Director of Public Works. Mr. Thomas gave an overview that included the City's water usage with recent rainfall totals, an update on the water plant project, the snow plan, including the overall approach to meet resident expectation, snow hauling, salt, salt storage and the salting policy.

COMMENTS BY CITY CCOUNCIL MEMBERS
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AUDIT COMMITTEE REPORT

1. Audit Committee Report-Fiscal Year 2017 Annual Financial Report

Mayor Lansing announced that Don O'Callaghan, Audit Committee Chairman, will be retiring from the Audit Committee and he thanked him for his service. Chairman O'Callaghan reported on the duties of the Audit Committee and that it has met four times in the past year. He stated that the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending April 30, 2017 was provided to the City Council and this document has been reviewed by Baker Tilly Virchow Krause, the City's independent audit firm, which has been accepted by the Audit Committee. Mr. O'Callaghan reviewed some of the financial highlights of the CAFR. He also reported that the City has received an unmodified opinion on its Fiscal Year 2017 financial statements.

Chairman O'Callaghan reported the City has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for thirty-eight consecutive years. This year's report will once again be submitted to GFOA for consideration of this award. His last act as Chairman will be to compliment City Staff to include Finance Director Elizabeth Holleb and Assistant Finance Director Diane Hall for all their work.

Mayor Lansing thanked City Staff and the Audit Committee. Finance Committee Chair Jed Morris thanked Mr. O'Callaghan and the Audit Committee for their critical expertise that is vital to the Community.

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

COUNCIL ACTION: Receipt of the audit report for the fiscal year ended April 30, 2017

Alderman Morris made a motion to accept the Audit Report for the fiscal year ended April 30, 2017, seconded by Alderman Rummel. Motion carried unanimously by voice vote.

FINANCE COMMITTEE REPORT

1. Distinguished Budget Presentation Award

Mayor Lansing introduced James Morris, Finance Committee Chairman. Chairman Morris reported the City of Lake Forest has been awarded the Government Finance Officers Association (GFOA) Distinguished Budget

Presentation Award for the fiscal year 2018 budget document. The award has been granted to the City for the 2nd consecutive year. The Distinguished Budget Presentation Award is the highest form of recognition in governmental budgeting, and its attainment is a significant accomplishment by a government and its management. Chairman Morris stated that in an October 12 news release, the GFOA states that "In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as a policy document, a financial plan, an operations guide and a communications device."

For budgets beginning in 2016, only 1,612 units of government received the award nationally, which is 1.8% of the 89,000 units of government in the United States. The GFOA is a nonprofit professional association serving more than 19,000 elected and appointed government finance professionals in the United States and Canada.

In addition to the Budget Award, a Certificate of Recognition for Budget Presentation is presented by the GFOA to the individual designated as instrumental in their government unit's achievement of the award. Chairman Morris presented the award to Elizabeth Holleb, Finance and IT Director, for leading the efforts in making the required changes to the City's budget document to meet the stringent requirements of the GFOA budget awards program. Chairman Morris reported that in his recent research on municipal finances he came across comments that are relevant for this occasion: *"it is important to improve basic municipal financial capacity, ranging from accounting rules to capital investment plans, financial sustainability ratios and to rules and policies for revenues and expenditures. Improving municipal financial management from top to bottom can have demonstrable benefits for a community. Understanding accounting principles, having capital investment plans and setting up appropriate electronic government systems can have significant results. Support should also be given to ensure accounting staff has technical knowledge of our complex municipal financial instruments to include bonds, credit ratings, loans and alternative financing."* Chairman Morris stated that that is exactly what Director Holleb and her Staff are doing for the City and that their effectiveness and efficiency led to the award.

2. Tax Levy Estimate Determination of Non-Binding Estimate of the Amount of Revenue to be generated from Property Taxes for the 2017 Calendar Year in Accordance with the Truth in Taxation Statute and Establishment of a Public Hearing Date for the 2017 Tax Levy (if required)

Elizabeth Holleb, Finance Director, reported that this is a non-binding estimate of the amount of revenue to be generated from property taxes in calendar year 2017 and setting of a public hearing date if this estimate exceeds 105% of the prior year's tax extension in accordance with State Statutes. Ms. Holleb reported that at the June 19 City Council workshop, the City Council saw a presentation by an independent actuary regarding police and fire pension actuarial valuations, and the Council agreed to accept the recommendation regarding mortality and salary increase assumptions. Again at its Sept 18 workshop the Council gave direction to the independent Actuary to change payroll growth assumption from 5.5% to 2.0% for 4/30/17 police and fire actuarial valuations. Lastly, the Council had preliminary discussion at the Finance Committee on October 16.

Ms. Holleb reported under the Truth in Taxation Act, the City Council is required to determine the estimated amount of money to be raised by taxation twenty (20) days prior to the adoption of the annual tax levy. The amount determined is an estimate, and may be increased or decreased under the statute, provided that any increase does not exceed 105% of the prior year's tax extension without the required notice and public hearing. This estimate is preliminary and initiates the public process for the 2017 tax levy by establishing an estimated amount from which staff can prepare a proposed levy ordinance. A discussion regarding the 2017 tax levy is scheduled for the November 13 Finance Committee budget workshop. The tax levy ordinance will be considered by the City Council on November 20 and again on December 4, 2017.

The City Council conducted workshops in June and September to consider recommendations for the police and fire pension funds from the City's independent actuary. In an effort to mitigate the contribution increases of 8-9% per year projected to continue indefinitely, the City Council elected to alter actuarial assumptions for both plans. The actuarial assumption adjustments necessitate an increase in funding for Fiscal Year 2019, but will allow for a more modest annual adjustment to these costs. The City Council will consider alternate means to fund the increased contributions at its Finance Committee budget workshop on November 13. For purposes of the estimate considered for approval on November 6, it has been assumed that the increased contributions will be funded entirely by the tax levy to make the most conservative estimate.

