

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

Monday, May 1, 2023, 6:30 p.m.
220 E. Deerpath, Lake Forest, IL 60045

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
Nancy P. Novit, Alderman First Ward	Ara Goshgarian, Alderman Third Ward
Melanie Rummel, Alderman Second Ward	Eileen Looby Weber, Alderman Fourth Ward
Edward U. Notz, Jr., Alderman Second Ward	Vacant, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

2. COMMENTS BY CITY MANAGER

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

ENVIROMENTAL SUSTAINABLITY COMMITTEE

1. Report on Committee Achievements
 - Alderman Melanie Rummel, Committee Chair

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of April 17, 2023, City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 12**

COUNCIL ACTION: Approval of April 17, 2023, City Council Meeting Minutes

2. Approval of the Check Register for the Period of March 25 – April 21, 2023

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

BACKGROUND/DISCUSSION: City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

Check Register for March 25- April 21, 2023

	Fund	Invoice	Payroll	Total
101	General	549,670	1,659,018	2,208,688
501	Water & Sewer	70,931	187,536	258,467
220	Parks & Recreation	101,065	380,669	481,733
311	Capital Improvements	674,870		674,870
202	Motor Fuel Tax	6,772		6,772
230	Cemetery	3,752	39,478	43,230
210	Senior Resources	12,938	30,287	43,224
510	Deerpath Golf Course	17,540	3,035	20,575
601	Fleet	132,506	59,143	191,649
416 - 433	Debt Funds			0
248	Housing Trust	5,100		5,100
201	Park & Public Land	42,500		42,500
	All other Funds	1,258,733	169,450	1,428,183
		\$2,876,374	\$2,528,615	\$5,404,989

The amount shown as "All other Funds" includes \$816,833 in Library expenditures, including capital expenses, and \$400,258 in medical and dental claim expenses.

COUNCIL ACTION: Approval of the Check Register for the Period of March 25 – April 21, 2023

3. Approval of FY24 Special Event Funding for Friends of Lake Forest Parks and Recreation in the amount of \$100,000

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

PURPOSE AND ACTION REQUESTED: As recommended by the City Council Finance Committee on April 17, it is requested that the City Council authorize \$100,000 in funding to the Friends of Lake Forest Parks and Recreation to support special events scheduled in FY24.

BACKGROUND/DISCUSSION: At its March meeting, the City Council Finance Committee heard a request from Rick Amos to increase annual funding by the City for special events from \$60,000 per year to \$100,000 per year beginning in FY24. The Committee provided feedback on the events and requested that Mr. Amos meet with the City Manager and Finance Director to review the budgets for each event. This meeting was conducted on April 3 and was attended by Mr. Amos, Finance Committee Chair Morris, City Manager Wicha, Finance Director Holleb and Superintendent of Recreation Joe Mobile. Draft budgets for Festival and Fireworks, Music Festival and Tree Lighting were presented by Mr. Amos and were discussed by all attendees. Following this meeting, Mr. Amos submitted revised budgets for the events which are summarized below:

	Revenue	Expenses	Projected Profit	City Contribution Cash/In Kind
Festival & Fireworks	\$275,275	211,490	63,785	\$25,000/\$25,000
Music Festival	179,475	168,816	10,659	\$25,000/\$10,000
Tree Lighting	56,050	52,831	3,219	\$50,000/\$10,000

At its April meeting, the Finance Committee considered the additional information provided and agreed to recommend funding of \$100,000 for FY24 with the following conditions:

- City to receive budgets for each event (received)
- City to receive a final financial report within ninety (90) days of the event that compares the budget to actual results.
- Funding to be approved for FY24 and that funding of special events be reviewed at the March 2024 budget workshop.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council Finance Committee	4/17/23	Recommend FY24 special event funding in the amount of \$100,000.
City Council Finance Committee	3/13/23	Consideration and discussion of FY24 funding request for special events.

