

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**
Monday, November 15, 2021 at 6:30 pm

REMOTE ACCESS MEETING

Please be advised that all of the City Council members will be remotely attending this Council meeting by electronic means, in compliance with the recent amendments to the Open Meetings Act. The Mayor of the City Council has determined that it is not prudent or practical to conduct an in-person meeting due to the COVID-19 pandemic and that it is not feasible to have the City Council members or members of the public physically present at the meeting due to the pandemic disaster.

The City will be providing members of the public with various opportunities to watch or attend this meeting, as well as provide public comment at the meeting. For example, members of the public can participate remotely in the meeting by following the public audience link which will provide both video and audio means to attend the meeting.

<https://us02web.zoom.us/j/83463897314?pwd=c2RJK3VXRUhXNEg5YitUQlgvNzMrdz09>

Webinar ID: 834 6389 7314

Passcode: 1861

CALL TO ORDER AND ROLL CALL

6:30 p.m.

Honorable Mayor, George Pandaleon

James E. Morris, Alderman First Ward

Jim Preschlack, Alderman Third Ward

Jennifer Karras, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Melanie Rummel, Alderman Second Ward

Raymond Buschmann, Alderman Fourth Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

A. 2021-2022 Board and Commission Appointments and Reappointments

PLAN COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Steve Lamontagne	APPOINT	2

HISTORIC PRESERVATION COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Maureen Grinnell	APPOINT AS CHAIR	3

COUNCIL ACTION: Approve the Mayor's 2021-2022 Board and Commission Appointments

2. COMMENTS BY CITY MANAGER

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Members of the public can provide public comment by calling the following number during the meeting: 847-810-3643

4. COMMITTEE REPORTS

FINANCE COMMITTEE

1. Consideration of an Ordinance Establishing the 2021 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 2021 property tax levy.

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

Spreadsheets related to the proposed tax levy for 2021 are attached (**page 22**) 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		\$ CHANGE	% CHANGE
	2021 LEVY	2020 Extension		
City General	\$ 14,738,042	\$ 14,341,051	\$ 396,991	2.77%
Pension Funds	7,304,344	6,961,369	342,975	4.93%
Fire Pension PA 93-0689	117,220	120,336	(3,116)	-2.59%
Recreation	1,651,578	1,628,776	22,802	1.40%
Parks	3,676,095	3,625,340	50,755	1.40%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	501,937	495,007	6,930	1.40%
Capital Improvements	1,539,144	1,541,725	(2,581)	-0.17%
Library	4,049,235	3,966,739	82,496	2.08%
Library sites	435,009	429,003	6,006	1.40%
Bond Funds	1,821,451	1,847,395	(25,944)	-1.40%
TOTAL TAX LEVY - CITY	\$ 35,959,055	\$ 35,081,741	\$ 877,314	2.50%

School District 67- ESTIMATED \$ - #DIV/0!

GRAND TOTAL 35,959,055 35,081,741 \$ 877,314 2.50%

Ordinance (exclude Bond Funds) \$34,137,604

School District #67 levy amounts are estimates and subject to final approval by the School District Board. They are not available for first reading of the tax levy ordinance.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/8/21	Discussion of proposed 2021 tax levy
City Council	11/1/21	Determination of a preliminary non-binding estimate of the 2021 levy.
Finance Committee	10/18/21	Approval of 2021 Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed tax levy for 2021 reflects a 2.50% increase over the 2020 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 1.40% 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 determined by an independent actuarial valuation and recommendation by the Pension Subcommittee. **The average increase to existing residents (\$800,000 home) is projected to be \$71 or 1.81%.**

COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2021 Tax Levy (page 26).

2. Approval of Ordinances Abating 2021 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 first reading of ordinances abating 2021 property tax levies.

BACKGROUND/DISCUSSION: The proposed Ordinances provide for the abatement (reduction) of 2021 property taxes levied for the various outstanding general obligation alternate revenue bond issues. The tax levies for all bond issues are established and recorded with the County Clerk at the time the bonds are issued. Therefore, in order to reduce the 2021 bond tax levies, an abatement ordinance must be approved and filed with the County Clerk no later than March 1, 2022. 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 and/or TIF increment. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued.

The proposed Ordinances (beginning on **page 36**) are as follows:

- An Ordinance Abating a Portion of the Tax being Levied in 2021 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2015 Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2021 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2017 Bond Issue
- An Ordinance Abating a Portion of the Tax being Levied in 2021 for the Annual Payment of the Principal and Interest on the General Obligation Bonds, Series 2019 Refunding Bond Issue

BUDGET/FISCAL IMPACT: A summary of the proposed tax levy abatements is provided below:
2021 Debt Service Levy and Abatements

	Levy per County	TIF	Golf	Water	.5 NHRST	Net Levy
2015	615,925.00	(360,687.50)				255,237.50
2017	271,152.50			(271,152.50)		0.00
2019	3,497,462.50		(96,415.06)	(2,042,224.43)	(527,360.51)	831,462.50
2021	734,750.00					734,750.00
	5,119,290.00	(360,687.50)	(96,415.06)	(2,313,376.93)	(527,360.51)	1,821,450.00
1% L/C	5,170,482.90					1,839,664.50

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

3. Consideration of an Ordinance approving a Fee Schedule and Ordinances adopting new fees (First Reading)

PRESENTED BY: *Diane Hall, Assistant Finance Director (847-810-3614)*

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 or the addition of previously approved fees into the Fee Schedule.

Departments have provided supplemental memos justifying their proposed fee adjustments and new fees, which are included in the packet beginning on **page 63**. 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 38**)
- Ordinance adopting new fees related to development activity (**page 61**)

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	11/8/21	Discussion of proposed ordinances

BUDGET/FISCAL IMPACT: Annual revenue for the new and increased fees is estimated to be \$558 in the General Fund, \$6,601 in the Parks and Recreation Fund, and \$3,554 in the Golf Course Fund.

COUNCIL ACTION: Grant first reading of an Ordinance approving a fee schedule and an Ordinance adopting new fees related to development activity.

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION
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1. Approval of November 1, 2021, City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 71**

COUNCIL ACTION: Approval of November 1, 2021, City Council Meeting Minutes

2. Approve the contract to Camp Nageela Midwest, dba Camp Henry Horner in the amount of \$30,000

STAFF CONTACT: Todd Nahigian, CROYA Manager 810-3982

PURPOSE AND ACTION REQUESTED: The CROYA Board and Staff are recommending approval of a contract with Camp Nageela Midwest, dba Camp Henry Horner in the amount of \$30,000.

BACKGROUND/DISCUSSION: CROYA High School weekend Retreats date back to 1987 with over 5,000 high school students attending over 30 years. CROYA youth and staff consider the Retreats the most meaningful and impactful program CROYA provides. Over the years, the CROYA Staff has investigated multiple camps in Illinois and Wisconsin, after a previously attended camp stopped hosting groups during the school year. CROYA staff found Camp Henry Horner in Ingleside, IL, which provides the highest quality experience while maintaining reliability. CROYA began attending Camp Henry Horner in the Fall of 2016, and has continued this valuable tradition. Their facilities, location, service quality, price and overall experience are a great fit for CROYA. The Camp Henry Horner staff accessible and responsive to our needs. The total cost of the two annual retreats has always been below \$25,000, however, the combination of CROYA adding participants, and an increase in price per student, puts the total cost of the Fall, 2021 and Spring, 2022 Retreats over \$25,000.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
CROYA Board	11/12/21	Reviewed and Recommended Approval

BUDGET/FISCAL IMPACT: CROYA currently charges students \$175 each to attend a Retreat. Revenue for the 2 Retreats during this fiscal year is estimated to be \$30,000. There are other expenses for the retreat, but I wanted to show that the cost of the Retreat site lodging and meals is commensurate with the revenue CROYA receives.

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

Administrative Directive 3-5, Section 6.1I – Existing Relationship

Below is an estimated summary of Project budget:

FY2022 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
101-1601-483.60-17	\$20,000	\$30,000	(Y) The additional Retreat participants will cover the non-budgeted amount.

COUNCIL ACTION: Approval of the contract to Camp Nageela Midwest, dba Camp Henry Horner in the amount of \$30,000

- 3. Approval to Purchase One Replacement Marked Police Vehicle Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Currie Motors, in the Amount of \$36,798**

STAFF CONTACT: Dan Martin, Superintendent of Public Works (810-3561)

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council's approval to purchase a replacement marked police vehicle included in the F.Y. 2023 capital equipment budget. It is recommended that the purchase of the replacement vehicle be made via the Suburban Purchasing Cooperative administered by the Northwest Municipal Conference. The City has utilized the Cooperative's bid to purchase police vehicles over the past eight years. If the bid is awarded by City Council this evening, staff anticipates receiving the replacement vehicles in September, 2022. The Ford Interceptor being replaced will reach its 100,000 mile mark by the time the new unit is delivered.

BACKGROUND/DISCUSSION: The replacement Ford Interceptor is an all-wheel drive vehicle with sufficient space for the officer and his / her accompanying gear. The vehicle itself sits up higher and provides the officer improved visibility when driving amongst many large SUV's. The vehicle has been designed specifically for police operations and offers many factory installed police options. It has evolved into the most popular police vehicle on the market today and is assembled in Chicago.

Once the City's Ford Interceptors have accrued 100,000 miles, they are moved into the Community Development Department or the Engineering Section for administrative use and inspection services. The vehicles will accrue an additional 20,000–25,000 miles before they are placed out to bid and sold to the highest bidder.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2020	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2020	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance Budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

The City has purchased police vehicles from the Suburban Purchasing Cooperative's low bidder Currie Motors in the past and has not had any problems with the dealership nor the delivered vehicles. All warranty work is completed by a local Ford authorized dealer.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

Below is an estimated summary of squad car budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$40,000	\$36,798	Y

COUNCIL ACTION: Approval to Purchase One Replacement Marked Police Vehicle Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Currie Motors, in the Amount of \$36,798.

4. Award of Bid to EJ Equipment for the Replacement of a Westward Industries GO-4 Parking Scooter for the Police Department Included in the F.Y. 2023 Capital Equipment Budget in the Amount of \$29,975

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending award of bid for the replacement of the Police Departments parking scooter. The purchase is being made via the national government joint purchase co-operative, Sourcewell (formerly NJPA). Per Section 6.1D of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Numerous pieces of equipment are bid nationally and such bids conform to all requirements of the Illinois State bidding laws. City Council approval this evening will allow staff to place the orders now with an anticipated delivery date of June, 2022.

BACKGROUND/DISCUSSION: The Police Department currently utilizes a GO-4 parking scooter. Its Community Service Officers use this vehicle for parking enforcement throughout downtown and the multiple City-owned parking lots. It is also used for traffic control during special events (e.g. 4th of July, Lake Forest Day, etc.).

Current unit # 23 is a 2015 GO-4 scooter and has accrued approximately 5600 hours. The unit has had recent repair work done to the electrical system including the battery and charging system, the heat and venting system and brake system.

PROJECT REVIEW/RECOMMENDATIONS

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2020 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

For many years, the City has purchased multiple pieces of equipment from national bids to include Sourcewell, Omnia Partners, State bid, and the Suburban Purchasing Cooperative. Sourcewell, formerly National Joint Powers Alliance, was created by State law as a service cooperative to provide programs and services to members in education and government. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services. Sourcewell is a public agency governed by an eight-member board.

Once the new scooter is put into service, the City will place the existing scooter out for competitive bids, and assuming a bid of \$4,000 or higher is received, staff will return to City Council to approve its official sale.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase.

Below is a summary of the scooter's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$30,000	\$29,975	Y

COUNCIL ACTION: Award of Bid to EJ Equipment for the Replacement of a Westward Industries GO-4 Parking Scooter for the Police Department Included in the F.Y. 2023 Capital Equipment Budget in the Amount of \$29,975

5. Award of Bids for the Replacement of a Rear-Load Refuse Truck Included in the FY2023 Capital Equipment Budget, to the National Sourcewell Low Bidders, Truck Center Companies (chassis) in the Amount of \$188,578, McNeilus Truck Manufacturing (body) in the Amount of \$105,816

STAFF CONTACT: Dan Martin, Superintendent of Public Works (810-3561)

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending award of bids for the replacement of one of the City's six rear-load refuse trucks.

BACKGROUND/DISCUSSION: The current unit, an Autocar chassis with a McNeilus refuse body, has been used to collect both yard waste and refuse since it was placed into service on April 21, 2003. It has accrued over 27,000 operating hours.

The most significant concern with Unit #181 is the condition of its frame. The frame has severe rust jacking where the rear suspension mounts to the frame rails. The outer frame rail has deformed into the moving suspension components. The truck's hydraulic system overall is worn and has difficulty creating enough pressure to operate the multiple function of the collection and dump systems. The steel body and sub frame have been patched multiple times and it now needs to be replaced. The motor is in need of valve and ring replacements. It has been a reliable truck in the Sanitation fleet but like all of the City's refuse trucks, the nature of the work they do each and every day takes its toll and with this truck, over nineteen years of hard use.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval

Finance Committee	November 8, 2021	Included with Capital Plan
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BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

The purchases are being made via the national government joint purchase co-operative, Sourcewell (formerly NJPA). Per Section 6.1D of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Numerous pieces of equipment are bid nationally and such bids conform to all requirements of the Illinois State bidding laws. City Council approval this evening will allow staff to place the orders now with an anticipated delivery date of December, 2022. The City has been utilizing the Autocar truck chassis and McNeilus refuse bodies for many years. The City has experienced excellent success with each of these products with their longstanding wear, responsive parts delivery, and service when needed.