The 2017 property tax levy estimate, as considered by the Finance Committee on October 16, is as follows:

Levy	2016 Extended	2017 Levy Estimate	% Increase (Decr.)
Aggregate Levy	\$ 28,540,894	\$ 30,066,290	5.34%
Debt Service Levy	1,429,804	1,521,588	6.42%
TOTAL LEVY	\$ 29,970,698	\$ 31,587,878	5.40%

The increase in the aggregate levy is comprised primarily of the following:

- 2.10% overall increase in compliance with the tax cap applicable to 2017 levies under the Property Tax Extension Limitation Law (PTELL),
- an increase due to new construction as estimated by the Lake County Assessor's Office, and
- an increase in funding requirements for police and fire pension.

The total levy as estimated above would result in a projected \$154 (4.72%) increase in the tax bill of an average home (\$800,000 market value). A public hearing would be required under the Truth in Taxation Act.

The City Council had discussion on debt service, pension, and the potential property tax freeze for Cook and collar County's. Finance Committee Chairman Morris created a slide as a precursor to the City Council Workshop that looks at Strategic Risk Discussion.

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

COUNCIL ACTION: Determination of an Estimate of the Amount of Revenue to be generated from Property Taxes for the 2017 Calendar Year and establishment of December 4, 2017 as a public hearing date (if required) in Accordance with the Truth in Taxation Statute

Alderman Buschmann made a motion to accept the determination of an Estimate of the Amount of Revenue to be generated from Property Taxes for the 2017 Calendar Year and establishment of December 4, 2017 as a public hearing date (if required) in Accordance with the Truth in Taxation Statute, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Moreno and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

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

None.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the October 16, 2017 City Council Meeting Minutes

- 2. Check Register for Period September 23-October 27, 2017**
- 3. Approval of Contract with Direct Response Resources for Vehicle, Pet and Parking Licenses/Permits**
- 4. Approval of Resolutions Authorizing the Submission of Grant Applications between The City of Lake Forest and the Illinois Department of Transportation for Grant Funding through the Illinois Transportation Enhancement Program ("ITEP")**
- 5. Consideration of a Resolution Ratifying the Execution of a Stormwater and Landscaping Easement Agreement with the Catholic Bishop of Chicago for Work in the Ravine between Lake Forest Cemetery and Saint Mary's Cemetery**
- 6. Award of Bid for Lake Forest Cemetery Ravine Restoration Project**
- 7. Approval of a Contract for Corrective Work for the Everett Park Path Replacement Project**

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. The City Council had discussion on item #3, #4 and #7. None of the items were removed. Mayor Lansing asked for a motion to approve the seven Omnibus items as presented.

Alderman Rummel made a motion to approve the seven omnibus items as presented, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Moreno and Buschmann. The following voted "Nay": None. 7- 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

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION
--

Mayor Lansing reported there will be no further business following executive session and asked for a motion.

EXECUTIVE SESSION

- 1. EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c), (5), The City Council will be discussing the consideration of Land Acquisition and 5ILCS 120/2 (c), (6), The City Council will be discussing the disposition of property and the consideration for the sale or lease of property owned by the Public Body.**

Alderman Moreno made a motion to adjourn into executive session pursuant to 5ILCS 120/2 (c), (5), The City Council will be discussing the consideration of Land Acquisition and 5ILCS 120/2 (c), (6), The City Council will be discussing the disposition of property and the consideration for the sale or lease of property owned

by the Public Body, seconded by Alderman Tack. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Moreno and Buschmann. The following voted "Nay": None. 7- Ayes, 0 Nays, motion carried.

Adjournment into Executive Session at 7:57 pm

RECONVENE INTO REGULAR SESSION at 9:43 pm

ADJOURNMENT

There being no further business. Alderman Tack made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:44p.m.

Respectfully Submitted
Margaret Boyer, City Clerk

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

LAKE FOREST BANK
& TRUST COMPANY, N.A.®

November 2, 2017

Ms. Elizabeth Holleb
Finance Director
The City of Lake Forest
800 North Field Drive
Lake Forest, Illinois 60045

Re: Professional Services Agreement (the "Agreement") between The City of Lake Forest (the "City") and Lake Forest Bank & Trust Company (the "Bank") dated December 9, 2014

Dear Ms. Holleb:

Please accept this correspondence as a formal extension of the Agreement with the City for an additional two year time period. The current Agreement expires on December 31, 2017. The extended Agreement will run from January 1, 2018 until December 31, 2019.

The Agreement is being extended on the same terms that are presently contained in the current Agreement.

As Lake Forest's community bank, we look forward to continuing our relationship with the City for many years to come.

Please do not hesitate to contact me with any questions.

Very truly yours,



Chris Baker
Chief Operating Officer



Area of Request
480 Saunders Road

FACULTY CIR

WRT-60

ACADEMY RD

CONWAY FARMS DR

SAUNDERS RD

N FIELD DR

N FIELD CT

N 194

WHARTON DR

WINDSOR CT

SARD PL

STABLEWOOD LN

CONWAY RD

OAK HILL DR

N 194

N 194

WOODLAND LN

SAUNDERS RD

Area of Request
480 Saunders Road

BERKSHIRE DR

ASHLAND LN

EDGE

WHARTON DR

WINDSOR CT

CONWAY FARMS DR



PLAN COMMISSION REPORT AND RECOMMENDATION
Saunders Estates Subdivision – Final Plat

TO:	Honorable Mayor Lansing and members of the City Council
DATE:	September 20, 2017
FROM:	Chairman Ley and Members of the Plan Commission
SUBJECT:	Final Plat for Saunders Estates – 4 Lot Subdivision

OWNERS

CCCT, LLC
Todd Polcyn (25%)
2500 W. Higgins, Ste 615
Hoffman Estates, IL 60169

PROPERTY LOCATION

480 Saunders Road
West side of Saunders Road, South of
Route 60, East of the Tollway

ZONING

R-3 Single Family
Residential District

Chuck Cerniglia (25%)
Craig Cerniglia (25%)
Chris Cerniglia (25%)
151 Eastern Avenue
Bensenville, IL 60106

REPRESENTATIVES

Todd Polcyn, Owner

Don Fielding, Engineer
Greengard Engineering
111 Barclay Boulevard Street 310
Lincolnshire, IL 60069

Plan Commission Recommendation – Activity to Date

After conducting a public hearing on September 20, 2017, on a request for approval of the final plat for the 4-lot Saunders Estates Subdivision, the Plan Commission voted 6 to 0 to recommend approval to the City Council.

