



VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Monday, June 22, 2020 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

Physical attendance at this public meeting is limited to 10 individuals, with Village Board officials, staff and consultants having priority over members of the public. Public comments will be shared with the Village President and Board of Trustees. You may submit your public comments via email in advance of the meeting to: Sara Phyfer at sphyfer@vrf.us. You may listen to the meeting by participating in a telephone conference call as follows, dial-in number: 312-626-6799 with meeting ID: 840 5353 8544. If you would like to participate over the phone, please email sphyfer@vrf.us by 4:00 PM on Monday, June 22, 2020. If you would like to watch the livestream, please go to the Village website: www.vrf.us/events/event/1638.

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcements
 - a. Village President – Resolution Affirming the Village of River Forest’s Principles Regarding the Relationship Between the Community and Law Enforcement
 - b. Village President – Twin City Covenant with the Village of Maywood
 - c. Village President – Proclamation Designating June as LGBTQ+ Pride Month
5. Consent Agenda
 - a. Committee of the Whole Meeting Minutes – June 8, 2020
 - b. Village Board of Trustees Meeting Minutes – June 8, 2020
 - c. Authorization to Sell Surplus Property – 2006 Ford F350 Super Duty Truck – Ordinance
 - d. Financial Report – May 2020
 - e. Village Administrator’s Report
6. Consent Items for Separate Consideration
7. Recommendations of Boards, Commissions and Committees
 - a. Zoning Board of Appeals – Text Amendment to Zoning Ordinance and Village Code Regarding Home Baking Operations - Ordinance
 - b. Plan Commission – Appoint Jane McCole – (Kirk vacancy) – Member, 4 Year Term Expiring 4/30/24
 - c. Sustainability Commission – Appoint Cary McLean – (Basney vacancy) – Member, Remaining Term Expiring 4/30/23
8. Unfinished Business
9. New Business
 - a. Discussion: Affordable Housing Plan Action Matrix
 - b. Approval of an Automated Traffic Law Enforcement Agreement with American Traffic Solutions, Inc. d/b/a Verra Mobility – Resolution
 - c. Update: Next VBOT Meeting Slated to Take Place In-Person (Phase 4) & Summer VBOT Schedule
10. Executive Session
11. Adjournment



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: June 18, 2020

To: Village Board of Trustees

From: Catherine Adduci, Village President

Subj: Items for Consideration

One the June 22, 2020 Village Board Agenda, there will be three items for your consideration:

1. A Resolution affirming the Village of River Forest's principles regarding the relationship between the community and law enforcement.
2. A "Twin Cities" covenant with the Village of Maywood. The covenant forms a collaborative partnership between Maywood and River Forest and identifies five areas to focus the efforts of said partnership. Thank you to the Village of Maywood for recommending and suggestions this initiative!
3. A proclamation of the month of June as LGTBQ+ Pride Month. This was announced at the last meeting and is being put on the agenda to be formally recognized.

Thank you.

RESOLUTION NO. _____

**A RESOLUTION AFFIRMING THE VILLAGE OF THE RIVER FOREST'S
PRINCIPLES REGARDING THE RELATIONSHIP BETWEEN THE
COMMUNITY AND LAW ENFORCEMENT**

WHEREAS, the Village of River Forest ("Village") is a duly organized and validly existing municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the Village recognizes that the killings of George Floyd, Breonna Taylor, Ahmaud Arbery and the loss of far too many Black lives to list at the hands of law enforcement officers has left our nation anguished and outraged; and

WHEREAS, these killings, and the others like it, have all Americans justifiably demanding nationwide reforms to law enforcement and criminal justice systems to protect all citizens, particularly those who are most vulnerable to the infringement or denial of their civil rights; and

WHEREAS, law enforcement agencies have been called upon to respond to situations that are better left to others in order to fill a void created by the lack of needed supportive programs including school discipline, eviction enforcement, addiction and substance abuse, where others may be more appropriately trained to help those in need, despite additional training resources that have been provided to law enforcement officers; and

WHEREAS, reductions in State and federal budgets to needed mental health services, substance abuse and recovery services, offender reentry programs, educational and vocational training opportunities, programs that promote economic improvement, and programs that reduce homelessness, have left these needed services and programs underfunded for too long; and

WHEREAS, the Village recognizes that the issues in our criminal justice system, including the adverse impacts of overcriminalization on minorities, extend well beyond just the behavior of police officers, and that, while national change is required, local action is where the Village can begin making the most immediate difference; and

WHEREAS, the Village President and Board of Trustees ("Corporate Authorities") recognize that only through listening, learning, healing and substantive action will we all work to ensure that law enforcement officers can continue to serve this community ethically and professionally; and

WHEREAS, the Corporate Authorities recognize and hold in high esteem the service the River Forest Police Department ("RFPD") provides to the community when immediate help is needed and their willingness to support, promote, and participate in

systemic reforms to bring about the changes needed, including the rethinking of their roles and functions in the community; and

WHEREAS, the Corporate Authorities, as leaders of this community, along with the RFPD and all Village staff and officials, value the life of every person and consider life to be the highest value and that all persons should be treated with dignity, compassion, and respect; and

WHEREAS, the Village rejects discrimination toward any person that is based on race, ethnicity, religion, color, nationality, immigrant status, sexual orientation, gender, disability, or familial status;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RIVER FOREST, ILLINOIS, AS FOLLOWS:

SECTION 1: Incorporation. That each Whereas paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: Principles for the Relationship Between the Community and Law Enforcement. That that the Village affirms the following principles regarding the relationship between the community and law enforcement:

1. The Village endorses the six pillars in the report of the President's Task Force on 21st Century Policing. The first pillar is to build and rebuild trust through procedural justice, transparency, accountability, and honest recognition of past and present obstacles.

2. The Village endorses the four pillars of procedural justice, which are fairness, voice (i.e., an opportunity for citizens and police to believe they are heard), transparency and impartiality.

3. The Village endorses the values inherent in community policing, which includes community partnerships involving law enforcement, engagement of police officers with residents outside of interaction specific to enforcement of laws, and problem-solving that is collaborative, not one-sided and works with the community, not against it.

4. The Village believes that developing strong ongoing relationships between law enforcement and communities of color at the leadership level and street level will be the keys to diminishing and eliminating racial tension.

5. The Village believes that law enforcement and community leaders have a mutual responsibility to encourage all citizens to gain a better understanding and knowledge of the law to assist them in their interactions with law enforcement officers.

SECTION 3: Implementation of Principles. That the Village vows to work together and stand together in the community and at the State level to implement the values and principles in this Resolution, and to replace mistrust with mutual trust wherever, whenever, and however the Village can, by:

1. Requiring de-escalation training for Village law enforcement officers to ensure the safety of community members and officers. The Village endorses using de-escalation tactics and enhanced communication methods to reduce the potential for confrontations that endanger law enforcement officers and the public and the principle that human life should be taken only as a last resort.

2. Requiring the review and modification where needed of the RFPD's use of force policies, reporting requirements and pursuit reports.

3. Requiring transparent review of RFPD policies, training initiatives, services, and officer behavior, including through the use of technology to document and audit events, officer actions, and citizen encounters, and through the formal review of use of force events including whether officers gave verbal warnings prior to using deadly force and/or warning shots, and whether the use of force was necessary to mitigate the threat and evaluate if less injurious options were available.

4. Reaffirming that the RFPD does not seek approval from judges, apply for, or execute no knock warrants, train in or use chokeholds on arrestees or members of the public or shoot at moving vehicles, as they are outside the RFPD's Use of Force policy and can be considered deadly force, and requires officers to intervene and immediately stop any excessive force used by other officers, and report events immediately to supervisors.

5. Supporting efforts by the Village's Board of Fire and Police Commissioner to diversify the RFPD and recognize that law enforcement and communities have a mutual responsibility and should work together to make a concerted effort to recruit, promote and retain a diverse police department.

6. Continuing to create and provide opportunities that allow the RFPD to engage in the free exchange of diverse ideas and experiences with courtesy, sensitivity, and respect, opportunities for collaboration and constructive strategies to engage in honest disagreements.

7. Including through the addition of a Civil Rights-Vulnerable Population section to the Crime Prevention program to focus on minority and other protected class-related initiatives.

8. Continuing to ensure the proper screening, education and training of all RFPD Police Officers to keep them accountable for conduct that does not comply with the Village's policies and standards.

9. Supporting legislative efforts to reform and rescind Illinois Criminal Code and Illinois Vehicle Code sentencing guidelines that require mandatory minimums, excessive sentencing and incarcerations that disproportionately target and promote inequality for minorities and other vulnerable populations.

SECTION 4: Notice of Resolution Adoption. That the Village shall work collaboratively with the community to widely publicize the adoption of this Resolution throughout River Forest.

SECTION 5: Repeal. That all resolutions, motions or parts thereof in conflict with this Resolution shall be and the same are hereby repealed.

SECTION 6: Effectiveness. That this Resolution shall be in full force and effect upon its adoption and approval according to law.

ADOPTED this 22nd day of June, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 22nd day of June, 2020, by the Village President of the Village of River Forest, and attested by the Village Clerk, on the same day.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

*“Darkness cannot drive out darkness; only light can do that.
Hate cannot drive out hate; only love can do that.”*

- Dr. Martin Luther King Jr.

The Maywood / River Forest Twin Village Covenant

IN RESPONSE TO THE HATE CRIME THAT OCCURRED AT THE RIVER FOREST JEWEL GROCERY STORE ON JUNE 3, 2020, THE VILLAGE OF MAYWOOD AND THE VILLAGE OF RIVER FOREST ARE FULLY VESTED TO THE PRINCIPLES OF HUMANITY, EQUITY AND INCLUSION. THIS COVENANT WILL GUIDE THE OVERARCHING SPIRIT OF OUR TWO DISTINCT TOWNS TO THINK AS ONE AND TO INTERACT IN MORE COLLABORATIVE WAYS.

- 1. Commitment to a regional perspective on commercial and residential investment / development.*
- 2. Recognition of multicultural holidays (Juneteenth, Cinco De Mayo, etc.)*
- 3. Explore partnerships for supplier diversity.*
- 4. Support the relationship building of Maywood and Oak Park River Forest Chambers of Commerce.*
- 5. Explore collaboration of equipment, facilities and services.*



Proclamation Designating June as LGBTQ+ Pride Month

WHEREAS, the Village of River Forest supports the rights of every citizen to experience equality and freedom from discrimination; and

WHEREAS, all people regardless of age, gender identity, race, color, religion, marital status, national origin, sexual orientation, or physical challenges have the right to be treated on the basis of their intrinsic value as human beings; and

WHEREAS, the Village of River Forest accepts and welcomes people of diverse backgrounds and believes a diverse population leads to a more vibrant community; and

WHEREAS, the Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) communities contribute to the cultural, civic and economic successes of the Village of River Forest; and

WHEREAS, while we as a society at large are slowly embracing new definitions of sexuality and gender we must also acknowledge that the need for education and awareness remains vital to end discrimination and prejudice.

NOW, THEREFORE, I, CATHERINE ADDUCI, VILLAGE PRESIDENT OF THE VILLAGE OF RIVER FOREST, do hereby proclaim June as Lesbian, Gay, Bisexual, Transgender and Queer + Pride Month in the Village of River Forest, Illinois and encourage our residents to reflect on the ongoing struggle for equality members of the LGBTQ+ face and celebrate the contributions that enhance our Village.

IN WITNESS, THEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 8th day of June 2020.

A handwritten signature in black ink, appearing to read 'Catherine Adduci', written over a horizontal line.

Catherine Adduci
Village President

**VILLAGE OF RIVER FOREST
COMMITTEE OF THE WHOLE MEETING MINUTES
Monday, June 8, 2020**

A Committee of the Whole meeting was held on Monday, June 8, 2020 at 5:30 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:30 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Village Planner John Houseal, Plan Commission Chair David Crosby

2. APPROVAL OF REMOTE PARTICIPATION

Trustee O'Connell made a motion, seconded by Trustee Bachner, to allow the meeting to occur by remote audio and video conference.

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

3. PUBLIC COMMENT

Judith McDevitt, 411 Ashland #5B. Ms. McDevitt spoke about affordable housing being seen as a problem rather than a solution. She stated the plan can be strengthened and discussed provisions to be added.

David Flint. Mr. Flint urged the Board to vote no on the proposed plan and discussed including more quantitative and qualitative research.

Deb Wolkstein, 1138 Franklin. Ms. Wolkstein request that the Board not accept the plan as presented. She commented that this is checking a required box rather than actually creating a specific and strong plan that values diversity.

Mark Shelstad, 1435 Monroe. Mr. Shelstad spoke in favor of plan, stating it is a good start. He expressed concern about property values and how to economically accomplish a goal of more than 10%. He urged the Board to vote yes.

Daniel Lauber, 7215 Oak. Mr. Lauber urged the Board to vote no on the plan. He presented five recommendations. He asked that the document have teeth and provide guidance in order to address social justice and inequity.

Megan Keskitalo, 8125 Lake. Ms. Keskitalo requested that the Board pause and reach out to an independent expert on the plan. She stated it should identify affordable housing locations, track growth and loss and include goals tied to metrics.

Phil Carmody, Opportunity Knocks. Mr. Carmody stated the proposed plan lacks conviction, creativity and substance. He spoke to the need for an affordable and supportive housing plan for people with development disabilities.

Tim Brandhorst, 601 Ashland. Mr. Brandhorst urged the Board to vote no and be the model for other communities. He commented that a more economically diverse village is a stronger village, and stated the plan is missing data, tracking, and specific language.

Megan Hodge, 1338 Park. Ms. Hodge urged the Board to vote no or postpone. She asked that the plan be revised for the community to have an opportunity to provide feedback. She stated that now is the time to ensure actions reflect values and that discussing the plan is critical to integrity and inclusivity in River Forest.

Josh Ehart, 522 Park. Mr. Ehart urged the Board to postpone or vote no on the plan. He commented on the opportunity to build more diversity into the community.

Carolyn Kilbride, 1335 Park. Ms. Kilbride stated that she is a member of the Plan Commission and stated that in the process of developing a plan, it is reasonable to use a template from another municipality. She stated Mr. Lauber's comments were given serious consideration, and that the Commission meetings were open and transparent. She recommended that the Board approve the plan.

Susan Conti, 711 Thatcher. Ms. Conti addressed the comments about Village Planner Houseal's work and commended his efforts. She stated the plan was created by a democratic process to formulate the best plan for River Forest within the constraints of the Village. She urged the Board to vote yes.

John Grant, 923 Thatcher. Mr. Grant stated it is worth the effort to more carefully and deeply consider housing policies to foster diversity and inclusivity. He suggested a housing expert address this in addition to residents and businesspeople.

Phyllis Rubin, 411 Ashland. Ms. Rubin discussed the language in the plan, particularly a section she stated refers to affordable housing decreasing property values. She offered the Highland Park plan as a model plan and urged the Board to vote no.

4. DISCUSSION: AFFORDABLE HOUSING PLAN

Assistant Village Administrator Scheiner presented the State's requirements regarding the Affordable Housing Planning and Appeal Act, including the timeline and goal of the plan. She

reported that the Plan Commission's unanimous recommendation was to increase the percentage of affordable housing to at least 10%. She summarized their recommendations: consider text amendments to the Zoning Ordinance; identify strategies to preserve and enhance existing affordable housing; and leveraging TIF funds to support affordable housing initiatives.

David Crosby, Plan Commission Chair. Chair Crosby stated he understood the criticism of a lack of specifics but that it is by design. He noted that the plan suggests the Development Review Board consider the Affordable Housing Plan when making decisions about developments, giving the DRB the opportunity to inject more density, which is frequently sought by developers. He explained the difficulty of injecting affordable housing into Single Family Home zoning districts and the potential to allow accessory dwelling units.

In response to a question about penalties, Mr. Houseal explained the State knows the challenges of complying with the Act for communities that are built out and that there are no penalties for noncompliance.

There was discussion about how to incentivize developers to include affordable housing units in projects, and Ms. Scheiner stated the proposed plan makes a recommendation that the Village consider text amendments to create opportunities for zoning bonuses as a right as opposed to seeking permission.

In response to a question from Trustee Brennan about the challenging of incentivizing developers even without affordable housing, Mr. Houseal stated the standards could be recalibrated to consider allowances for affordable housing. For example, he stated if a developer proposes affordable housing or retails, they would get an allowance and the rest would have to live by the standards.

Trustee Henek discussed the Lake and Lathrop project and emphasized that the plan needs more of a narrative and more specific language and concrete guidance. She stated she was not sure how the current plan would inform the DRB.

Chair Crosby stated considering projects on a case by case basis allows for more flexibility than a blanket approach, noting that there are some scenarios where a property would not get developed otherwise. He recalled the concerns raised by residents about increasing density and height of buildings during other discussions.

Mr. Houseal explained that specificity was intentionally not included. He also clarified that the section in the plan speaking to the impact on adjacent property owners is related to buildings being taller to accommodate affordable housing leading to the property value decrease, not the affordable housing itself.

President Adduci commented that it is not the responsibility of the Plan Commission to look at standards for the Zoning Board of Appeals.

Mr. Houseal stated that the plan sets for several actionable recommendations, which would give the Development Review Board direction when considering project proposals.

Trustee Henek stated she disagreed and that the documents should help inform everyone else to all other decisions being made. She emphasized the plan has to go in tandem with other considerations.

Trustee O'Connell commented that the plan is a framework for discussion and a starting place. He noted that because the Village is landlocked, there is no opportunity for a big development. He compared this to the cannabis discussion and the Board's creation of a Special Use to control where it goes. He further commented that a restrictive policy would not get the Village to economic development.

In response to a question from President Adduci about tracking the losses/gains of units, Ms. Scheiner stated that the Village is required by the plan to use the State's data but that metrics can be established and incorporated in order to track them.

Trustee Bachner concurred with Trustee Henek. She stated that the Development Review Board does not have any reason to consider affordable housing if not required by the plan.

In response to a question from Trustee Bachner, Mr. Houseal explained his rationale for using Wilmette's Affordable Housing Plan as a template, noting the similarities between the villages and the challenges of developing a plan. Regarding Highland Park, Mr. Houseal stated it was not feasible to use their plan as a model because they have a housing commission and own affordable housing developments. He emphasized that suggestions were discussed and considered, not ignored, and that the process worked as it should.

In response to a follow up question from Trustee Bachner, Mr. Houseal stated that the focus was on communities that had the same charge for their plans, which was to meet the requirements of the Act.

In response to a question from Trustee Bachner about tools noted in the Plan, Mr. Houseal stated the record indicates discussions of things not included in the plan, and he emphasized the plan can be amended and updated.

Chair Crosby concurred and stated Mr. Houseal guided the Commission through the process and there was healthy debate about all kinds of options. He stated he was happy with the final product and that he only sees River Forest in the document.

In response to question from President Adduci, Chair Crosby stated the Commission pursued and discussed many different options and that Mr. Lauber was a big help in getting the commissioners to consider alternatives and ways to rethink items. Chair Crosby stated his background is architecture and he has been in practice for 16 years.

5. ADJOURNMENT

Trustee Cargie made a motion seconded by Trustee Vazquez, to adjourn the Committee of the Whole meeting at 7:51 p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk

From: [roberta.appleby](#)
To: [Sara Phyllis](#)
Subject: Affordable Housing Plan
Date: Monday, June 8, 2020 3:59:58 PM

Request is made for the following recommendations to be addressed as respects the affordable housing plan

- A recommendation to amend River Forest's Comprehensive Plan to establish a policy of preserving existing housing affordable to households with modest incomes
- A recommendation to adopt effective incentivized inclusionary zoning
- A recommendation to adopt the policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes
- A recommendation to adopt a precise policy for TIF districts to either maintain existing multi-family and single family housing affordable to households with modest incomes or replace existing affordable housing with new affordable units in new developments in the TIF districts on a one for one basis
- Establish a goal of *at least 10%* housing affordable to households with modest incomes instead limiting it to 10%

[Sent from Yahoo Mail on Android](#)

From: [Denise Burns](#)
To: [Sara Doyle](#)
Subject: Housing plan
Date: Monday, June 8, 2020 2:46:43 PM

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Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy where at least 15 percent of dwelling units in all new developments include family housing that is affordable to households of modest incomes..
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are.

And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, that encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Thank you in advance for your willingness to look into this matter. I know there's so much to fight for right now, but our voices can make a difference.