Once the new refuse truck is put into service, the City will place the existing truck up for sale via the competitive bidding process, and assuming a bid of \$4,000 or higher is received, staff will return to City Council to approve its official sale.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

Below is an estimated summary of the refuse truck's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$300,000	\$ 294,394	Y

COUNCIL ACTION: Award of Bids for the Replacement of a Front-Load Refuse Truck Included in the FY2023 Capital Equipment Budget, to the National Sourcewell Low Bidders, Truck Center Companies (chassis) in the Amount of \$ 188,578 and McNeilus Truck Manufacturing (body) in the Amount of \$ 105,816

6. Award of Bid for the Replacement of a Fire Department Administrative Vehicle Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Currie Motors, in the Amount of \$44,617

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending award of a bid for the replacement of Fire Department's administrative vehicle, unit # 201. It is recommended that the purchase of the replacement vehicle be made via the Suburban Purchasing Cooperative administered by the Northwest Municipal Conference. The City has utilized the Cooperative's bid to purchase various types of police vehicles over the past eight

years. If the bid is awarded by City Council this evening, staff anticipates receiving the replacement vehicle in September, 2022.

BACKGROUND/DISCUSSION: Fire Department Command vehicle # 201 is used to assist in command situations as well transport personnel for public education, inspections, and investigations. Current unit # 201, a 2015 Ford Interceptor, has accrued over 98,000 miles. The replacement Ford Interceptor is an all-wheel drive vehicle with sufficient space for the officer and his / her accompanying gear. The current vehicle will be moved into the Fire Bureau for administrative use and inspection services. The vehicle will accrue an additional 20,000–25,000 miles before it is placed out to bid and sold to the highest bidder.

For its second time, the City will be purchasing a vehicle that includes hybrid technology. Once placed into service, the City will evaluate this vehicle's overall performance and fuel savings to assist in analyzing its potential use in Police operations. The Ford Interceptor's hybrid system works transparently, continuously re-evaluating system demands, vehicle speed, ambient and component temperatures. It adjusts performance and battery charge to the optimal levels, using the internal-combustion engine, electric motor, or both. It also incorporates regenerative charging under braking or coasting. The Ford Hybrid Interceptor saves approximately 7 mpg over its predecessor 3.7-liter gas motor. The hybrid configuration allows the engine to shut down without interrupting a steady supply of electricity to keep all the vital Fire Department communication features working.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan
Environmental Sustainability Committee	October 20, 2021	Recommended Incorporating Hybrid Technology

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance Budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

The City has purchased police vehicles from the Suburban Purchasing Cooperative's low bidder Currie Motors in the past and has not had any problems with the dealership nor the delivered vehicles. All warranty work is completed by a local Ford authorized dealer.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase.

Below is an estimated summary of this vehicle's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$46,000	\$44,617	Y

COUNCIL ACTION: Award of Bid for the Replacement of a Fire Department Administrative Vehicle Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Currie Motors, in the Amount of \$44,617

7. Award of Bid for the Replacement of a Log Chipper for the Forestry Department Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Vermeer Midwest, in the Amount of \$183,978

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: Staff is requesting City Council authorization to purchase a replacement Vermeer BC2100XL log chipper for the Forestry Section.

BACKGROUND/DISCUSSION:

The current unit chips logs up to 20" in diameter and is used for all of Forestry's yearly trimming and tree removal programs. More specifically, it is used for the removal of trees suffering from Dutch Elm or Emerald Ash Borer. In addition it is used during high wind or storm events.

The chipper's bed knife/anvil are worn from consistent heavy use. The unit has recently had its PTO and drum bearings replaced, as well as, repairs to the brakes, feed and throttle controls. Due to the age and heavy use, Fleet Maintenance anticipates upcoming issues with the main grinding drum.

PROJECT REVIEW/RECOMMENDATIONS

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

For many years, the City has purchased multiple pieces of equipment from national bids to include Sourcewell, Omnia Partners, State bid, and the Suburban Purchasing Cooperative. Sourcewell, formerly National Joint Powers Alliance, was created by State law as a service cooperative to provide programs and services to members in education and government. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services. Sourcewell is a public agency

governed by an eight-member board. City Council approval this evening will allow staff to place the orders now with an anticipated delivery date of June, 2022.

The City's current Bandit 1990XP chipper will be traded in to Vermeer Midwest for \$23,000 and applied to the purchase cost of the Vermeer Chipper.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase.

Below is a summary of the chipper's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 220-5803-475-7501	\$200,000	\$183,978	Y

COUNCIL ACTION: Award of Bid for the Replacement of a Log Chipper for the Forestry Department Included in the FY2023 Capital Equipment Budget to the Suburban Purchasing Cooperative's Low Bidder, Vermeer Midwest, in the Amount of \$183,978

8. Approval to Purchase a Replacement Ball Picker Cart for the Golf Course Section to EZ-Go Textron in the Amount of \$12,022, Included in the FY 2023 Capital Equipment Budget

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending City Council approval to purchase a replacement Ball Picker Cart for the Deerpath Golf Course in the amount of \$12,021.49

In August 2021, the following three quotes were received:

Company	Make	Model	Net (After Trade)
EZ-Go Textron	Cushman	Hauler 1200	\$12,022
Harris Golf Carts	Yamaha	Umax2	\$12,813
Nadler Golf	Club Car	Carryall 300	\$16,856

If the bid is approved by City Council this evening, staff anticipates receiving the replacement cart in May, 2022.

BACKGROUND/DISCUSSION: The golf course maintenance operation is requesting replacing a 2002 Club Car Ball Picker Cart # 832 with a new Cushman Hauler 1200 cart. The replacement cart will include a ball cage and Easy Picker adapter. The current cart has over 4,626 hours.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

Has competitive pricing been obtained for proposed goods/services? **Yes**
If no, indicate the specific exception requested:

Below is an estimated summary of the replacement cart's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Golf Course Fund 510-6325-475-75-02	\$12,200	\$12,022	Y

COUNCIL ACTION: Approval to Purchase a Replacement Ball Picker Cart for the Golf Course Section to EZ-Go Textron in the Amount of \$12,022, Included in the FY 2023 Capital Equipment Budget

9. Approval to Purchase a Replacement Utility Vehicle for the Golf Course Section to Reinders, Inc. in the Amount of \$26,181, Included in the FY 2023 Capital Equipment Budget

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending City Council approval to purchase a replacement Utility Vehicle for the Golf Course Section in the amount of \$26,181. If the bid is approved by City Council this evening, staff anticipates receiving the replacement mower in May, 2022.

BACKGROUND/DISCUSSION: The golf course maintenance operation is requesting replacing a 1998 Utility Vehicle # 833 with a new Toro Workman HDX Utility Vehicle. The replacement vehicle has a higher weight capability and greater fuel efficiency. With over 6,560 hours, the current utility vehicle's recent maintenance issues have included the replacement of hydraulic hoses, batteries and tires.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

The purchase is being made via the national government joint purchase co-operative, Omnia Partners (formerly National IPA). Per Section 3.5 of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Specific items are bid nationally and conform to all requirements of the Illinois State bidding laws.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

Below is an estimated summary of the replacement mower's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Golf Course Fund 510-6325-475-75-02	\$26,300	\$26,181	Y

COUNCIL ACTION: Approval to Purchase a Replacement Utility Vehicle for the Golf Course Section to Reinders, Inc. in the Amount of \$26,181, Included in the FY 2023 Capital Equipment Budget

10. Approval to Purchase a Replacement Greens Mower for the Golf Course Section to Reinders, Inc. in the Amount of \$46,580, Included in the FY 2023 Capital Equipment Budget

STAFF CONTACT: *Dan Martin, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff are recommending City Council approval to purchase a replacement Greens mower for the Golf Course Section in the amount of \$46,580.

If the bid is approved by City Council this evening, staff anticipates receiving the replacement mower in May, 2022.

BACKGROUND/DISCUSSION: The golf course maintenance operation is requesting replacing a 2000 Greensmaster mower # 891 with a new Greensmaster TriFlex mower. The replacement mower utilizes the proven Flex suspension whereby the cutting units float freely over contours and undulations of the green resulting in a superior quality of cut and after cut appearance.

With over 4,040 hours, the current mower's recent maintenance issues have included the replacement of hydraulic hoses, batteries, tires and a hydrostatic pump.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	November 3, 2021	Reviewed & Recommended City Council Approval
Finance Committee	November 8, 2021	Included with Capital Plan

BUDGET/FISCAL IMPACT: Information regarding the F.Y. 2023 capital equipment purchases was included in the November 8, 2021 Finance budget packet. At its November 3, 2021 meeting, the Public Works Committee specifically reviewed and recommended City Council approval of each piece included in the F.Y. '23 capital equipment budget.

The purchase is being made via the national government joint purchase co-operative, Omnia Partners (formerly National IPA). Per Section 3.5 of the City's Purchasing Directive, purchases can be made via a variety of governmental joint purchasing programs. Specific items are bid nationally and conform to all requirements of the Illinois State bidding laws.

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

If no, indicate the specific exception requested: Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

The overage of \$80 dollars will be covered using savings in the capital equipment account.

Below is an estimated summary of the replacement mower's budget:

FY2023 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Golf Course Fund 510-6325-475-75-02	\$46,500	\$46,580	Y

COUNCIL ACTION: Approval to Purchase a Replacement Greens Mower for the Golf Course Section to Reinders, Inc. in the Amount of \$46,580, Included in the FY 2023 Capital Equipment Budget.

11. Authorization for the City Manager to enter into Professional Services Agreements with Cordogan Clark and Larson & Darby Group for Facility Architectural Design Services

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council authorize the City Manager to enter into a Professional Services Agreements with Cordogan Clark and Larson & Darby Group for Facility Architectural Design Services.

BACKGROUND/DISCUSSION: The City of Lake Forest occasionally contracts with outside service providers to perform professional facility design services for various facility projects. In an effort to improve efficiency and provide consistency on City projects, the Public Works Committee and City staff is seeking to establish agreements that will designate two architectural design firms, Cordogan Clark and Larson & Darby Group, to provide professional design services. Either firm may be selected for design service project work, however, the firm selected will depend on the firm's availability and the project type.

Example projects that the City expects the approved facility architectural design services firms to complete would be the design of projects related to existing facility renovation and space repurposing projects. Specific examples include the renovation of office spaces, locker rooms, lobbies, and break/lunch rooms. Professional architectural design services for City facility projects will include, but are not limited to the development of facility needs analyses and conceptual design options, final design and construction documents, bidding documents and bid process support, and project construction oversight. Additionally, the selected firms will be expected to collaborate with City staff in the development of a proposed project design. This includes collaboration with the City's Building Maintenance Section and various project Department representatives to ensure that designs meet Department operation needs and the renovated space can be efficiently maintained by the Building Maintenance Section.

This RFP process was modeled after recent City Council approved RFP's for professional services such as landscape architectural services, professional ravine engineering services, and mechanical engineering services. Similarly, these agreements were recommended to improve efficiency and provide consistency on City projects.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	11/3/2021	Reviewed and Recommended Approval

BUDGET/FISCAL IMPACT: On August 17, 2021 a Request for Proposals (RFP) was released by the City, published in the Lake County News Sun, and posted on the City's website. In addition, a bid opportunity announcement was emailed directly to multiple firms who provide architectural design services. On September 2, 2021, seven submittals were received and a selection committee, comprised of City staff, was formed to review and evaluate the written responses based on firm experience, references/project results, and fee schedule.

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

Company Name	Fee Schedule (Hourly Rate Range)
Cordogan Clark	\$65 - \$235
Larson & Darby Group	\$44 - \$215
bailey edward	\$70 - \$245
Eckenhoff Saunders Architects	\$70 - \$250
StudioGC	\$54 - \$250
Williams Architects / Aquatics	\$82 - \$243
Woodhouse Tinucci Architects	\$90 - \$195

After careful consideration, Cordogan Clark and Larson & Darby Group were unanimously selected by the selection committee as the successful candidates. The basis for the selection was as follows:

- Cordogan Clark and Larson & Darby Group met and surpassed all qualifications outlined in the RFP.
- Cordogan Clark and Larson & Darby Group have extensive experience with municipal architectural design projects that include public safety facilities, Municipal Service Buildings and City/Village Halls, and Recreation Centers.
- Cordogan Clark and Larson & Darby Group have presented reasonable fee schedules associated with their proposed project teams.

The FY2022 General Fund Budget includes an annual allocation of \$145,000 for general building improvements from which some professional architectural design services may be paid. Work may also be paid from other Department budget accounts as applicable, but any single project for which services exceed \$25,000 will be separately approved by the City Council. Work for both firms may also exceed the \$25,000 aggregate amount in a fiscal year. The agreements with Cordogan Clark and Larson & Darby Group is intended to be for a period of three years, which will include the option of two additional, one year terms based on performance at the City's sole discretion.

COUNCIL ACTION: Authorization for the City Manager to enter into a Professional Services Agreement with Cordogan Clark and Larson & Darby Group for Facility Architectural Design Services

COUNCIL ACTION: Approval of the eleven (11) omnibus items as presented.

6. OLD BUSINESS

7. NEW BUSINESS

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

1. **EXECUTIVE SESSION** pursuant to 5ILCS 120/2 (c) (11), The City Council will be discussing pending and actually filed litigation.

Adjourn into Executive Session

There will be no additional City business following the adjournment into Executive Session

9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 20** of this packet.