Prior Activity

On March 8, 2017, the Commission held a public hearing to consider a request for approval of the tentative plat of subdivision for this subdivision. The Commission voted to recommend approval of the tentative plat to the City Council and on April 3, 2017, the City Council endorsed the Commission's recommendation and voted unanimously to approve the tentative plat of subdivision.

After approval of the tentative plan, the engineering plans and plat of subdivision were finalized, reviewed by the City Engineer and other City staff and found to meet all applicable Code

requirements and conditions of approval. Since approval of the tentative plat, no changes were made to the number, size or layout of the lots.

The Code requires that subdivisions be considered through a two phase process when multiple lots are proposed and when improvements such as grading and creation of a detention area are required. If the City Council approves the final plat of subdivision, the plat will be presented to the County for recording after all applicable fees are paid and permits will then be issued for grading and site work.

Description of the Property and Surrounding Area

The parcel proposed for subdivision totals 5.47 acres and is located on the west side of Saunders Road, west of Conway Farms Drive, south of Route 60 and east of the Illinois Tollway.

The Saunders Road area, including the property that is the subject of this petition, was annexed to the City of Lake Forest in phases between 1998 and 2004. Concurrent with annexation of the area to the City, the R-3 Zoning District was applied to the area.

The driving force behind the annexation of this area to the City in the late 1990's and early 2000's was a desire on the part of the property owners for City water and sanitary sewer. The well water in the area was of poor quality. Today, both water and sanitary sewers are in place in Saunders Road and are available to serve new development in the area. The water and sewer mains were installed by the City after the property owners in the area voted in support of establishing a Special Service Area (SSA) which allowed the cost of the new infrastructure to be spread over a 20 year period. The remaining costs of the infrastructure will be re-apportioned if this subdivision is approved and the additional lots created will share in the cost of the infrastructure for the remaining years of the SSA.

There are 16 properties in this area most of which are approximately five acres in size. The area is characterized by single family homes on large lots. Some homes in the area are in varying states of disrepair while others are well maintained. Since the water and sewer mains were installed, several property owners and developers have talked about subdivision of parcels in this area; this petition is the first development to be proposed in this area in a number of years.

Beyond the Saunders Road neighborhood, the Conway Farms residential subdivision is located generally to the east and south of the site. As noted above, access to the Saunders Road area is from Conway Farms Drive.

Proposed Subdivision

As noted above, a subdivision of four lots is proposed. The lots comply with the requirements of the R-3 District with the exception of the lot to depth ratio as discussed below. The proposed parcels range in size from 40,000 to 45,130 square feet with three of the four lots very close to 40,000 square feet, the minimum lot size permitted in the R-3 zoning district. Lot 4, the northernmost lot in the subdivision, is the largest lot. Each property meets or exceeds the minimum lot street frontage requirement of 125 feet.

An Outlot is located along the west portion of the property and totals 73,050 square feet, about one and a half acres in size. The Outlot provides for the required stormwater detention consistent with the Lake County Watershed Development Ordinance, and accommodates most of a large berm that exists on the property today. Portions of the berm also encroach on to Lots 3 and 4. The berm was constructed on the northwestern portion of the property by a previous owner to provide a buffer

from the Tollway. The berm will be retained on the site, with some minor modification, to continue to serve as a buffer to the larger area and to the new homes that will be constructed on the four lots created by this subdivision.

Staff Analysis

A summary of key aspects of the proposed subdivision is provided below.

Compliance with the R-3 Zoning District

The R-3 Zoning District permits single family residential lots with a minimum size of 40,000 square feet, slightly less than an acre which is 43,560 square feet. This district requires a minimum lot width of 125 feet; all of the lots meet this requirement. The buildable area on R-3 lots must be setback minimum distances from the property lines: 40 feet from the front property line, 40' from the rear property line and 15' from side property lines.

Per the Code, the ratio of lot width, measured at the front setback line, to lot depth, is not permitted to be more than 1:2. The proposed lots exceed this ratio however; the deeper lots on this site are justified due to the adjacency to the Tollway and overall configuration of the property. The required lot to depth ratio could be achieved by reducing the depth of the lots and increasing the size of the Outlot. However, in this situation, compliance with the ratio is outweighed by the benefits that result from the deeper lots.

The Code requires a minimum buildable area of 15,960 square feet for lots in the R-3 district. As proposed, the building areas on the lots range from 22,601 square feet to 26,094 square feet, exceeding the Code requirement. Finally, the Code requires lot lines to be "generally straight and not irregular". The Code does not prohibit diagonal lot lines.

Lot Size

As noted above, each of the four lots meets or exceeds the minimum lot size of 40,000 square feet. A conventional subdivision is proposed by the petitioner, rather than a clustered, smaller lot subdivision, due to the location and configuration of this property. The larger lots provide the opportunity for significant plantings on the individual lots if desired by the homeowners, to provide additional sound buffering and visual screening from the lights of the Tollway to the west.

New Construction

The lots as proposed will accommodate homes of about 5,000 square feet, plus an additional 800 square foot allowance for a garage. The lot sizes will provide ample space for outdoor amenities, patios, pools, gardens and trees.

