

**The City of Lake Forest  
FINANCE COMMITTEE  
Proceedings of April 18, 2022 Meeting  
6:30 p. m. – City Hall**

**I. Call to Order and Roll Call**

The meeting was called to order at 6:30 p.m. by Chairman Morris. Present: Chairman Morris, Aldermen Karras, Rummel, Notz, Preschlack, Goshgarian, Buschmann and Weber. Absent: Mayor Pandaleon. Quorum present. There were approximately 15 present in the audience.

Staff present: Elizabeth Holleb, Finance Director; Diane Hall, Assistant Finance Director; Cathy Czerniak, Director of Community Development; Jim Shaw, Director of Innovation Technology and Amber Campbell, Director of Human Resources

Others present: There were approximately 10 people in the audience.

**II. Consideration of Minutes from the Finance Committee Meeting Held on March 14, 2022**

Alderman Weber made a motion to approve the minutes from the Finance Committee meeting held on March 14, 2022. The motion was seconded by Alderman Notz. The motion carried unanimously by voice vote.

**III. Comprehensive Fiscal Plan for FY2023**

Ms. Elizabeth Holleb, Finance Director provided an update on the comprehensive plan for FY2023 to be presented at the City Council meeting. Estimates for revenues and expenses have been reviewed, personnel compensation adjustments of 2.5% have been incorporated into department budgets and minor changes have been made to the capital budget.

The Committee discussed the required Supplemental Appropriation for the Motor Fuel Tax fund. The Waukegan and Everett intersection turn lane project was reduced by 3 feet to reduce the need to purchase property for the project.

Alderman Rummel made a motion to approve the Comprehensive Fiscal Plan for FY2023. The motion was seconded by Alderman Karras. The motion carried unanimously by voice vote.

**IV. Supplemental Appropriation Ordinance for FY2022**

Ms. Holleb stated the Supplemental Appropriation Ordinance would be approved at the City Council meeting. As part of the budget process, expense estimates are reviewed to determine if expenses will exceed the Appropriation Ordinance. The Motor Fuel Tax Fund will require a supplemental appropriation for additional design work at the intersection of Waukegan and Everett to add a turn lane.

Alderman Karras made a motion to approve the Supplemental Appropriation Ordinance for FY2022. The motion was seconded by Alderman Notz. The motion carried unanimously by voice vote.

**V. Five Year Long Range Technology Plan**

Jim Shaw, Director of Innovation and Technology provided an overview of projects included in the draft long range technology plan. A summary of identified projects from departments was included in the packet.

The Committee discussed the process utilized to develop the project list and projects included in the report.

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**VI. Other Business**

- 1) March 2022 Flash Report – No discussion
- 2) Investment Policy Review – No Discussion
- 3) Purchasing Policy Review – No discussion
- 4) Pension Consolidation Update – No discussion

**VII. Opportunity for the Public to Address the Finance Committee**

No one from the audience desired to address the Finance Committee

**VIII. Adjournment**

There being no further business, Alderman Notz moved, seconded by Alderman Rummel, to adjourn the meeting at 6:51 p.m. The motion carried unanimously.

Respectfully Submitted,

Diane Hall  
Assistant Finance Director