An instruction guide on how to participate at a City Council meeting is included beginning on **page 21**.

Office of the City Manager

November 10, 2021

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



THE CITY OF LAKE FOREST

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

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

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

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

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

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

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

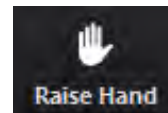
CITY COUNCIL – REMOTE ACCESS MEETING GUIDE

Rules:

- [An online guide to using Zoom is available here](#)
- Participants can join using the Zoom application, using the call in number located at the top of the agenda, or can stream the meeting live via YouTube.
- All Participants should use their real name (first and last) to identify themselves in the meeting.

Public Participation:

- Please wait to be recognized by a staff member, and the Mayor prior to making your comment.
- If you would like to address your public comment to the City Council live, you can use one of two options
 - The Raise hand function via the zoom application.
 - If you are using the raise hand function, wait to be promoted to turn on your microphone to make a comment. There is a slight delay after you are promoted. You can then unmute yourself and address your comments to the City Council.
 - Calling the public comment line at 847-810-3643
 - If you are calling the public comment line, be sure to step away from your computer or TV, where you are watching the meeting, to avoid feedback.



	Device	Audio	Connection
Ideal	Zoom app on a desktop or Laptop	A headset with microphone	Wired connection via Ethernet
Better	Zoom app on a mobile phone or tablet	A headset (using built-in microphone) Using a phone to dial in	Connected Wirelessly via WiFi
Okay	Calling into conference line (without Zoom app)	Computer speakers (using built-in microphone) Speakerphone on phone	Connected via 4G / LTE (cellular data) Using a phone to dial in
Tips	Make sure your device is fully charged and you have access to Zoom on your device	When Participating, pick a quiet space to avoid any background noise	If you have to use WiFi, try to pick a workspace close to your router.

**ESTIMATING EQUALIZED ASSESSED VALUATION, TAX LEVY LIMITATIONS
AND NEW GROWTH PROJECTIONS FOR 2021 LEVY**

PROJECTED EQUALIZED ASSESSED VALUATION

Based on information from the County Clerk's Office
the projected Equalized Assessed Valuation (EAV) of property
in The City of Lake Forest for the tax year 2021 is as follows:

2020 EAV for The City of Lake Forest	2,396,662,125
Estimated average change to existing property	<u>-0.66%</u>
2021 EAV for existing property	<u>2,380,894,308</u>
Total Estimated New Construction Growth for 2021	\$ 16,065,012
Total Projected EAV for 2021 Tax Levy	<u>\$ 2,396,959,320</u>

**COMPUTATION OF MAXIMUM TAX EXTENSION FOR 2020 UNDER THE PROPERTY TAX
EXTENSION LIMITATION ACT**

A.	Tax Levy Extensions for the 2020 Tax Year (Excluding Debt Service, Special Rec and partial Fire Pension Tax Levy Extension)	\$	32,619,003				
B.	Total Projected EAV for 2021 Tax Levy	\$	2,396,959,320				
C.	Total Estimated New Construction Growth for 2021	\$	16,065,012				
D.	CPI Increase for 2021 Levy					1.40%	
Step 1	Numerator of Limiting Rate:	\$	32,619,003	X	101.400%	=	<u>\$ 33,075,669</u>
Step 2	Denominator of Limiting Rate:	\$	2,396,959,320	-	16,065,012	=	<u>\$ 2,380,894,308</u>
Step 3	Limiting Rate (Per \$100 EAV):	\$	33,075,669	/	2,380,894,308	=	<u>\$ 0.01389</u>
Step 4	Maximum Tax Extension for 2021 Tax Year (Excluding Debt Service Tax Levy Extension):	\$	2,396,959,320	X	\$ 0.01389	=	<u>\$ 33,298,846</u>
Step 5	Added Tax Levy Extension Based on New Growth (Step 4 minus Step 1)					=	<u>\$ 223,177</u>
Aggregate Levy - Truth in Taxation Estimate:							102.08%
Tax Cap							1.40%
New Construction							<u>0.68%</u>
							<u>2.08%</u>

The City of Lake Forest Tax Levy 2021

Attachment 2

DRAFT FOR DISCUSSION - 11/8/21 Finance Committee

FUND	2021 LEVY	2020 Extension	\$ CHANGE	% CHANGE
General	\$14,541,826	14,341,051	200,775	1.40%

Pension Funds

IMRF/SS - Funded Ratio 104.16%	1,293,059	1,275,206	17,853	1.40%
Police Pension - Funded Ratio 58.83%	3,188,755	2,988,086	200,669	6.72%
Fire Pension - Funded Ratio 78.20%	2,222,183	2,106,019	116,164	5.52%
Sub-Total Pension Funds	6,703,997	6,369,311	334,686	5.25%

Pension
Subcommittee

Other Funds

Recreation and Parks	5,327,674	5,254,116	73,558	1.40%
Recreation and Parks-IMRF/SS	600,347	592,058	8,289	1.40%
Special Recreation			0	
Capital Improvements (Cap Applies)	1,539,144	1,541,725	(2,581)	-0.17%
Recreation and Parks/Specific Purpose	125,000	125,000	0	0.00%
Library	4,022,273	3,966,739	55,534	1.40%
Library-sites	435,009	429,003	6,006	1.40%
Sub-Total Other Funds	12,049,447	11,908,641	140,806	1.18%

5 year forecast

TOTAL LEVY UNDER TAX CAP	33,295,269	32,619,003	676,266	2.07%
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Bond Funds (Cap Applies)

2010/2013/2021 GO Bonds MS/CIP	734,750	747,013	(12,263)	-1.64%
2019 Refunding	831,463	833,963	(2,500)	-0.30%
Extension Adjustment	0	18,307	(18,307)	
2015 GO Bonds - CIP	255,238	248,112	7,126	2.87%
Sub-Total Bond Funds	1,821,451	1,847,395	(25,944)	-1.40%

TOTAL TAX LEVY BEFORE NEW GROWTH and ALLOWANCES	35,116,720	34,466,398	650,322	1.89%
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Fire Pension PA 93-0689	117,220	120,336	(3,116)	-2.59%
Special Recreation	501,937	495,007	6,930	1.40%
Plus New Growth	223,177		223,177	N/A
GRAND TOTAL TAX LEVY	35,959,055	35,081,741	877,314	2.50%

Ord 2013-70 Debt/Capital Cap	3,360,595	3,389,120	(28,525)	-0.84%
Aggregate Levy (Truth in Taxation)	34,137,604	33,234,346	903,258	2.72%

Cap \$3,950,939
*Public hearing if
increase >5.0%

DISTRIBUTION OF GROWTH

General Fund Levy -	\$ 196,216
Library Levy -	26,961
TOTAL NEW GROWTH	\$ 223,177

The City of Lake Forest Tax Levy 2021

Attachment 3

FUND	2021 LEVY	2020 Extension	\$ CHANGE	% CHANGE
General	\$14,738,042	14,341,051	396,991	2.77%
<u>Pension Funds</u>				
IMRF/SS	1,293,059	1,275,206	17,853	1.40%
Police Pension	3,188,755	2,988,086	200,669	6.72%
Fire Pension	2,339,403	2,226,355	113,048	5.08%
Sub-Total Pension Funds	6,821,217	6,489,647	331,570	5.11%
<u>Agency Funds</u>				
Recreation and Parks	5,327,674	5,254,116	73,558	1.40%
Recreation and Parks-IMRF/SS	600,347	592,058	8,289	1.40%
Recreation and Parks-Specific Purpose	125,000	125,000	0	
Special Recreation	501,937	495,007	6,930	1.40%
Capital Improvements	1,539,144	1,541,725	(2,581)	
Library	4,049,235	3,966,739	82,496	2.08%
Library-sites	435,009	429,003	6,006	1.40%
Sub-Total Agency Funds	12,578,345	12,403,648	174,697	1.41%
	34,137,604	33,234,346	903,258	2.72%
<u>Bond Funds</u>				
2010 GO Bonds MS/CIP	734,750	747,013	(12,263)	-1.64%
2009 GO Bonds Western	831,463	833,963	(2,500)	-0.30%
Extension Adjustment		18,307	(18,307)	
2015 GO Bonds - CIP	255,238	248,112	7,126	
Sub-Total Bond Funds	1,821,451	1,847,395	(25,944)	-1.40%
GRAND TOTAL TAX LEVY	35,959,055	35,081,741	877,314	2.50%

**The City of Lake Forest
Tax Levy
2021
Explanation of Homeowner Increase**

Attachment 4

	2021 LEVY	2020 Extension	\$ CHANGE	% CHANGE
Levy before growth and exclusions	\$ 33,295,269	\$ 32,619,003	\$ 676,266	2.07%
Plus growth and exclusions	842,334	615,343	\$ 226,991	
TOTAL LEVY UNDER TAX CAP	\$ 34,137,604	\$ 33,234,346	\$ 903,258	2.72%
Bond Funds	1,821,451	1,847,395	\$ (25,944)	-1.40%
TOTAL TAX LEVY	\$ 35,959,055	\$ 35,081,741	\$ 877,314	2.50%
Increase excl new growth/exclusions	35,116,720	34,466,398		1.89%

	2021 Forecast	2020 Actual	
City Equalized Assessed Value (EAV) 1/3 market value	2,396,959,320	2,396,662,125	
City Levy	35,959,055	35,081,741	
Tax Rate	1.5002	1.4638	levy divided by EAV X 100
Average Home Market Value	\$ 794,737	\$ 800,000	
EAV	264,912	266,667	
EAV X Tax Rate/100	\$ 3,974	\$ 3,903	\$ 71 1.81%

This is the impact projected on an average existing home.

This represents 22% (City) and 3% (Library) of the entire tax bill.

(Impacts on individual properties may differ.)

TAX LEVY 2021-2022

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, 2021 AND ENDING APRIL 30, 2022.

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, 2021 and ending April 30, 2022 was duly passed the 19th of July, 2021 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 thirty-four million, one hundred thirty-seven thousand, six hundred four dollars (\$34,137,604) 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, 2021 and ending April 30, 2022 be and same hereby is levied against all property subject to taxation with The City of Lake Forest as the same is assessed and equalized for State and County purposes for the said fiscal year.

That the purposes for which the said amount of thirty-four million, one hundred thirty-seven thousand, six hundred four dollars (\$34,137,604) hereto appropriated and hereby levied, respectively are as follows, to wit:

<u>GENERAL FUND</u>	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
<u>General Government</u>		
Salaries and Benefits	\$ 2,924,136	\$ 2,235,642
Supplies/Other Services and Charges	3,622,747	2,769,763
Capital Equipment	200,000	152,910
Contingency - to meet expenses of emergencies and optional expenses not otherwise provided for	3,776,869	-
TOTAL GENERAL GOVERNMENT	\$ 10,523,752	\$ 5,158,315
<u>Legal</u>		
Contractual Services	\$ 450,000	\$ 294,761
TOTAL LAW	\$ 450,000	\$ 294,761

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
<u>Community Development</u>		
Salaries and Benefits	\$ 1,569,041	\$ -
Supplies/Other Services and Charges	365,871	-
Capital Equipment	-	-
TOTAL COMMUNITY DEVELOPMENT	\$ 1,934,912	\$ -
<u>Public Works Administration</u>		
Salaries and Benefits	\$ 425,017	\$ 359,984
Supplies/Other Services and Charges	96,999	82,157
TOTAL PUBLIC WORKS ADMINISTRATION	\$ 522,016	\$ 442,141
<u>Public Buildings</u>		
Building Maintenance Administration		
Salaries and Benefits	\$ 819,734	\$ 355,174
Supplies/Other Services and Charges	731,021	316,736
Capital Improvements	150,000	64,992
TOTAL PUBLIC BUILDINGS	\$ 1,700,755	\$ 736,902
<u>Streets</u>		
Salaries and Benefits	\$ 1,060,432	\$ -
Supplies/ Other Service and Charges	810,772	-
Capital Improvements	250,000	
TOTAL STREETS	\$ 2,121,204	\$ -
<u>Sanitation</u>		
Salaries and Benefits	\$ 1,272,773	\$ 791,373
Supplies/ Other Service and Charges	1,097,561	682,431
TOTAL SANITATION	\$ 2,370,334	\$ 1,473,804
<u>Storm Sewers</u>		
Salaries and Benefits	\$ 133,047	\$ 92,081
Supplies/ Other Service and Charges	29,900	20,694
Capital Improvements	50,000	34,605
TOTAL STORM SEWERS	\$ 212,947	\$ 147,380
<u>Engineering</u>		
Salaries and Benefits	\$ 555,716	\$ 175,589
Supplies/ Other Service and Charges	377,166	119,172
TOTAL ENGINEERING	\$ 932,882	\$ 294,761
<u>Fire</u>		
Fire Administration		
Salaries and Benefits	\$ 5,012,361	\$ 2,407,593
Supplies/ Other Service and Charges	321,296	154,328
Capital Improvements	50,000	24,017
Sub-Total	\$ 5,383,657	\$ 2,585,938

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
Emergency Medical Services		
Supplies/ Other Service and Charges	\$ 28,800	\$ 13,834
Sub-Total	<u>\$ 28,800</u>	<u>\$ 13,834</u>
Fire Suppression		
Supplies/ Other Service and Charges	\$ 110,500	\$ 53,077
Sub-Total	<u>\$ 110,500</u>	<u>\$ 53,077</u>
TOTAL FIRE	<u>\$ 5,522,957</u>	<u>\$ 2,652,848</u>
<u>Police</u>		
Salaries and Benefits	\$ 6,507,131	\$ 2,936,597
Supplies/ Other Service and Charges	1,280,706	577,969
Capital Improvements	50,000	22,564
TOTAL POLICE	<u>\$ 7,837,837</u>	<u>\$ 3,537,130</u>
TOTAL AMOUNT APPROPRIATED FROM GENERAL FUND	<u>\$ 34,129,596</u>	<u>\$ 14,738,042</u>
Less: Total amount appropriated from other sources other than Tax Levy	19,391,554	
Sub-Total		14,738,042
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR GENERAL FUND		<u>\$ 14,738,042</u>

ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY

For ILLINOIS MUNICIPAL RETIREMENT and SOCIAL SECURITY
(Excludes Water and Sewer Department, Fleet, Deerpath Golf Course,
Cemetery Commission and School District 67)

General Fund - IMRF	\$ 720,581	\$ 646,530
General Fund - Social Security	948,226	646,529
Parks and Recreation Fund - IMRF	402,208	300,174
Parks and Recreation Fund - Social Security	336,770	300,173
	<u>-</u>	<u>-</u>
TOTAL AMOUNT APPROPRIATED FROM ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY	<u>\$ 2,407,785</u>	<u>\$ 1,893,406</u>
Less: Total amount appropriated from other sources other than Tax Levy	514,379	
Sub-Total		1,893,406
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR ILLINOIS MUNICIPAL RETIREMENT AND SOCIAL SECURITY		<u>\$ 1,893,406</u>

FIREFIGHTERS'S PENSION FUND

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
Other Services and Charges	\$ 3,032,115	\$ 2,106,002
Contingency to meet expenses for emergencies and expenses not otherwise provided for	314,934	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE FIREFIGHTERS'S PENSION FUND	\$ 3,347,049	\$ 2,106,002

Less: Total amount appropriated from other sources other than Tax Levy	1,241,047	
Sub-Total		2,222,183

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND	\$ 2,222,183
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Other Services and Charges	\$ 117,220	\$ 117,220
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE FIREFIGHTERS'S PENSION FUND LAW PA 93-0869	\$ 117,220	\$ 117,220

POLICE PENSION FUND

Other Services and Charges	\$ 3,345,335	\$ 3,188,755
Contingency to meet expenses for emergencies and expenses not otherwise provided for	334,534	-
TOTAL AMOUNT APPROPRIATED FOR PAYMENT TO THE POLICE PENSION FUND	\$ 3,679,869	\$ 3,188,755

Less: Total amount appropriated from other sources other than Tax Levy	491,114	
Sub-Total		3,188,755

TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR THE POLICE PENSION FUND	\$ 3,188,755
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PARKS AND RECREATION FUND**Parks and Forestry**

Administration		
Salaries and Benefits	\$ 2,373,261	\$ 2,087,466
Supplies/ Other Service and Charges	546,671	480,839
Capital Equipment	210,000	184,711
Sub-Total	\$ 3,129,932	\$ 2,753,016

Grounds Maintenance		
Supplies/ Other Service and Charges	\$ 378,770	\$ 333,157
Sub-Total	\$ 378,770	\$ 333,157

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
<u>Athletic Field Plg/Tennis</u>		
Supplies/ Other Service and Charges	\$ 90,000	\$ 79,162
Sub-Total	<u>\$ 90,000</u>	<u>\$ 79,162</u>
 <u>Lake Front Facilities</u>		
Supplies/ Other Service and Charges	\$ 56,500	\$ 49,696
Sub-Total	<u>\$ 56,500</u>	<u>\$ 49,696</u>
 <u>Tree Trimming</u>		
Supplies/ Other Service and Charges	\$ 50,750	\$ 44,639
Sub-Total	<u>\$ 50,750</u>	<u>\$ 44,639</u>
 <u>Tree Removal</u>		
Supplies/ Other Service and Charges	\$ 41,000	\$ 36,063
Sub-Total	<u>\$ 41,000</u>	<u>\$ 36,063</u>
 <u>Insect & Disease</u>		
Supplies/ Other Service and Charges	\$ 15,000	\$ 13,194
Sub-Total	<u>\$ 15,000</u>	<u>\$ 13,194</u>
 <u>Tree & Shrub Planting/Care</u>		
Supplies/ Other Service and Charges	\$ 12,500	\$ 10,995
Sub-Total	<u>\$ 12,500</u>	<u>\$ 10,995</u>
 <u>Natural Areas Management</u>		
Supplies/ Other Service and Charges	\$ 58,000	\$ 51,015
Sub-Total	<u>\$ 58,000</u>	<u>\$ 51,015</u>
 TOTAL PARKS AND FORESTRY SECTION	<u>\$ 3,832,452</u>	<u>\$ 3,370,937</u>
 <u>Recreation</u>		
<u>Recreation Programs</u>		
Salaries and Benefits	\$ 2,917,833	\$ 1,068,629
Supplies/ Other Service and Charges	1,237,187	453,108
Capital Equipment	-	0
Sub-Total	<u>\$ 4,155,020</u>	<u>\$ 1,521,737</u>
 Recreation and Parks Specific Purpose	\$ 125,000	\$ 125,000
Recreation Center Capital Equipment	50,000	50,000
Parks and Forestry Tree Replacement and Landscaping	100,000	100,000
Parks and Recreation Capital Asset Replacement Program (CARP)	285,000	285,000
Contingency to meet expenses of emergencies and expenses not otherwise provided for	928,645	-
TOTAL RECREATION SECTION	<u>\$ 5,643,665</u>	<u>\$ 2,081,737</u>
 TOTAL AMOUNT APPROPRIATED FROM THE PARKS AND RECREATION FUND	9,476,117	

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
Less: Total amount appropriated from other sources other than Tax Levy	7,394,380	
Sub-Total		5,452,674

**TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR
THE PARKS AND RECREATION FUND**

\$ 5,452,674

Special Recreation

Salaries and Benefits	\$ 59,026	\$ 54,866
Supplies/Other Services and Charges	291,122	270,604
Capital Improvements	189,847	176,467
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	54,000	-
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR SPECIAL RECREATION	<u>\$ 593,995</u>	<u>\$ 501,937</u>

Capital Improvements Fund

Supplies/Other Services and Charges	\$ 7,500	\$ -
Capital Equipment	696,230	
Capital Improvements	9,366,691	1,539,144
Contingency to meet expenses of emergencies and capital improvements not otherwise provided for	1,007,042	
TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR CAPITAL IMPROVEMENTS	<u>\$ 11,077,463.00</u>	<u>\$ 1,539,144</u>

PUBLIC LIBRARY FUND

Library Services

Salaries and Benefits	\$ 2,491,702	\$ 2,488,682
Supplies/Other Services and Charges	1,314,557	1,312,964
Contingency to meet expenses of emergencies and operational expenses not otherwise provided for	93,137	-
Total Lake Forest Public Library - General	<u>\$ 3,899,396</u>	<u>\$ 3,801,646</u>
Less: Total amount appropriated from other sources other than Tax Levy	97,750	
Sub-Total		3,801,646

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

\$ 3,801,646

Social Security and IMRF

Social Security	\$ 138,351	\$ 123,794
Illinois Municipal Retirement Fund (IMRF)	183,812	123,794
Total Lake Forest Public Library - Social Security and IMRF	<u>\$ 322,163</u>	<u>\$ 247,588</u>

	<u>Appropriation</u>	<u>Tax Levy 2021-2022</u>
Less: Total amount appropriated from other sources other than Tax Levy	74,575	
Sub-Total		247,588

**TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR
THE LAKE FOREST PUBLIC LIBRARY - SOCIAL SECURITY AND IMRF**

\$ 247,588

Library Building

Salaries and Benefits	\$ 134,949	\$ 98,176
Supplies/Other Services and Charges	268,000	194,970
Sub-Total	<u>\$ 402,949</u>	<u>\$ 293,146</u>

Capital Equipment	\$ -	\$ -
Capital Improvements	195,000	141,863
Sub-Total	<u>\$ 195,000</u>	<u>\$ 141,863</u>

Total Lake Forest Public Library Building Maintenance and Repair (Sites and Building)	<u>\$ 597,949</u>	<u>\$ 435,009</u>
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Less: Total amount appropriated from other sources other than Tax Levy	162,940	
Sub-Total		435,009

**TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR
THE LAKE FOREST PUBLIC LIBRARY -
BUILDING MAINTENANCE AND REPAIR**

\$ 435,009

Public Schools THE CITY OF LAKE FOREST
School District No. 67**

From the Educational Fund	\$ 33,259,799	\$ -
From the Operations, Building and Maintenance Fund	4,076,516	-
From the Capital Projects Fund	425,000	-
From the Illinois Municipal Retirement Fund	447,309	-
From the Social Security Fund	447,308	-
From the Transportation Fund	1,154,299	-

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

\$ 39,810,231 **\$ -**

**TOTAL AMOUNT TO BE RAISED BY TAX LEVY FOR
PUBLIC SCHOOLS OF THE CITY OF LAKE FOREST
(School District 67)**

\$ -

	<u>Appropriation</u>	<u>Tax Levy</u> <u>2021-2022</u>
<u>Summary of the Amounts Appropriated From the</u>		
<u>the Several Funds</u>		
General	\$ 34,129,596	\$ 14,738,042
Illinois Municipal Retirement Fund (IMRF)	1,122,789	946,704
Social Security	1,284,996	946,702
Firefighter's Pension	3,347,049	2,222,183
Firefighter's Pension law PA 93-0869	117,220	117,220
Police Pension	3,679,869	3,188,755
Sub-Total	<u>\$ 43,681,519</u>	<u>\$ 22,159,606</u>
Parks and Recreation	\$ 9,476,117	\$ 5,452,674
Special Recreation	593,995	501,937
Capital Improvements	11,077,463	1,539,144
Public Library	3,899,396	3,801,646
Public Library - Social Security	138,351	123,794
Public Library - IMRF	183,812	123,794
Public Library - Sites and Building	597,949	435,009
Sub-Total	<u>\$ 25,967,083</u>	<u>\$ 11,977,998</u>
<u>The City of Lake Forest School District No. 67 ***</u>		
Educational	\$ 33,259,799	\$ -
Operations, Building and Maintenance	4,076,516	0
Capital Projects Fund	425,000	0
Illinois Municipal Retirement Fund	447,309	0
Social Security	447,308	0
Transportation	1,154,299	0
Sub-Total	<u>\$ 39,810,231</u>	<u>\$ -</u>
GRAND TOTAL	<u>\$ 109,458,833</u>	<u>\$ 34,137,604</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 _____, 2021

City Clerk

APPROVED THIS ____ day of _____, 2021

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 2021
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2015 BOND ISSUE

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

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

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay a portion of the tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2015 due in the fiscal year commencing May 1, 2022, 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 2021 Tax Levy in the amount of \$360,687.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,780,000 General Obligation Bonds, Series 2015 of The City of Lake Forest, Lake County, Illinois passed August 3, 2015.

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

PASSED THIS _____ day of _____, 2021

City Clerk

APPROVED THIS _____ day of _____, 2021

Mayor

ATTEST:

City Clerk

2015

AN ORDINANCE

ABATING THE TOTAL TAX BEING LEVIED IN 2021
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2017 BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 15th day of May 2017, authorize the issuance of General Obligation Bonds, Series 2017 in the amount of \$9,295,000 for the purpose of financing capital improvements and provided for the levy and collection of a direct annual tax for the payment of the principal and interest of said bonds; and

WHEREAS, the City has funds in the General Obligation Bonds, Series 2017 Bond Fund from sufficient revenues collected from the City owned waterworks and sewerage system; and

WHEREAS, The City of Lake Forest has on hand, sufficient funds to pay the total tax levied for the annual payment of the principal and interest on the General Obligation Bonds, Series 2017 due in the fiscal year commencing May 1, 2022, therefore the total levy of the tax provided in the original bond ordinance passed May 15, 2017, a copy of which was filed in the Office of the County Clerk is unnecessary;

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

SECTION 1: That the County Clerk of Lake County, Illinois, is hereby authorized and directed to abate the total 2021 Tax Levy of \$271,152.50 hitherto provided for and levied in the ordinance providing for the issuance of \$9,295,000 General Obligation Bonds, Series 2017 of The City of Lake Forest, Lake County, Illinois passed May 15, 2017.

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

PASSED THIS _____ day of _____, 2021

City Clerk

APPROVED THIS _____ day of _____, 2021

Mayor

ATTEST:

City Clerk

2017

AN ORDINANCE

ABATING A PORTION OF THE TAX BEING LEVIED IN 2021
FOR THE ANNUAL PAYMENT OF THE PRINCIPAL AND INTEREST
ON THE GENERAL OBLIGATION BONDS, SERIES 2019 REFUNDING BOND ISSUE

WHEREAS, the City Council of The City of Lake Forest, Lake County, Illinois, did on the 2nd day of December, 2019, authorize the issuance of General Obligation Refunding Bonds, Series 2019 in the amount of \$17,665,000 for the purpose of refunding certain maturities of the City's outstanding general obligation bonds, Series 2009, 2010B, 2010C and 2011B 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 applicable debt service funds 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 Refunding Bonds, Series 2019 due in the fiscal year commencing May 1, 2022, therefore a portion of the levy of the tax provided in the original bond ordinance passed December 2, 2019, 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 2021 Tax Levy in the amount of \$2,666,000.00 hitherto provided for and levied in the ordinance providing for the issuance of \$17,665,000 General Obligation Bonds, Series 2019 of The City of Lake Forest, Lake County, Illinois passed December 2, 2019.