BUDGET/FISCAL IMPACT:

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

If no, indicate the specific exception or waiver requested:

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

Below is an estimated summary of Project budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
City Council – Special Events 101-1101-484.84-61	\$60,000	\$100,000	Partial

The FY24 special event funding will exceed the amount included in the FY24 Budget. Although not anticipated, a supplemental appropriation will be presented for City Council approval at the close of the fiscal year if necessary.

COUNCIL ACTION: Approval of FY24 Special Event Funding for Friends of Lake Forest Parks and Recreation in the amount of \$100,000

4. Approval of Ordinances Terminating Special Service Area 25 and Special Service Area 26 and Declaring Surplus to be Refunded to Impacted Property Owners (First Reading, and if Desired by the City Council, Final Approval)

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

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval of the proposed Ordinances terminating Special Service Areas 25 and 26 and declaring surplus to be refunded to impacted property owners.

BACKGROUND/DISCUSSION: In December 2002, the City Council adopted an ordinance establishing Special Service Area (SSA) 25 entitled Knollwood Sewer Extension, which consisted of 24 properties including the Knollwood Club. In April 2003, the City Council adopted an ordinance establishing SSA 26 entitled Waukegan Road Sewer Extension, which consisted of 7 properties. Both SSAs provided for property tax assessments on benefiting properties within the SSA boundaries. A special tax roll was approved setting forth the levies on individual properties through the funding period. A bank loan with Lake Forest Bank and Trust provided the financing for both projects, with the SSA property tax levies used to pay the annual loan debt service. The 2021 property tax levy collected in 2022 was the final levy for properties in both SSA 25 and 26, and the final debt service payment was made in December 2022. With a small balance of funds remaining in both SSAs, the City can officially terminate the SSA by ordinance and declare a surplus allowing for the final monies remaining to be rebated to the property owners. A 5% administrative fee will be assessed to cover the City's administrative costs in terminating the SSA and refunding the surplus declared. On April 17, the City Council Finance Committee considered this matter and unanimously recommended City Council approval.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council Finance Committee	4/17/23	Recommended approval of proposed Ordinances

BUDGET/FISCAL IMPACT: SSA 25 has a final balance of \$20,534.12 and SSA 26 has a final balance of \$8,708.23. A 5% administrative fee will be applied, with the remaining balance refunded to the impacted property owners based on each property's proportionate share of assessed valuation.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of Ordinances Terminating Special Service Area 25 (**page17**) and

Special Service Area 26 (**page 21**) and Declaring Surplus to be Refunded to Impacted Property Owners

5. Approval of Collective Bargaining Agreement between the City and the Lake Forest Employee Association (LFEA)

STAFF CONTACT: *Amber Campbell, Director of Human Resources (847-810-3532)*

PURPOSE AND ACTION REQUESTED: Staff requests approval of the Lake Forest Employee Association (LFEA) collective bargaining agreement between the City and LFEA.

BACKGROUND/DISCUSSION: The City recently reached tentative agreement with the LFEA, the local association representing the maintenance and Water Plant employees, regarding their collective bargaining agreement. The bargaining unit has ratified the contract, and it is now before the City Council for approval. The duration of the contract is five (5) years, from May 1, 2023, through April 30, 2028.

The group has once again adopted the City's personnel policy as their guiding policies, and the employees have agreed to pay increases approved by the City Council for other fulltime, non-unionized employees of the City for all years of the Agreement and beyond this agreement. This means that the LFEA members will received May 1 increases like other non-unionized employees, even if we are currently in negotiations for a successor contract rather than have salaries frozen until a new contract is reached. Compensation will be paid based on the FY24 Budget and Pay Plan approved by the City Council on April 17.

BUDGET/FISCAL IMPACT: Listed are the sections of the proposed contract that deal with economic items and other items of interest:

The group has agreed to move all language regarding compensation to the applicable City personnel policies and directives, as well as me too language regarding normal hours of work.

J.U.L.I.E. Locate Pay: For those employees on-call for emergency J.U.L.I.E. locates where the employee is able to accomplish the locate on a virtual basis, the employee will be compensated ½ hour of overtime for each emergency locate phone call that requires no response. This is an increase of \$4.33 for those at top pay and will have nominal impact on the budget as there are typically only a modest number of these annually.