Stormwater Drainage

Water on this site drains to the southwest. To accommodate stormwater runoff, a detention area is proposed. The proposed detention area is not visible from the street and is not a prominent feature of the overall neighborhood. The property owners within the development will be responsible for maintaining the Outlot on which the detention and berm are located. Declarations of Covenants will be established and recorded with the subdivision and a Homeowners' Association must be established to provide a mechanism for carrying out the responsibilities related to the Outlot.

Availability of Utilities and Public Streets

Public streets and public utilities; water and sanitary sewers, are available to provide service to the four new houses in this subdivision. The addition of four single family homes to this neighborhood, one of which will replace the home previously located on this site, will not generate traffic beyond that which can be accommodated by the adjacent public streets.

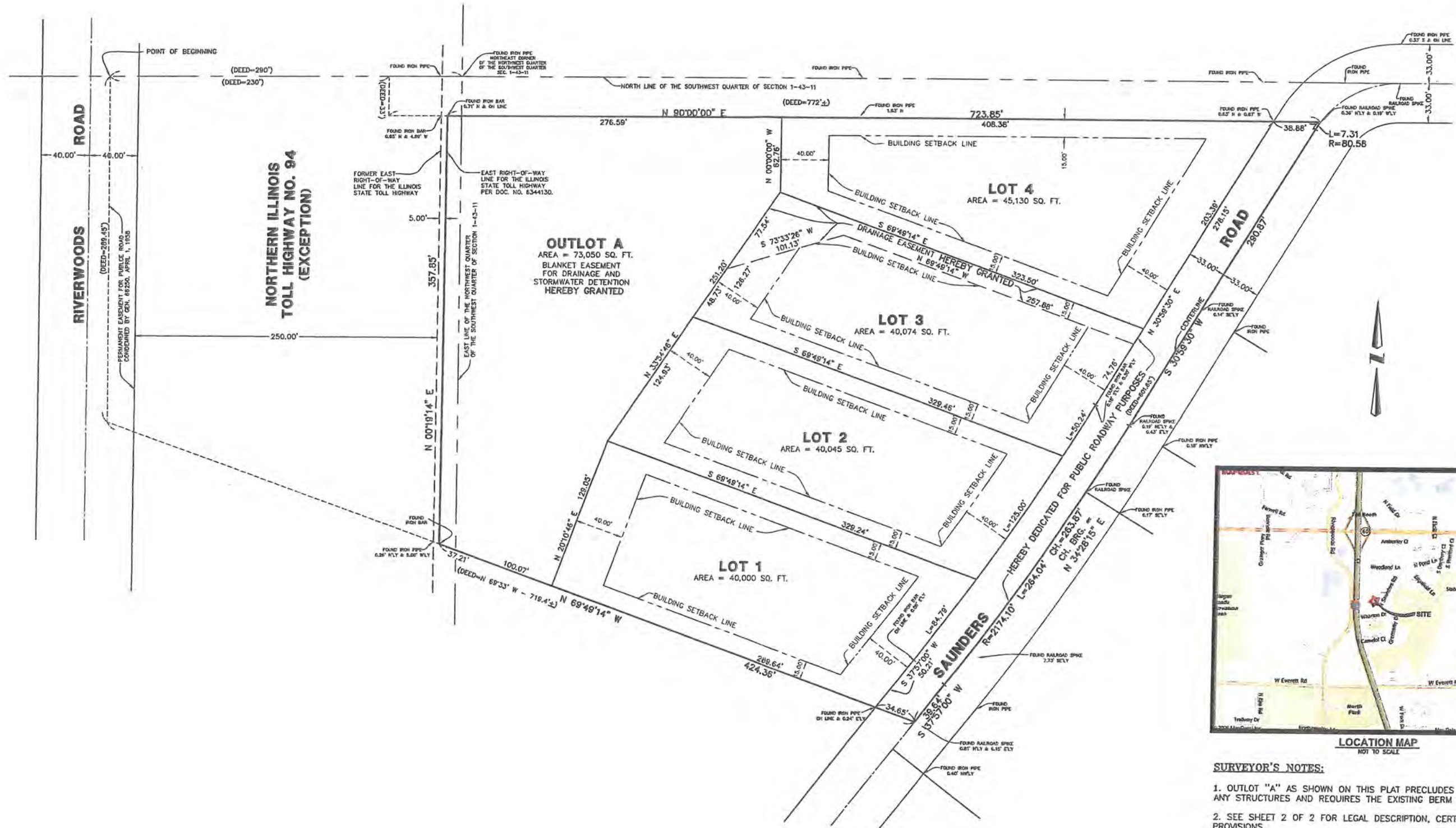
Preservation of the Streetscape and Significant Trees

A tree survey was submitted by the petitioner and was reviewed by the City Arborist in combination with an on site inspection. The Arborist identified 11 significant trees on the site that are worthy of consideration for preservation and protection. In considering the tentative plat, the Commission recommended that tree preservation efforts be balanced with the need to provide the opportunity for significant plantings on the lots to provide a buffer from the Tollway. When homes are proposed on each of the lots, the City's Arborist will review the plans with an eye toward maximizing the opportunity for significant plantings between the homes and the Tollway.

Public Notice

Public notice of the public hearings on this petition was published in a newspaper of local circulation and was mailed by the City to residents and property owners in the surrounding area. The agenda for this meeting was posted at five public locations and on the City's and website. Two residents in the area testified in support of the proposed development noting that development activity in the area is long over due.

FINAL PLAT OF
SAUNDERS ESTATES
BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 1, TOWNSHIP 43 NORTH, RANGE
11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS



SURVEYOR'S NOTES:

1. OUTLOT "A" AS SHOWN ON THIS PLAT PRECLUDES THE CONSTRUCTION OF ANY STRUCTURES AND REQUIRES THE EXISTING BERM TO REMAIN.
2. SEE SHEET 2 OF 2 FOR LEGAL DESCRIPTION, CERTIFICATES AND EASEMENT PROVISIONS.