Denise Burns
617 Franklin
River Forest

From: [Susan Charrette](#)
To: [Sara Phyfer](#)
Subject: Public Comment for the Committee of the Whole's discussion on Affordable Housing
Date: Monday, June 8, 2020 3:20:42 PM

Hello Sara,

Could you please acknowledge receipt of this message due to the timely nature. Below is my comment to be entered into the public record. Thank you,
Susan Charrette

I recently became aware of the Affordable Housing Plan for the Village of River Forest to address the village's shortfall of the state mandated 10% affordable housing presented to RF Village trustees and nearly voted on at the May 26th meeting.

I feel that giving Village residents less than two weeks to read and comment on this important issue is inadequate and gives the impression the plan is being rushed through with minimal input from resident stakeholders. Further, potentially voting on the issue directly after the Committee of the Whole meeting would not allow adequate time for residents to absorb and respond. I checked with our State Representative and any deadlines for complying with the State's mandate for affordable housing have been extended due to Covid-19, so there is no justifiable rationale for expediting this process.

I myself am not well versed in Affordable Housing Policy. With no background, this is a lot to absorb in such a short amount of time. Reading the recent op-ed in the Wednesday Journal by a resident who does have a wealth of experience, this appears to be a flawed and rushed plan.

In addition, it has come to my attention that this portion of the Villages Comprehensive Plan, which **Houseal Lavigne Associates** was paid by the village over \$86,000 to put together, was largely replicated from the Village of Willmette's affordable housing plan. Perhaps I am naive in thinking our village is special and unique and should not be slapping together a plan based on another village's experience. Careful stewardship of Village funds would require sending the well-paid consultant back to the drawing board to come up with a unique plan for our village. And I would hope future consulting jobs would note **Houseal Lavigne Associates** laziness on this project and not expect conscientious work to be completed.

At this time when the entire nation is focused on diversity and inclusivity, it is imperative the Village adopts a plan that not only protects existing affordable housing (my understanding is the current plan does not) but also increases the stock of inclusionary housing. The Village has recently lauded the hard work of River Forest's essential workers who could scarcely afford to live in the village they work so hard to protect.

Cordially,
Susan Charrette
River Forest Resident

From: [Kristen Coe](#)
To: [Sara Phyfer](#)
Cc: [Kristen Coe](#)
Subject: Public Comments for VBOT June 8, 2020 COW Meeting
Date: Monday, June 8, 2020 8:06:35 AM

Dear Sara,

Please share the following statement with the Board of Trustees as public comment at the June 8, 2020 Committee of the Whole meeting.

With appreciation,

Kristen Q. Coe

[REDACTED]

[REDACTED]

Project of the heart: www.betheboat.org

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Dear River Forest Board of Trustees,

I am unable to attend tonight's Village Board meeting and thus, submit the following comments for your consideration. I am writing regarding agenda item 8. a. (Approval of the Affordable Housing Plan), and respectfully ask you to delay voting on the plan. While an adherence to "process" usually guides my thinking and consideration of this plan is "in process", I believe that, at this moment in time, process is beside the point.

If there is anything that we have learned through the tragedy of COVID-19, it is the value of a "break" from the administria of life – an opportunity to reflect on life's "big" issues rather than merely barreling along, checking boxes off as we speed through each day. As a village, we were just emerging from such an intermission when an incident occurred at Jewel which showed us both the best and worst of our community. Village communications were crafted about unity and community and, thankfully to the credit of the RFPD, action was taken which affirmed the Board's public statements. Bravo.

Now, we are here. In the Affordable Housing Plan, "you" – as representatives of the "we" in River Forest – have the *opportunity* to make actionable our village's commitment to inclusivity, economic and otherwise. Such opportunities are infrequent, making it all the more urgent to grasp them when they arise. Let us not sacrifice this inferior plan on the altar of expediency when we have the rare chance to step back, view the plan through the scrim of this week's and month's events, and set a course that makes clear the village's commitment to all residents.

Please, be bold and take advantage of this pause to set claim to a new, compelling course which reflects the definitive statements we've seen from this Board in the past week.

Respectfully submitted,

Kristen Q. Coe

[REDACTED]

[REDACTED]

Project of the heart: www.betheboat.org

From: [Keary Cragan](#)
To: [Sara Phyfer](#); [Lisa Scheiner](#)
Subject: Affordable Housing Plan COW meeting comments for the VBOT
Date: Monday, June 8, 2020 3:44:51 PM

Sarah,

Please send these to the VBOT and read these into the record this evening. I have a work conflict and may not be able to attend in time.

Dear Trustees,

Keary Cragan, 914 Bonnie Brae.

As a member of the plan commission, I would like to comment on the Affordable Housing Plan before you. First I would like to thank Chairman Crosby and Assistant Village Administrator Lisa Scheiner for their work with the commission.

Second, I was unaware during our deliberations as a committee that the draft document that we were working on was (allegedly) a nearly identical plan from another community that was over a decade old. If that is the case, I am disappointed that no attribution was made as much time was spent discussing needed changes to the negative tone that the draft plan had towards affordable housing. In short, I feel like we started with an outdated negative plan and spent much time trying to improve it.

Affordable Housing benefits all of us and is an important part of our community. We should strive to have more than the state mandated 10%. Affordable housing allows parents to downsize their homes when the kids leave; widowed seniors to remain in the support system of their friends, lifelong volunteers to continue contributing to our community; and adults with intellectual and developmental disabilities to remain in the neighborhoods that support and cherish them.

If every new dwelling unit in our community is a large expensive home or condo, only the wealthiest families with school age children might justify the cost of living here, which could further overburden District 90 and its remaining three buildings. Our school district's limited space is dependent on the percentage of resident taxpayers with school-aged children. Thus the diversity of our housing stock and the diversity of demographics also strengthens our schools.

I voted in favor of the draft plan presented to the VBOT because I want the Village to affirm the value of affordable housing to our village and to move forward with the recommendations to change zoning and incentives to retain and encourage new affordable housing throughout the village. As 70% of the village is zoned for single family housing, amending the village code to allow for Accessory Dwelling Units could help us reach many goals. Allowing ADUs not only provides more affordable housing, but could enable some cost burdened villagers and/or seniors to afford to stay in their homes and/or house their adult children, grand parents, home healthcare or childcare providers.

Last, I still feel the plan could be much stronger in requiring new large developments to include a certain percentage of affordable and/or integrated supportive housing, specifically as described in the request from our very own Opportunity Knocks (see letter from Mr Carmody.)

I hope your future actions will ensure that the Affordable Housing Plan is not just a required box that we needed to check in order to satisfy a state requirement. Please further strengthen the Village's commitment to protecting, retaining and expanding our affordable housing options in River Forest.

Thank you for your public service.

Sincerely,
Keary Cragan

From: [Claire Downs](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Monday, June 8, 2020 3:40:28 PM

Dear Village President and Trustees,

I'm writing today because I believe you should table or vote down the proposed Affordable Housing Plan as it stands. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes a willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning
- Adopt a goal of *at least* 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan.

--

Claire Downs

From: [Ann Dulin](#)
To: [Sara Phyfer](#)
Subject: Affordable housing RF
Date: Monday, June 8, 2020 10:49:37 AM

>

> Dear Village President and Trustees,

> I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

>

> 1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes

> 2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis

> 3. Amend the zoning ordinance to provide for incentivized inclusionary zoning

> 4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning

> 5. Adopt goal of at least 10% affordable housing rather than just 10%

>

> As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

> Thank you.

Ann Dulin

From: [Sue Foran](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan comments
Date: Saturday, June 6, 2020 9:33:22 AM

Dear River Forest Village Board

From what I have been hearing, the Affordable Housing Plan is flawed, outdated and is identical to Wilmette's 2004 plan. We deserve better and I am sure you all agree. Let's delay the vote so a more thorough, comprehensive, inclusive plan can be created; one that accomplished a more "just" approach for our community. Good affordable housing is good for everyone.

Let's do better.

Sue Foran

From: [Rachel Glick](#)
To: [Sara Phyfer](#)
Subject: Attention Sara Phyfer - Monday Night Trustee Meeting Comments for the 5:30 meeting
Date: Friday, June 5, 2020 8:54:07 PM

Hi Sara,

Please submit these comments for the Whole Board Meeting at 5:30pm Monday night regarding the Affordable Housing Plan.

I am appalled to find out that the affordable plan that our village requested and wants to approve is an outdated and plagiarized version of a plan for a completely different village! While there may be ideas or notions that overlap and could be considered for our village, we must demand a unique proposal that is up-to-date, truly comprehensive, and ensures that our community remain and increase it's economic diversity.

We must preserve existing housing that is affordable to residents with modest or low incomes.

New developments must include at least 15% affordable units.

We need an experienced and qualified affordable housing expert to help our village write a new plan that is inclusive and proactive.

I strongly urge you to vote no on this plan, this plan does not build the future I hope to see in River Forest. As a parent of two young children I am eager to see people with low and modest incomes who work in this village or surrounding areas to also have the opportunity to reside and raise families here. Along with residing here my husband is employed in River Forest, we are in touch with many residents and believe that River Forest only gets better as it becomes more open, more economically diverse, and more welcoming.

Sincerely,
Rachel Glick

From: [Kate Hampson](#)
To: [Sara Phyfer](#)
Subject: Resident Letter Regarding RF Housing Plan
Date: Monday, June 8, 2020 11:26:23 AM
Attachments: [Board letter.pdf](#)

Please distribute my letter to the village president and trustees prior to this evening's meeting. Thank you so much for your help!

-Kate Hampson
105 Thatcher Ave.

June 8, 2020

Dear Village President and Trustees:

My name is Kate Hampson. I am 15 years old and will be a sophomore at Oak Park and River Forest High School next year. I live at 105 Thatcher Avenue in River Forest and am writing to you because I understand you are currently discussing the Affordable Housing Plan for River Forest. I have had the chance to volunteer with Opportunity Knocks since I was eight years old and through my time there I have developed lifelong friendships with many adults with disabilities. I volunteer at Opportunity Knocks during the school year with OPRF's service club Tau Gamma, and I am also a part of the Opportunity Knocks Junior Board and I organize an annual fundraiser called Knocktoberfest. When you walk through the doors of Opportunity Knocks you feel the strong sense of community. The group of warriors, staff and volunteers are strengthened by the diversity of the group and learn from each other. Those of us who live close to the River Forest Community Center feel lucky to have Opportunity Knocks and the warriors as our neighbors. We benefit because we get to know many adults with disabilities personally and as our neighbors and friends. It is my hope that the housing plan for our village will consider the needs of those in our community with disabilities so that they can remain in our community and don't have to leave River Forest or the community of people they love as they age. Being able to live and work in our village as residents with disabilities benefits all of us in River Forest because it gives us a more diverse community. Opportunity Knocks has started social enterprises to create job opportunities. Many of the warriors have jobs they love in our local community through Opportunity Knocks or other local businesses and need to stay close to their work and families. I think that expanding the options for housing for adults with disabilities would strengthen our community as a whole. It is my hope that you will allow more time to review and discuss the proposal that was presented by Opportunity Knocks to the commission so that more

options for future housing for adults with disabilities can be included in the River Forest plan.

Please give this the attention that is needed for all voices to be represented in this important discussion. I love living in River Forest and hope to raise my family here someday around all of my family and friends. It is my hope my friends with disabilities will have the same opportunity to continue to live in the town they grew up in and love, close to the people they love, because we all benefit when we live in a community that values all of us.

Sincerely,

Kate Hampson

Sara Phyfer

From: Tara Harper [REDACTED]
Sent: Monday, June 8, 2020 5:57 PM
To: Sara Phyfer
Subject: Affordable Housing Plan in River Forest

Dear Village President and Trustees,

I'm writing today because I believe you should table or vote down the proposed Affordable Housing Plan as it stands. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes a willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning
- Adopt a goal of *at least* 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan.

With gratitude for consideration,

Tara Harper, Board of Trustee Member, Opportunity Knocks

From: [Deana Herrman](#)
To: [Sara Phyfer](#)
Subject: public comments for board meeting June 8, 2020
Date: Monday, June 8, 2020 11:52:53 AM

Hello,
Here are my public comments for this evening.
Thank you,
Deana Herrman
530 Franklin Ave.

Hello RF trustees,
I wish to comment on the affordable housing plan being discussed tonight.

This plan is an opportunity for RF to ensure equitable access to housing, making a special effort to remove disparities in housing access for people with disabilities, people of color, low-income households, diverse household types, and older adults – all of whom make up our RF community. I ask the that the board consider how they will comply with the Fair Housing Act (FHA) & Americans with Disability Act (ADA) accessibility standards in its plan. As long as a multi-family building has at least 4 units, it must comply with FHA and ADA accessibility standards but how this will be enforced or incentivized is weak in the plan.

Some trustees may be aware of the ways in which the River Forest's zoning for community residences runs afoul of the FHA such as excluding group homes from the definition of "family" & allowing group homes only by special use permit. With current violations in place, I am concerned that the proposed affordable housing plan will incur new violations and continue to exclude members of the community.

Perhaps the board should go back to the drawing board prior to adopting this plan with an expert in housing policy as well as members of the disability, aging and other communities whose views may have not been initially included in this plan. Taking another look may strengthen the plan to allow and support a robust and diverse supply of affordable, accessible housing to meet the needs of older adults and people with disabilities as well as encourage new construction to create physically-accessible housing, extending from the individual unit to the community.

I ask the following:

- Adopt goal of *at least* 10% affordable & accessible housing rather than just 10%;
- Set a policy to preserve existing multi-family and single-family housing affordable to households of modest incomes;
- Adopt a precise policy for TIF districts to preserve existing housing affordable to households of modest means and/or replace it with affordable units in new developments on a one-for-one basis; &
- Amend the zoning ordinance to establish incentivized inclusionary zoning that grants a density bonus only if at least 15 percent of dwelling units in a new development with multi-family housing is accessible & affordable to households of modest incomes.

River Forest deserves a socially just & equitable affordable housing program that allows residents to age in place, disabled citizens to remain and participate in the community, and encourages those who support our community such as nurses, teachers, first responders & essential workers to live

and participate in our community.

Regards,

Deana Herrman

530 Franklin Ave.

From: [Della Hosty](#)
To: [Sara Phyfer](#)
Subject: Housing
Date: Sunday, June 7, 2020 8:56:05 PM

Hello Sara, my name is Dell Hosty and I live in one of the areas that you call affordable housing. I would like to ask the question to the board about their plan regarding housing that is already on Harlem and Oak Street. Have they already had someone come out and survey the property? I need that answered on the record please.

Also why is this plan so similar to Wilmette plan that was written many years ago?. When you look at both plans the language is so similar and almost exact from the Wilmette plan. Why is that?

Thank you,
Della Hosty

Sent from my iPhone


From: [Greg Ignoffo](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Monday, June 8, 2020 4:25:31 PM

Dear Village President and Trustees,

I'm writing [today](#) because I believe you should table or vote down the proposed Affordable Housing Plan as it stands. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes a willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning
- Adopt a goal of *at least* 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan. Thank you for your consideration.

Gregory R. Ignoffo
Kelly & Ignoffo Law Group, P.C.

www.kellyignoffo.com

From: [REDACTED]
To: [Sara Phyfer](#)
Subject: Public Comment for June 8th meeting
Date: Monday, June 8, 2020 11:14:07 AM

Hi Sara,

Below is my public comment for the meeting tonight.

Thanks,
Jenny Kelly
941 Bonnie Brae Place

As a seven year resident of River Forest, I might be considered new to the game for some. But as a mother of three kids who went through Willard, two currently at Roosevelt, and one at OPRF, I am incredibly invested in the ongoing betterment of this community....all aspects of it.

Our community went through a fair and comprehensive process to make sure immigrants are safe and welcome here.

We went through a similar and lengthy process to make sure our schools are equitable. The community was and continues to be involved in every step of this process.

We are holding our police department to a high standard of transparency. We are not accepting racial profiling or police brutality of any kind in River Forest. We are asking the important questions of our police department and getting transparent answers without hesitation.

Why can we not expect the same process for our housing? We cannot be a community that has equitable schools and policing, but not housing.

Personally, I want to live in a community where young families can establish roots, where seniors can age here when they choose; where our teachers, our police, our fire department and so many others of modest income can afford to live. As a nurse, I could not afford to raise my kids here on my own, but I'm not any less of an asset to this community than someone with a high paying salary.

Affordable Housing is not going to take away from the beautiful homes and streets, the fantastic location and proximity to the city, and the sought after public school district. It will only enhance River Forest's charm and draw while making it a more equitable and diverse community.

The tide is changing all over this country. Do we really want to be a community that doesn't pursue real inclusion? A community that makes it clear that only a certain type of person, with a certain amount of wealth, is truly welcome here? I don't think so.

With hitting pause on this plan, giving it the due process it deserves, and adding provisions that actually protect affordable housing, we can be the community we want to be, and should be.

Please take a step back and do what's right for River Forest. Thank you!

From: [Heidi Kieselstein](#)
To: [Sara Phyfer](#)
Subject: Re: Affordable Housing Plan, From: Community of Congregations
Date: Sunday, June 7, 2020 7:36:19 PM

June 7, 2020

To: The Trustees of the River Forest Village Board

From: Community of Congregations

Re: River Forest Affordable Housing Plan

Dear President Adduci, and River Forest Village Board Trustees,

Thank you for your commitment and leadership to the River Forest community. Thank you for serving the village during this very challenging time. We pray that each of you, and your families, are safe and well.

In the past few months, the River Forest Village Board has repeatedly reached out to all residents, keeping us informed during the Covid-19 pandemic, and offering assistance to seniors and vulnerable residents. This act of kindness speaks to who we are as a village community, and who we want to be. We yearn to be good neighbors, and to look out for others.

We seek to live in a welcoming village; a village that is inclusive. That means we must offer real opportunities for those of limited financial means to reside in the village.

We know there are people who work in the village, meeting the needs of River Forest residents on a daily basis, who cannot afford to live in River Forest. We seek to lift up the people who make our grocery stores run, and those who teach the children in our schools...the medical personnel who staff our doctors' and dentists' offices, and so many others who help us. These important members of our community cannot afford to live among us, and we need to create opportunities for them to do so.

We believe the lack of access to affordable housing in River Forest must be addressed. It is a social justice concern.

And that brings us to the importance of a strong and effective Affordable Housing Plan.

We are happy to hear that the River Forest Village Board is looking at an Affordable Housing Plan. However, those of us who live in the community have not had sufficient time to learn about the plan, discuss the plan, and come to understand the far reaching implications of the plan.

As concerned people of faith, and as your neighbors, **we respectfully request that you do NOT approve the Affordable Housing Plan at this time. We ask you to**

pause. We ask that you delay a vote on the plan and provide adequate time, and information, for the residents to understand and comment on the plan.

And we respectfully request that you do NOT approve any new building or multi-unit housing contracts during this time of deliberation. It would be very unfair to approve a building contract which should be subject to an Affordable Housing Plan during this period of pause.

Please do NOT bring the Affordable Housing Plan to a vote on June 8th. The residents of the village are not ready.

The guidelines and implications of the plan are something we will all have to live with for decades to come. Let's give this process the time and attention it deserves. And please involve the community. We care, and we want to be a part of this decision making process. **We want to let you, our elected officials, know where we stand on the details of this very important plan. We need more time and information to make that happen.**

Thank you so much.

Sincerely,

Dr. Claire Noonan, President, Community of Congregations
Dominican University, River Forest

Rev. Katherine Paisley, Vice President, Community of Congregations
First United Methodist Church, Oak Park

Rabbi Max Weiss, Treasurer, Community of Congregations
Oak Park Temple B'nai Abraham Zion, Oak Park

Rev. Hailey Brayden-Lynch, Secretary, Community of Congregations
Fair Oaks Presbyterian Church, Oak Park

Rev. Alan Taylor, Past President, Community of Congregations
Unity Temple, Oak Park

Reesheda Graham-Washington, board member, Community of Congregations
Communities First Association, Oak Park

Cleo Hagen, board member, Community of Congregations
Pilgrim Congregational Church, Oak Park

Bob Hahn, board member, Community of Congregations
First United, Oak Park

Heidi Kieselstein, board member, Community of Congregations

West Suburban Temple Har Zion, River Forest

Rev. Warren Riley, board member, Community of Congregations
New Mt. Pilgrim Missionary Baptist Church, Chicago

Mazell Sykes, board member, Community of Congregations
New Landmark Missionary Baptist Church, Chicago

Rev. Sue Youngblood, board member, Community of Congregations
St. Christopher's Episcopal, St. Martin's Episcopal
Oak Park, Chicago

From: [Heidi Kieselstein](#)
To: [Sara Phyfer](#)
Subject: Fwd: Action needed on RF Affordable Housing!
Date: Friday, June 5, 2020 12:58:12 PM

Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes.
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis.
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning.
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning.
5. Adopt goal of at least 10% affordable housing rather than just 10%.