On Call Pay: For those employees on-call during the snow program, employees will be compensated a monthly stipend from December to March. Fulltime employees will be compensated \$100. Temporary fulltime and seasonal employees will be compensated \$60.

Fulltime employees will be increasing their contributions into a Retiree Health Savings account from 1.5% to 2.0% in FY24, 2.5% in FY25, and 3.0% in FY26. These are employee contributions and have no fiscal impact to the City.

FY24 budget impact for J.U.L.I.E. locates and on-call pay during the snow program is **\$24,776**. While this amount is not specifically included in the FY24 budget, it is projected to be absorbed within approved budgetary amounts.

REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Personnel Compensation Administration (PCA) Committee	4/24/2023	Recommend City Council approval

COUNCIL ACTION: Approval of the Collective Bargaining Agreement between the City and the Lake Forest Employee Association (LFEA)

6. Approval of a Twelve (12) Month Renewal Agreement with XO Communications for SIP Telecommunication Services at an Estimated Expense of \$34,000

STAFF CONTACT: *Joseph Gabanski, Assistant IT Director (847-810-3591)*

PURPOSE AND ACTION REQUESTED: Staff requests that the City enter into a twelve (12) month renewal agreement with XO communications for telephone business exchange access lines (SIP Trunks), local and long-distance services.

BACKGROUND/DISCUSSION: XO Communications, parent company Verizon, has been providing Citywide telephone services since 2015 parallel to the implementation of the ShoreTel telephone system. The current offering of Session Initiated Protocol (SIP) service connects all City desktop phones to the public telephone network and has not changed since its initial installation. While there are other companies that offer SIP services, XO's servicing is handled through Advanced Telecommunications of Illinois (ATI). This allows ATI to maintain support for the entire City ShoreTel telephone system and service dependencies, simplifying troubleshooting efforts when issues occur.

BUDGET/FISCAL IMPACT: With the support of Wilson Consulting, a telecommunications consultant, the current service was competitively bid through an RFP process in 2015. At that time, XO was the lowest cost service that was ShoreTel certified. XO offers the value add of invoice simplification with a single point of contact and one invoice for all services. The requested expense is estimated due to the variability of actual telephone usage.

Has City staff obtained competitive pricing for proposed goods/services? **No**
Administrative Directive 3-5, Section 6.11 – Existing Relationship

Below is an estimated summary of the telecommunications budget:

FY2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund Non-Dept. 101-2501-453.53-10	\$38,000	\$34,000	Y

COUNCIL ACTION: Approval of a Twelve (12) Month Renewal Agreement with XO Communications for SIP Telecommunication Services at an Estimated Expense of \$34,000

7. Award of the Low Bid for the 2023 Crack Sealing Project to Patriot Pavement Maintenance, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$35,000

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request City Council approval of a one-year extension of the Crack Sealing Project with Patriot Pavement Maintenance Inc. for the 2023 MPI Crack Sealing Project.

BACKGROUND/DISCUSSION: Cracks in pavements allow moisture to penetrate the surface causing premature pavement material failure. To minimize the water infiltrating the pavement base, crack sealing with a hot sealant is required. Crack sealing is a practical and cost-effective measure and is an essential part of a good pavement maintenance program. City staff have previously briefed the City Council on MPI, a program that takes advantage of economies of scale, for securing low bid prices, among neighboring municipalities who bid similar projects each year. This year, the City will again join forces with other communities in the MPI Crack Sealing contract. In 2023, the City plans to do approximately 52,000 feet of crack sealing. Historically, the City crack seals between 25,000-50,000 feet annually depending on budget and pricing.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	4/3/2023	Reviewed & Recommended City Council Approval

BUDGET/FISCAL IMPACT: If approved, this will be a renewal of the existing contract. The 2023 contract unit prices for the MPI are increasing 3.8% from 2022 prices. Work on this project is expected to be completed in the summer months with a project duration of less than a week. Engineering staff will provide daily oversight and inspections of the crack sealing. The City's website, under "Construction Updates", will also provide details of the work schedule. Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Below is an estimated summary of project budget by funding source:

FY 2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Operating Fund 101-5103-467.67-83	\$35,000	\$35,000	Y

COUNCIL ACTION: Award of the Low Bid for the 2023 Crack Sealing Project to Patriot Pavement Maintenance, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$35,000

8. Approval of Professional Engineering Services for the 2023 Sanitary Sewer Inflow and Infiltration Testing to RJN Group and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$100,000

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff are requesting approval of an agreement with the RJN Group to perform Inflow and Infiltration (I&I hereafter) testing.