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 _____, 2021

City Clerk

APPROVED THIS _____ day of _____, 2021

Mayor

ATTEST:

City Clerk

2019

THE CITY OF LAKE FOREST

ORDINANCE NO. 2021-_____

**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 _____, 2021

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2021

Mayor

ATTEST:

City Clerk

Exhibit A

Schedule of Fees and Charges

City of Lake Forest Fee Schedule - Exhibit A

Add prior approved fees

New Fee

Change to fee

New Fee Change to fee			PROPOSED FY2023 (\$)			City Code Section
	Fund	FY2022 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Public Works						
Water Fees:						
Water Utility Fees/Charges						
Turn Off Water Fee	Water	75				51.064
Turn Off Water Fee After Hours	Water	100				51.064
Turn On Water Fee	Water	75				51.064
Turn On Water Fee After Hours	Water	100				51.064
Water Main Taps	Water					
1 Inch	Water	500				51.030(b)
1-1/2 Inch	Water	1,000				51.030(b)
2 Inch	Water	1,300				51.030(b)
3,4,6 and 8 inch taps	Water	900				51.030(b)
Water Meter Fees	Water					
3/4 Inch	Water	470				51.045(e)
1 Inch	Water	540				51.045(e)
1-1/2 Inch	Water	910				51.045(e)
2 Inch	Water	1,165				51.045(e)
3 inch	Water	2,615				51.045(e)
4 inch	Water	3,950				51.045(e)
6 inch	Water	6,840				51.045(e)
Water Meter Contractor Bond - Temporary Meter	Water	1,500			0	51.015
Water Plant Investment Fee						
New Single Family Home - vacant lot	Water	2,900				52.15
Multi-Family Dwelling - new structure	Water	2,652				52.15
Residential pools, sprinkler systems	Water	459				52.15
Nonresidential buildings - new structures and additions	Water	1.02/sq ft of entire				52.15
	Water	interior area of the building				
Institutional buildings - new structure and additions	Water	.94/sq ft of entire				52.15
only if eligible for fed and state tax exempt status	Water	interior area of the building				
General Fees:						
Sticker for Leaf/Grass Bags	General	1.00 per sticker				50.016
Sanitation:						
Special Pickup	General	40 per 2 cubic yard				50.039 (c)
White Goods	General	65				50.015
White Goods W/CFC	General	90				50.015

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Monthly refuse collection fee	General	12 Per Month				50.021
55 Gallon Recycle Cart/Fee for extra cart only	General	75				
35 Gallon Recycle Cart/Fee for extra cart only	General	55				
Earth Machine Back Yard Composter	General	55				
Licenses:						
Scavengers - collects and disposes of multi-family and commercial waste		1,500 per company				50.055
Scavengers - collects and disposes of residential and commercial roll -offs		750 per company				50.055
Scavengers - collection and cleaning of portable toilets		200 per company				50.055
Engineering						
Sewer System Connection Fee:						
Single Family Dwelling		825				N/A
Two - family Dwelling		825 per unit				N/A
Multi-family Dwelling		165 per population equiv				N/A
		1,650 min				
Non-Residential Buildings		165 per population equiv				N/A
		1,650 min				
Institutional buildings with Fed and State tax exempt status		825 per connection				N/A
Site Grading:						
Site Grading - New construction		640				N/A
If no grading, request may be submitted for a waiver of the requirement of grading plan		240				N/A
Resubmittal		165				N/A
Revisions to approved grading plans		125				N/A
Erosion and sediment control measures		240				N/A
Site grading security (financial guarantee - refundable)		3,000 per acre of development				N/A
Floodplain Development Permit						
1 & 2 FAMILY		355				
ALL OTHERS		530				
Water Shed Development Fee: Revised Fee Schedule:						
General Fees						
Sediment and Erosion Control Only						
Single Family Residential Lot (See site grading ordinance)		see ordinance				151.05
Single Family Residential Lot (within regulatory floodplain)		1,040				151.05

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Development (<10 acres)		2,400				151.05
Development (≥ 10 acres)		3,560				151.05
Minor Development						
Without detention		2,120				151.05
With detention or Fee - in - lieu		3,120				151.05
Major Development						
With detention or Fee-in-lieu		5,400				151.05
Within regulatory floodplain (< 10 acres)		3,280				151.05
Within regulatory floodplain (≥ 10 acres)		8,640				151.05
Wetland Fees						
Category I Wetland impacts less than or equal to 1 acre		880				N/A
Category II Wetland impacts greater than 1 acre and less than 2 acres		3,640				N/A
Category III Wetland impacts greater or equal to 2 acres or impacts a HQAR		4,400				N/A
Category IV Wetland impacts involving either restoration, creation or enhancement		2,760				N/A
Resubmittal fee (1/3 of total watershed Dev. Fee + General + wetland fees)		347-2,880				N/A
Earth Change Approval		1,720				N/A
Securities - financial guarantee refundable		3,000 per acre of development				N/A
Variances		4,240				N/A
Appeals		1,920				N/A
Flood Plain Analysis and Report		35				N/A
Construction Engineering Standards Manual		35				N/A
Community Development						
Water Utility Fees/Charges:						
Water Service Inspection Fee	Water	50				N/A
Home Inspection Fee	Water	150				51.065
Home Inspection Fee - Re-Inspection	Water	50				51.065
Home Inspection Waiver	Water	25				51.065
General Fees:						
Zoning Analysis	General	100				159.052
Building & Development Fees:						
Service Contracts:						
Lake Bluff	General	Per Agreement				N/A
Bannockburn	General	5,000 min. & 50% over that				N/A

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Plan Review :						
Remodeling up to \$12,000	General	55				150.145
\$12,001 to \$48,000 Remodeling	General	82				150.145
\$48,001 - \$120,000 Remodeling	General	138				150.145
Over \$120,000 Remodeling	General	230				150.145
Additional fee for plan reviews that require more than 2 hours	General	55 per additional hour				150.145
New Construction - SFD	General	400				150.145
New Construction - 2FD	General	230/unit				150.145
New Const. - Com. & Multi. Fam.		572+50/				150.145
3 or more units		1,000 Sq. Ft.				150.145
Plan Re-Submittal Fee	General	140 per re-submittal				150.145
Alterations to Approved Plans	General	140 + 55 per hour fee for reviews requiring more than 2 hours				150.145
Building Scale Calculation Fees:						
Single Family residence - first review	General	400				150.148
With completed Building Scale worksheet/detailed plans	General	200				150.148
Two-family dwelling	General	189 per unit				150.148
With completed Building Scale worksheet/detailed plans	General	120				150.148
Additional reviews (for revised plans)	General	102				150.148
On-site inspection for an existing dwelling	General	102				150.148
Office meeting to discuss for building scale calculation	General	50				150.148
Building Scale Waiver Request	General	100				150.148
Building Review Board Fees:						
Signs/Awnings/Landscaping/Lighting/Fences	General	75				150.147
Two or more of above	General	125				150.147
Storefront Alterations	General	100				150.147
New Commercial building, school, hospital or multi-family building per building	General	700				150.147
Alterations or major additions to commercial buildings, schools, hospitals or multi-family buildings - per building	General	323				150.147
New multi-building projects - per building	General	850 + 175 for more than 4 buildings (per building)				150.147
Satellite Dish	General	100				150.147
Changes to approved building materials	General	60				150.147
Demolition with replacement structure	General	2,230				150.147
Demolition partial and replacement addition	General	1,310				150.147

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Demolition w/o Replacement Structure	General	1,310				150.147
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Replacement/new single family home/duplex structure	General	1,310				155.07
Variance from Building Scale Ordinance	General	367	374	1.91%	70	155.07
Revisions to Approved Plans	General	225	229	1.78%	29	155.07
Historic Preservation Commission Fees:						
Demolition (complete) and replacement structure	General	2,450				155.07
Demolition (partial) and replacement structure	General	1,529				155.07
Removal of less than 50%						155.07
Replacement Structure, prior demolition	General	1,310				155.07
Demolition w/o Replacement Structure	General	1,441				155.07
Changes to approved building materials	General	60				39.140
New Residence on Vacant Property (building scale fee also)	General	1,050				155.07
Additions & Alterations to Existing Residence (building scale fee also)	General	500				155.07
Variance from Building Scale Ordinance	General	367	374	1.91%	70	155.07
Revisions to Approved Plans	General	225	229	1.78%	29	155.07
Rescission of local landmark designation, amendment of						155.07
local landmark designation or historic map amendment	General	2,500				155.07
Signs/Awnings/Landscaping/						
Lighting/Fences	General	75				155.07
Two or more of above	General	125				155.07
Storefront Alterations	General	100				155.07
New Commercial building, school, hospital or multi-family building	General	700				155.07
per single building						
Alterations or major additions to commercial buildings, schools,	General	323				155.07
hospitals or multi-family buildings - per building						
New multi-building projects - per building	General	850 + 175 for more than				155.07
		4 buildings (per building)				
Project Fees:						
Red Tag , per violation, per day (minimum \$150 first offense)	General	300				150.005
Stop Work Order (Minimum \$250 first offense, limited scope)	General	750				150.005
Street Obstruction - first 30 lineal fee of public right-of-way	General	100				150.005
Re-Inspection all permits (failed/no show)	General	175				150.005
Additional Inspections	General	50				150.005
Off Hour Inspections	General	50 administration fee plus per hour cost of inspector				150.005
Tree fencing inspection fee		135				N/A

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2023 (\$)			
	Fund	FY2022 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Recording of Right-of-Way agreement for sprinkler system, driveway apron	General	70 (up to 4 pages, 5 each addl page)				150.145
Construction Trailer Permit (Commercial Construction Sites only)	General	100 per month				150.145
Tree removal without permit	General	750 per inch				999.999
Vegetation removal in protected area without permit	General	750 per violation				999.999
Recording of Plat of Subdivision	General	75 plus Lake County Fee				
Const. Codes Comm. Fees:						
Variances from Construction Code	General	250				150.110
Administrative Appeals	General	150				150.110
Material/Product Evaluation	General	350				150.110
Demolition Tax	Cap Imp/ Afford Housing	12,000				150.110
Zoning Board of Appeals:						
Variations from Zoning Code	General	287	301	4.88%	210	159.02
Administrative Appeals	General	150				159.02
Special Use Permit - Existing Developments	General	755				159.02
Legal Ad Publication (as required)	General	85				159.02
Plan Commission:						
Minor Subdivisions-Tentative Approval 2,3 or 4 lots payable at time of application	General	2,184				156.026(a)(3)
Minor Subdivisions-Final Approval	General	250+35/lot plus engineering and recording fees				156.026(a)(3)
Major Subdivisions-Tentative Approval 5 or more lots	General	3,822+35 for each lot over 5				156.026(a)(3)
Major Subdivisions-Final approval paid prior to recording of plat	General	400+35/ plus 5/lot				156.026(a)(3)
	General	over 10; + engineering and recording fees				156.026(a)(3)
Planned Preservation Subd Special Use Permit plus minor/major subdivision fee	General	2,500				156.026(a)(3)
Zoning Change	General	3,328				156.026(a)(3)
Filing fee for all other developments	General	788				156.026(a)(3)
Code Amendment	General	3,328				156.026(a)(3)
Extension of Tentative Subdivision Plat Approval	General	150				156.026(a)(3)
Administrative Property Line shift	General	250				156.026(a)(3)
Special Use Permit	General	1,035				156.026(a)(3)
Special Use Permit - Restaurant within 150' of Residential	General	600	500	-16.67%	-200	156.026(a)(3)

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Escrow Deposit - 3rd Party Review (Refundable)	General	0	5000		0	
Permits:						
Building Permits repair and maintenance under \$6,000	General	40				150.145
Building Permits - \$100,000 or less	General	1.5% of total construction 50 min				150.145
Building Permits - over \$100,000						
\$100,001 - \$200,000	General	2% of total construction				150.145
\$200,001 - \$500,000	General	4,000 + 1% of total cc in excess of 200,000				150.145
\$500,001 and above	General	7,000 + .5% of total cc in excess of 500,000				150.145
Solar installation/Geo Thermal/Wind/Electric Charging Stations	General	.05% of construction cost				150.145
Underground storage tank removal	General					
single family and duplex		150 per tank				150.145
All other properties	General	250 per tank				150.145
Permit Extensions - After Final Expiration	General	150 administration fee plus 20% of the original permit fee - 6 month extension				150.145
Sign	General	1.5% construction cost 50 min				150.145
Administration Demolition Approval - Life Safety/Nuisance	General	500				150.145
Driveway Permits:						
Driveway Resurfacing Permit (not required for sealcoating)	General	50				150.145
Driveway Bond	General	250				150.485
Satellite dish permit	General	1.5% of cost, 50 min				150.145
Plumbing /Electric/HVAC:						
Irrigation Systems	General	2.00 per head 60 min				150.145
Plumbing - base charge	General	60+5.50/fix.				150.145
Sanitary Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Storm Sewer	General	50 min + 1.00/ft over 50 ft				150.145
Electrical	General	100, plus 1 per unit beyond 100 total units				150.145
Electrical Service	General	75				150.145
Electric - motors	General	75 + .50 per horsepower				150.145
HVAC						
Residential - New or replacement						
1 or 2 units	General	52				150.145
Each additional unit	General	45				150.145