EXISTING P. I. N. - 15-01-300-032

480 SAUNDERS ROAD - LAKE FOREST, ILLINOIS

FINAL PLAT OF SUBDIVISION 112

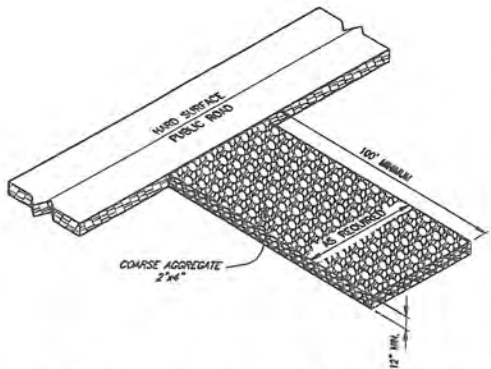
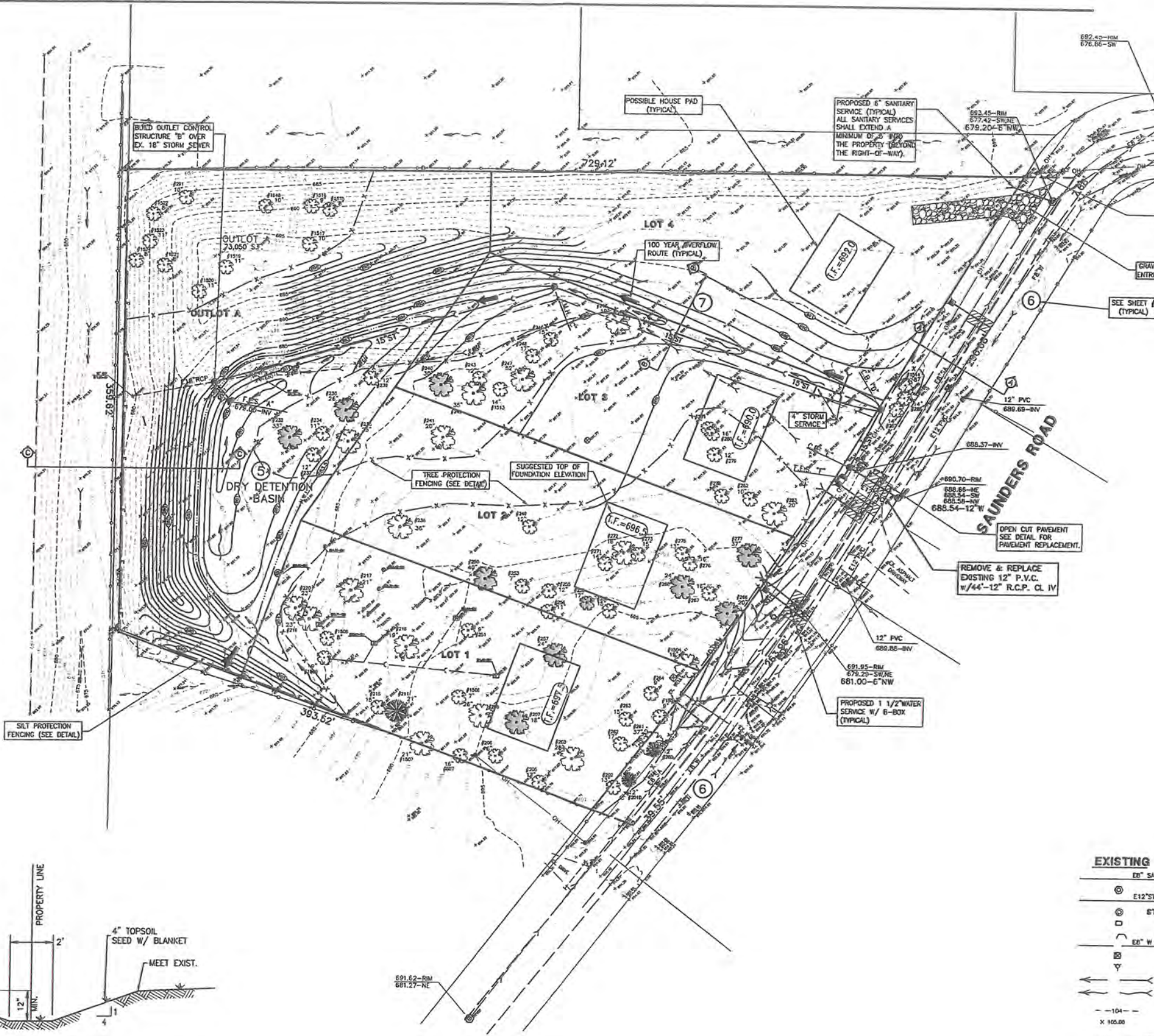
GENERAL NOTES:

1. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF.
2. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON.

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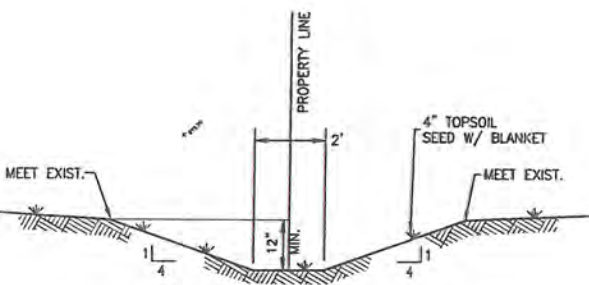
SCALE:	1"=40'
DRAWING NO.:	61120
SHEET:	1 of 2