BACKGROUND/DISCUSSION: In recent years, portions of the City's sanitary sewer system has been overwhelmed with storm water and causes backups into residents' properties. The focus of this project is a sewer system evaluation survey which will test portions of the City's sanitary sewer system to look for instances of inflow and/or infiltration. Inflow occurs when storm water is being directed into the sanitary sewer system, while infiltration is when ground water leaks into the sanitary mains through faults in the pipe or manholes. This is the fourth year of the inflow/infiltration testing project. The testing this year will focus on areas tributary to the Spruce and Sheridan lift-station that have not been previously tested. During heavy storms, this lift-station capacity can be exceeded due to the amount of I&I in the area. This information is useful for determining the most optimal time, both financially and operationally, to rehabilitate sanitary sewers in order to prevent I&I. The design program this year will evaluate multiple rehabilitation alternatives for public repairs which can be budgeted for the future. Award of the full budgeted amount would also allow for additional smoke testing in the area as needed.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	4/17/2023	Reviewed & Recommended City Council Approval of I&I Testing
Finance Committee	11/14/2022	Included with FY '24 Capital Plan

BUDGET/FISCAL IMPACT: The Engineering Section solicited Request for Proposals (RFP) from professional engineering firms to perform this testing. Six firms acquired the RFP package, and one submitted a proposal. The RJN Group specializes in this type of work and completed the I&I testing last for the City in 2020. Staff will continue soliciting the RFP to other vendors in the future for this program.

If awarded, fieldwork on this project is expected to begin in May/June and be completed by the end of September prior to the Capital budget being submitted. Property owners living near the testing areas will be notified in advance of the smoke testing. The City's Engineering staff will provide daily oversight of the testing, and work with the Communications Manager to ensure progress updates are provided weekly to the public.

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

The following is a summary of the one proposal received:

Company Name	Proposal Amount
RJN Group	\$97,169

Below is an estimated summary of project budget:

FY 2024 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Water Capital Fund 508-3703-477.77-16	\$100,000	\$100,000	Y

Award of the full budgeted amount would also allow for additional smoke testing in the area as needed.

COUNCIL ACTION: Approval of Professional Engineering Services for the 2023 Sanitary Sewer Inflow and Infiltration Testing to RJN Group and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$100,000

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

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

With Thanks and Appreciation Presentation

-City Manager Jason Wicha

- 1. Final words for departing Council Members from remaining Council Members for Alderman Morris, Alderman Rummel and Mayor Pandaleon**
- 2. Final comments from Alderman Morris, Alderman Rummel and Mayor Pandaleon**

9. ADJOURNMENT

A copy of the Decision Making Parameters is included beginning on **page 11** of this packet.

Office of the City Manager

April 26, 2023

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





THE CITY OF LAKE FOREST

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

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

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

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

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

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

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

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, April 17, 2023
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL: Mayor Pandaleon called the meeting to order at 7:20p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Alderman Morris, Alderman Novit, Alderman Rummel, Alderman Notz, Alderman Preschlack, Alderman Goshgarian, 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 reported that the City received its rating from Moody's. They have continued the City's bond rating at Aaa, noting the City's financial status as stable while noting its pension contribution practices.

Mayor Pandaleon also reported the recent ribbon cutting for Hometown Coffee and Juice, noting that they are another positive addition to the community.

Mayor Pandaleon also reminded residents about the upcoming Ward meetings. He stated that the Ward 1 meeting will be on Tuesday, April 18, 2023, at Gorton Community Center, with the Ward 2 meeting occurring on Tuesday, April 25 at Gorton Community Center.