As a community, we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

*

Thank you for your attention to this important Village matter!

All my best,
Heidi Kieselstein
1001 Jackson Ave, RF

From: [Carolyn Kilbride](#)
To: [Sara Phyfer](#)
Subject: Public Comment of the COW meeting tonight at 5:30 p.m.
Date: Monday, June 8, 2020 2:29:41 PM

Please share with Trustees:

I am a Commissioner on the Planning Commission.

Please see my comment below:

It has come to my attention that a resident is accusing the consultant who worked with the Planning Commission of plagiarism regarding the Affordable Housing Plan (AHP). I find this comment highly insulting and divisive. The Planning Commission was presented with an initial draft of the AHP. It makes sense that the initial draft provided would be similar to other comparable villages or cities that have an approved AHP. Through 4 meetings, this draft was reviewed, discussed, commented upon, modified and thoughtfully approved, unanimously, on May 20. The substance of the plan is sound and this "plagiarism" claim is a red herring - it is disrupting our Village's governing process.

On recommendation of the Planning Commission, please accept our Approved Affordable House Plan.

Best Regards,

Carolyn A Kilbride

From: [Daniel Lauber](#)
To: [Sara Phyfer](#)
Subject: Submission for tonight's meetings
Date: Monday, June 8, 2020 2:21:26 PM
Attachments: [2020.6.8 Sara Pratt letter to River Forest.pdf](#)

Sara,

Attached is a letter to the village board from another Sara, Sara Pratt who served during the Obama administration as Deputy Assistant Secretary for Enforcement and Programs and Senior Advisor to the Assistant Secretary at the U.S. Department of Housing and Urban Development's Office of Fair Housing and Equal Opportunity.

Could you be so kind as to make sure it is distributed to the village trustees before the Committee of the Whole meeting?

Thank you.

Could you please reply now simply to confirm you received this email?

Thanks very much.

--

FROM:

Dan Lauber
River Forest, IL

Phones: [REDACTED]
Cell: [REDACTED]

Email:
[REDACTED]

Sara K. Pratt

June 8, 2020

President Cathy Aducci
Village Trustees
Village of River Forest
400 Park Avenue
River Forest, Illinois 60305

Dear President Aducci and Trustees of the Village of River Forest:

As a long-term employee of the Department of Housing and Urban Development, I write to make you aware that certain information being provided to you in a draft affordable housing plan does not accurately reflect HUD's standard for when households are "cost burdened" and when they are "severely cost burdened."

First, let me tell you how important it is that you adopt an effective affordable housing plan. As I'm sure that you are aware, there is a huge deficit in affordable housing in this country. In many cases our mothers and fathers, and in some cases our grandmothers and grandfathers, our friends and co-workers, cannot find affordable housing in their local communities.

The terms "cost burdened" and "severely cost burdened" are terms used by HUD to describe households that are low income and which may have difficulty affording necessities such as food, clothing, transportation, and medical care.

Households that spend 30 percent or more of their gross monthly income on housing costs (rent or mortgage) are considered to be "cost burdened." That is, when you consider their monthly income BEFORE taxes, spending more than 30% of that amount on housing means that there are insufficient funds left for food, health care and health insurance, transportation, clothing, school supplies for their children, etc. So if someone makes \$2100 a month before taxes, they should pay no MORE than \$700.00 (or 30%) for rent or their house payment (plus taxes and other assessments.)

Households that spend 50% or more of their income before taxes are "severely cost burdened." They have even less money available to pay for food, health care and the rest. They are paying too much money in rent or house payment to be able to afford the other necessities of life.

People who have disabilities, seniors who are retired, single person headed households, and others fit in these categories: people who have to pay more than 30% of their income in rent or house payments because their income in retirement is lower than their working income, households where one or more members is laid off so income is low, where family members can't work because they don't have child care or because they are sick or have disabilities.

I urge you to consider the HUD definitions of these categories in your affordable housing plan.

For your background, I retired from the Office of Housing and Urban Development in late 2015; I held the position of Deputy Assistant Secretary at that time. I used these HUD terms throughout my HUD career to assess whether or not communities were providing adequate housing at appropriate rent ranges so that cost burdened and severely cost burdened households could afford to live in the community.

If I can be of further assistance, I can be reached at [REDACTED].

Sincerely,

Sara Pratt

Sara K. Pratt

During the Obama administration, Sara K. Pratt served as Deputy Assistant Secretary for Enforcement and Programs and Senior Advisor to the Assistant Secretary at the U.S. Department of Housing and Urban Development's Office of Fair Housing and Equal Opportunity.

From: [Daniel Lauber](#)
To: [Sara Phyfer](#)
Subject: Written Submission for COW meeting tonight
Date: Monday, June 8, 2020 3:30:13 PM
Attachments: [Daniel Lauber written submission.pdf](#)

Sara,

Attached is my written submission for the COW meeting and regular board meeting tonight. As I wrote to you last week, I would also like to address the board (I will not cover the same territory). Thank you.

Could you please reply now simply to confirm you received this email?

Thanks very much.

--

FROM:

Dan Lauber
River Forest, IL

Phones: [REDACTED]
Cell: [REDACTED]

Email:
[REDACTED]

Daniel Lauber

7215 Oak Avenue 📍 River Forest, Illinois 60305 📞 [REDACTED]

Email: [REDACTED]

June 8, 2020

President Catherine Adduci and Trustees
Village of River Forest
400 Park Avenue
River Forest, Illinois 60305

Dear President Adduci and Trustees,

I write this submission on the draft Affordable Housing Plan with a heavy heart. Despite all the time and energy the Plan Commission devoted over four or five meetings, much of what you have before you tonight is a plan written 16 years ago for Wilmette by former Wilmette village president John Jacobi and village staff. I guess that explains why so much of the language and content of the proposed 2020 River Forest Affordable Housing Plan seemed so dated going back to its first draft last November.

I want you to know that this was discovered a week ago when a few residents started “goggling” for other affordable housing plans. One person went online and found the Wilmette plan as well as plans for Highland Park, Northbrook, Lake Forest, Evanston, and Compton Hills. I found the Wilmette plan in my computer directory for the Illinois Affordable Housing Planning & Appeal Act. Judging by the date stamp on the file, I last read the Wilmette plan in 2012. I was pretty surprised when so much of the Wilmette plan sounded like ours, especially that phrase “spirit of our community.” When I got to the section 5 and read the options, I knew something was not right. The outdated language seemed nearly identical to what was in our plan. I started looking at them side by side and there were just too many similarities not to notice. I ran a comparison of the two plans in Adobe Acrobat Pro and was stunned at how much of the River Forest plan at the amount of identical language in the two plans.

Now if the author of the 2020 River Forest plan had written the 2004 Wilmette Plan, I could understand how so much of the language could be so identical. That’s not improper, especially if you disclose that to your client. But due diligence was done and it was confirmed that the author of the River Forest plan was not involved with the 2004 Wilmette plan.

As a two-time President of the American Institute of Certified Planners, I want you to know that **it is not remotely customary in the planning profession to use text or graphics from another jurisdiction’s plan you did not author in another plan you write without attribution.** When writing a plan, it’s certainly common to take a gander at other plans. It’s certainly permissible to use the structure of another plan as an outline template. But you do *not* under any circumstances use the identical language from somebody else’s work and portray it as your own — and most certainly not whole sentences, paragraphs, or sections of somebody else’s plan.

The result, sadly, is a plan that uses outdated language and ideas (for example, nobody talks about zoning mandates today because they almost always constitute a Fifth Amendment violation of a takings without just compensation — much has changed in the 16 years since the Wilmette plan was written). The result is a plan that lacks adequate data on River Forest, misrepresents what constitutes cost burdened housing, and leaves out specific recommendations of what River Forest, not Wilmette, needs to do to preserve our small supply of existing affordable housing and expand it to meet housing needs, needs that are unclear given the paucity of River Forest data in this hybrid plan.

In the interest of the village's integrity and accuracy, I urge you to vote "no" tonight on the motion to adopt this Affordable Housing Plan, take a few weeks to digest the concerns residents express tonight, and relaunch the planning process like so many residents are suggesting tonight.

Sincerely,

A handwritten signature in blue ink that reads "Daniel Lauber". The script is cursive and fluid, with the first name and last name clearly distinguishable.

Daniel Lauber

From: [Diana Lauber](#)
To: [Sara Phyfer](#)
Subject: Letter for Committee of the Whole meeting 6/8/2020
Date: Monday, June 8, 2020 1:34:55 PM

Please include my comments for the Committee of the Whole meeting tonight. Thank you.

To the River Forest Committee of the Whole,

While I appreciate the time and effort that the Plan Commission put into the River Forest Affordable Housing Plan before you tonight, they were reading and approving the WilForest Affordable Housing Plan instead. It is dismaying and embarrassing to find out that large portions of the plan were copied word-for-word from the 2004 Wilmette Affordable Housing Plan. There was no acknowledgment that this plan was not original work. There was no acknowledgment or citation that a large portion of this plan was copied verbatim from someone else's work. Furthermore, the copied work was written 16 years ago. Affordable housing planning has changed considerably in 16 years. Perhaps the consultant thought no one would notice the appropriation from such an old plan.

Our tax dollars went to pay for this affordable housing plan. We need to get our money back. Please do not approve the WilForest plan. We need our own plan, now more than ever.

Diana Lauber

--

FROM:

Diana Lauber
River Forest, IL

Cell Phone: [REDACTED]
Home Phone: [REDACTED]

Email: [REDACTED]

From: [Sara Maly Lisy](#)
To: [Sara Phyfer](#)
Subject: Comments on Affordable Housing Plan
Date: Sunday, June 7, 2020 7:58:33 PM

I am submitting this comment on the Affordable Housing Plan to be read at this Monday's 5:00 pm Committee of the Whole Meeting:

At a time when so many of us are asking how we can make our community more inclusive, I am very disappointed in the village's proposed affordable housing plan and ask the committee to reject this plan. Rather than making an earnest effort at increasing the availability of affordable housing, this plan focuses on a litany of excuses.

Furthermore, this plan is largely copied from a 2014 plan for Wilmette. It is unacceptable that River Forest would consider copying a plan without attribution, and a 16 year old plan at that. As a taxpayer, I expect our elected officials and the experts retained by the village to make honest, sincere efforts at addressing River Forest's challenges.

I call on the committee to reject the proposed plan and to retain a qualified expert on affordable housing policy to write an original plan for River Forest.

I urge the creation of a new affordable housing plan that includes the following:

1. A recommendation to amend River Forest's Comprehensive Plan to establish a policy of preserving existing housing affordable to households with modest incomes
2. A recommendation to adopt effective incentives inclusionary zoning
3. A recommendation to adopt the policy that at least 15% of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes
4. A recommendation to adopt a precise policy for TIF districts to either preserve existing affordable multi-family and single family housing or replace existing affordable housing with new affordable units in new developments in the TIF districts on a one-for-one basis
5. Establish a goal of at least 10% housing affordable to households with modest income instead of limiting it to 10%

Sincerely,
Sara Lisy
506 Thatcher Ave.

From: [Erin Mackinney](#)
To: [Sara Phyfer](#)
Subject: Delay vote on Affordable Housing Plan
Date: Sunday, June 7, 2020 10:18:36 PM

Dear President Adduci and Trustees,

Thank you for your service. I'm writing today to ask that you delay the vote on a flawed Affordable Housing Plan that needs more time for public comment and review. I am a resident of River Forest and ask you to consider the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15% of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning

As a community we have a moral responsibility to act for equity. If we want to be a community that welcomes people of all incomes, races, and life circumstances - a community where young families, seniors, teachers, nurses, service workers, and first responders who faithfully serve our community can live here, more affordable housing needs to be available. The current plan is not tailored to the specific needs of River Forest. We deserve more, and our Board should demand better.

Thank you for your attention to this important matter.

Kind regards,
Erin

From: [Claudia Marciniak](#)
To: [Sara Phyfer](#)
Subject: Planning Meeting tonight
Date: Monday, June 8, 2020 4:22:58 PM

Dear Ms. Phyfer,

Please pass this comment on to the board for the meeting tonight.

Honorable Board President and Trustees:

I am a parent of a 28 year old adult child who is enrolled at Opportunity Knocks. Claire still lives at home because our acceptable housing options are so limited. I'm writing today because I believe you should table or vote down the proposed Affordable Housing Plan as written today as it does not fully address the housing needs of the community today. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes a willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan to include those disadvantaged in our communities:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning
- Adopt a goal of *at least* 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan.

Claudia Marciniak
Parent, Opportunity Knocks Board Member

Sent from [Mail](#) for Windows 10

From: [Mike McGarry](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing in RF
Date: Monday, June 8, 2020 2:34:42 PM
Attachments: [SA-BH combined logo.png](#)

Dear Village President and Trustees,

I'm writing today because I believe you should table or vote down the proposed Affordable Housing Plan as it stands. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning

Adopt a goal of at least 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan.

Thank you.

Mike McGarry

Michael J. McGarry
President
W: (708)366-1690

[www.socraticarts.com](#)



Winner of Brandon Hall Group's 2019 "Excellence in Technology" Gold Award

From: [doug photo](#)
To: [Sara Phyfer](#)
Subject: affordable housing
Date: Sunday, June 7, 2020 8:23:04 AM
Attachments: [Final_email_size_01-22-2020_DOUG_email_signature-2 copy.png](#)

I saw a post online about the RF affordable housing plan

As someone who lives in affordable housing in RF, one of the best things RF could do to help affordable housing is to offer an overnight street parking permit. For example in my building there are 10 units but only 5 parking places. In the past people where able to rent spaces in my area from concordia and dominican. Both of them have stopped renting parking to residents in the last few years. So people in my building near division and harlem now need to rent in Oak Park in the ramps at lake and harlem. The option of buying an overnight parking permit from the village would be a huge help. We've had trouble keeping people in our building since people don't want to walk 20 minutes to there cars. This is not just isolated to my building but to many of the developments of small condos and apartments that ring RF.

doug mcGoldrick photographer [dougphoto.com](#) 773.368.0168



From: [Margaret McDermott Metzger](#)
To: [Sara Phyfer](#)
Subject: Delay Tonight's Vote
Date: Monday, June 8, 2020 8:58:06 AM

Dear President Adduci and Trustees,

Thank you for your service. I'm writing today to ask that you delay the vote on a flawed Affordable Housing Plan that needs more time for public comment and review. I am a 10-year resident of River Forest, and ask you on behalf of my family, and as a minister serving two congregations with members who live in River Forest, to delay the vote, and to at the very least, add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15% of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning

As a community we have a moral responsibility to act for equity. If we want to be a community that welcomes people of all incomes, races, and life circumstances ~ a community where young families, seniors, teachers, nurses, service workers, and first responders who faithfully serve our community can live here, more affordable housing needs to be available. The current plan is not tailored to the specific needs of River Forest. We deserve more, and our Board should demand better.

Thank you for your attention to this important matter.

Sincerely,
Margaret Metzger

Sent from my iPhone

From: [Nicole](#)
To: [Sara Phyfer](#)
Subject: Fix the AFH Plan before you vote!
Date: Saturday, June 6, 2020 12:34:55 PM

Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Yours, Nicole Miller
7629 Vine St, Apt 2 River Forest IL 60305

From: [Ashby Mims](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan Amendments
Date: Thursday, June 4, 2020 11:27:57 PM

Dear River Forest Village President and Trustees,

I'm writing today because I do not agree with the Affordable Housing Plan you are voting on, until it is truly able to provide MORE housing that is actually affordable, not less. I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

Citizens of River Forest want and need to support equity in our community, and I believe these amendments to the River Forest Affordable Housing Plan are necessary to promote diversity among for people of all ages, incomes, and backgrounds, as well as encourage economic health in our community.

Thanks for your attention to this important matter,
Ashby Mims
903 Bonnie Brae



loyalty ■ ethics ■ commitment

**WE REQUEST THAT THE FOLLOWING BE READ INTO THE PUBLIC
READ FOR ITEM #4 (Committee of the Whole)**

The Oak Park Area Association of REALTORS commends the Village for its recent discussions regarding ways to retain and bring more affordable housing to the Village. We have reviewed the Affordable Housing Plan that was developed by the Plan Commission and have the following comments.

The Association concurs with the Plan's recommendation that a set of strict mandates on new residential developments is not the best way to proceed. The Plan suggests a more flexible approach, and that makes more sense for the Village.

The Association shares the Plan's view that mandatory set-aside requirements on by-right developments would not be helpful.

Policies that are more market-driven, or incentive-based—as opposed to mandates on developers—should be explored, and the Plan recommends just that. The specific recommendations of the Plan seem very well-suited to River Forest and are feasible. Other policy options that can be explored include:

- Density Bonuses;
- Waiver of fees that are tied to the development process; the waivers could apply to the affordable units;
- A review of the Village's development approval process. When a developer agrees to provide some number of affordable units in a development, that proposal should receive a quicker review process.

For a more detailed discussion of these ideas, please see the attached full statement from the Association of REALTORS.

Thank you!





loyalty ■ ethics ■ commitment

The Oak Park Area Association of REALTORS commends the Village for its recent discussions regarding ways to retain and bring more affordable housing to the Village. We have reviewed the Affordable Housing Plan that was developed by the Plan Commission and have the following comments.

The Association concurs with the Plan's recommendation that a set of strict mandates on new residential developments is not the best way to proceed. The Plan suggests a more flexible approach, and that makes more sense for the Village.

The Association shares the Plan's view that mandatory set-aside requirements on by-right developments would not be helpful for the following reasons:

- Strict mandates (such as a required set-aside for a specific number of affordable units in a multi-family development) can cause developers to choose to develop housing elsewhere. Some projects may become economically unviable if forced to pay large "fees in lieu" of the required affordable units.
- Mandates can drive up the cost of the non-affordable units. The Plan acknowledges this fact.
- Mandates place the responsibility of providing affordable housing solely on the developer.

Policies that are more market-driven, or incentive-based—as opposed to mandates on developers—should be explored, and the Plan recommends just that. The specific recommendations of the Plan seem very well-suited to River Forest and are feasible. What follows is a set of policy options that could also be implemented when a large-scale developer enters into discussions with the Village:

Density Bonuses - This is a zoning technique whereby the County/municipality can allow the developer to develop a greater number of market rate units than would be permitted by right as a way to compensate for the reduced rate of return on the affordable units. In return for the greater density, the developer agrees to provide some number of affordable units. The developer's general rule of thumb is that one additional market rate unit is needed for every affordable unit that is provided.


Waiver of Fees – Any fees that are tied to the development process should be considered for waiver on the affordable units. Waivers Permit fees, tap-on fees, transfer tax etc. should all be considered.

TIF Districts - A municipality may create a Tax Increment Finance (TIF) district that can be a mix of commercial and residential uses. The municipality could require a set-aside of a specific number of affordable residential units for new development within the TIF.

Other Approaches and Suggestions:

- The development approval process should be efficient and expedient. This is vitally important in keeping the cost of development down. When a developer agrees to provide some number of affordable units in a development, that developer's proposal should receive a quicker approval process.
- Design standards should be kept at a level that balances energy efficiency, quality of construction and curb appeal with affordability.
- Paramount to providing access to housing is also removing high construction material costs as an impediment. The Association calls for the Village to work with the industry to reform unnecessarily expensive parts of the building code to encourage both residential and commercial development.

A combination of some or all of these cost off-sets could be enough to facilitate a constructive relationship between the Village and the developer to create an agreed-upon number of affordable units.

If you have questions, please contact Mike Scobey at 

From: [Anne Oscherwitz](#)
To: [Sara Phyfer](#)
Subject: Flawed Affordable Housing Plan
Date: Friday, June 5, 2020 12:38:56 PM

Dear Village President, Cathy Adduci and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Sincerely,
Anne Oscherwitz
River Forest resident

From: [Frowene Rodgers](#)
To: [Sara Phyfer](#)
Subject: Public Comment reference--Affordable Housing Plan
Date: Sunday, June 7, 2020 10:03:20 PM


Dear Village Trustees,

I disagree with the Affordable Housing Plan that is up for voting in its current form. I request that the village retain a qualified expert on affordable housing policy to write an original plan for River Forest instead of mirroring a plan like one from a non-diverse north shore suburb.