NORTHERN ILLINOIS
TOLL HIGHWAY NO. 94



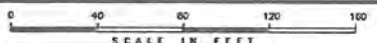
GRAVEL CONSTRUCTION ENTRANCE

SOURCE BENCHMARK:
VILLAGE OF LAKE FOREST MON/3
ELEV.=682.67



OVERFLOW SWALE
SECTION B-B

EXISTING	SYMBOLS	PROPOSED
8\"/>	SANITARY SEWER	8\"/>
12\"/>	SANITARY MANHOLE	12\"/>
12\"/>	STORM SEWER	12\"/>
12\"/>	STORM MANHOLE OR CATCH BASIN	12\"/>
12\"/>	STORM INLET	12\"/>
12\"/>	FLARED END SECTION	12\"/>
12\"/>	WATER MAIN	12\"/>
12\"/>	VALVE & VAULT	12\"/>
12\"/>	HYDRANT	12\"/>
12\"/>	DITCH	12\"/>
12\"/>	SWALE	12\"/>
12\"/>	CONTOUR	12\"/>
12\"/>	SPOT ELEVATION	12\"/>
12\"/>	DIRECTION SURFACE DRAINAGE	12\"/>
12\"/>	SUMMIT	12\"/>



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IN WHOLE OR PART WITHOUT WRITTEN PERMISSION OF GREENGARD, INC.

TMS 9-11-17 REVISIONS PER VILLAGE REVIEW
DRAWN BY: DATE: REVISIONS

DESIGNED BY: DATE: 4-14-17
CHECKED BY: DATE: 4-14-17
APPROVED BY: DATE: 4-14-17

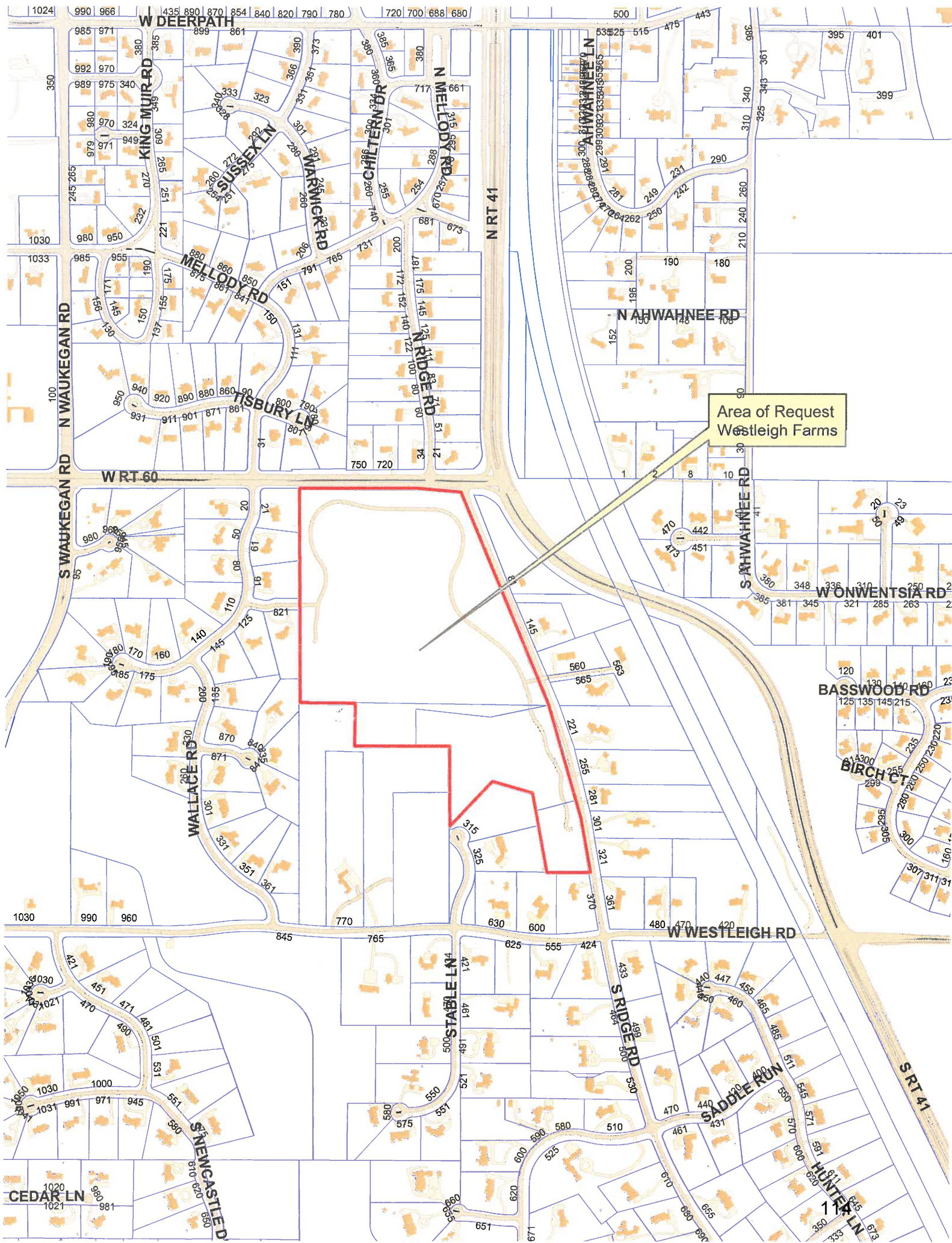


GREENGARD, INC.
Engineers & Surveyors & Planners
111 Barclay Blvd., Suite 310, Lincolnshire, Illinois 60069-3615
PHONE: 847-634-3883 FAX: 847-634-0887
E-MAIL: 2316@GREENGARDINC.COM
ILL. REGISTRATION NO. 189-000993

SCALE 1\"/>

SAUNDERS ESTATES - LAKE FOREST

GRADING & UTILITY PLAN 113



THE CITY OF LAKE FOREST

ORDINANCE NO. 2017- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR HOMES IN
THE WESTLEIGH FARMS SUBDIVISION

WHEREAS, North Shore Builders ("**Owner**") is the owner of that certain real property commonly known as the Westleigh Farm Subdivision, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-4, Single Family Residential District and is the site of a recently approved Planned Preservation Subdivision; and