A. Resolution of Sympathy for former Mayor James E. Swarthout

Mayor Pandaleon read the resolution and asked for a motion.

COUNCIL ACTION: Approval of a Resolution of Sympathy for former Mayor James E. Swarthout

Alderman Preschlack made a motion to approve the Resolution of Sympathy for former Mayor James E. Swarthout, seconded by Alderman Rummel. Motion carried unanimously by voice vote.

Tom Swarthout, expressed his thanks to the City Council and City staff, noting his father's dedication to his family and his community.

B. Lake Forest Day Proclamation

Mayor Pandaleon read the Proclamation.

C. Resolution of Appreciation for Former Fourth Ward Alderman Raymond P. Buschmann

Mayor Pandaleon read the Resolution and asked for a motion.

COUNCIL ACTION: Approval of a Resolution of Appreciation for Former Alderman Raymond P. Buschmann

Alderman Weber made a motion to approve the Resolution of Appreciation for Former Alderman Raymond P. Buschmann, seconded by Alderman Rummel. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

A. Community Spotlight

- Lake Forest Lake Bluff History Center
- Carol Summerfield, Executive Director

Ms. Summerfield gave a presentation to the City Council outlining the goals of the organization. She noted the benefits of the Garden Initiative, stewardship of the land itself, and architectural design.

The City Council thanked Ms. Summerfield for her work, and had a discussion on environmentally sensitive developments, the progress of the Lake Forest Lake Bluff History Center, and the design history of Lake Forest.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

FINANCE COMMITTEE

A. Approval of the Comprehensive Fiscal Plan for FY2024

Alderman Morris, Chairman of the Finance Committee, introduced Elizabeth Holleb to give a presentation on the Comprehensive Fiscal Plan for Fiscal Year 2024.

Ms. Holleb thanked all staff who contributed to the project. She noted long-term planning goals, service levels broken down by fund, general fund estimates for Fiscal Year 2023, and notable Fiscal Year 2024 capital projects, relating back to Strategic Planning initiatives. Based on fund accounting, Ms. Holleb reported the Fiscal Year 2023 revenues combined with the Fiscal Year 2024 expenses. She also reported the 5-year Capital Improvement Program, noting \$72.23 million in capital improvements for FY 2024, funded in large part by successful grant funding.

Mayor Pandaleon noted other revenue sources within the community, namely organizations such as IDOT and Metra, that benefit the community with the City's investment in private partnerships.

Mayor Pandaleon asked if any members of the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Approve the Comprehensive Fiscal Plan for Fiscal Year 2024

Alderman Goshgarian made a motion to approve the comprehensive fiscal plan for fiscal year 2024, seconded by Alderman Notz. The following voted "Aye": Alderman Morris, Novit, Rummel, Notz, Preschlack, Goshgarian, and Weber. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

- B. Consideration of an Ordinance providing for the issuance of \$10,825,000 (subject to change) General Obligation Bonds, Series 2023, of the City of Lake Forest, Lake County, Illinois, for the purpose of financing improvements to the City's Deerpath Park Athletic Field, including the site work, design and engineering related thereto, providing for the levy and collection of a direct**

annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. (Second Reading and Final Approval)

Ms. Elizabeth Holleb, Finance Director, gave a summary of the updated ordinance, noting bond proceeds, the City's Aaa bond rating, and the bond sale results. She reported Mesirow Financial as the successful bidder. She acknowledged and thanked Speer Financial, and Chapman and Cutler as Bond Counsel.