The current plan also feels rushed and unfair in its current form which in my opinion is not in the best interest of the village.

Please vote to amend the Affordable Housing Plan on June 8. River Forest is a special place and we deserve a more thoughtful plan that will consider real affordable housing as described by true experts in this area.

Kind Regards,

Frowene Rodgers
746 Clinton Place


From: [RENEE ROTATORI](#)
To: [Sara Phyfer](#)
Subject: Letter for tonight's meeting
Date: Monday, June 8, 2020 4:58:59 PM

Dear Village President and Trustees,

I'm writing today because I believe you should table or vote down the proposed Affordable Housing Plan as it stands. I encourage you to add the following provisions or send the plan back to a fortified and more diversified work group that includes a willing commission members, additional social service representatives and experts in the field of affordable and supportive housing with the intent to vet these more meaningful commitments and develop a more meaningful plan:

- Commit to a policy of preserving or replacing existing multi-family and single-family affordable and supportive housing on a one-for-one basis
- Amend the zoning ordinance to provide for incentivized inclusionary zoning
- Amend the zoning ordinance to allow for flexibility to pursue innovative integrated supportive housing, supervised apartments, accessory apartments, shared living models
- Commit to an effort to pursue the resources that can support these developments, properties and prospective rent subsidies. e.g. Oak Park Housing Authority
- Adopt a policy that at least 20 percent of dwelling units in all new developments that include multi-family housing be deemed affordable and/or supportive to households of modest incomes using inclusionary zoning
- Adopt a goal of *at least* 10% affordable housing rather than just 10%

Given this moment in time, we have an opportunity to recognize our collective force and commit to building a system that supports equal access and opportunity. This plan can guide us in developing a mindset that will build and protect a community for all races, ages and abilities. I ask you to re-write and revisit this plan.

Sincerely,
Renee and Mark Rotatori
944 Bonnie Brae Place
River Forest, IL 60305

From: [Phyllis Rubin](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Sunday, June 7, 2020 10:19:53 PM
Attachments: [Affordable Housing statement 6-8-2020.docx](#)

Attached is my letter to the Board for Monday night's COW and Board meeting. I would also like to speak at both meetings.

Phyllis Rubin

Village of River Forest Board of Trustees

Addressing the proposed Affordable Housing Plan, June 8, 2020

I am now a 5.5 year resident of River Forest and have spoken before about the Affordable Housing Plan and its weaknesses. In this statement, I will be doing that again.

I know this plan has gone through a number of iterations by Plan Commission direction and I am sure the Commission has put a lot of work into it. Regardless, it is not a plan worthy of our Village and it lacks the depth of thought that should go into such a plan. I urge you to delay any vote on this plan so we can all do our due diligence to make it a plan for OUR Village and for the times we are living and witnessing.

I am troubled by some of the language in this plan, implying that this affordable housing plan and its options **may** – I know it says “may,” but it should not say “may – cause housing values to decrease and thus be a burden on the homeowners of River Forest. I see that this version has removed the word “burden” per the directive of the Plan Commission and rightly so. However there is still language that implies that there could be a downside for homeowners, contrary to research on the impact of affordable housing on the surrounding neighborhood. One page 5, it says under Zoning Bonuses: “the regulations being relaxed were presumably adopted for the protection of the community, especially the neighboring property owners. Allowing more intense development therefore may adversely affect the character of the neighborhood and possibly diminish the value of the neighboring properties, and the neighboring property owners would bear the cost.”

This language can have the effect of raising fears in homeowners that the value of their property will decrease, absolutely contrary to studies of the effects of well-done affordable housing plans in well-off neighborhoods like ours. (While affordable housing can have a negative effect on in lower income communities, we are not such a community. It might be expected that well-off communities have the resources and expertise to do affordable housing right.) The Board should, once again, refuse to endorse this type of language and what it implies, instead seeking a plan that values affordable housing in River Forest. With a better plan in hand, the Board and staff should embark on a program to educate the community about the value of such a plan, and dispel the commonly thought, but incorrect, negatives of such a plan.

This is not the time – nor was there ever a justified time – to sow in our community the fear of people with modest means who may wish to live here. People of modest means are our teachers, nurses, Village workers, librarians, students and our retired seniors. People of modest means could also be our children, wanting to come back where they grew up to live near their parents and friends. People of modest means can also be families seeking a community with good schools to give their children opportunities they didn’t have.

We are a fortunate community, but we should not strive to be an exclusive community. We should not accept a plan that seems to imply that we **can't possibly** work for more affordable housing, rather than a plan that says how we **can and will** successfully do just that and, what's more, will do it well.

It can be done. Highland Park, another well-off and built up community like ours, uses "high-road" language:

"Inclusionary housing has the potential to increase the supply of housing for the City's workforce. Such action helps local employers attract and retain employees – the people who keep our community safe, teach our children, and maintain the economic health of our business sector. Furthermore, by providing opportunities for people to live near their place of employment, the City can benefit from reduced traffic congestion on local streets. Developers of covered projects must provide 20% of the total units for sale or rent at an affordable housing price."

Also, in contrast to the language in our proposed plan, Highland Park ends with: "The City's experience with the affordable units that it owns or manages and its research on the experience of other communities with inclusionary housing programs indicate that such programs have no adverse impact on property values."

I've attached a list of studies with summaries that describe the effects of affordable housing on communities like River Forest.

Creating a strong and thorough Affordable Housing Plan is possible. This one before you tonight isn't it. Let's bring in someone who has the vision and experience in affordable housing policy to produce with us the plan we deserve, one that meets the imperative of our time and clearly reflects our values. If not now, when? If not us, who?

And because I know you won't have time to read the following articles tonight, I'm listing below, with a few summaries, some studies of the effects of affordable housing on property values.

Thank you,

Phyllis B Rubin
411 Ashland Avenue, 6B
River Forest, IL 60305



Studies of Effects of Affordable Housing Development on Neighborhoods

Affordable Rental Housing Does Not Reduce Property Values: Evidence from the Twin Cities, May, 2014, Family Housing Fund

Results: Sellers increased the average price they received per square foot of finished space by nearly five percent annually after affordable housing was constructed. Additionally, the average sales price for the entire property increased more than two percent in the post-construction period.

Maxfield Research found little to no evidence to suggest that the construction of affordable rental housing hurt the performance of home sales. In the areas studied, home sales displayed similar or stronger performance in the period after affordable rental housing was built compared to a control group.

Addressing Community Opposition to Affordable Housing Development A Fair Housing Toolkit, 2004

This could be an excellent resource to the Board in addressing residents' concerns about a decrease in housing values, increase in crime, overcrowding in schools, etc.

Summary: Contrary to widely held negative views of affordable housing, a substantial body of research, dating back to the early 1970s, has established that affordable housing has no detrimental effect on property values or on the time that homes spend on the market. Well over 100 studies, conducted by prestigious universities, state and federal government agencies, accounting firms and planning organizations, have concluded that neither conventional public housing, nor affordable private units, nor group homes for people with disabilities has a negative effect on surrounding properties. Some studies have documented a positive impact on surrounding property values.

"Don't Put it Here!" Does Affordable Housing Cause Nearby Property Values to Decline?, The Center for Housing Policy Insights

http://furmancenter.org/files/media/Dont_Put_It_Here.pdf

Another good resource in educating ourselves and residents.

Some evidence suggests that affordable housing is more likely to have either no impact or a positive impact on surrounding home prices when located in strong neighborhoods — that is, higher value, lower poverty neighborhoods.

There Doesn't Go the Neighborhood: Low-Income Housing Has No Impact on Nearby Home Values, by Cheryl Young, May 2, 2019 in Trulia Research

Results of a study of four communities: Econometric studies that have found few negative effects to well-constructed and well-designed affordable housing. So far, we conclude that many of the common fears about affordable housing are either overstated or simply wrong.

How Does Affordable Housing Affect Surrounding Property Values?, HOUSING RESEARCH SYNTHESIS PROJECT, Research Brief No. 1 | August 2008

Summary: Affordable housing seems least likely to generate negative property value impacts when it is embedded within higher value, low-poverty, stable neighborhoods and when the affordable housing development is well managed.

Does Federally Subsidized Rental Housing Depress Neighborhood Property Values? Ingrid Gould Ellen, Michael H. Schill, Amy Ellen Schwartz, Ioan Voicu, for FURMAN CENTER FOR REAL ESTATE & URBAN POLICY

Summary: We find that federally-subsidized developments have not typically led to reductions in property values and have in fact led to increases in many cases.

Community Impact: The Effects of Assisted Rental Housing in Delaware, A report by Kevin C. Gillen, PhD. and Econsult Corporation, October, 2012.

Key Findings: The central findings of the report are that the location of assisted multifamily rental housing is typically not associated with any subsequent changes in the values of neighboring properties. The perceived association with lower property values is generally due to the historic strategy of locating these properties in areas where property values are already relatively low and also relatively declining.

Additional articles and studies:

AH_Does_Not_Reduce_Property_Values_Fact_Sheet_May_2014.pdf

Property Values_Fact Sheet.pdf

Property Values_Summary.pdf

Shelterforce - Property Values.pdf

What the studies say about affordable housing and property values - Houston May 2016.pdf

Why Affordable Housing Does Not Lower Property Values.pdf

Fear of Affordable Housing - Perception vs. Reality.pdf

Fiscal Impact of Mixed-Income Housing on Massachusetts Municipalities.pdf

Review of the Literature on Impact of Affordable Housing on Property Values.pdf

Tufts Massachusetts 40B Impact Study.pdf

From: [Karen Simon](#)
To: [Sara Phyfer](#)
Subject: Please create a stronger and more equitable Affordable Housing Plan!
Date: Monday, June 8, 2020 1:05:54 PM

Dear Village President and Trustees,

When my family relocated from Colorado to River Forest five years ago, we did so believing that River Forest was slowly but steadily making strides toward inclusion and diversity. We trusted our village leaders to develop policies and procedures with equity in mind: policies that allow older adults to age in place; policies that make it feasible for teachers and librarians and first responders to call River Forest home; and policies that not only welcome but facilitate home ownership by individuals of modest incomes. I'm concerned that you are about to approve a flawed Affordable Housing Plan, without expert input and without considering the opinions of local residents.

Please do not vote on the Housing Plan without modifications. Specifically:

- River Forest's Comprehensive Plan should include a policy to preserve existing multi-family and single-family housing that is affordable for modest-income families.
- TIF districts should either preserve existing multi-family and single-family housing that is affordable for modest-income families or they should replace those units with affordable units in new developments on a 1:1 basis.
- River Forest should strive to preserve 15% of units in all new developments that include multi-family housing for modest-income households.

It is one thing to proclaim a commitment to diversity. It's another to demonstrate that commitment. It's time for change.

Sincerely,

Karen Simon
843 Keystone Ave
River Forest, IL 60305

From: [Margot Toppen](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Friday, June 5, 2020 1:29:12 PM

Dear Village President and Trustees,

As someone who values diversity and celebrates River Forest's commitment to being a village that is welcoming to all, I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Thank you for your continued commitment to making River Forest a community that is accessible, inclusive, and welcoming to all people.

Margot Toppen
806 Clinton PI

From: [Colleen Vahey](#)
To: [Sara Phyfer](#)
Subject: Delay Vote on Affordable Housing Plan
Date: Sunday, June 7, 2020 8:01:19 PM
Attachments: [image.png](#)

Dear President Adduci and Trustees,

Thank you for your service. I'm writing today to ask that you delay the vote on a flawed Affordable Housing Plan that needs more time for public comment and review. I am a 10-year resident of River Forest, and ask you on behalf of my family, and as a minister serving two congregations with members who live in River Forest, to delay the vote, and to at the very least, add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15% of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning

As a community we have a moral responsibility to act for equity. If we want to be a community that welcomes people of all incomes, races, and life circumstances ~ a community where young families, seniors, teachers, nurses, service workers, and first responders who faithfully serve our community can live here, more affordable housing needs to be available. The current plan is not tailored to the specific needs of River Forest. We deserve more, and our Board should demand better.

Thank you for your attention to this important matter.

In faith,
Rev. Colleen Vahey
707 Ashland Ave., River Forest



Rev. Colleen Vahey, Faith in Action Coordinator
Unity Temple Unitarian Universalist Congregation
Pronouns :: she : her : hers
cvahey@unitytemple.org
Hrs : Wednesday and By Appointment
Worship : 875 Lake Street Oak Park IL 60301 | Offices : 1019 South Blvd
www.unitytemple.org | Follow us on Facebook



Rev. Colleen Vahey
Minister of Third Unitarian Church of Chicago
she/her/hers
301 N. Mayfield Ave.
Chicago, IL 60644

cell: [REDACTED]
[REDACTED]

From: [Beth Vlerick](#)
To: [Sara Phylae](#)
Cc: [Peter Vlerick](#)
Subject: Affordable Housing Plan
Date: Saturday, June 6, 2020 10:13:07 AM

Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Sincerely,

Beth & Peter Vlerick

From: [Peter Vlerick](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing in River Forest
Date: Saturday, June 6, 2020 5:55:17 PM

Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
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As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Respectfully,
Peter Vlerick



823 Ashland Ave, River Forest, IL 60305

From: [Mary Jane Welter](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Monday, June 8, 2020 2:58:26 PM

Please do not approve the Affordable Housing Plan at this time. I would like more time and information to understand this plan.

Thank you.

Mary Jane Welter
747 Ashland Avenue

From: [Lailani Workman](#)
To: [Sara Phyfer](#)
Subject: Affordable Housing Plan
Date: Saturday, June 6, 2020 11:38:24 AM

Dear Village President and Trustees,

I'm writing today because I believe you are voting on a flawed Affordable Housing Plan and I encourage you to add the following provisions:

1. Amend River Forest's Comprehensive Plan to establish a policy of preserving existing multi-family and single-family housing affordable to households with modest incomes
2. Adopt precise policy for TIF districts to either preserve existing multi-family and single-family housing affordable to households with modest incomes or replace existing affordable housing with affordable units in new developments in the TIF districts on a one-for-one basis
3. Amend the zoning ordinance to provide for incentivized inclusionary zoning
4. Adopt a policy that at least 15 percent of dwelling units in all new developments that include multi-family housing be affordable to households of modest incomes using inclusionary zoning
5. Adopt goal of at least 10% affordable housing rather than just 10%

As a community we have an opportunity today to act with equity in mind. We have the opportunity to show our residents how invested in their future we are. And we have the opportunity to demonstrate our commitment to welcoming diversity. We deserve a socially just and equitable affordable housing program that allows our residents to age in place, encourages civil servants like teachers, nurses and first responders to live in our community and ensures our Village is investing in our economic health. The plan contains misinformation and isn't tailored for RF specific needs. We deserve more, and our Board should demand better.

Sincerely,
Lailani Workman

**VILLAGE OF RIVER FOREST
VILLAGE BOARD OF TRUSTEES MINUTES
Monday, June 8, 2020**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, June 8, 2020 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 8:00 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Management Analyst Sara Phyfer, Police Chief James O'Shea, Finance Director Rosemary McAdams, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Attorney Greg Smith, Village Planner John Houseal, Plan Commission Chair David Crosby

2. APPROVAL OF REMOTE PARTICIPATION

Trustee Cargie made a motion, seconded by Trustee Henek, to allow the meeting to occur by remote audio and video conference.

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

3. PLEDGE OF ALLEGIANCE

President Adduci led the Pledge of Allegiance.

4. CITIZEN COMMENTS

David Flint. Mr. Flint expressed his appreciation for the work going into the Affordable Housing Plan process. He stated he wants what is best for the community and to feel protected and considered valuable as a citizen. He referred to studies about zoning changes and their effect on the housing market.

Deb Wolkstein, 1138 Franklin. Ms. Wolkstein stated her not being in favor of the proposed plan was not a personal attack on Mr. Houseal. She stated she was hoping to see creative solutions in the plan and expressed her dissatisfaction with the plan as proposed.

Heidi Kieselstein, Community of Congregation - 1001 Jackson. Ms. Kieselstein expressed a desire for a plan that is strong and effective, and stated there was not enough time to learn and discuss the plan. She requested that the Board delayed its vote in order to create policy that expresses the Village's values.

Dan Lauber, 7215 Oak. Mr. Lauber expressed his appreciation for the time and energy of the Plan Commission. He stated he did not understand the reluctance to incorporate his recommendations. He stated the model used is 16 years old and that his plan would include more data. He urged the Board to vote no and do more than just meet the requirements.

Megan Keskitalo, 8125 Lake. Ms. Keskitalo stated she has seen plans written in partnerships and suggested working with other organizations on the plan. She commented that losing affordable housing units have real human faces and costs.

Josh Ehart, 522 Park. Mr. Ehart urged the Board to postpone the vote to allow time to address the challenges. He stated the proposed plan was not detailed enough to address the complexities.

Megan Hodge, 1338 Park. Ms. Hodge spoke for the need of a comprehensive, equitable plan. She suggested it include broader River Forest values and objectives and integrate inclusivity with intention. She stated there is more work to be done.

Trustee Henek requested that Keary Cragan's (914 Bonnie Brae) written comments be read into the record. Ms. Scheiner read Ms. Cragan's comments. Ms. Cragan stated that she is a member of the Plan Commission and that she was unaware that the plan was based on Wilmette's Affordable Housing Plan and expressed disappointment at learning this. She stated the community should strive to have more than the mandated 10%. She expressed favoring allowing Accessory Dwelling Units and requiring new developments to include a certain percentage of affordable and/or integrated housing.

Phyllis Ruben, 411 Ashland. Ms. Rubin stated she appreciated the discussion and expressed concern about the phrasing regarding diminishing property values.

Mr. Houseal assured that the sentence in question relates to density, noting that the plan only refers to diminishing property values or neighboring properties as it relates to building heights, not the affordable housing units themselves.

5.ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee Bachner explained the purpose of the land acknowledgment she reads each meeting, stating that the decisions made by the Board impact so many people. She read a statement to acknowledge that this land was once inhabited by indigenous people and stated that River Forest continues to be a place that people from diverse backgrounds live and gather. Trustee Bachner acknowledged the recent deaths of George Floyd, Breonna Taylor and Tony McDade, black individuals who were killed by police in their communities. She stated that the systems in place do not work for everybody and that we must do better. She thanked the

Village for everything done for the woman who was victimized last week by a resident and expressed a need to stand up for minorities and those who are marginalized. Trustee Bachner reported that over the weekend she held an event to distribute masks and Census materials to people in multi-family housing.

Trustee Cargie reported on the progress of the Deer Management Committee. He stated the Committee has held weekly meetings to finalize the survey and requested approval from the Board to spend \$3,000 for postcards that would be mailed to every household. He thanked Committee members and Management Analyst Phyfer for their work. He noted that Tim Preuss from the Illinois Department of Natural Resources would be attending the next meeting.

Trustee Vazquez thanked Staff for its response to the Jewel incident, noting the communication was terrific. He reported that the Age-Friendly Community Collaboration through the Metropolitan Mayors Caucus met on June 4. He stated he presented on the Village's COVID-19 Senior Task Force and heard a report on mobility and transit. He noted that he is scheduling a meeting for the Village's Age-Friendly Committee and announced the Wabi-Sabi Film Festival screening on June 19.

Village Clerk Brand-White echoed the congratulations and appreciation to President Adduci and Staff regarding the incident this past week. She wished everyone a happy Pride month.

Trustee Brennan congratulated Sustainability Commissioner Shannon Roberts on the birth of a baby boy. She stated the past two weeks have been heartbreaking. She remarked that the statements from President Adduci and Chief O'Shea were spot on and thanked Staff for working tirelessly during this time. She commented that racial inequality permeates everything in society and that we must take proactive steps to live without bias. With Trustee Bachner, she recommended creating a forum of stakeholders to discuss these issues and work to improve the community.