WHEREAS, the Owner desires to construct 26 single family homes and landscaping on the property ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Improvements include three different floor plans designed in four different architectural styles, with various options, to allow buyers to customize the homes; and

WHEREAS, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearings held on July 5, 2017 and October 4, 2017; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify,

made the following findings:

1. the Property is located within the R-4 Single Family Residential District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

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

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

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

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code and the City's home rule authority and other statutory powers, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

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

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- D. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- E. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 60 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2017.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

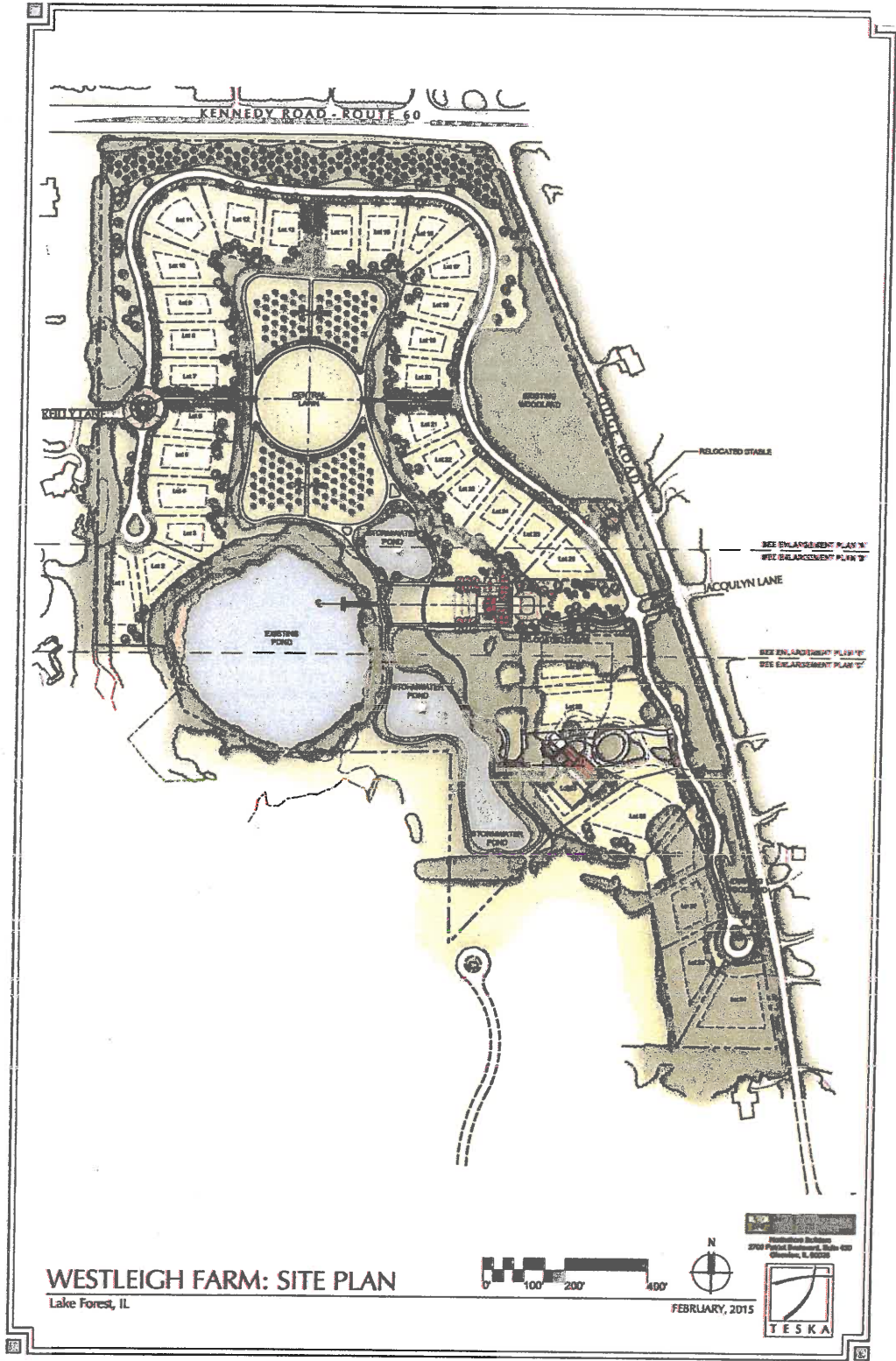
PASSED THIS __ DAY OF _____, 2017.