Mayor Pandaleon asked if any members of the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: to approve Ordinance providing for the issuance of \$10,770,000 General Obligation Bonds, Series 2023, of the City of Lake Forest, Lake County, Illinois, for the purpose of financing improvements to the City's Deerpath Park Athletic Field, including the site work, design and engineering related thereto, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Mesirow Financial, Inc., New York, New York

Alderman Goshgarian made a motion to approve Ordinance providing for the issuance of \$10,770,000 General Obligation Bonds, Series 2023, of the City of Lake Forest, Lake County, Illinois, for the purpose of financing improvements to the City's Deerpath Park Athletic Field, including the site work, design and engineering related thereto, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Mesirow Financial, Inc., New York, New York, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Novit, Notz, Preschlack, Goshgarian, and Weber. The following voted "Nay": Alderman Rummel. 6-Ayes, 1-Nay, motion carried.

C. Consideration of an Ordinance making a Supplemental Appropriation for the Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023 (First Reading, and if Desired by the City Council, Final Approval)

Ms. Elizabeth Holleb gave the Council a summary of the agenda item, noting that the Liability Insurance Fund is expected to go over budget due to the Intergovernmental Risk Management Agency expenses.

Mayor Pandaleon asked if any members of the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance making a supplemental appropriation for the fiscal year beginning May 1, 2022 and ending April 30, 2023.

Alderman Preschlack made a motion to **waive first reading and grant final approval of the Ordinance making a supplemental appropriation for the fiscal year beginning May 1, 2022 and ending April 30, 2023**, seconded by Alderman Rummel. The following voted "Aye": Alderman Morris, Novit, Rummel, Notz, Preschlack, Goshgarian, and Weber. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of April 3, 2023, City Council Meeting Minutes**
- 2. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for Lake Forest High School Foundation (Approval by Motion)**
- 3. Approval of Three Year Contract with Linebarger Goggan Blair & Sampson, LLP for Collection Services**

4. **Approval of FY24 Administrative Directives Updates**
5. **Approval to Engage The Driscoll Firm, LLC; Kennedy & Madonna, LLP; SL Environmental Law Group PC; Douglas & London, P.C.; Levin, Papantonio, Rafferty, Proctor, Buchanan, O'Brien, Barr, Mougey, P.A., and Taft Stettinius & Hollister, LLP *Legal Services***
6. **Consideration of a Contribution to the History Center in the Amount of \$75,000 to Support the Garden Initiative Project (Approve by motion).**
7. **Approval of Two Items for the Lake Woodbine Bridge- First: Approval of an Illinois Department of Transportation Resolution Appropriating an Additional \$150,000 (Total \$400,000) in Rebuild Illinois Funds to be used for Phase II Design Engineering Services of the Lake Woodbine Bridge. Second: Approval of Phase II Design Engineering Services for the Lake Woodbine Bridge Project to H.W. Lochner, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$380,058 to Include a 5% Contingency in the Amount of \$19,003 for a Total Cost of \$399,061 in addition to authorization to complete additional paperwork as required by IDOT related to work on this Project**
8. **Award of the Low Bid for the 2023 Patching & Resurfacing Project to J.A. Johnson Paving Co., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$1,595,000**
9. **Award of Proposal for ADA Transition Plan Design Services to LCM Architects in the Amount of \$50,000**
10. **Consideration of the Waiver of Permit Fees Related to the Construction of a Monument in Veterans Park on the Southeast Corner of Deerpath and Green Bay Road. (Approval by Motion)**
11. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board. (First Reading, and if Desired by the City Council, Final Approval)**

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

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

Alderman Weber made a motion to approve the eleven (11) Omnibus items as presented, seconded by Alderman Preschlack. The following voted "Aye": Alderman Morris, Rummel, Novit, Notz, Preschlack, Goshgarian, and Weber. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

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

OLD BUSINESS

NEW BUSINESS

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

Alderman Goshgarian stated that Lake Forest has the lowest tax rate in Lake County and noted the incredible services provided. Alderman Weber thanked Reagan Walsh and Dana Olson for all their work at the Ward meeting. Alderman Morris thanked Catherine Czerniak for all her work associated with all the new restaurants in town.