Trustee Henek echoed the comments related to COVID and the Jewel incident. She expressed support of the forum and thanked Trustee Bachner for her event over the weekend. She reviewed the timeline for the affordable housing discussion, noting that the task began in September and continued with four meetings over eight months. She requested more time to discuss and digest the issue and expressed frustration that public comment is taken but there is not time to incorporate the comments into the plan. In comparison, Trustee Henek also reviewed the number of meetings for the deer discussion over the same period, stating it was discussed at four village board meetings and at least 4-5 deer task force committee meetings, noting more meetings will continue until a recommendation is due in September. She stated there have been more conversations about deer than about humans, residents, and taking a stand on being a leader in breaking down systemic racism. She expressed frustration about the timeframe of the affordable housing discussion, stating that the process being followed is not enough and remarked that it is disrespectful and unfair to residents.

President Adduci stated the date was agreed to at the last meeting, and Trustee Henek stated she wants to go on record stating prior to the May 26 meeting, the June 8 Committee of the

Whole meeting date was set, as well as direction given to vote on the plan at the June 8 regular Village Board meeting, she does not support the process and apologized to residents.

Trustee O'Connell expressed his sincere sadness about the Jewel incident and that that happened in River Forest. He congratulated Chief O'Shea and the Police Department. He recalled the riots in 1968 and urged parents to talk to their kids why this is happening. Trustee O'Connell addressed Trustee Henek's comments and stated he did not think it was fair to the Plan Commission, noting the Board is here to give direction to Staff.

President Adduci wished everyone a happy Pride Month and read a Proclamation Designating June as LGBTQ+ Pride Month in River Forest. She reflected on being proud and grateful for Staff's work, and expressed appreciation for the swift investigation and handling of the Jewel incident. She spoke about doing more and bending the curve of equality, affirming her support for the policing forum. She stated that we will not tolerate hate in this community.

Trustee Bachner requested the Proclamation be read again at the next meeting.

6. CONSENT AGENDA

- a. Village Board of Trustees Meeting Minutes – May 26, 2020
- b. Amend Title 5 of the Village Code Regarding Water Rate Increase – Ordinance
- c. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 1140 Jackson
- d. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 1339 Lathrop
- e. Monthly Department Reports
- f. Performance Measurement Report
- g. Accounts Payable – May 2020 – \$1,664,001.23
- h. Village Administrator's Report

Trustee Vazquez made a motion, seconded by Trustee Cargie, to approve the Consent Agenda items A - H.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.

7. CONSENT ITEMS FOR SEPARATE CONSIDERATION

None.

8. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

a. Plan Commission – Approval of the Affordable Housing Plan

Trustee O'Connell made a motion, seconded by Trustee Cargie:

to adopt the Affordable Housing Plan as unanimously recommended by the River Forest Plan Commission and to direct Village staff to prepare an "Action Plan" to immediately begin exploring implementation of the plan's recommendations, including the designated involvement of appropriate staff, boards, commissions, and committees as deemed necessary. The "action plan" developed by staff should designate the roles and responsibilities for actions including but not limited to the following:

1. Amending the River Forest Zoning ordinance to allow for taller and more dense development in designated commercial/mixed-use areas, consistent with the recommendations of the Comprehensive Plan, in order to better accommodate possible inclusion of affordable housing as part of new development.
2. Identifying strategies and the means with which to preserve and enhance existing affordable housing in the Village, such as possible funding or programs aimed at assisting with upkeep, maintenance, and improvements to identify existing affordable housing properties.
3. Amending the River Forest Zoning Ordinance to accommodate Accessory Dwelling Units (ADU) as a conditional use in the R1 and R2 zoning districts.
4. Amending the River Forest Zoning Ordinance, and possibly other Village regulations, to specifically accommodate "integrated supportive housing."
5. Amending the River Forest Zoning Ordinance, specifically the Planned Development standards (section 10-19-3) to identify consistency with the goals and policies of the Affordable Housing Plan as a standard of review.
6. Establishing possible TIF fund allocation guidelines for the Village to assist in the provision of affordable housing development and initiatives in River Forest, including development of new affordable housing and the improvement and enhancement of existing affordable housing.

This Affordable Housing Plan, and our follow through on the plan's actionable recommendations, will allow our community to better accommodate and support the provision of affordable housing in River Forest to get to at least 10% affordable housing overall.

In response to a question from Trustee Henek, Village Attorney Smith stated there are no procedural hurdles for considering the motion on the table.

Trustee Cargie stated that it is unfortunate that contentious issues lead to challenging people's integrity. He commended Mr. Houseal and the Plan Commission for their work and stated there is nothing wrong with using a template.

In response to a question from Trustee Vazquez, Mr. Houseal stated that the plan being adopted to meet State requirements does not prevent the Village from doing something else going forward.

In response to a question from Trustee Vazquez, Ms. Scheiner cautioned that if a new project being considered is mandated to have a certain portion of units set aside for affordable housing, it could tie the Board's hands to approve something, otherwise the developer may have the ability to seek recourse in court. She stated that the Plan Commission provided flexibility in the plan to encourage developments instead of mandating them so they can be reviewed on a case-by-case basis. Ms. Scheiner also discussed the hesitancy in making zoning bonuses automatic, noting the concerns about bulk and allowing taller buildings.

In response to a question from Trustee O'Connell about residents' concerns with projects, Ms. Scheiner stated the legitimate issues of residents must be set aside if the development complied with the mandate.

In response to a question from Trustee Vazquez, Administrator Palm stated Staff would put together the action plan and would be thoughtful looking at the 6 steps.

President Adduci commented that the process of amending the Zoning Code is long and arduous. She noted that if this is not done now, it could take another year to study the issue.

In response to a question from Trustee Vazquez, Plan Commission Chair Crosby stated that if the plan is denied, the Commission would need specific direction on how to proceed.

President Adduci suggested the Age-Friendly Committee could take over the Accessory Dwelling Unit issues.

Trustee Brennan commented that the way to create affordable housing in mixed-use/multi-family dwellings is to offer incentives. She stated that amending zoning laws is another step that has to be taken first and spoke in favor of Accessory Dwelling Units. She remarked that the plan does not focus on these things but instead on mixed use. She stated that she cannot support the current proposal and motions and asked that this item be returned to the Plan Commission.

In response to a question from Trustee O'Connell, Trustee Brennan stated this fulfills the letter of the law but not the spirit.

Trustee Cargie stated he disagreed and felt it was unrealistic and unfair to expect the plan to cover every eventuality. He asked to consider a family that wants to maximize the value of their property. He stated the proposed plan is a basis to move forward.

President Adduci asked what needs to get done to begin implementing the plan.

Ms. Scheiner stated that the Village is required to have a plan and the proposed document meets the State's requirements and the Plan Commission discussed additional tools in the toolbox to make these ideas a reality.

President Adduci stated the proposed plan is not where it stops but where it starts, and she suggested addressing each one of the actionable items in more detail and inviting the right people into the conversation. She stated they can sit with the Plan Commission to get these

items in the plan together in the next few years or they can make it actionable and engage the right organizations and residents to help the Village think this through.

Trustee Bachner commented that the plan right now is not actionable.

President Adduci stated the motion includes actions. She stated the Board can take a leadership role and assign actions to other groups such as the Age-Friendly Committee taking on Accessory Dwelling Units.

Trustee Henek expressed concern about the current form of the plan not providing a narrative. She stated the plan is meant to help inform and guide decision making. She stated that the type of information Commissioner Cragan requested was in the Wilmette template and that she was dismayed the Commission was not provided the full template to work from. Trustee Henek also commented that plan does not have any teeth. She stated it should speak to diversity and include a value statement, and that the final document should provide more narrative and expand on why the Village wants these things.

Trustee Cargie commented that the end product is from members of the Village and that the Wilmette plan was a template. He stated that the product is not wrong just because it does not reflect everything people want.

Trustee Henek stated the Plan Commission should have been given the full template to review and that her opposition is not related to accusations of plagiarism.

President Adduci asked specifically what the opposing trustees are looking for.

Trustee Brennan suggested the Village pause and send the plan back to the Plan Commission to spend more time on it and consider the new input. She asked for a real roadmap to affordable housing.

President Adduci stated the Plan Commission gave six recommendations, and that these need to be fleshed out with other groups to take affordable housing to the next level. She stated she is trying to find a way to ensure momentum is not lost.

Trustee Brennan suggested taking 6 months to get it right so that all trustees can feel proud about signing it.

Trustee O'Connell stated it is an unfair statement that the Plan Commission checked a box. He further stated that if people want to take responsibility for this, they should do it at the beginning, not the end.

Trustee Bachner stated she felt that was not a fair sentiment because many people see information for the first time at the Village Board level. She stated experts and other groups could be part of this process.

President Adduci stated the Board would need to give explicit direction if it goes back to the Plan Commission.

Mr. Houseal stated the plan is very actionable. He noted it identifies specific things the Village ought to be doing and begin to implement to move the needle on affordable housing.

Trustee Vazquez stated he is not representing that the plan is comprehensive and that it was only supposed to address the State requirement. He stated he is not saying that is right but that was the direction and what was developed. He stated that filing the plan does not prohibit the Village from working on and perfecting it.

Trustee Brennan stated she would rather get the plan right and delay filing.

Trustee Henek stated she wanted to see the Village get this right and that she has been trying to extend the meetings. She asked for more time to think about what has been shared and to show residents that the Board is listening and wants to take time on this issue.

Trustee Bachner stated she did not think the items in the plan would help the Village get to 10% and that it needs to include inclusionary zoning at a bare minimum. She stated she does not see how the proposed plan gets the Village to affordable housing.

President Adduci stated she respects everyone's opinions and comments, including calls to fix inequity and to be inclusive. She reflected on comments made during the meeting and stated we need to value people and accommodate those with modest incomes, support integrated supportive housing, care for seniors who want to age in place, and to value the community. She stated this is not the end of the journey but the beginning. She remarked that if the Village can implement some of the recommendations within the next year, they will move the needle significantly. She stated she believes it addresses all the things residents brought up tonight.

Roll call:

Ayes: President Adduci, Trustees Cargie, O'Connell, Vazquez

Absent: None

Nays: Trustees Bachner, Brennan, Henek

Motion Passes.

9. UNFINISHED BUSINESS

None.

10. NEW BUSINESS

- a. Update and Direction: 1100/1000 Block of Keystone Avenue Flooding

Administrator Palm provided an update and stated that the system set up today is deliberate and intentional to prevent basement backups, but that the issue is street flooding. He stated

root infiltrations have been cleared out and that adding sewer lining to the area on Keystone that is a combined system will help prevent infiltrations and reduce flooding because it will allow water to flow out faster. He stated Staff is looking for direction on this because the Village would be looking at a bond issue to pay for this.

Trustee O'Connell thanked Staff for having a Zoom meeting with residents. He stated the biggest concern is if the Village does this whether residents would then have water in their basements.

Village Engineer Loster stated that a backflow prevention valve allows water to flow only in the direction of the municipal sewer. He stated these are \$10-15,000 and not 100% foolproof.

In response to a question from Trustee Cargie, Trustee O'Connell stated that even with a moderate rain the area fills up.

In response to a question from Trustee Brennan, Mr. Loster stated an underground cistern would help but that the Village's engineering consultant researched a commercial version and it would not be feasible.

The Board briefly discussed other types of flooding issues.

In response to a question from Trustee Henek, Mr. Loster stated that there are no other sections of town that have this degree of street flooding and that this is a lower lying area that collects water.

In response to a follow up question from Trustee Henek about the likelihood of success for the options, Mr. Loster stated they each have their pros and cons and the Board would need to consider the costs of each option. However, he noted that if there were concerns about the options, they would not discuss them with the engineering consultant.

In response to a question from Trustee Cargie, Trustee O'Connell stated part of the issue is railway runoff and that the recent flooding required hoses to pump water out of people's backyards. He also noted that David Zimmeroff (1110 Keystone) expressed support for options one and two.

Administrator Palm stated that Staff has already been in contact with the engineering consultant to update the 2016 study with updated financial figures, which could be completed in 30-60 days.

The Village Board reached a consensus to formally engage the engineering consultant to evaluate and recommend options.

b. Update: RFCCA Building Study

Administrator Palm reported on the progress of the Study, stating three options were presented to stakeholders: renovation/addition, new construction/phase-in new project on

existing site, and new project at an alternative site. He stated that the stakeholders like options two and three the most, noting that the cost is estimated around \$40-45 million. He stated the facility would last 50+ years. He stated the next steps are considering the feasibility of building gyms over a parking deck and further evaluation of the pros and cons of each option.

In response to a question from Trustee Cargie, Mr. Palm stated the next steps would be more Staff led rather but may have some additional soft costs.

In response to a question from Trustee Bachner, Mr. Palm stated he was fairly confident the Menards site is no longer an option.

In response to a question from Trustee Henek, Mr. Palm stated there would be financial costs of building upgrades such as preventative maintenance. He also noted that while not monetary, another consideration is the community's value in having this space.

In response to follow up questions from Trustee Henek, Mr. Palm stated the expense could potentially go to referendum though could also have outside and multiple funding sources.

The Board members briefly discussed the threshold of the discussion being money and feasibility, and the economic uncertainty of the pandemic.

c. Update: Lake and Lathrop Redevelopment Project

Mr. Palm provided a brief update on the project, noting that the Illinois Environmental Protection Agency approved the remediation plan with one condition. He stated removal of debris has started back up.

In response to a question from Trustee Cargie, Mr. Palm stated the developer has 30 days from the IEPA's approval to start construction.

11. EXECUTIVE SESSION

None.

12. ADJOURNMENT

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to adjourn the regular Village Board of Trustees Meeting at 11:48 p.m.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez

Absent: None

Nays: None

Motion Passes.



MEMORANDUM

DATE: June 16, 2020

TO: Eric J. Palm, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Authorization to Sell Surplus Property

Issue/Analysis: Attached is a proposed Ordinance authorizing the sale of surplus property via public auction. The following is a brief summary of the item to be sold:

2006 Ford F350 Super Duty truck with snow plow and salt spreader. This vehicle (#33), which was purchased by the Public Works Department in FY 2007 and has been used primarily for plowing snow and salting alleys, was recently replaced by a new Ford F550 pickup truck with stainless steel dump body and plow. Since we have recently taken delivery of its replacement, we are seeking to sell this dump truck via public auction. Because of the truck's age and mechanical problems, we can no longer utilize this vehicle for the purpose described. Accordingly, we are seeking to sell this vehicle with installed equipment, and have established a minimum purchase price of \$4,000.00.

Recommendation: Staff is proposing to sell this surplus property using an online auction service, such as Obenauf Online Auction Service, and recommend approval of the proposed Ordinance attached hereto. We have used Obenauf previously and experienced positive results. If the Village Board concurs with Staff's recommendation, the following motion would be appropriate: Motion to approve the attached Ordinance authorizing the sale of municipal surplus property by public auction.



ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE SALE BY INTERNET AUCTION OF MUNICIPAL PROPERTY OWNED BY THE VILLAGE OF RIVER FOREST

WHEREAS, in the opinion of a majority of the Corporate Authorities of the Village of River Forest, it is no longer necessary or useful to or for the best interests of the Village of River Forest to retain ownership of the municipal property hereinafter described; and

WHEREAS, it has been determined by the President and Board of Trustees of the Village of River Forest on June 22, 2020, to sell said property by public auction on the Internet.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RIVER FOREST, COOK COUNTY, ILLINOIS, as follows:

Section 1: Pursuant to Illinois Compiled Statutes, Chapter 65, Section 5/11-76-4, the President and Board of Trustees of the Village of River Forest find that the following described property:

	<u>ITEM DESCRIPTION</u>	<u>MINIMUM VALUE</u>
1.	2006 Ford F350 Super Duty VIN# 1FDWF37P76ED91538	\$4,000.00

now owned by the Village of River Forest is no longer necessary or useful to the Village of River Forest and the best interests of the Village will be served by its sale.

Section 2: Pursuant to said Section 5/11-76-4, the Village Administrator or his designee is hereby authorized and directed to sell the aforementioned municipal property, now owned by the Village of River Forest, by public auction on the Internet.

Section 3: The Village Administrator or his designate shall cause to be transferred any titles or other legal documents pursuant to the sale.

Section 4 No bid shall be accepted for any of the above described property which is less than the minimum value set forth herein, unless the Village Administrator or his designee so authorizes.

Section 5: This Ordinance shall be in full force and effect from and after its passage, by a vote of a majority of the Corporate Authorities, approval and publication in pamphlet form as provided by law.

Passed on a roll call vote of the Corporate Authorities on the 22nd of June, 2020.

AYES:

NAYS:

ABSENT:

ATTEST:

Catherine Adduci, Village President

APPROVED by me this 22nd day June, 2020

Kathleen Brand-White, Village Clerk

APPROVED and FILED in my office this 23rd day of June, 2020 and published in pamphlet form in the Village of River Forest, Cook County, Illinois



June 22nd, 2020

STATE OF ILLINOIS }
COUNTY OF COOK }

I, Kathleen Brand-White, certify that I am the duly elected and acting municipal clerk of the Village of River Forest of Cook County, Illinois.

I further certify that on June 22, 2020 the Corporate Authorities of such municipality passed and approved **Ordinance No. AN ORDINANCE AUTHORIZING THE SALE BY INTERNET AUCTION OF MUNICIPAL PROPERTY OWNED BY THE VILLAGE OF RIVER FOREST** which provided by its terms that is should be published in pamphlet form as provided by law.

By: _____
Kathleen Brand-White, Village Clerk



Village of River Forest

MONTHLY FINANCE REPORT Fiscal Year 2021 through May 31, 2020

This report includes financial information for Fiscal Year 2021 through May 31, 2020 which represents 8.33% of the fiscal year. A revenue and expenditure report by fund and account and an investment report for May 2020 are attached.

GENERAL FUND

Revenues, Expenditures and Changes in Fund Balance Fiscal Year 2021 through May 31, 2020

	2021		Percent
	Budget	Actual	Rec/Exp
REVENUES			
Taxes			
Property Taxes	\$6,702,507	\$46,024	0.69%
General Sales Taxes	1,870,834	138,708	7.41%
Non Home Rule Sales Tax	845,232	59,028	6.98%
Utility Taxes	606,462	43,306	7.14%
Restaurant Tax	164,877	6,777	4.11%
Telecommunications Tax	219,348	18,698	8.52%
Real Estate Transfer Tax	118,295	5,398	4.56%
Cannabis State Excise Tax	4,500	526	11.69%
Intergovernmental Revenue			
Personal Property Replacement Tax	177,760	20,714	11.65%
Use Tax	396,606	27,771	7.00%
State Income Taxes	1,173,060	112,637	9.60%
Licenses and Permits	1,268,855	125,043	9.85%
Charges for Services			
Garbage Collections	1,120,195	70,564	6.30%
Other Charges for Services	786,605	26,994	3.43%
Fines	276,539	23,937	8.66%
Investment Income	136,712	10,881	7.96%
Grants and Contributions	47,861	5,000	10.45%
Miscellaneous Revenues	427,945	11,989	2.80%
TOTAL REVENUES	\$16,344,193	\$753,995	4.61%
EXPENDITURES			
Administration	\$ 1,581,114	\$ 105,028	6.64%
E911	167,976	8,809	5.24%
Boards & Commissions	49,464	1,319	2.67%
Building and Development	505,401	25,814	5.11%
Legal Services	162,000	0	0.00%
Police Department	6,656,454	323,439	4.86%
Fire Department	4,802,708	241,565	5.03%
Public Works	2,843,324	108,139	3.80%
TOTAL EXPENDITURES	\$16,768,441	\$814,113	4.86%
NET CHANGE IN FUND BALANCE	(\$424,248)	(\$60,118)	

Revenues

Fiscal year-to-date revenue collections are at 4.61%. Property Tax Revenue is only at 0.69% because collections on the 2nd installment of the 2019 levy will not begin until late June or early July. Sales tax and non-home rule sales tax revenues are for the month of February. We will be tracking these revenues to

determine what effect COVID 19 has had. We will make adjustments to the budget as needed. Real Estate Transfer Tax revenue is lower due to the timing of real estate sales. Utility tax payments are typically elevated during the warmer summer (electric) and cooler winter (gas) months and vary based on weather conditions. The Village began receiving tax revenue from the Cannabis State Excise taxes back in March of 2020. As of January 1, 2020, municipalities will receive a portion of the tax revenues generated by the sale of cannabis. These revenues are to be used for public safety.

The Income tax payments are slightly higher due to the state's FY 2020 planned 10% reduction change to a 5% reduction and higher income tax collections. The payment received in May is for April 2020 collections which is normally the highest revenue month. License and permit revenue includes spring building permit activity.