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Duct work	General	52				150.145
Commercial New	General	52 per 1,500 sq ft of floor area				150.145
Commercial - replacement of existing units	General	same as residential				150.145
Purchase of Parking						
Space per Zoning Code	General	to be set by City Council at the time of approval based on market costs				150.145
						150.145
Elevators:						
Elevator Inspection Fee	General	Variable				150.145
Elevator Permits - New elevators	General	65				150.145
Licenses - Annual:						
Health -Restaurant (20 or Less)	General	250				113.03(d)(1)
Health - Restaurant (21-99)	General	350				113.03(d)(2)
Health - Restaurant (100 + Seats)	General	600				113.03(d)(3)
Health - Itinerant Restaurant	General	250				113.03(d)(4)
Health - Food Store	General	100				113.21(d)
Health - Limited Food Store (selling candy)	General	50				113.21(d)
Health - Mobile Food/Beverage Vendor	General	100				113.21
Food Vendor (delivery)	General	150/Veh.				113.21(d)
Milk Vendor (delivery)	General	100/Veh.				113.21(d)
Ice Vending Machine per machine	General	110				95.061
Food Vending Machine per machine	General	55				113.21(d)
Candy Vending Machine per machine	General	55				113.21(d)
Pop/Soft drink Vending Machine per machine	General	55				113.21(d)
Milk Vending Machine per machine	General	55				113.21(d)
Tobacco vending machine per machine	General	50				135.136
Amusement Machine per machine	General	110				110.104
HVAC Contractor	General	60				150.145
Electrical Contractor	General	60				150.145
Juke Box	General	25				110.083
Pool Table	General	25				112.095(b)(1)
Tree and Vegetation Removal:						
Application Review Fee	General	40				99
Removal of Heritage Tree	General	40 per tree				99
Removal of tree 10" DBH or larger within the streetscape preservation area, the front yard or the corner side yard	General	40 per tree				99
Removal of trees or vegetation from a Conservation Easement	General	35 per 1 1/2 acre site				99
Removal of trees from a Tree Preservation or No Disturbance area	General	40 per tree				99

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2023 (\$)			
	Fund	FY2022 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Removal of trees or shrubs from any ravine or bluff	General	40 per 1 1/2 acre site				99
Removal of trees or shrubs from a public right of way or other public property	General	40 per 1 1/2 acre site				99
Ash tree removals, dead or hazardous trees (application fee only)	General	No Fee				99
Bonds: Refundable Upon Timely/Satisfactory Completion						
Permit Renewal - for projects with estimated construction costs of \$200,000 or less refundable upon completion of project within one year	General	20% of permit fee			0	150.145
Permit Renewal - for projects with estimated construction costs of more than \$200,000 refundable upon completion of project within 18 months	General	22% of permit fee			0	150.145
Street Opening Bond	General	500				98.058
Public Sanitary/Storm Sewer or Water Main Bond/R.O.W. (each)	General	500				
New Curb Cut and Temporary Curb Crossing	General	500				
Fire Protection Fees:						
Life Safety Plan Review Fee - New Constr/Addition	General	500 min or .05 sf includes all floors				150.145
Life Safety Plan Review Fee - Remodel/Alteration	General	60 min or .05 sf includes all areas				150.145
Fire Suppression Systems (Plan review and 2 inspections)						
Single Family/Duplex Residential						
New	General	120 or .05 per sf whichever is greater				150.145
Addition/Alteration	General	60 or .05 per sf for scope of work area whichever is greater				150.145
Hot work	General	100				150.145
Commercial/Multi Family						
New	General	500 or .05 per s.f. whichever is greater 250 or .05 s.f. for scope of work area whichever is greater				150.145
Addition/Alteration	General	150 per system (in addition to above fees for the overall system)				150.145
Specialized Suppression (FM 200, clean agent)	General	100				150.145
Stand pipe riser	General	300 per system				150.145
Hood and Duct Extinguishing System - New	General	100 per system				150.145
Hood and Duct Extinguishing System - Alteration	General					
Fire Alarms						
Single Family/Duplex Residential	General	75 or .05 per s.f. whichever is greater				150.145
Commercial/Multi Family - New	General	500 or .05 per s.f. whichever is greater				

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Commercial/Multi Family - Addition/Alteration	General	75 or .05 per s.f. whichever is greater				150.145
Inspections/Tests						
Annual & New Underground Flush test	Water	75 + cost per gallon of water at current rate as approved by the City Council based on pipe size				150.145
Annual & New Fire Pump Test	Water	175 + cost per gallon of water at current rate as approved by the City Council based on pump size				150.145
						150.145
Small Wireless Facilities:						
Application for Collocation - Installation of facility	General	650				
Application for Collocation - Installation of multiple facilities	General	350 per facility				
Application for installation of new utility pole or support structure	General	1,000				
Annual recurring rate for collocations on a City utility pole located in the right-of-way. (* Or the City's actual, direct, and reasonable costs related to the wireless provider's use of space on the City utility pole)	General	200				
Other:						
Alternative Letter of Credit Review	General	100 per review				150.145
Conditional Certificate of Occupancy - Landscape only due to season ² (single family and duplex)	General	300 per unit				150.145
Conditional Certificate of Occupancy (single family and duplex)	General	550				150.145
Conditional Certificate of Occupancy (multi-family and commercial)	General	25 per square foot, whichever is greater, to a maximum of 2,000				150.145
Estate Sale - Non-Resident operator	General	50				
Special Event Fees:						
Application Fee	General	50				10.13
Application Fee - Late Fee	General	50% of fee per 30 days				10.13
Escrow Deposit - Special Events	General	500				10.13
Police Officer hourly rate	General	90	93	3.33%	180	10.13
Firefighter/Paramedic hourly rate	General	89	91	2.25%	50	10.13
Police and Fire Vehicle	General	110				10.13
Public Works hourly rate	General	70	72	2.86%	60	10.13
Parks hourly rate	Parks/Rec.	70	72	2.86%	60	10.13

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2023 (\$)			
	Fund	FY2022 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Special Event Inspection	General	100				94.5
Tent Permit	General	100 or .05 per sq ft				94.5
A-Frame Barricades	General	5				98.011
Barricades 1 - 10	General	40				98.011
Parking Cones	General	1				98.011
Bleacher keep in park	General	50				10.13
Bleacher move to another location	General	195				10.13
Litter Barrels 1—6	General	14				10.13
Picnic Tables 1 - 6	General	32				10.13
Grills	General	195				10.13
Inflatable amusement inspection	General	100				94.5
Carnival rides	General	200				94.5
Filming Class A - Application	General	150				
Filming Class B - Application	General	100				
Filming Class C - Application	General	50				
Filming Class A - Permit	General	475				
Filming Class B - Permit	General	375				
Filming Class C - Permit	General	125				
Filming Class A - Deposit (Refundable)	General	1000				
Filming Class B - Deposit (Refundable)	General	500				
Finance						
Water Utility Fees/Charges:						
Water Sales/1,000 Gallons						
Effective with Water Bills mailed on or after May 1, 2022						
Lake Forest Residential - to 10,000 Gallons per Quarter	Water	4.50				51.061(a)
Lake Forest Residential - 10,001 to 60,000 Gallons per Quarter	Water	6.20				51.061(a)
Lake Forest Residential - over 60,000 Gallons per Quarter	Water	6.80				51.061(a)
Lake Forest All Other Users	Water	6.45				51.061(a)
Del Mar Woods	Water	8.90				51.061(a)
Other Non resident users	Water	8.90				51.061(a)
Sewer Charge/1,000 Gallons (winter usage)	Water	1.16				51.061(a)
Customer Charge - Water (Inside)						
5/8" to 1.5" meter	Water	50/quarter				51.061(b)
2" to 4" meter	Water	195/quarter				51.061(b)
6" and above meter	Water	875/quarter				51.061(b)
Benefit Access Program Discount - must renew annually	Water					N\A
Customer Charge - Water (Outside)						

Add prior approved fees
New Fee
Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
5/8" to 1.5" meter	Water	70/quarter				51.062(b)
2" to 4" meter	Water	225/quarter				51.062(b)
6" and above meter	Water	950/quarter				51.062(b)
Customer Charge - Sewer						
5/8" to 1.5" meter	Water	5/quarter				52.15€(1)
2" to 4" meter	Water	20/quarter				52.15€(1)
6" and above meter	Water	100/quarter				52.15€(1)
Beach Parking Fee:						
Beach Parking						
Temporary (Resident)	General	85				73.45
Temporary (Non-Resident)	General	910				73.45
Parking Permits:						
Resident-Full Year	Parking	313				73.27(c)(7)
Resident-Monthly	Parking	30/Month				73.27(c)(7)
Resident - Unlimited	Parking	1,000				73.27(c)(7)
Employer Purchased-Full Yr.	Parking	180				73.27(c)(7)
Employer Purchased-Monthly	Parking	20/Month				73.27(c)(7)
Non-Resident-Full Year	Parking	700				73.27(c)(7)
Non-Resident - Monthly	Parking	60/Monthly				73.27(c)(7)
Daily Parking Fee-Telegraph	Parking	3				73.27(c)(7)
Daily Parking Fee-All Other	Parking	3				73.27(c)(7)
Licenses:						
Car and Lt Truck	General	85				74.179(b)
Heavy Truck (8,000+ lbs.)	General	110				74.179(b)
Motorcycles	General	45				74.179(b)
Senior Citizen 65 and over	General	no discount				N/A
Transfers	General	5				74.184 & 185
Penalties	General	50%				74.179(b)
Dog License	General	10				91.032
Cat License	General	10				91.032
Auto Dealer License	General	50+20/Veh				74.183
Disabled vehicle sticker (Benefit Access Program)	General	45				N/A
Real Estate Transfer Tax	Cap Imp	4.00 per 1,000				39.155(b)
Non-sufficient funds Fee	General	25				10.99

Add prior approved fees
New Fee
Change to fee

			PROPOSED FY2023 (\$)			
	Fund	FY2022 (\$)	FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Credit Card Service Fees:						
Daily Parking	General	.25 per transaction				73.27(c)(7)
Development Related Fees	General	2.95% (Minimum 1.95)				N/A
Cemetery Related Fees	Cemetery	2.95% (Minimum 1.95)				N/A
Public Safety Pension Fee:						
Residential Utility Accounts	General	20 per Quarter				N/A
All Other Utility Accounts (exclude irrigation only services)	General	70 per Quarter				N/A
Parks and Recreation						
Golf Course Fees/Charges:						
Seasonal Fees-Resident: effective January 1, 2022						
Class A -Adult Single	DPG	1,485	1,500	1.01%	1,000	97.051
Class B -Adult Combo	DPG	2,550	2,800	9.80%	300	97.051
Class D -Junior	DPG	700				97.051
Class F - Senior Citizen	DPG	885	1,000	12.99%	1,000	97.051
Seasonal Fees (Non-Resident) effective January 1, 2022						
Class A -Adult Single	DPG	1,900	2,000	5.26%	100	97.051
Class B -Adult Combo	DPG	2,550	2,800	9.80%	300	97.051
Class D -Junior	DPG	700				97.051
Class F - Senior Citizen	DPG	1,150	1,200	4.35%	1,150	97.051
Daily Fees-Resident: effective January 1, 2022						
Weekday-9	DPG	37				97.051
Weekday-18	DPG	50				97.051
Weekend 9	DPG	42				97.051
Weekend -18	DPG	63				97.051
Electric Golf Carts: effective January 1, 2022						
9 Holes Single Rider	DPG	15				97.052
18 Holes Single Rider	DPG	20				97.052
Range Balls						
Small Bucket	DPG	7	8	14.29%	820	97.051
Medium Bucket	DPG	10				97.051
Large Bucket	DPG	17	18	5.88%	-2,916	97.051
Pull cart						

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
9 holes	DPG	6				97.051
18 holes	DPG	8				97.051
USGA Handicap Fees - Members	DPG	40	45	12.50%	800	97.051
Permanent Tee Time - Weekend	DPG	300	400	33.33%	1,000	97.051
Lockers						
18 inch	DPG	145				97.051
12 inch	DPG	125				97.051
Park Fees						
Park Picnic Permits						
0 - 149 People	Parks/Rec	100				N/A
150 or more People	Parks/Rec	150				N/A
Picnic Tables	Parks/Rec	25 per table				
Grills	Parks/Rec	85 per grill				
Cemetery Fees:						
Issuance of Deeds	Cemetery	.50 per deed				93.45
Boating and Beach Fees - effective February 1, 2022						
Watercraft Ramp/Sailboat Permits-Recreation						
Watercraft Ramp (R)	Parks/Rec	517	533	3.09%	848	97.066
Watercraft Ramp 2nd boat/ half season	Parks/Rec	259	267	3.09%	144	97.066
Watercraft Ramp (R) (Sen.)	Parks/Rec	413	425	2.91%	264	97.066
Watercraft Ramp (R) (Sen) 2nd boat/ half season	Parks/Rec	208	214	2.88%	6	97.066
Watercraft Ramp (NR)	Parks/Rec	1,034	1,065	3.00%	186	97.066
Year round compound storage Resident	Parks/Rec	2,291	2,340	2.14%	343	97.066
Year round compound storage Resident senior	Parks/Rec	1,832	1,887	3.00%	275	97.066
Year round compound storage non-resident	Parks/Rec	3,437	3,540	3.00%	0	97.066
Seasonal compound storage Resident	Parks/Rec	1,551	1,598	3.03%	0	97.066
Seasonal compound storage Resident Senior	Parks/Rec	1,241	1,278	2.98%	0	97.066
Seasonal compound storage Non-resident	Parks/Rec	2,324	2,394	3.01%	0	97.066
Year round watercraft rack storage resident	Parks/Rec	626	645	3.04%	114	97.066
Year round watercraft rack storage resident senior	Parks/Rec	502	517	2.99%	30	97.066
Year round watercraft rack storage non-resident	Parks/Rec	751	774	3.06%	0	97.066
Seasonal watercraft rack storage resident	Parks/Rec	366	377	3.01%	330	97.066
Seasonal watercraft rack storage resident senior	Parks/Rec	292	301	3.08%	90	97.066
Seasonal watercraft rack storage non-resident	Parks/Rec	439	452	2.96%	39	97.066