ADJOURNMENT

There being no further business Mayor Pandaleon asked for a motion. Alderman Preschlack made a motion to adjourn, seconded by Alderman Notz. Motion carried unanimously by voice vote at 8:26p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

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

THE CITY OF LAKE FOREST
ORDINANCE NO. 2023 – _____

**AN ORDINANCE TERMINATING SPECIAL SERVICE AREA 25 AND DECLARING A
SURPLUS TO BE REFUNDED**

Adopted by the City Council
of the City of Lake Forest
this ____ day of _____ 2023

Published in pamphlet form by direction
and authority of The City of Lake Forest
Lake County, Illinois
this ____ day of _____ 2023

THE CITY OF LAKE FOREST

ORDINANCE NO. 2023 - _____

AN ORDINANCE TERMINATING SPECIAL SERVICE AREA 25 AND DECLARING A SURPLUS TO BE REFUNDED

WHEREAS, the City of Lake Forest ("**City**") is a home rule, special charter municipal corporation existing in accordance with the Illinois Constitution of 1970; and

WHEREAS, on December 2, 2002, the Corporate Authorities of the City established a special service area known as Special Service Area 25 (Knollwood Sewer Extension) ("**SSA 25**") pursuant to Ordinance No. 02-33; and

WHEREAS, pursuant to Ordinance No. 02-33, a tax was to be levied on all properties within SSA 25 for a period not to exceed 20 years; and

WHEREAS, there are no remaining unpaid SSA 25 property taxes and all debt service payments for bonds issued under SSA 25 have been completed; and

WHEREAS, the Corporate Authorities of the City desire to terminate SSA 25; and

WHEREAS, after the payment of all special service area expenses for SSA 25, a balance in the amount of \$20,534.12 remains in the SSA 25 Fund; and

WHEREAS, pursuant to 35 ILCS 200/27-93, if the corporate authorities of a municipality determine that excess revenues exist in a special service area fund at the end of the life of the special service area and if the option to abate a portion of the final tax levy for the special service area is no longer available, then excess funds must be refunded to taxpayers of record for all parcels within the special service area, as of the date the refund is declared, on a pro rata basis based on each parcels proportion share of the total equalized assessed valuation of all parcels within the special service area; and

WHEREAS, the Corporate Authorities of the City have determined that there are excess revenues remaining in the SSA 25 Fund, and that the ability to abate a portion of the final tax levy for SSA 25 is no longer available; and

WHEREAS, the Corporate Authorities of the City hereby declare that the excess revenues in the SSA 25 Fund in the amount of \$20,534.12 be refunded to the taxpayers of record within SSA 25 in accordance with 35 ILCS 200/27-93.

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

SECTION ONE: Recitals. The foregoing recitals are hereby adopted by this reference as findings of the City Council and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: Termination of SSA 25. SSA 25 is hereby terminated as of the effective date of this Ordinance. The County Clerk will terminate SSA 25 and no longer extend any taxes therefor.

SECTION THREE: Refund of Excess Revenues. The Corporate Authorities of the City hereby determine that the remaining amounts in the SSA 25 Fund of \$20,534.12 are excess revenues that are to be refunded in accordance with 35 ILCS 200/27-93.

SECTION FOUR: Administrative Fee. Pursuant to 35 ILCS 200/27-93, the City will deduct 5% of the total amount of the excess revenues to cover its costs and expenses relative to the declaring and making of the refund of the excess revenues in the SSA 25 Fund.

SECTION FIVE: Authorization. The Corporate Authorities of the City hereby direct the City Manager and the Finance Director to process and distribute the refund of the excess revenues in the SSA 25 Fund and authorize the City Manager and the Finance Director to execute all documents and take all actions necessary to terminate SSA 25 and distribute the refund of the excess revenues in the SSA 25 Fund in accordance with this Ordinance.

SECTION SIX: Superseder; Severability. In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the City, the terms of this Ordinance shall govern. If any section, paragraph, clause, phrase, provision or part of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or

unenforceability of such section, paragraph, clause, phrase, provision or part shall not affect the validity of any of the remaining provisions of this Ordinance.

SECTION SEVEN: 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 _____, 2023.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2023.