Mayor

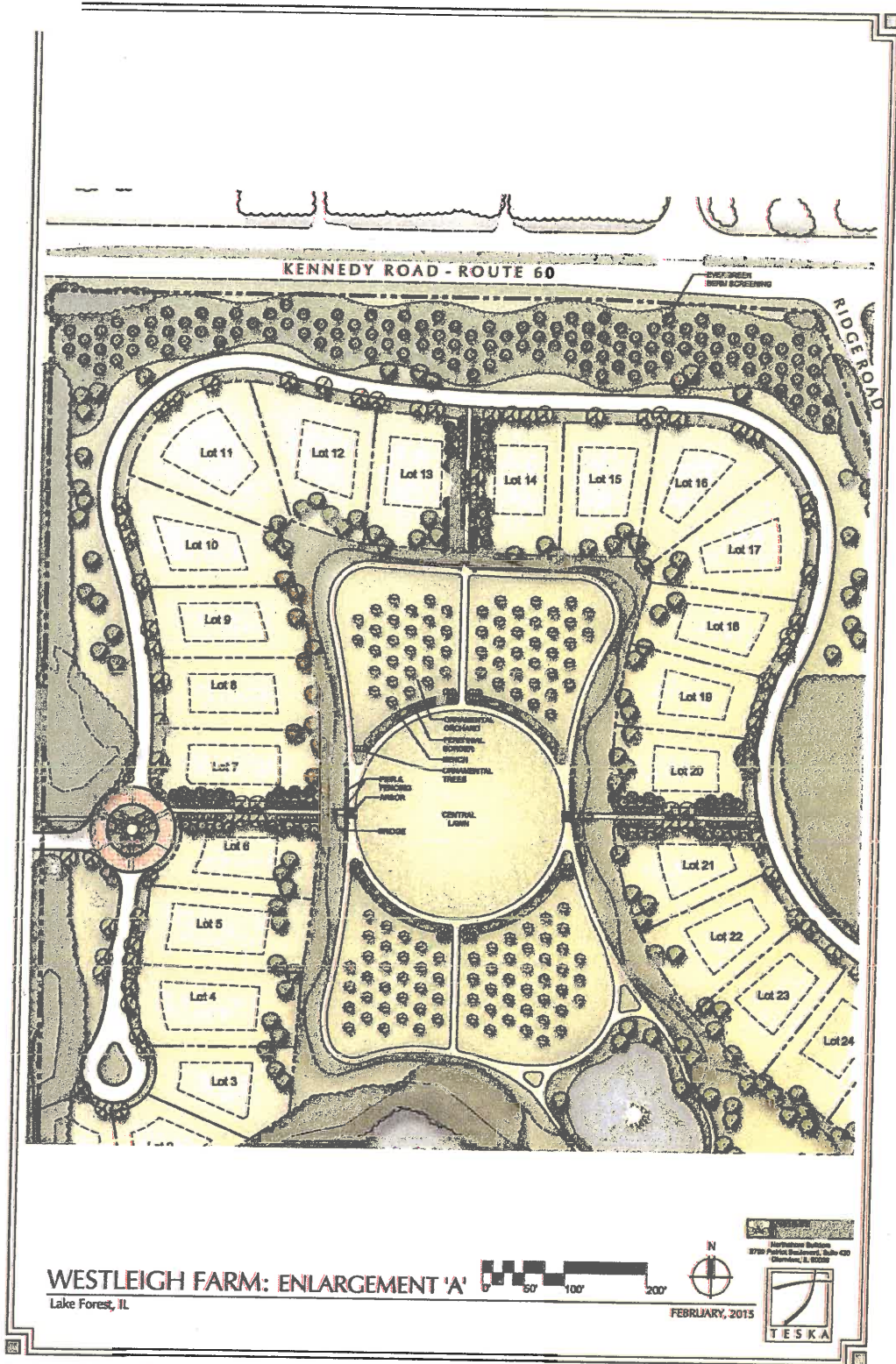
ATTEST:

City Clerk

The Plans



The overall siteplan depicts The location of the existing King residence, the relocated Stable and Lodge buildings as well as the proposed 26 single family lots and 7 custom home lots



Lots 1-26 are the Single Family Home lots with frontage on the perimeter drive and separated in the rear by the natural landscape areas and proposed orchard.

Westleigh Farm
Lake Forest, Illinois

GROUP EXHIBIT B

The Plans



Colonial Revival - Side Entry Garage
Color Palette 3
Front Elevation

SCALE: 3/16"=1'-0"



Shingle Cottage
Color Palette 1
Front Elevation

SCALE: 3/16"=1'-0"



French Eclectic
Color Palette 3
Front Elevation

SCALE: 3/16"=1'-0"



Farmhouse Revival - Side Entry Garage
Color Palette 1
Front Elevation

SCALE: 3/16"=1'-0"

Plan 1 - Elevation Styles

Westleigh Farm

Lake Forest, Illinois

GROUP EXHIBIT B

The Plans



**Colonial Revival
Color Palette 1
Front Elevation**

SCALE: 3/16"=1'-0"



**Shingle Cottage - Side Entry Garage
Color Palette 3
Front Elevation**

SCALE: 3/16"=1'-0"



**French Eclectic - Side Entry Garage
Color Palette 2
Front Elevation**

SCALE: 3/16"=1'-0"



**Farmhouse Revival
Color Palette 2
Front Elevation**

SCALE: 3/16"=1'-0"

Plan 2 - Elevation Styles

Westleigh Farm
Lake Forest, Illinois

GROUP EXHIBIT B

The Plans



Colonial Revival
Color Palette 2
Front Elevation
SCALE: 3/8"=1'-0"



Shingle Cottage - Side Entry Garage
Color Palette 2
Front Elevation
SCALE: 3/8"=1'-0"



French Eclectic - Side Entry Garage
Color Palette 1
Front Elevation
SCALE: 3/8"=1'-0"



Farmhouse Revival
Color Palette 3
Front Elevation
SCALE: 3/8"=1'-0"

Plan 3 - Elevation Styles

Westleigh Farm
Lake Forest, Illinois

THE CITY OF LAKE FOREST STRATEGIC PLAN

DECISION-MAKING PARAMETERS

The City of Lake Forest will face many important issues during the next ten years. The City Council, with its various Boards and Commissions, is responsible for policy formulation and implementation priorities. With assistance and counsel from City staff, these elective and appointed officials will address issues in a timely and deliberate manner and characterize their decision-making process by the following parameters:

- ◆ The City will endeavor to respond to residents based on general public welfare, interests and priorities.
- ◆ The City will not favor a vocal few over the community's best interest and strive to balance individual interests with those of the community.
- ◆ Funding priorities will emphasize efficiencies and economy with established criteria including the number of residents benefiting from specific services or programs.
- ◆ Government initiatives must be measured in terms of their overall fiscal impact and capabilities.
- ◆ The City will be proactive rather than reactive in planning for the future, in dealing with external forces, and in fostering desired outcomes.
- ◆ Options Management will characterize the governmental process, identifying financial, social and other consequences to the community.
- ◆ Innovation will be encouraged, with the recognition that occasional setbacks may occur.
- ◆ The City will foster community trust by maintaining the procedural integrity of the decision-making process.