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Year round watercraft sand storage resident	Parks/Rec	775	798	2.97%	23	97.066
Year round watercraft sand storage resident senior	Parks/Rec	620	639	3.06%	0	97.066
Year round watercraft sand storage non-resident	Parks/Rec	1,162	1,197	3.01%	0	97.066
Seasonal watercraft sand storage resident	Parks/Rec	475	489	2.95%	0	97.066
Seasonal watercraft sand storage resident senior	Parks/Rec	380	391	2.89%	11	97.066
Seasonal watercraft sand storage non-resident	Parks/Rec	713	734	2.95%	0	97.066
South Beach Parking Permit (R)	Parks/Rec	151	156	3.31%	445	97.066
South Beach Parking Permit (R) (Sen.)	Parks/Rec	119	123	3.36%	232	97.066
South Beach Parking Permit (NR)	Parks/Rec	910				97.066
South Beach Parking Permit Employee/Retiree	Parks/Rec	100				97.066
Daily Boat Launch resident	Parks/Rec	65				97.066
Daily Boat Launch nonresident	Parks/Rec	80				97.066
Resident Guest Daily Parking Pass, limit 5 per season	Parks/Rec	15				97.066
Nanny Parking Pass	Parks/Rec	85				97.066
Senior Caregiver Parking Pass	Parks/Rec	85				97.066
Non resident beach fee, weekends and holidays	Parks/Rec	25				97.069
<u>Fitness Center Fees - effective May 1, 2022</u>						
Individual resident rate	Parks/Rec	456	468	2.63%	720	N/A
Individual resident rate - 1 months	Parks/Rec	46	47	2.17%	5	N/A
Individual non-resident rate	Parks/Rec	564	588	4.26%	24	N/A
Individual non-resident rate - 1 months	Parks/Rec	57	59	3.51%	0	N/A
Couple resident rate	Parks/Rec	792	816	3.03%	504	N/A
Couple resident rate - 1 month	Parks/Rec	79	82	3.80%	6	N/A
Couple non-resident rate	Parks/Rec	948	984	3.80%	0	N/A
Couple non-resident rate - 1 months	Parks/Rec	95	99	4.21%	0	N/A
Family resident rate	Parks/Rec	1,044	1,080	3.45%	540	N/A
Family resident rate - 1 months	Parks/Rec	104	108	3.85%	8	N/A
Family non-resident rate	Parks/Rec	1,248	1,296	3.85%	0	N/A
Family non-resident rate - 1 months	Parks/Rec	125	130	4.00%	0	N/A
Senior resident rate	Parks/Rec	348	360	3.45%	396	N/A
Senior resident rate - 1 months	Parks/Rec	35	36	2.86%	3	N/A
Senior non-resident rate	Parks/Rec	420	432	2.86%	12	N/A
Senior non-resident rate - 1 months	Parks/Rec	42	44	4.76%	0	N/A
Senior couple resident rate	Parks/Rec	576	588	2.08%	192	N/A
Senior couple resident rate - 1 months	Parks/Rec	58	59	1.72%	2	N/A
Senior couple non-resident rate	Parks/Rec	696	720	3.45%	0	N/A
Senior couple non-resident rate - 1 months	Parks/Rec	70	72	2.86%	0	N/A
Student resident rate	Parks/Rec	348	360	3.45%	120	N/A
Student resident rate - 1 month	Parks/Rec	35	36	2.86%	5	N/A

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Student non-resident rate	Parks/Rec	420	432	2.86%	0	N/A
Student non-resident rate - 1 month	Parks/Rec	42	44	4.76%	0	N/A
Matinee resident rate	Parks/Rec	252	264	4.76%	372	N/A
Matinee resident rate - 1 month	Parks/Rec	26	26	0.00%	0	N/A
Matinee non-resident rate	Parks/Rec	300	312	4.00%	12	N/A
Matinee non-resident rate - 1 month	Parks/Rec	30	32	6.67%	0	N/A
All-inclusive - member - effective December 6, 2012	Parks/Rec	348	360	3.45%	300	N/A
All-inclusive - non-member - effective December 6, 2012	Parks/Rec	768	792	3.13%	0	N/A
OCM						
General Fees & Charges:						
Birth certificates (January 1, 2010)	General	10 first/4 additional				5.36
Death certificates (January 1, 2013)	General	14 first/6 additional				5.36
On-line data entry fee by city staff (January 1, 2010)	General	10				N/A
Solicitor/Peddler Permit Original Application	General	55				117.01(b)
Solicitor/Peddler Permit Renewal	General	40				117.40
Electric Car	General	1 per Hour				N/A
Licenses:						
Raffle License	General	40				110.150
Tobacco License	General	500				135.138(f)
Landscape License (March 1 to Feb 28)	General	100				110.217
Penalties - Landscape License Applications after June 1	General	25				110.217
Auctioneers License	General	5 Daily & 1.00 per employee				110.026
Factories and Slaughterhouses	General	500				110.047
Mobile Auto Service	General	50 per unit				110.200
Athletic Contests	General	50 per day				112.0029B)
Bowling Alley	General	10 per lane per year				112.025
Circuses	General	100 per day circus conducted				112.041
Circuses - Side Show	General	50 per day circus conducted				112.042
Motion Pictures - Establishment capacity 500 or more persons	General	.50 per seat				112.075
Public Dances	General	500				112.112
Theatrical Performances - less than 500 persons	General	100				112.126
Theatrical Performances - more than 500 persons	General	150				112.126
Theatrical Performance not covered by 112.126	General	25 per day				112.127
Junk Yard or Junk Shop	General	75				114.22
Junk Dealer collected by vehicle	General	20 per vehicle				114.23
Pawnbroker	General	100				116.03

Add prior approved fees

New Fee

Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Expressmen and Draymen	General	25				118.156
Alcoholic and Beverages:						
Class A-1	General	2,700				111.036
Class A-2	General	1,500				111.036
Class A-3	General	275				111.036
Class A-4	General	0				111.036
Class B-1	General	2,500				111.036
Class C-1	General	2,600				111.036
Class C-2	General	3,000				111.036
Class C-3	General	0				111.036
Class C-4	General	0				111.036
Class D-1	General	2,500				111.036
Class E-1	General	3,000				111.036
Class F-1	General	0				111.036
Class F-2	General	100 for each 24 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-3	General	75 for each 24 hour period or any part thereof: 50 not for profit with proof of 501 (c)3 status				111.036
Class F-4	General	500 per vendor for the duration of the sporting event				111.036
Class F-5	General	1,100				111.036
Class F-6	General	600				111.036
Class G-1	General	200				111.036
Class G-2	General	600				111.036
Class H-1	General	0				111.036
Class H-2	General	0				111.036
Class I-1	General	None				111.036
Class I-2	General	0				111.036
Class I-3	General	100				111.036
Class J	General	500				111.036
Class K	General	40/each 7 day license period				111.036
Annual Renewal	General	150 renewal existing or change in owners or officers				111.036
Application Fee	General	300 new license				111.043
Application for Change in Owners or Officers	General	100				111.043
Liquor License Penalty Fee	General	25				111.036

Add prior approved fees
New Fee
Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			City Code Section
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Impact Fees:						
Library	Library	see ordinance				150.023
Fire and Emergency Services	General	see ordinance				150.023
Park Site	PPL	see ordinance				150.023
Park Development	PPL	see ordinance				150.023
Police	General	see ordinance				150.023
Public Works	General	see ordinance				150.023
School District 67 (information only)	pay School	see ordinance				150.023
High School District 115 (information only)	pay School	see ordinance				150.023
Police						
Fines & Penalties:						
Overtime Parking - Lot (base fee - 1st Offense)	General	15/25/35				73.99
Improper Parking - Lot (base fee - 1st Offense)	General	15/25/35				73.99
Parking in Prohibited Area- Lot (base fee - 1st Offense)	General	15/25/35				73.99
Overtime Parking - Other (base fee - 1st Offense)	General	15/25/35				73.99
Improper Parking - Other (base fee - 1st Offense)	General	15/25/35				73.99
Parking in Prohibited Area- Other	General	15/25/35				73.99
Parking at Boat Ramp (base fee - 1st Offense)	General	100/150/200				73.46
No Vehicle License (base fee - 1st Offense)	General	75/100/125				74.179
No parking east of Sheridan Road (base fee - 1st Offense)	General	125/150/175				73.99
No Animal License (base fee - 1st Offense)	General	15/25/35				91.032
Dog-At-Large (base fee - 1st Offense)	General	15/25/35				91.050
Code Violations	General	variable				Variable
Motor Code Violations	General	variable				Variable
Dog Barking (base fee - 1st Offense)	General	15/25/35				91.004
Dog Impound	General	15				91.014
Leaf Burning	General	100				94.2
Handicapped Parking	General	250				73.21
Dog Public Nuisance	General	100/500/750				91.053
Burglar Alarm Fees	General	0/50/100/250				110.125
Vehicle Immobilization fee	General	100				73.50
E-911 Surcharge	E911 Fund	0.65				39.181
Copies of Accident Reports	General	5				71.032
FOIA copy fees >50 pages	General	.15 per page				33.3
Transient Merchant License	General	100.00				117.20(f)

Add prior approved fees

New Fee

Change to fee

New Fee		PROPOSED FY2023 (\$)		FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	City Code Section
Change to fee							
	Fund	FY2022 (\$)					
Fire							
General Fees & Charges:							
Ambulance-Resident ALS transport	General	1,000.00					94.51
Ambulance-Resident ALS2 transport	General	1,100.00					94.52
Ambulance-Resident BLS transport	General	900.00					94.53
Ambulance-Non Resident ALS transport	General	1,400.00					94.54
Ambulance- Non Resident ALS2 transport	General	1,500.00					94.55
Ambulance-Non Resident BLS transport	General	1,300.00					94.56
Ambulance - Mileage	General	11.00 per mile					94.58
Fireworks Permit	General	200					94.5
Open Burn Permit	General	75					94.5
Bonfire Permit	General	100					94.5
Fire Watch	General	Overtime hourly Rate					94.5
Annual Fire Pump Test	General/Water	10 Admin Fee + Water Usage					94.5
Annual Inspections - 4th re-inspection	General	100					94.5
Annual Inspections - 5th re-inspection	General	200					94.5
Annual Inspections - 6th re-inspection	General	400					94.5
Fire Alarm Fees	General	0/50/100/250					110.125
Hazardous Substance Incident							
Level I Hazardous Substance Incident	General	250 per day during hazard substance incident occurs or removal activities					41.01
Level II Hazardous Substance incident	General	500 per day during hazard substance incident occurs or removal activities					41.01
Level III Hazardous Substance incident	General	1,000 per day during hazard substance incident occurs or removal activities					41.01
Miscellaneous Materials Cost - Level I incident	General	50					41.01
Miscellaneous Materials Cost - Level II incident	General	100					41.01
Miscellaneous Materials Cost - Level III incident	General	500					41.01
Reimbursable Costs	General	100% of cost incurred					41.01
Senior Resources							
Membership Dues:							
Residents of Lake Forest, Lake Bluff and unincorporated							
Lake Forest and Lake Bluff	Senior Resources	35 per person					97.087
		55 per family					97.087

Add prior approved fees
New Fee
Change to fee

	Fund	FY2022 (\$)	PROPOSED FY2023 (\$)			<u>City Code Section</u>
			FEE (n/c if blank)	% CHANGE	Amount \$\$ Projected Revenue	
Outside of Lake Forest and Lake Bluff	Senior Resources	45 per person				97.087
		75 per family				97.087
Circuit Breaker participants Lake Forest and Lake Bluff	Senior Resources	10 per person				97.087
residents only		15 per family				97.087
Car and Bus rides	Senior Resources	3/fee each direction				97.087
		6 round trip				97.087
Taxi subsidy- Lake Forest and Lake Bluff residents	Senior Resources	16 coupons/month				97.087
living within the Lake Forest High School District		for a value of 3/each				

THE CITY OF LAKE FOREST

ORDINANCE NO. 2021 - _____

**AN ORDINANCE ADOPTING NEW FEES
RELATED TO DEVELOPMENT ACTIVITY**

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 appropriate to establish a new fee to facilitate reimbursement to the City when third party fees are incurred related to the review of proposed developments; 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 fee as set forth:

➤ Escrow Deposit for Petitions Filed for Plan Commission Review - \$5,000.00

and directs that said fee 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, 2022, consistent with the date of the Supplemental Fee Schedule for FY 2023 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 _____, 2021

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this _____ day of _____, 2021

Mayor

ATTEST:

City Clerk

Supplemental Memos Regarding Proposed Fee Adjustments

MEMORANDUM

TO: Diane Hall, Assistant Director of Finance

FROM: Catherine J. Czerniak, Director of Community Development

DATE: October 25, 2021

SUBJECT: Recommended Fee Adjustments for Fiscal Year 2023

No significant changes are proposed for development related fees. Development related fees have remained constant for the last several years. No new fees are proposed. A new escrow deposit is proposed for Plan Commission petitions as detailed below.