Mayor

ATTEST:

City Clerk

THE CITY OF LAKE FOREST
ORDINANCE NO. 2023 – _____

**AN ORDINANCE TERMINATING SPECIAL SERVICE AREA 26 AND DECLARING A
SURPLUS TO BE REFUNDED**

Adopted by the City Council
of the City of Lake Forest
this ____ day of _____ 2023

Published in pamphlet form by direction
and authority of The City of Lake Forest
Lake County, Illinois
this ____ day of _____ 2023

THE CITY OF LAKE FOREST

ORDINANCE NO. 2023 - _____

**AN ORDINANCE TERMINATING SPECIAL SERVICE AREA 26 AND DECLARING A
SURPLUS TO BE REFUNDED**

WHEREAS, the City of Lake Forest ("**City**") is a home rule, special charter municipal corporation existing in accordance with the Illinois Constitution of 1970; and

WHEREAS, on April 17, 2003, the Corporate Authorities of the City established a special service area known as Special Service Area 26 (Waukegan Road Sewer Extension) ("**SSA 26**") pursuant to Ordinance No. 03-27; and

WHEREAS, pursuant to Ordinance No. 03-27, a tax was to be levied on all properties within SSA 26 for a period not to exceed 20 years; and

WHEREAS, there are no remaining unpaid SSA 26 property taxes and all debt service payments for bonds issued under SSA 26 have been completed; and

WHEREAS, the Corporate Authorities of the City desire to terminate SSA 26; and

WHEREAS, after the payment of all special service area expenses for SSA 26, a balance in the amount of \$8,708.23 remains in the SSA 26 Fund; and

WHEREAS, pursuant to 35 ILCS 200/27-93, if the corporate authorities of a municipality determine that excess revenues exist in a special service area fund at the end of the life of the special service area and if the option to abate a portion of the final tax levy for the special service area is no longer available, then excess funds must be refunded to taxpayers of record for all parcels within the special service area, as of the date the refund is declared, on a pro rata basis based on each parcel's proportion share of the total equalized assessed valuation of all parcels within the special service area; and

WHEREAS, the Corporate Authorities of the City have determined that there are excess revenues remaining in the SSA 26 Fund, and that the ability to abate a portion of the final tax levy for SSA 26 is no longer available; and

WHEREAS, the Corporate Authorities of the City hereby declare that the excess revenues in the SSA 26 Fund in the amount of \$8,708.23 be refunded to the taxpayers of record within SSA 26 in accordance with 35 ILCS 200/27-93.

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

SECTION ONE: Recitals. The foregoing recitals are hereby adopted by this reference as findings of the City Council and are hereby incorporated into this Section as if fully set forth.

SECTION TWO: Termination of SSA 26. SSA 26 is hereby terminated as of the effective date of this Ordinance. The County Clerk will terminate SSA 26 and no longer extend any taxes therefor.

SECTION THREE: Refund of Excess Revenues. The Corporate Authorities of the City hereby determine that the remaining amounts in the SSA 26 Fund of \$8,708.23 are excess revenues that are to be refunded in accordance with 35 ILCS 200/27-93.

SECTION FOUR: Administrative Fee. Pursuant to 35 ILCS 200/27-93, the City will deduct 5% of the total amount of the excess revenues to cover its costs and expenses relative to the declaring and making of the refund of the excess revenues in the SSA 26 Fund.

SECTION FIVE: Authorization. The Corporate Authorities of the City hereby direct the City Manager and the Finance Director to process and distribute the refund of the excess revenues in the SSA 26 Fund and authorize the City Manager and the Finance Director to execute all documents and take all actions necessary to terminate SSA 26 and distribute the refund of the excess revenues in the SSA 26 Fund in accordance with this Ordinance.

SECTION SIX: Superseder; Severability. In the event a conflict exists between the terms of this Ordinance and any other ordinance or resolution of the City, the terms of this Ordinance shall govern. If any section, paragraph, clause, phrase, provision or part of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or

unenforceability of such section, paragraph, clause, phrase, provision or part shall not affect the validity of any of the remaining provisions of this Ordinance.

SECTION SEVEN: 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 _____, 2023.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this __ day of _____, 2023.

Mayor

ATTEST:

City Clerk