Expenditures

Expenditures are at 4.86% of the budgeted amount. Salaries and benefits, with the exception of overtime, include payment for services rendered through the end of the month. Other expenditures are slightly lower because there is about a month lag between the time that goods are received or services are performed, and when the vendor payment is made for the goods or services. Payments made in May for goods received and services performed prior to May 1st were posted to the prior fiscal year.

WATER AND SEWER FUND **Revenues, Expenditures and Changes in Net Position** **Fiscal Year 2021 through May 31, 2020**

	2021		Percent
	Budget	Actual	Rec/Exp
Operating Revenues			
Permit Fees	\$ 18,820	\$ 3,350	17.80%
Water Sales	3,224,702	163,849	5.08%
Sewer Sales	1,934,052	108,086	5.59%
Water Penalties	31,867	0	0.00%
Miscellaneous	45,135	3,803	8.43%
Total Operating Revenues	<u>\$ 5,254,576</u>	<u>\$ 279,088</u>	<u>5.31%</u>
Operating Expenses			
Salaries and Benefits	\$ 1,238,435	\$ 100,395	8.11%
Contractual Services	620,173	13,087	2.11%
Water From Chicago	1,602,515	0	0.00%
Materials and Supplies	103,756	741	0.71%
Depreciation/Debt Service	1,272,146	458,573	36.05%
Transfer to CERF	112,552	9,379	8.33%
Operating Expenses including Depreciation	<u>\$ 4,949,577</u>	<u>\$ 582,175</u>	<u>11.76%</u>
Operating Revenues over Operating Exp	\$ 304,999	\$ (303,087)	
Capital Improvements	<u>\$ (1,195,500)</u>	<u>\$ (5,000)</u>	0.42%
Total Revenues over Expenses	<u>\$ (890,501)</u>	<u>\$ (308,087)</u>	

Water and Sewer revenues are low because they include lower early spring consumption. Overall expenses appear slightly lower due to the delay in receiving and paying invoices for commodities and contractual

services. Personnel expenses are about on target. There is a one-month lag in payments to the City of Chicago for FY 2021 water usage. Debt Service expenses include the payment on the IEPA loan.

REVENUES AND EXPENDITURES VS. BUDGET – OTHER FUNDS

Fund #	Fund	Revenues			Expenditures		
		2021 Budget	2021 YTD Actual	% Rec	2021 Budget	2021 YTD Actual	% Exp
03	Motor Fuel Tax	\$ 500,581	\$ 156,110	31.19%	\$ 711,936	\$ -	0.00%
05	Debt Service Fund	\$ 276,123	\$ 2,013	0.73%	\$ 267,681	\$ -	0.00%
13	Cap Equipmnt Replcmnt	\$ 718,681	\$ 60,546	8.42%	\$ 646,324	\$ 220	0.03%
14	Capital Improvement	\$ 984,785	\$ 48,475	4.92%	\$ 1,576,330	\$ -	0.00%
16	Economic Development	\$ 0	\$ 6	60000.00%	\$ 50,000	\$ -	0.00%
31	TIF-Madison	\$ 156,251	\$ 1,444	0.92%	\$ 84,418	\$ 56	0.07%
32	TIF-North	\$ 26,000	\$ 22	0.08%	\$ 17,000	\$ -	0.00%
35	Infrastructure Imp Bond	\$ 4,000	\$ 364	9.10%	\$ 275,000	\$ -	0.00%

CASH AND INVESTMENTS

Fund #	Fund	Cash and Money Markets	IMET Convenience Fund	Investments	Total
1	General	\$ 2,100,795	\$ 19,802	\$ 1,975,731	\$ 4,096,328
3	Motor Fuel Tax	\$ 560,929	\$ -	\$ 150,000	\$ 710,929
5	Debt Service Fund	\$ 193,767	\$ 34,274	\$ -	\$ 228,041
13	Capital Equip Replacement	\$ 683,293	\$ 236,862	\$ 3,076,895	\$ 3,997,050
14	Capital Improvement	\$ 229,824	\$ 239	\$ 726,362	\$ 956,425
16	Economic Development Func	\$ 50,345	\$ -	\$ -	\$ 50,345
31	TIF-Madison Street	\$ 155,088	\$ -	\$ -	\$ 155,088
32	TIF- North Avenue	\$ 33,453	\$ -	\$ -	\$ 33,453
35	Infrastructure Imp Bond Fur	\$ 521,077	\$ -	\$ -	\$ 521,077
2	Water & Sewer	\$ 1,082,021	\$ 176,909	\$ 496,799	\$ 1,755,729
Total		\$ 5,610,592	\$ 468,086	\$ 6,425,787	\$ 12,504,465

APRIL AND MAY 2020 FINANCE ACTIVITIES

1. The Vehicle sticker database was updated with any changes needed and applications were mailed to residents.
2. The FY 2021 Annual Budget was approved and submitted to the GFOA for the Distinguished Budget Award and filed with the county.
3. Police and Firefighters Pension Board meetings were held in April.
4. Staff began preparing for the audit of the Village's April 30, 2020 financial statements.
5. Police and fire pensionable salaries were calculated for the 04/30/2020 Illinois Department of Insurance Reports for each pension fund.
6. The Finance Director, Assistant Finance Director and the Fire Chief participated in several FEMA public assistance training webinars due to COVID 19.
7. Finance staff continued to make adjustments to front counter operations due to the COVID-19 pandemic.

General Ledger Village of River Forest

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Fiscal Year 2021



Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01	General Fund							
00								
01-00-00-41-1000	Property Tax-Prior Years	3,278,104.00	0.00	0.00	46,023.62	46,023.62	3,232,080.38	1.40
01-00-00-41-1021	Property Tax-Current Year	3,424,403.00	0.00	0.00	0.00	0.00	3,424,403.00	0.00
	Property Taxes	6,702,507.00	0.00	0.00	46,023.62	46,023.62	6,656,483.38	0.69
01-00-00-41-1150	Replacement Tax	177,760.00	0.00	0.00	20,714.25	20,714.25	157,045.75	11.65
01-00-00-41-1190	Restaurant Tax	164,877.00	0.00	0.00	6,776.80	6,776.80	158,100.20	4.11
01-00-00-41-1200	Sales Tax	1,870,834.00	0.00	0.00	138,707.80	138,707.80	1,732,126.20	7.41
01-00-00-41-1205	State Use Tax	396,606.00	0.00	0.00	27,771.27	27,771.27	368,834.73	7.00
01-00-00-41-1210	Non-Home Rule Sales Tax	845,232.00	0.00	0.00	59,027.89	59,027.89	786,204.11	6.98
01-00-00-41-1250	Income Tax	1,173,060.00	0.00	0.00	112,636.63	112,636.63	1,060,423.37	9.60
01-00-00-41-1450	Transfer Tax	118,295.00	0.00	0.00	5,398.00	5,398.00	112,897.00	4.56
01-00-00-41-1460	Communication Tax	219,348.00	0.00	0.00	18,698.20	18,698.20	200,649.80	8.52
01-00-00-41-1475	Utility Tax Elec	431,462.00	0.00	0.00	27,558.09	27,558.09	403,903.91	6.39
01-00-00-41-1480	Utility Tax Gas	175,000.00	0.00	0.00	15,747.61	15,747.61	159,252.39	9.00
01-00-00-41-1600	Cannabis State Excise Tax	4,500.00	0.00	0.00	526.43	526.43	3,973.57	11.70
	Other Taxes	5,576,974.00	0.00	0.00	433,562.91	433,562.91	5,143,411.09	7.77
01-00-00-42-2115	Pet Licenses	2,000.00	0.00	0.00	130.00	130.00	1,870.00	6.50
01-00-00-42-2120	Vehicle Licenses	295,000.00	0.00	0.00	1,320.00	1,320.00	293,680.00	0.45
01-00-00-42-2345	Contractor's License Fees	93,510.00	0.00	0.00	9,837.50	9,837.50	83,672.50	10.52
01-00-00-42-2350	Business Licenses	21,000.00	0.00	0.00	1,045.00	1,045.00	19,955.00	4.98
01-00-00-42-2355	Tent Licenses	300.00	0.00	0.00	0.00	0.00	300.00	0.00
01-00-00-42-2360	Building Permits	517,525.00	0.00	1,901.00	63,069.61	61,168.61	456,356.39	11.82
01-00-00-42-2361	Plumbing Permits	40,880.00	0.00	0.00	3,715.00	3,715.00	37,165.00	9.09
01-00-00-42-2362	Electrical Permits	49,600.00	0.00	0.00	5,208.75	5,208.75	44,391.25	10.50
01-00-00-42-2364	Reinspection Fees	5,000.00	0.00	0.00	75.00	75.00	4,925.00	1.50
01-00-00-42-2365	Boat Permits	60.00	0.00	0.00	0.00	0.00	60.00	0.00
01-00-00-42-2366	Beachkeeping Permit	150.00	0.00	0.00	25.00	25.00	125.00	16.67
01-00-00-42-2368	Solicitors Permits	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0.00
01-00-00-42-2370	Film Crew License	5,100.00	0.00	0.00	0.00	0.00	5,100.00	0.00
01-00-00-42-2520	Liquor Licenses	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-00-00-42-2570	CableVideo Svc Provider Fees	212,530.00	0.00	0.00	42,518.71	42,518.71	170,011.29	20.01
	Licenses & Permits	1,268,855.00	0.00	1,901.00	126,944.57	125,043.57	1,143,811.43	9.85
01-00-00-43-3065	Police Reports	2,200.00	0.00	0.00	90.00	90.00	2,110.00	4.09
01-00-00-43-3070	Fire Reports	375.00	0.00	0.00	50.00	50.00	325.00	13.33
01-00-00-43-3180	Garbage Collection	1,120,195.00	0.00	199.60	70,763.30	70,563.70	1,049,631.30	6.30
01-00-00-43-3185	Penalties on Garbage Fees	7,475.00	0.00	0.00	0.00	0.00	7,475.00	0.00
01-00-00-43-3200	Metra Daily Parking	51,840.00	0.00	0.00	0.00	0.00	51,840.00	0.00
01-00-00-43-3220	Parking Lot Permit Fees	129,709.00	0.00	0.00	0.00	0.00	129,709.00	0.00
01-00-00-43-3225	Administrative Towing Fees	120,497.00	0.00	0.00	2,000.00	2,000.00	118,497.00	1.66
01-00-00-43-3515	NSF Fees	200.00	0.00	0.00	0.00	0.00	200.00	0.00
01-00-00-43-3530	5050 Sidewalk Program	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
01-00-00-43-3536	Elevator Inspection Fees	4,250.00	0.00	0.00	0.00	0.00	4,250.00	0.00
01-00-00-43-3537	Elevator Reinspection Fees	400.00	0.00	0.00	0.00	0.00	400.00	0.00
01-00-00-43-3540	ROW Encroachment Fees	0.00	0.00	0.00	300.00	300.00	-300.00	0.00
01-00-00-43-3550	Ambulance Fees	396,000.00	0.00	0.00	24,554.00	24,554.00	371,446.00	6.20
01-00-00-43-3554	CPR Fees	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-00-00-43-3557	Car Fire & Extrication Fee	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-00-00-43-3560	State Highway Maintenance	61,659.00	0.00	0.00	0.00	0.00	61,659.00	0.00
	Charges for Services	1,906,800.00	0.00	199.60	97,757.30	97,557.70	1,809,242.30	5.12
01-00-00-44-4230	Police Tickets	168,055.00	0.00	0.00	11,381.52	11,381.52	156,673.48	6.77
01-00-00-44-4240	Automated Traffic Enf Fines	41,064.00	0.00	0.00	0.00	0.00	41,064.00	0.00
01-00-00-44-4300	Local Ordinance Tickets	3,947.00	0.00	0.00	0.00	0.00	3,947.00	0.00
01-00-00-44-4430	Court Fines	49,687.00	0.00	0.00	9,152.00	9,152.00	40,535.00	18.42
01-00-00-44-4435	DUI Fines	5,938.00	0.00	0.00	2,403.34	2,403.34	3,534.66	40.47
01-00-00-44-4436	Drug Forfeiture Revenue	534.00	0.00	0.00	0.00	0.00	534.00	0.00
01-00-00-44-4439	Article 36 Forfeited Funds	2,314.00	0.00	0.00	0.00	0.00	2,314.00	0.00
01-00-00-44-4440	Building Construction Citation	5,000.00	0.00	0.00	1,000.00	1,000.00	4,000.00	20.00
	Fines & Forfeits	276,539.00	0.00	0.00	23,936.86	23,936.86	252,602.14	8.66
01-00-00-45-5100	Interest	136,712.00	0.00	0.00	8,189.94	8,189.94	128,522.06	5.99
01-00-00-45-5200	Net Change in Fair Value	0.00	0.00	0.00	2,691.16	2,691.16	-2,691.16	0.00
	Interest	136,712.00	0.00	0.00	10,881.10	10,881.10	125,830.90	7.96
01-00-00-46-6410	Miscellaneous	9,735.00	0.00	0.00	238.19	238.19	9,496.81	2.45
01-00-00-46-6411	Miscellaneous Public Safety	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
01-00-00-46-6412	Reimbursements-Crossing Guards	64,836.00	0.00	0.00	0.00	0.00	64,836.00	0.00
01-00-00-46-6415	Reimbursement of	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
	Expenses							
01-00-00-46-6417	IRMA Reimbursements	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
01-00-00-46-6510	T-Mobile Lease	36,000.00	0.00	0.00	3,000.00	3,000.00	33,000.00	8.33
01-00-00-46-6511	WSCDC Rental Income	52,874.00	0.00	0.00	8,751.08	8,751.08	44,122.92	16.55
01-00-00-46-8001	IRMA Excess	200,000.00	0.00	0.00	0.00	0.00	200,000.00	0.00
	Miscellaneous	426,945.00	0.00	0.00	11,989.27	11,989.27	414,955.73	2.81
01-00-00-46-6521	Law Enforcement Training Reimb	5,700.00	0.00	0.00	0.00	0.00	5,700.00	0.00
01-00-00-46-6524	ISEARCH Grant	9,125.00	0.00	0.00	0.00	0.00	9,125.00	0.00
01-00-00-46-6525	Bullet Proof Vest Reimb-DOJ	3,819.00	0.00	0.00	0.00	0.00	3,819.00	0.00
01-00-00-46-6528	IDOT Traffic Safety Grant	28,217.00	0.00	2,054.00	2,054.00	0.00	28,217.00	0.00
01-00-00-46-6620	State Fire Marshal Training	1,000.00	0.00	11,517.98	11,517.98	0.00	1,000.00	0.00
01-00-00-46-7388	Sustainability Comm Donations	0.00	0.00	0.00	5,000.00	5,000.00	-5,000.00	0.00
	Grants & Contributions	47,861.00	0.00	13,571.98	18,571.98	5,000.00	42,861.00	10.45
01-00-00-48-8000	Sale of Property	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	Other Financing Sources	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
00		<u>16,344,193.00</u>	<u>0.00</u>	<u>15,672.58</u>	<u>769,667.61</u>	<u>753,995.03</u>	<u>15,590,197.97</u>	<u>4.61</u>
	Revenue	16,344,193.00	0.00	15,672.58	769,667.61	753,995.03	15,590,197.97	4.61
10	Administration							
01-10-00-51-0200	Salaries Regular	644,337.00	0.00	51,536.48	0.00	51,536.48	592,800.52	8.00
01-10-00-51-1700	Overtime	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-10-00-51-1950	Insurance Refusal Reimb	153.00	0.00	12.50	0.00	12.50	140.50	8.17
01-10-00-51-3000	Part-Time Salaries	0.00	0.00	5,800.00	0.00	5,800.00	-5,800.00	0.00
	Personal Services	644,990.00	0.00	57,348.98	0.00	57,348.98	587,641.02	8.89
01-10-00-52-0100	ICMA Retirement Contract	13,805.00	0.00	0.00	0.00	0.00	13,805.00	0.00
01-10-00-52-0320	FICA	35,567.00	0.00	3,499.57	0.00	3,499.57	32,067.43	9.84
01-10-00-52-0325	Medicare	9,648.00	0.00	818.45	0.00	818.45	8,829.55	8.48
01-10-00-52-0330	IMRF	72,055.00	0.00	5,477.04	0.01	5,477.03	66,577.97	7.60
01-10-00-52-0350	Employee Assistance Program	1,850.00	0.00	0.00	0.00	0.00	1,850.00	0.00
01-10-00-52-0375	Fringe Benefits	10,032.00	0.00	908.00	0.00	908.00	9,124.00	9.05
01-10-00-52-0400	Health Insurance	77,938.00	0.00	7,280.38	994.86	6,285.52	71,652.48	8.06
01-10-00-52-0420	Health Insurance - Retirees	0.00	0.00	1,350.77	630.34	720.43	-720.43	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-10-00-52-0425	Life Insurance	771.00	0.00	88.00	24.25	63.75	707.25	8.27
01-10-00-52-0430	VEBA Contributions	16,010.00	0.00	0.00	0.00	0.00	16,010.00	0.00
01-10-00-52-0500	Wellness Program	3,250.00	0.00	0.00	0.00	0.00	3,250.00	0.00
	Benefits	240,926.00	0.00	19,422.21	1,649.46	17,772.75	223,153.25	7.38
01-10-00-53-0200	Communications	21,680.00	0.00	2,291.79	0.00	2,291.79	19,388.21	10.57
01-10-00-53-0300	Audit Services	21,920.00	0.00	0.00	0.00	0.00	21,920.00	0.00
01-10-00-53-0350	Actuarial Services	3,175.00	0.00	0.00	0.00	0.00	3,175.00	0.00
01-10-00-53-0380	Consulting Services	110,000.00	0.00	0.00	0.00	0.00	110,000.00	0.00
01-10-00-53-0410	IT Support	91,928.00	0.00	235.00	0.00	235.00	91,693.00	0.26
01-10-00-53-0429	Vehicle Sticker Program	17,355.00	0.00	2,659.80	0.00	2,659.80	14,695.20	15.33
01-10-00-53-1100	Health Inspection Services	15,450.00	0.00	0.00	0.00	0.00	15,450.00	0.00
01-10-00-53-1250	Unemployment Claims	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
01-10-00-53-2100	Bank Fees	12,028.00	0.00	656.80	0.00	656.80	11,371.20	5.46
01-10-00-53-2200	Liability Insurance	255,539.00	0.00	21,024.70	0.00	21,024.70	234,514.30	8.23
01-10-00-53-2250	IRMA Liability Deductible	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
01-10-00-53-3300	Maint of Office Equipment	11,040.00	0.00	530.61	0.00	530.61	10,509.39	4.81
01-10-00-53-4100	Training	10,500.00	0.00	0.00	0.00	0.00	10,500.00	0.00
01-10-00-53-4250	Travel & Meeting	12,585.00	0.00	0.00	0.00	0.00	12,585.00	0.00
01-10-00-53-4300	Dues & Subscriptions	33,485.00	0.00	300.86	0.00	300.86	33,184.14	0.90
01-10-00-53-4350	Printing	2,200.00	0.00	0.00	0.00	0.00	2,200.00	0.00
01-10-00-53-4400	Medical & Screening	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
01-10-00-53-5300	Advertising Legal Notice	2,000.00	0.00	450.00	0.00	450.00	1,550.00	22.50
01-10-00-53-5600	Community and Emp Programs	24,250.00	0.00	0.00	0.00	0.00	24,250.00	0.00
	Contractual Services	666,635.00	0.00	28,149.56	0.00	28,149.56	638,485.44	4.22
01-10-00-54-0100	Office Supplies	14,475.00	0.00	16.34	0.00	16.34	14,458.66	0.11
01-10-00-54-0150	Office Equipment	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
01-10-00-54-1300	Postage	11,088.00	0.00	1,740.00	0.00	1,740.00	9,348.00	15.69
	Materials & Supplies	28,563.00	0.00	1,756.34	0.00	1,756.34	26,806.66	6.15
10	Administration	1,581,114.00	0.00	106,677.09	1,649.46	105,027.63	1,476,086.37	6.64
14	E911							
01-14-00-53-0380	Consulting Services	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
01-14-00-53-0410	IT Support	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
01-14-00-53-3100	Maintenance of Equipment	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-14-00-53-4100	Training	1,050.00	0.00	0.00	0.00	0.00	1,050.00	0.00
01-14-00-53-4250	Travel & Meeting	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
01-14-00-53-4275	WSCDC Contribution	148,426.00	0.00	8,809.57	0.00	8,809.57	139,616.43	5.94
01-14-00-53-4277	Citizens Corps Council	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
01-14-00-53-4278	Medical Reserve Corp	500.00	0.00	0.00	0.00	0.00	500.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
	Contractual Services	167,976.00	0.00	8,809.57	0.00	8,809.57	159,166.43	5.24
14	E911	167,976.00	0.00	8,809.57	0.00	8,809.57	159,166.43	5.24
15	Boards and Commissions							
01-15-00-52-0320	FICA	248.00	0.00	65.84	0.00	65.84	182.16	26.55
01-15-00-52-0325	Medicare	58.00	0.00	15.40	0.00	15.40	42.60	26.55
01-15-00-52-0330	IMRF	438.00	0.00	116.18	0.00	116.18	321.82	26.53
01-15-00-52-0375	Fringe Benefits	720.00	0.00	60.00	0.00	60.00	660.00	8.33
	Benefits	1,464.00	0.00	257.42	0.00	257.42	1,206.58	17.58
01-15-00-53-0380	Consulting Services	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
01-15-00-53-0400	Secretarial Services	4,000.00	0.00	1,062.00	0.00	1,062.00	2,938.00	26.55
01-15-00-53-0420	Legal Services	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
01-15-00-53-4100	Training	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-15-00-53-4250	Travel & Meeting	200.00	0.00	0.00	0.00	0.00	200.00	0.00
01-15-00-53-4300	Dues & Subscriptions	375.00	0.00	0.00	0.00	0.00	375.00	0.00
01-15-00-53-4400	Medical & Screening	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
01-15-00-53-4450	Testing	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
01-15-00-53-5300	AdvertisingLegal Notice	1,250.00	0.00	0.00	0.00	0.00	1,250.00	0.00
	Contractual Services	47,825.00	0.00	1,062.00	0.00	1,062.00	46,763.00	2.22
01-15-00-54-0100	Office Supplies	150.00	0.00	0.00	0.00	0.00	150.00	0.00
01-15-00-54-1300	Postage	25.00	0.00	0.00	0.00	0.00	25.00	0.00
	Materials & Supplies	175.00	0.00	0.00	0.00	0.00	175.00	0.00
15	Boards and Commissions	49,464.00	0.00	1,319.42	0.00	1,319.42	48,144.58	2.67
20	Building and Development							
01-20-00-51-0200	Full-Time Salaries	288,213.00	0.00	19,258.24	0.00	19,258.24	268,954.76	6.68
01-20-00-51-1700	Overtime	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-51-1950	Insurance Refusal	1,373.00	0.00	112.50	0.00	112.50	1,260.50	8.19
	Reimbursemnt							
	Personal Services	290,086.00	0.00	19,370.74	0.00	19,370.74	270,715.26	6.68
01-20-00-52-0320	FICA	17,296.00	0.00	1,181.32	0.00	1,181.32	16,114.68	6.83
01-20-00-52-0325	Medicare	4,212.00	0.00	276.29	0.00	276.29	3,935.71	6.56
01-20-00-52-0330	IMRF	31,640.00	0.00	2,061.18	0.00	2,061.18	29,578.82	6.51
01-20-00-52-0375	Fringe Benefits	2,136.00	0.00	184.00	0.00	184.00	1,952.00	8.61
01-20-00-52-0400	Health Insurance	43,236.00	0.00	2,434.67	337.43	2,097.24	41,138.76	4.85
01-20-00-52-0425	Life Insurance	147.00	0.00	8.96	3.74	5.22	141.78	3.55
01-20-00-52-0430	VEBA Contributions	7,496.00	0.00	0.00	0.00	0.00	7,496.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
	Benefits	106,163.00	0.00	6,146.42	341.17	5,805.25	100,357.75	5.47
01-20-00-53-0370	Professional Services	10,470.00	0.00	235.00	0.00	235.00	10,235.00	2.24
01-20-00-53-1300	Inspection Services	69,490.00	0.00	0.00	0.00	0.00	69,490.00	0.00
01-20-00-53-1305	Plan Review Services	25,000.00	0.00	290.00	0.00	290.00	24,710.00	1.16
01-20-00-53-3200	Vehicle Maintenance	400.00	0.00	0.00	0.00	0.00	400.00	0.00
01-20-00-53-4100	Training	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-53-4300	Dues & Subscriptions	285.00	0.00	0.00	0.00	0.00	285.00	0.00
	Contractual Services	106,145.00	0.00	525.00	0.00	525.00	105,620.00	0.49
01-20-00-54-0100	Office Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-20-00-54-0150	Office Equipment	150.00	0.00	0.00	0.00	0.00	150.00	0.00
01-20-00-54-0200	Gas & Oil	503.00	0.00	0.00	0.00	0.00	503.00	0.00
01-20-00-54-0600	Operating Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Materials & Supplies	1,653.00	0.00	0.00	0.00	0.00	1,653.00	0.00
01-20-00-57-5013	Transfer to CERF	1,354.00	0.00	112.83	0.00	112.83	1,241.17	8.33
	Other Financing Uses	1,354.00	0.00	112.83	0.00	112.83	1,241.17	8.33
20	Building and Development	505,401.00	0.00	26,154.99	341.17	25,813.82	479,587.18	5.11
30	Legal Services							
01-30-00-53-0420	Labor and Employment Legal Svc	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
01-30-00-53-0425	Village Attorney	120,000.00	0.00	0.00	0.00	0.00	120,000.00	0.00
01-30-00-53-0426	Village Prosecutor	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
	Contractual Services	162,000.00	0.00	0.00	0.00	0.00	162,000.00	0.00
30	Legal Services	162,000.00	0.00	0.00	0.00	0.00	162,000.00	0.00
40	Police Department							
01-40-00-51-0100	Salaries Sworn	3,043,282.00	0.00	210,311.42	0.00	210,311.42	2,832,970.58	6.91
01-40-00-51-0200	Salaries Regular	132,474.00	0.00	10,834.42	0.00	10,834.42	121,639.58	8.18
01-40-00-51-1500	Specialist Pay	40,708.00	0.00	2,457.00	0.00	2,457.00	38,251.00	6.04
01-40-00-51-1600	Holiday Pay	136,157.00	0.00	0.00	0.00	0.00	136,157.00	0.00
01-40-00-51-1700	Overtime	180,250.00	0.00	13,893.51	0.00	13,893.51	166,356.49	7.71
01-40-00-51-1727	IDOT STEP Overtime	28,217.00	0.00	0.00	0.00	0.00	28,217.00	0.00
01-40-00-51-1800	Educational Incentives	39,800.00	0.00	0.00	0.00	0.00	39,800.00	0.00
01-40-00-51-1950	Insurance Refusal Reim	1,475.00	0.00	150.00	0.00	150.00	1,325.00	10.17
01-40-00-51-3000	Part-Time Salaries	47,973.00	0.00	2,885.28	0.00	2,885.28	45,087.72	6.01
	Personal Services	3,650,336.00	0.00	240,531.63	0.00	240,531.63	3,409,804.37	6.59
01-40-00-52-0320	FICA	12,305.00	0.00	826.40	0.00	826.40	11,478.60	6.72
01-40-00-52-0325	Medicare	52,521.00	0.00	3,305.32	0.00	3,305.32	49,215.68	6.29