Recommended Additions to Fee Schedule

❖ Escrow Deposit for Plan Commission Petitions

The City Code requires that petitioners reimburse the City for third party expenses incurred for example; costs incurred related to the review of plans by the City's consulting engineer, recording of documents with Lake County, and in some cases, legal expenses. To facilitate timely collection of these fees and to reduce administrative work associated with collection after the expense is incurred, a deposit is recommended as a requirement for filing a petition for Plan Commission review. The deposit will be held in escrow, the petitioner will be notified of any charges drawn from the escrow account and any amount remaining after the review process is completed will be fully refunded. If during the review process the escrow is depleted, the petitioner will be required to replace the funds.

❖ Electric Charging Station.

Last year, the City Council approved reduced fees for solar, wind and geo thermal installations. Reduced fees are now recommended for the installation of electric vehicle charging station consistent with fees for other sustainable installations.

Fee Increases

❖ Variance from Allowable Square Footage (Building Scale Ordinance)

A two percent increase in this fee is proposed recognizing that variance requests from the allowable square footage require considerable staff time to research, conduct site visits, talk with neighbors and prepare staff reports and recommendations. This increase will apply to petitions for square footage variances presented to both the Building Review Board and the Historic Preservation Commission.

❖ Revisions to Previously Approved Plans

A two percent increase in this fee is proposed. Revisions to plans previously reviewed and approved by the Board or Commission require review of the earlier plans, re-notification to interested parties and review of the proposed changes in the context of the larger project. This increase will apply to petitions under the purview of both the Building Review Board and the Historic Preservation Commission.

❖ Variance from Zoning Code – Setback Requirements

A five percent increase in this fee is proposed. Given the built out nature of the community, requests for variances to allow additions and alterations to encroach into the required setbacks from the property line are frequent. Today, requests for zoning variances are scrutinized more in depth than in past years including importantly, the potential for impacts on stormwater drainage.

Fee Decrease

❖ Special Use Permit – Restaurants

Restaurants within 150' of a residential zoning district must be reviewed and approved through a Special Use Permit process. Restaurants that are not located near residential districts are approved administratively subject to the performance standards detailed in the Code. In keeping with the City's desire to encourage restauranteurs to locate in Lake Forest, a fee reduction of 17 percent is recommended for restaurants that require a Special Use Permit. The public review process will not change, the fee will simply be reduced.



MEMORANDUM

THE CITY OF LAKE FOREST

OFFICE OF THE CITY MANAGER

TO: Diane Hall, Assistant Finance Director

CC: Jason C. Wicha, City Manager
Elizabeth Holleb, Finance Director

FROM: Mike Strong, Assistant City Manager

DATE: October 22, 2021

SUBJECT: Proposed Fee Adjustments for FY2023

Purpose and Action Requested

The purpose of this memorandum is to present a request to amend certain fees administered through the Office of the City Manager and Community Development Department for FY2023. City staff is seeking City Council approval of fee adjustments proposed in this memorandum for personnel hourly rates related to special event fees and support.

Background

The City of Lake Forest processes and issues several different types of permits and licenses through the Office of the City Manager. These include, among others, special event permits, filming permits, birth/death certificates, liquor licenses, raffle licenses, etc. City staff regularly reviews these processes and their associated fees in an effort to ensure they remain compliant with both local and statutory regulations, consistent with internal administrative directives and policies, align with the City's costs to provide services and promote customer-friendly business practices.

During FY2022, the administration and oversight of these programs transitioned to the Community Development Department to take advantage of staffing efficiencies and the City's enterprise resource program, BS&A, to facilitate the permit process related to these requests.

As in previous years, City staff have reviewed each of these processes along with their associated applications, and evaluated rates and fees to ensure that charges are in line with the costs to provide each service. Proposed fee changes for FY2023 relate solely to special event fees.

Special Event Fees

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

Rates for City employees are set based on an average total compensation (includes salaries and benefits) for employees in the workgroup. Traditionally, the City has adjusted these rates to reflect changes in union contracts and special contractual rates for special time worked or overtime. Rates proposed for FY2023 reflect approved changes to salaries and benefits as outlined in the City's official Pay Plan and bargaining unit contract, if applicable. Accordingly, City staff is requesting to adjust rates to reflect these contract amounts, as follows:

Personnel Classification	Current Rate	Proposed Rate	% Change	Projected Revenue
Police Officer Hourly Rate	\$90.00	\$93.00	3.33%	\$180.00
Firefighter/Paramedic Hourly Rate	\$89.00	\$91.00	2.25%	\$50.00
Public Works Hourly Rate	\$70.00	\$72.00	2.86%	\$60.00
Parks Hourly Rate	\$70.00	\$72.00	2.86%	\$60.00

Please do not hesitate to contact me directly if you have questions concerning these proposed fee changes for FY2023.

MEMORANDUM

To: Diane Hall, Assistant Finance Director

From: Patrick O'Donoghue, Golf Course General Manager
Chuck Myers, Superintendent of Parks, Forestry and Special Facilities

Date: October 25, 2021

Subject: Deerpath Golf Course FY2023 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: City staff and KemperSports staff are bringing forward the Deerpath Golf Course fees for fiscal year FY2023. The Park and Recreation Board has approved the fee schedule on October 19, 2021 and request that the proposed FY2023 Deerpath Golf Course fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for Deerpath Golf Course for FY2023. We analyzed several factors including utilization and surrounding facilities fees while putting together the fees schedule. KemperSports and City Staff are recommending the following:

- **Membership Fees:** Increase Annual Pass fee average of 7% per classification which provides an increased revenue for memberships while taking into consideration inflation, and wage increases.
- **Greens Fees:** Increase the "ceiling" rate for weekday and weekend fees. Allow the dynamic pricing model to set prices based off 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:** Range bucket pricing increases \$1.00 on large and small baskets as driving range business continues to grow.

BUDGET/FISCAL IMPACT: We are projecting that with people likely returning to work in FY2023, a drop in rounds played. These price increases will help by increasing revenue and the per player average round price in FY2023. Projected revenue impact on fees collected will be an increase of \$3,554 from FY2022 projections.

City Staff and KemperSports are requesting the approval of the proposed FY2023 Deerpath Golf Course fee structure.

M E M O R A N D O M

To: Diane Hall, Assistant Finance Director

From: Joe Mobile, Superintendent of Recreation

Date: October 21, 2021

Subject: Lake Forest Recreation Department FY 23 Proposed Fee Changes

PURPOSE AND ACTION REQUESTED: The Parks and Recreation Board and City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees and Lakefront fees for fiscal year 2023. The Park and Recreation Board has approved the fee schedule on October 19, 2021 and request that the proposed FY2023 fee structure be forwarded to City Council for approval as presented.

BACKGROUND/DISCUSSION: Attached is the proposed fee structure for the fitness center and Lakefront fee changes for FY2023.

Fitness Center Fee Changes:

Staff have analyzed several factors including membership trends, and surrounding facilities fees while putting together the fees schedule. The Fitness Center's memberships fluctuate considerably throughout the year. As a result, staff 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:

Fitness Center Fees: Staff are recommending to Increase all membership fees by an adjusted 3% for FY23 to cover increases to expenses to manage the Fitness Center. The 3% increase was taken over FY22 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.

Lakefront Fee Changes:

Staff have analyzed several factors including usage trends and surrounding community's lakefront fees while putting together the fees schedule. Staff are recommending an increase to most fees allowing us to remain competitive with other lakefronts. The fee increases are based on actual usage as of September.

Lakefront Fees: Staff is recommending to increase the Lakefront permit fees by 3% for FY2023 with a few exceptions; nanny/caregiver parking pass (\$85), resident guest daily pass (\$15), non-resident beach access fee (\$25) and non-resident daily boat launch fee (\$65). The 3% increase

was taken over FY22 approved fees. Due to the closures over the past several years' staff have either refunded fees or not raised fees during that time and now that we are fully operational again staff feel a 3% increase is necessary to help cover increases in expenses to operate the facility.

BUDGET/FISCAL IMPACT: Staff anticipates a positive revenue differential of \$3,221 over FY22 budgeted fees with the 3% increase to the Fitness Center fees. Also, staff anticipate an increase of \$3,380 over FY22 budgeted fees for the Lakefront Permit fees. The revenue increases are based upon actual usage from September 2021 and will fluctuate with FY23 usage.

RECOMMENDED CITY COUNCIL ACTION: The Parks and Recreation Board and City Staff are bringing forward the Lake Forest Recreation Department fee changes, including Fitness Center fees and Lakefront permit fees for fiscal year 2023.

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, November 1, 2021
City Council Meeting - City Council Chambers
REMOTE ACCESS MEETING

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pandaleon called the meeting to order at 6:30pm, and the Assistant City Manager Mike Strong called the roll of Council members.

Present: Honorable Mayor Pandaleon, Alderman Morris, Alderman Karras, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, Alderman Buschmann and Alderman Weber.

Absent: none

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Pandaleon made the following statement as required by the Open Meetings Act. In accordance with state statute, Mayor Pandaleon has made a determination that it was not practical or prudent to schedule an in-person City Council meeting because of the COVID-19 pandemic, which is why this November 1, 2021 City Council meeting is being held remotely.

A. 2021-2022 Board and Commission Appointments and Reappointments

SENIOR RESOURCES COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Mark Dewart	APPOINT	LB

COUNCIL ACTION: Approve the Mayors Appointments and Reappointments

Alderman Preschlack made a motion to approve the Mayor's Appointments and Reappointments, seconded by Alderman Weber. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

COMMENTS BY CITY MANAGER

City Manager, Jason Wicha, introduced Communications Manager, Dana Olson, to provide an update regarding The Dialogue newsletter Redesign. Ms. Olson explained how the layout has changed, to refresh the look and feel, as well as creating a "dialogue" between the City and residents. Additionally, she stated that there will be a survey available to provide feedback on the Dialogue.

The City Council congratulated Ms. Olson, and the Marketing Committee for completing the redesign process.

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

Members of the public can provide public comment by calling into the following number during the meeting: 847-810-3643

COMMITTEE REPORTS

AUDIT COMMITTEE

1. Audit Committee Report and Presentation of the Fiscal Year 2021 Comprehensive Annual Financial Report

Audit Committee Chairman, Vine Sparrow, provided a brief background regarding the Audit Committee and the work they conduct. The Comprehensive Annual Financial Report has been reviewed by the Audit Committee with Baker Tilly, the City's independent audit firm, and has been accepted by the Audit Committee and reported to findings, or changes to the document.

In addition, Mr. Sparrow reported The City has been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for forty-two (42) consecutive years. He provided detailed information regarding the various funds within the document, and how the City saw an increase in revenues, and a decrease in expenditures.

The City Council thanked Chairmen Sparrow and his team for the transparency and quality of reporting of the financial documents presented.

COUNCIL ACTION: Receipt of the audit report for the fiscal year ended April 30, 2021.

Alderman Morris made a motion to acknowledge the receipt of the audit report for the fiscal year ended April 30, 2021, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

FINANCE COMMITTEE

1. Determination of Non-Binding Estimate of the Amount of Revenue to be generated from Property Taxes for the 2021 Calendar Year in Accordance with the Truth in Taxation Statute and Establishment of a Public Hearing Date for the 2021 Tax Levy (if required)

Finance Director, Elizabeth Holleb explained that under the Truth in Taxation Act, the City Council is required to determine the estimated amount of money to be raised by taxation twenty (20) days prior to the adoption of the annual tax levy. Additionally, Ms. Holleb stated that this is the second of five meetings where this item will be presented to the City Council. The estimate is preliminary and was presented at the October 18, Finance Committee meeting which was broken down into the Aggregate Levy and the Debt Service Levy.

Ms. Holleb requested approval of the non-binding estimate, and establish December 6, 2021 as the public hearing date, if required.

COUNCIL ACTION: Determination of a Non-Binding Estimate of the Amount of Revenue to be generated from Property Taxes for the 2021 Calendar Year and establishment of December 6, 2021 as a public hearing date (if required) in Accordance with the Truth in Taxation Statute.

Alderman Morris made a motion of determination of a Non-Binding Estimate of the Amount of Revenue to be generated from Property Taxes for the 2021 Calendar Year and establishment of December 6, 2021 as a public hearing date (if required) in Accordance with the Truth in Taxation Statute, seconded by Alderman Karras. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of October 18, 2021, City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of September 25 – October 22, 2021**
3. **Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions as follows:**

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBERS(S)
SENIOR RESOURCE COMMISSION	Ed Richardson- Lake Bluff

COUNCIL ACTION: Approval of the three (3) omnibus items as presented.

Mayor Pandaleon asked members of the Council if they would like to remove any item or take it separately.

The City Council had discussion regarding item #1.

After further discussion, he asked for a motion. Alderman Preschlack made a motion to approve the three (3) Omnibus items as presented, seconded by Alderman Notz. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

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

ORDINANCES

OLD BUSINESS

NEW BUSINESS

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

Mayor Pandaleon stated that there will be no additional City business following the adjournment into Executive Session

1. EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c) (11), The City Council will be discussing pending and actually filed litigation.

Alderman Rummel made a motion to adjourn into executive session pursuant to 5ILCS 120/2 (c) (11), seconded by Alderman Morris. The following voted "Aye": Alderman Morris, Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. The following voted "Nay": None. 8-Ayes, 0 Nays, motion carried.

Adjourn into Executive Session at 7:07 p.m.

ADJOURNMENT

There being no further business Mayor Pandaleon asked for a motion. Alderman Goshgarian made a motion to adjourn, seconded by Alderman Morris. Motion carried unanimously by voice vote at 9:40 pm.

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.