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-40-00-52-0330	IMRF	17,829.00	0.00	1,410.34	0.00	1,410.34	16,418.66	7.91
01-40-00-52-0375	Fringe Benefits	2,160.00	0.00	120.00	0.00	120.00	2,040.00	5.56
01-40-00-52-0400	Health Insurance	521,499.00	0.00	44,667.09	6,614.81	38,052.28	483,446.72	7.30
01-40-00-52-0420	Health Insurance - Retirees	94,666.00	0.00	20,898.95	13,188.23	7,710.72	86,955.28	8.15
01-40-00-52-0425	Life Insurance	2,273.00	0.00	511.23	343.24	167.99	2,105.01	7.39
01-40-00-52-0430	VEBA Contributions	86,038.00	0.00	0.00	0.00	0.00	86,038.00	0.00
01-40-00-53-0009	Contribution to Police Pension	1,609,434.00	0.00	10,847.81	0.00	10,847.81	1,598,586.19	0.67
	Benefits	2,398,725.00	0.00	82,587.14	20,146.28	62,440.86	2,336,284.14	2.60
01-40-00-53-0200	Communications	3,472.00	0.00	205.65	0.00	205.65	3,266.35	5.92
01-40-00-53-0385	Administrative Adjudication	23,740.00	0.00	0.00	0.00	0.00	23,740.00	0.00
01-40-00-53-0410	IT Support	17,778.00	0.00	3,158.00	0.00	3,158.00	14,620.00	17.76
01-40-00-53-0430	Animal Control	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
01-40-00-53-3100	Maint of Equipment	15,316.00	0.00	0.00	0.00	0.00	15,316.00	0.00
01-40-00-53-3200	Maintenance of Vehicles	48,545.00	0.00	137.00	0.00	137.00	48,408.00	0.28
01-40-00-53-3600	Maintenance of Buildings	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-40-00-53-4100	Training	33,950.00	0.00	0.00	0.00	0.00	33,950.00	0.00
01-40-00-53-4200	Community Support Services	93,171.00	0.00	0.00	0.00	0.00	93,171.00	0.00
01-40-00-53-4250	Travel & Meeting	4,450.00	0.00	0.00	0.00	0.00	4,450.00	0.00
01-40-00-53-4300	Dues & Subscriptions	8,948.00	0.00	0.00	0.00	0.00	8,948.00	0.00
01-40-00-53-4350	Printing	5,500.00	0.00	0.00	0.00	0.00	5,500.00	0.00
01-40-00-53-4400	Medical & Screening	5,465.00	0.00	0.00	0.00	0.00	5,465.00	0.00
01-40-00-53-5400	Damage Claims	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
	Contractual Services	266,335.00	0.00	3,500.65	0.00	3,500.65	262,834.35	1.31
01-40-00-54-0100	Office Supplies	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
01-40-00-54-0200	Gas & Oil	41,855.00	0.00	0.00	0.00	0.00	41,855.00	0.00
01-40-00-54-0300	Uniforms Sworn Personnel	27,683.00	0.00	0.00	0.00	0.00	27,683.00	0.00
01-40-00-54-0310	Uniforms Other Personnel	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0.00
01-40-00-54-0400	Prisoner Care	3,540.00	0.00	0.00	0.00	0.00	3,540.00	0.00
01-40-00-54-0600	Operating Supplies	6,268.00	0.00	0.00	0.00	0.00	6,268.00	0.00
01-40-00-54-0601	Radios	8,350.00	0.00	0.00	0.00	0.00	8,350.00	0.00
01-40-00-54-0602	Firearms and Range Supplies	17,640.00	0.00	0.00	0.00	0.00	17,640.00	0.00
01-40-00-54-0603	Evidence Supplies	7,650.00	0.00	0.00	0.00	0.00	7,650.00	0.00
01-40-00-54-0605	DUI Expenditures	5,938.00	0.00	0.00	0.00	0.00	5,938.00	0.00
01-40-00-54-0610	Drug Forfeiture Expenditures	534.00	0.00	0.00	0.00	0.00	534.00	0.00
01-40-00-54-0615	Article 36 Exp	2,314.00	0.00	0.00	0.00	0.00	2,314.00	0.00
01-40-00-54-0620	Cannabis Tax Act Expenditures	4,500.00	0.00	0.00	0.00	0.00	4,500.00	0.00
	Materials & Supplies	137,472.00	0.00	0.00	0.00	0.00	137,472.00	0.00
01-40-00-57-5013	Transfer to CERF	203,586.00	0.00	16,965.50	0.00	16,965.50	186,620.50	8.33

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
	Other Financing Uses	203,586.00	0.00	16,965.50	0.00	16,965.50	186,620.50	8.33
40	Police Department	6,656,454.00	0.00	343,584.92	20,146.28	323,438.64	6,333,015.36	4.86
50	Fire Department							
01-50-00-51-0100	Salaries Sworn	1,944,935.00	0.00	146,903.58	0.00	146,903.58	1,798,031.42	7.55
01-50-00-51-0200	Salaries Regular	87,487.00	0.00	7,057.60	0.00	7,057.60	80,429.40	8.07
01-50-00-51-1500	Specialist Pay	138,959.00	0.00	11,678.26	0.00	11,678.26	127,280.74	8.40
01-50-00-51-1600	Holiday Pay	82,465.00	0.00	0.00	0.00	0.00	82,465.00	0.00
01-50-00-51-1700	Overtime	150,000.00	0.00	17,927.79	0.00	17,927.79	132,072.21	11.95
01-50-00-51-1800	Educational Incentives	15,050.00	0.00	0.00	0.00	0.00	15,050.00	0.00
01-50-00-51-3000	Part-Time Salaries	34,110.00	0.00	1,500.08	0.00	1,500.08	32,609.92	4.40
	Personal Services	2,453,006.00	0.00	185,067.31	0.00	185,067.31	2,267,938.69	7.54
01-50-00-51-1950	Insurance Refusal Reimb	1,525.00	0.00	125.00	0.00	125.00	1,400.00	8.20
01-50-00-52-0320	FICA	7,628.00	0.00	493.54	0.00	493.54	7,134.46	6.47
01-50-00-52-0325	Medicare	35,600.00	0.00	2,565.17	0.00	2,565.17	33,034.83	7.21
01-50-00-52-0330	IMRF	13,303.00	0.00	870.87	0.00	870.87	12,432.13	6.55
01-50-00-52-0375	Fringe Benefits	1,440.00	0.00	120.00	0.00	120.00	1,320.00	8.33
01-50-00-52-0400	Health Insurance	316,240.00	0.00	28,141.06	4,249.08	23,891.98	292,348.02	7.56
01-50-00-52-0420	Health Insurance - Retirees	22,983.00	0.00	9,735.38	7,932.12	1,803.26	21,179.74	7.85
01-50-00-52-0425	Life Insurance	1,456.00	0.00	284.12	175.90	108.22	1,347.78	7.43
01-50-00-52-0430	VEBA Contributions	53,661.00	0.00	0.00	0.00	0.00	53,661.00	0.00
01-50-00-53-0010	Contribution to Fire Pension	1,535,040.00	0.00	9,803.67	0.00	9,803.67	1,525,236.33	0.64
	Benefits	1,988,876.00	0.00	52,138.81	12,357.10	39,781.71	1,949,094.29	2.00
01-50-00-53-0200	Communications	2,000.00	0.00	234.34	0.00	234.34	1,765.66	11.72
01-50-00-53-0410	IT Support	7,321.00	0.00	0.00	0.00	0.00	7,321.00	0.00
01-50-00-53-3100	Maintenance of Equipment	7,300.00	0.00	0.00	0.00	0.00	7,300.00	0.00
01-50-00-53-3200	Maintenance of Vehicles	50,250.00	0.00	2,423.06	0.00	2,423.06	47,826.94	4.82
01-50-00-53-3300	Maint of Office Equipment	500.00	0.00	0.00	0.00	0.00	500.00	0.00
01-50-00-53-3600	Maintenance of Buildings	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
01-50-00-53-4100	Training	17,300.00	0.00	0.00	0.00	0.00	17,300.00	0.00
01-50-00-53-4200	Community Support Services	16,300.00	0.00	0.00	0.00	0.00	16,300.00	0.00
01-50-00-53-4250	Travel & Meeting	4,250.00	0.00	0.00	0.00	0.00	4,250.00	0.00
01-50-00-53-4300	Dues & Subscriptions	3,800.00	0.00	75.00	0.00	75.00	3,725.00	1.97
01-50-00-53-4400	Medical & Screening	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
01-50-00-53-5700	GEMT Expenses	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
	Contractual Services	139,521.00	0.00	2,732.40	0.00	2,732.40	136,788.60	1.96
01-50-00-54-0100	Office Supplies	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
01-50-00-54-0200	Gas & Oil	12,841.00	0.00	0.00	0.00	0.00	12,841.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-50-00-54-0300	Uniforms Sworn Personnel	18,450.00	0.00	0.00	0.00	0.00	18,450.00	0.00
01-50-00-54-0600	Operating Supplies	23,300.00	0.00	215.49	0.00	215.49	23,084.51	0.92
	Materials & Supplies	56,091.00	0.00	215.49	0.00	215.49	55,875.51	0.38
01-50-00-57-5013	Transfer to CERF	165,214.00	0.00	13,767.83	0.00	13,767.83	151,446.17	8.33
	Other Financing Uses	165,214.00	0.00	13,767.83	0.00	13,767.83	151,446.17	8.33
50	Fire Department	4,802,708.00	0.00	253,921.84	12,357.10	241,564.74	4,561,143.26	5.03
60	Public Works							
01-60-01-51-0200	Salaries Regular	529,486.00	0.00	42,770.14	0.00	42,770.14	486,715.86	8.08
01-60-01-51-1500	Certification Pay	6,650.00	0.00	6,800.00	0.00	6,800.00	-150.00	102.26
01-60-01-51-1700	Overtime	50,000.00	0.00	3,373.35	16.53	3,356.82	46,643.18	6.71
01-60-01-51-1950	Insurance Refusal Reim	8.00	0.00	0.00	0.00	0.00	8.00	0.00
01-60-01-51-3000	Part-Time Salaries	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
	Personal Services	594,144.00	0.00	52,943.49	16.53	52,926.96	541,217.04	8.91
01-60-01-52-0320	FICA	35,916.00	0.00	3,245.48	0.00	3,245.48	32,670.52	9.04
01-60-01-52-0325	Medicare	8,610.00	0.00	759.04	0.00	759.04	7,850.96	8.82
01-60-01-52-0330	IMRF	63,704.00	0.00	5,694.79	0.00	5,694.79	58,009.21	8.94
01-60-01-52-0375	Fringe Benefits	4,296.00	0.00	369.00	0.00	369.00	3,927.00	8.59
01-60-01-52-0400	Health Insurance	121,164.00	0.00	10,972.91	681.98	10,290.93	110,873.07	8.49
01-60-01-52-0420	Health Insurance - Retirees	15,497.00	0.00	4,838.12	3,666.42	1,171.70	14,325.30	7.56
01-60-01-52-0425	Life Insurance	265.00	0.00	88.27	82.47	5.80	259.20	2.19
01-60-01-52-0430	VEBA Contributions	6,773.00	0.00	0.00	0.00	0.00	6,773.00	0.00
	Benefits	256,225.00	0.00	25,967.61	4,430.87	21,536.74	234,688.26	8.41
01-60-01-53-0200	Communications	1,710.00	0.00	18.04	0.00	18.04	1,691.96	1.05
01-60-01-53-0380	Consulting Services	24,500.00	0.00	0.00	0.00	0.00	24,500.00	0.00
01-60-01-53-0410	IT Support	21,660.00	0.00	0.00	0.00	0.00	21,660.00	0.00
01-60-01-53-1310	Julie Notifications	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-60-01-53-3100	Maintenance of Equipment	3,500.00	0.00	0.00	0.00	0.00	3,500.00	0.00
01-60-01-53-3200	Maintenance of Vehicles	28,000.00	0.00	0.00	0.00	0.00	28,000.00	0.00
01-60-01-53-3400	Maintenance TrafficSt Lights	67,400.00	0.00	350.70	0.00	350.70	67,049.30	0.52
01-60-01-53-3550	Tree Maintenance	104,500.00	0.00	0.00	0.00	0.00	104,500.00	0.00
01-60-01-53-3600	Maintenance of Bldgs & Grounds	73,670.00	0.00	5,573.75	0.00	5,573.75	68,096.25	7.57
01-60-01-53-3610	Maintenance Sidewalks	55,000.00	0.00	0.00	0.00	0.00	55,000.00	0.00
01-60-01-53-3620	Maintenance Streets	58,000.00	0.00	0.00	0.00	0.00	58,000.00	0.00
01-60-01-53-4100	Training	1,200.00	0.00	0.00	0.00	0.00	1,200.00	0.00
01-60-01-53-4250	Travel & Meeting	6,460.00	0.00	0.00	0.00	0.00	6,460.00	0.00
01-60-01-53-4300	Dues & Subscriptions	6,660.00	0.00	700.00	0.00	700.00	5,960.00	10.51
01-60-01-53-4400	Medical & Screening	1,300.00	0.00	0.00	0.00	0.00	1,300.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% ExpCol
01-60-01-53-5300	AdvertisingLegal Notice	1,000.00	0.00	196.00	0.00	196.00	804.00	19.60
01-60-01-53-5350	Dumping Fees	13,000.00	0.00	0.00	0.00	0.00	13,000.00	0.00
01-60-01-53-5400	Damage Claims	25,000.00	0.00	72.75	0.00	72.75	24,927.25	0.29
01-60-01-53-5450	St Light Electricity	27,900.00	0.00	0.00	0.00	0.00	27,900.00	0.00
01-60-05-53-5500	Collection & Disposal	1,120,195.00	0.00	0.00	0.00	0.00	1,120,195.00	0.00
01-60-05-53-5510	Leaf Disposal	72,000.00	0.00	0.00	0.00	0.00	72,000.00	0.00
	Contractual Services	1,713,655.00	0.00	6,911.24	0.00	6,911.24	1,706,743.76	0.40
01-60-01-54-0100	Office Supplies	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
01-60-01-54-0200	Gas & Oil	14,755.00	0.00	0.00	0.00	0.00	14,755.00	0.00
01-60-01-54-0310	Uniforms	5,450.00	0.00	132.81	0.00	132.81	5,317.19	2.44
01-60-01-54-0500	Vehicle Parts	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
01-60-01-54-0600	Operating Supplies & Equipment	81,420.00	0.00	1,349.54	0.00	1,349.54	80,070.46	1.66
01-60-01-54-0800	Trees	36,000.00	0.00	14,434.00	0.00	14,434.00	21,566.00	40.09
01-60-05-54-0600	Operating Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Materials & Supplies	149,125.00	0.00	15,916.35	0.00	15,916.35	133,208.65	10.67
01-60-01-57-5013	Transfer to CERF	130,175.00	0.00	10,847.92	0.00	10,847.92	119,327.08	8.33
	Other Financing Uses	130,175.00	0.00	10,847.92	0.00	10,847.92	119,327.08	8.33
60	Public Works	2,843,324.00	0.00	112,586.61	4,447.40	108,139.21	2,735,184.79	3.80
	Expense	16,768,441.00	0.00	853,054.44	38,941.41	814,113.03	15,954,327.97	4.86
01	General Fund	424,248.00	0.00	868,727.02	808,609.02	60,118.00	364,130.00	14.17

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
02	Water & Sewer Fund							
00								
02-00-00-42-2360	Permit Fees	18,820.00	0.00	0.00	3,350.00	3,350.00	15,470.00	17.80
	Licenses & Permits	18,820.00	0.00	0.00	3,350.00	3,350.00	15,470.00	17.80
02-00-00-43-3100	Water Sales	3,224,702.00	0.00	181.87	164,031.04	163,849.17	3,060,852.83	5.08
02-00-00-43-3150	Sewer Sales	1,934,052.00	0.00	15.37	108,101.08	108,085.71	1,825,966.29	5.59
02-00-00-43-3160	Water Penalties	31,867.00	0.00	0.00	0.00	0.00	31,867.00	0.00
02-00-00-43-3515	NSF Fees	200.00	0.00	0.00	0.00	0.00	200.00	0.00
	Charges for Services	5,190,821.00	0.00	197.24	272,132.12	271,934.88	4,918,886.12	5.24
02-00-00-45-5100	Interest	27,935.00	0.00	0.00	1,013.17	1,013.17	26,921.83	3.63
02-00-00-45-5200	Net Change in Fair Value	0.00	0.00	0.00	1,272.39	1,272.39	-1,272.39	0.00
	Interest	27,935.00	0.00	0.00	2,285.56	2,285.56	25,649.44	8.18
02-00-00-46-6410	Miscellaneous	5,000.00	0.00	3.64	2.00	-1.64	5,001.64	-0.03
02-00-00-46-6417	IRMA	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
	Reimbursements							
02-00-00-46-6580	Sale of Meters	10,000.00	0.00	0.00	1,519.00	1,519.00	8,481.00	15.19
	Miscellaneous	17,000.00	0.00	3.64	1,521.00	1,517.36	15,482.64	8.93
00		5,254,576.00	0.00	200.88	279,288.68	279,087.80	4,975,488.20	5.31
	Revenue	5,254,576.00	0.00	200.88	279,288.68	279,087.80	4,975,488.20	5.31
60	Public Works							
02-60-06-51-0200	Salaries Regular	857,342.00	0.00	68,115.58	0.00	68,115.58	789,226.42	7.94
02-60-06-51-1500	Specialists Pay	2,100.00	0.00	2,100.00	0.00	2,100.00	0.00	100.00
02-60-06-51-1700	Overtime	12,000.00	0.00	2,135.11	0.00	2,135.11	9,864.89	17.79
02-60-06-51-1950	Insurance Refusal	1,535.00	0.00	125.00	0.00	125.00	1,410.00	8.14
	Reimb							
02-60-06-51-3000	Part-Time Salaries	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
	Personal Services	880,977.00	0.00	72,475.69	0.00	72,475.69	808,501.31	8.23
02-60-06-52-0100	ICMA Retirement	1,534.00	0.00	0.00	0.00	0.00	1,534.00	0.00
02-60-06-52-0320	FICA	53,495.00	0.00	4,430.27	0.00	4,430.27	49,064.73	8.28
02-60-06-52-0325	Medicare	12,884.00	0.00	1,036.08	0.00	1,036.08	11,847.92	8.04
02-60-06-52-0330	IMRF	95,923.00	0.00	7,770.63	0.00	7,770.63	88,152.37	8.10
02-60-06-52-0375	Fringe Benefits	5,616.00	0.00	474.00	0.00	474.00	5,142.00	8.44
02-60-06-52-0400	Health Insurance	169,635.00	0.00	14,898.03	935.48	13,962.55	155,672.45	8.23
02-60-06-52-0420	Health Insurance - Retirees	3,191.00	0.00	766.00	566.66	199.34	2,991.66	6.25
02-60-06-52-0425	Life Insurance	442.00	0.00	200.53	153.94	46.59	395.41	10.54
02-60-06-52-0430	VEBA Contributions	14,738.00	0.00	0.00	0.00	0.00	14,738.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
	Benefits	357,458.00	0.00	29,575.54	1,656.08	27,919.46	329,538.54	7.81
02-60-06-53-0100	Electricity	33,000.00	0.00	0.00	0.00	0.00	33,000.00	0.00
02-60-06-53-0200	Communications	5,460.00	0.00	608.28	0.00	608.28	4,851.72	11.14
02-60-06-53-0300	Auditing	9,600.00	0.00	0.00	0.00	0.00	9,600.00	0.00
02-60-06-53-0380	Consulting Services	84,500.00	0.00	0.00	0.00	0.00	84,500.00	0.00
02-60-06-53-0410	IT Support	64,802.00	0.00	0.00	0.00	0.00	64,802.00	0.00
02-60-06-53-1300	Inspections	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
02-60-06-53-1310	JULIE Participation	2,345.00	0.00	0.00	0.00	0.00	2,345.00	0.00
02-60-06-53-2100	Bank Fees	32,870.00	0.00	2,566.87	0.00	2,566.87	30,303.13	7.81
02-60-06-53-2200	Liability Insurance	40,021.00	0.00	3,229.55	0.00	3,229.55	36,791.45	8.07
02-60-06-53-2250	IRMA Deductible	9,500.00	0.00	0.00	0.00	0.00	9,500.00	0.00
02-60-06-53-3050	Water System	120,500.00	0.00	1,706.64	0.00	1,706.64	118,793.36	1.42
	Maintenance							
02-60-06-53-3055	Hydrant Maintenance	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
02-60-06-53-3200	Maintenance of	8,000.00	0.00	102.10	0.00	102.10	7,897.90	1.28
	Vehicles							
02-60-06-53-3300	Maint of Office	1,000.00	0.00	58.96	0.00	58.96	941.04	5.90
	Equipment							
02-60-06-53-3600	Maintenance of	18,750.00	0.00	0.00	0.00	0.00	18,750.00	0.00
	Buildings							
02-60-06-53-3620	Maintenance of	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
	Streets							
02-60-06-53-3630	Overhead Sewer	59,000.00	0.00	0.00	0.00	0.00	59,000.00	0.00
	Program							
02-60-06-53-3640	SewerCatch Basin	50,000.00	0.00	2,208.39	0.00	2,208.39	47,791.61	4.42
	Repair							
02-60-06-53-4100	Training	1,150.00	0.00	0.00	0.00	0.00	1,150.00	0.00
02-60-06-53-4250	Travel & Meeting	3,185.00	0.00	450.00	0.00	450.00	2,735.00	14.13
02-60-06-53-4300	Dues & Subscriptions	1,460.00	0.00	210.00	0.00	210.00	1,250.00	14.38
02-60-06-53-4350	Printing	4,550.00	0.00	0.00	0.00	0.00	4,550.00	0.00
02-60-06-53-4400	Medical & Screening	700.00	0.00	0.00	0.00	0.00	700.00	0.00
02-60-06-53-4480	Water Testing	4,280.00	0.00	0.00	0.00	0.00	4,280.00	0.00
02-60-06-53-5300	AdvertisingLegal	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Notice							
02-60-06-53-5350	Dumping Fees	20,000.00	0.00	1,945.85	0.00	1,945.85	18,054.15	9.73
02-60-06-53-5400	Damage Claims	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0.00
	Contractual	620,173.00	0.00	13,086.64	0.00	13,086.64	607,086.36	2.11
	Services							
02-60-06-54-0100	Office Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
02-60-06-54-0200	Gas & Oil	10,944.00	0.00	0.00	0.00	0.00	10,944.00	0.00
02-60-06-54-0310	Uniforms	1,525.00	0.00	155.24	0.00	155.24	1,369.76	10.18
02-60-06-54-0500	Vehicle Parts	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
02-60-06-54-0600	Operating Supplies	73,700.00	0.00	585.64	0.00	585.64	73,114.36	0.79
02-60-06-54-1300	Postage	9,087.00	0.00	0.00	0.00	0.00	9,087.00	0.00
02-60-06-54-2200	Water from Chicago	1,602,515.00	0.00	0.00	0.00	0.00	1,602,515.00	0.00
	Materials &	1,706,271.00	0.00	740.88	0.00	740.88	1,705,530.12	0.04
	Supplies							

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
02-60-06-55-1150	Sewer System Improvements	175,000.00	0.00	0.00	0.00	0.00	175,000.00	0.00
02-60-06-55-1300	Water System Improvements	943,000.00	0.00	5,000.00	0.00	5,000.00	938,000.00	0.53
02-60-06-55-1400	Meter Replacement Program	7,500.00	0.00	0.00	0.00	0.00	7,500.00	0.00
02-60-06-55-9100	Street Improvements	70,000.00	0.00	0.00	0.00	0.00	70,000.00	0.00
	Capital Outlay	1,195,500.00	0.00	5,000.00	0.00	5,000.00	1,190,500.00	0.42
02-60-06-55-0010	Depreciation Expense	355,000.00	0.00	0.00	0.00	0.00	355,000.00	0.00
	Depreciation	355,000.00	0.00	0.00	0.00	0.00	355,000.00	0.00
02-60-06-56-0104	IEPA Loan Principal	648,794.00	0.00	322,614.67	0.00	322,614.67	326,179.33	49.73
02-60-06-56-0105	IEPA Loan Interest	268,352.00	0.00	135,958.23	0.00	135,958.23	132,393.77	50.66
	Debt Service	917,146.00	0.00	458,572.90	0.00	458,572.90	458,573.10	50.00
02-60-06-57-5013	Transfer to CERF	112,552.00	0.00	9,379.33	0.00	9,379.33	103,172.67	8.33
	Other Financing Uses	112,552.00	0.00	9,379.33	0.00	9,379.33	103,172.67	8.33
60	Public Works	6,145,077.00	0.00	588,830.98	1,656.08	587,174.90	5,557,902.10	9.56
	Expense	6,145,077.00	0.00	588,830.98	1,656.08	587,174.90	5,557,902.10	9.56
02	Water & Sewer Fund	890,501.00	0.00	589,031.86	280,944.76	308,087.10	582,413.90	34.60

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
03	Motor Fuel Tax Fund							
00								
03-00-00-41-1490	Local Gasoline Tax	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
	Other Taxes	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
03-00-00-45-5100	Interest	9,485.00	0.00	0.00	261.96	261.96	9,223.04	2.76
	Interest	9,485.00	0.00	0.00	261.96	261.96	9,223.04	2.76
03-00-00-47-7100	State Allotment	277,624.00	0.00	0.00	19,845.77	19,845.77	257,778.23	7.15
03-00-00-47-7200	State Renewal Allotment	188,472.00	0.00	0.00	13,288.93	13,288.93	175,183.07	7.05
03-00-00-47-7250	State Rebuild Bond Fund Disb	0.00	0.00	0.00	122,713.13	122,713.13	-122,713.13	0.00
	Intergovernmental	466,096.00	0.00	0.00	155,847.83	155,847.83	310,248.17	33.44
00		500,581.00	0.00	0.00	156,109.79	156,109.79	344,471.21	31.19
	Revenue	500,581.00	0.00	0.00	156,109.79	156,109.79	344,471.21	31.19
00								
03-00-00-53-2100	Bank Fees	60.00	0.00	0.00	0.00	0.00	60.00	0.00
03-00-00-53-3620	Street Maintenance	130,000.00	0.00	0.00	0.00	0.00	130,000.00	0.00
	Contractual Services	130,060.00	0.00	0.00	0.00	0.00	130,060.00	0.00
03-00-00-54-2100	Snow & Ice Control	81,876.00	0.00	0.00	0.00	0.00	81,876.00	0.00
	Materials & Supplies	81,876.00	0.00	0.00	0.00	0.00	81,876.00	0.00
03-00-00-55-9100	Street Improvement	500,000.00	0.00	0.00	0.00	0.00	500,000.00	0.00
	Capital Outlay	500,000.00	0.00	0.00	0.00	0.00	500,000.00	0.00
00		711,936.00	0.00	0.00	0.00	0.00	711,936.00	0.00
	Expense	711,936.00	0.00	0.00	0.00	0.00	711,936.00	0.00
03	Motor Fuel Tax Fund	211,355.00	0.00	0.00	156,109.79	-156,109.79	367,464.79	-73.86

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
05	Debt Service Fund							
00								
05-00-00-41-1000	Prior Yrs Taxes	129,622.00	0.00	0.00	1,868.06	1,868.06	127,753.94	1.44
05-00-00-41-1021	Property Taxes	141,661.00	0.00	0.00	0.00	0.00	141,661.00	0.00
	Current							
	Property Taxes	271,283.00	0.00	0.00	1,868.06	1,868.06	269,414.94	0.69
05-00-00-45-5100	Interest	4,840.00	0.00	0.00	144.94	144.94	4,695.06	2.99
	Interest	<u>4,840.00</u>	<u>0.00</u>	<u>0.00</u>	<u>144.94</u>	<u>144.94</u>	<u>4,695.06</u>	<u>2.99</u>
00		<u>276,123.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,013.00</u>	<u>2,013.00</u>	<u>274,110.00</u>	<u>0.73</u>
	Revenue	276,123.00	0.00	0.00	2,013.00	2,013.00	274,110.00	0.73
00								
05-00-00-53-2100	Bank Fees	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Contractual	500.00	0.00	0.00	0.00	0.00	500.00	0.00
	Services							
05-00-00-56-0035	2020 GO Bond	262,500.00	0.00	0.00	0.00	0.00	262,500.00	0.00
	Principal							
05-00-00-56-0036	2020 GO Bond	4,681.00	0.00	0.00	0.00	0.00	4,681.00	0.00
	Interest							
	Debt Service	<u>267,181.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>267,181.00</u>	<u>0.00</u>
00		<u>267,681.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>267,681.00</u>	<u>0.00</u>
	Expense	<u>267,681.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>267,681.00</u>	<u>0.00</u>
05	Debt Service Fund	-8,442.00	0.00	0.00	2,013.00	-2,013.00	-6,429.00	23.85

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
09	Police Pension Fund							
00								
09-00-00-45-5100	Interest	604,024.00	0.00	0.00	0.00	0.00	604,024.00	0.00
09-00-00-45-5200	Net Change in Fair Value	1,025,698.00	0.00	0.00	0.00	0.00	1,025,698.00	0.00
	Interest	1,629,722.00	0.00	0.00	0.00	0.00	1,629,722.00	0.00
09-00-00-41-1100	Employer Contribution	1,609,434.00	0.00	0.00	10,847.81	10,847.81	1,598,586.19	0.67
09-00-00-46-7350	Employee Contribution	322,248.00	0.00	0.00	20,879.46	20,879.46	301,368.54	6.48
	Grants & Contributions	1,931,682.00	0.00	0.00	31,727.27	31,727.27	1,899,954.73	1.64
00		3,561,404.00	0.00	0.00	31,727.27	31,727.27	3,529,676.73	0.89
	Revenue	3,561,404.00	0.00	0.00	31,727.27	31,727.27	3,529,676.73	0.89
00								
09-00-00-52-6100	Pensions	2,661,289.00	0.00	0.00	0.00	0.00	2,661,289.00	0.00
09-00-00-52-6150	Pension Refund	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
	Benefits	2,711,289.00	0.00	0.00	0.00	0.00	2,711,289.00	0.00
09-00-00-53-0300	Audit Services	2,240.00	0.00	0.00	0.00	0.00	2,240.00	0.00
09-00-00-53-0350	Actuarial Services	3,677.00	0.00	0.00	0.00	0.00	3,677.00	0.00
09-00-00-53-0360	Payroll Services	28,890.00	0.00	0.00	0.00	0.00	28,890.00	0.00
09-00-00-53-0380	Consulting Services	53,470.00	0.00	0.00	0.00	0.00	53,470.00	0.00
09-00-00-53-0420	Legal Services	18,000.00	0.00	0.00	0.00	0.00	18,000.00	0.00
09-00-00-53-2100	Bank Fees	100.00	0.00	0.00	0.00	0.00	100.00	0.00
09-00-00-53-4100	Training	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
09-00-00-53-4250	Travel & Meeting	1,500.00	0.00	0.00	0.00	0.00	1,500.00	0.00
09-00-00-53-4300	Dues & Subscriptions	795.00	0.00	0.00	0.00	0.00	795.00	0.00
09-00-00-53-4400	Medical & Screening	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
09-00-00-53-5300	AdvertisingLegal Notice	100.00	0.00	0.00	0.00	0.00	100.00	0.00
09-00-00-54-3100	Misc Expenditures	14,000.00	0.00	0.00	0.00	0.00	14,000.00	0.00
	Contractual Services	128,272.00	0.00	0.00	0.00	0.00	128,272.00	0.00
00		2,839,561.00	0.00	0.00	0.00	0.00	2,839,561.00	0.00
	Expense	2,839,561.00	0.00	0.00	0.00	0.00	2,839,561.00	0.00

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>	<u>Remaining</u>	<u>% Exp/Col</u>
09	Police Pension Fund	-721,843.00	0.00	0.00	31,727.27	-31,727.27	-690,115.73	4.40

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
10	Fire Pension Fund							
00								
10-00-00-45-5100	Interest/Dividends	507,553.00	0.00	0.00	0.00	0.00	507,553.00	0.00
10-00-00-45-5200	Net Change in Fair Value	632,765.00	0.00	0.00	0.00	0.00	632,765.00	0.00
	Interest	1,140,318.00	0.00	0.00	0.00	0.00	1,140,318.00	0.00
10-00-00-41-1100	Employer Contribution	1,535,040.00	0.00	0.00	9,803.67	9,803.67	1,525,236.33	0.64
10-00-00-46-7350	Employee Contribution	206,252.00	0.00	0.00	14,993.92	14,993.92	191,258.08	7.27
	Grants & Contributions	1,741,292.00	0.00	0.00	24,797.59	24,797.59	1,716,494.41	1.42
00		2,881,610.00	0.00	0.00	24,797.59	24,797.59	2,856,812.41	0.86
	Revenue	2,881,610.00	0.00	0.00	24,797.59	24,797.59	2,856,812.41	0.86
00								
10-00-00-52-6100	Pensions Benefits	2,020,164.00	0.00	0.00	0.00	0.00	2,020,164.00	0.00
		2,020,164.00	0.00	0.00	0.00	0.00	2,020,164.00	0.00
10-00-00-53-0300	Audit Services	2,240.00	0.00	0.00	0.00	0.00	2,240.00	0.00
10-00-00-53-0350	Actuarial Services	3,203.00	0.00	0.00	0.00	0.00	3,203.00	0.00
10-00-00-53-0360	Payroll Services	13,495.00	0.00	0.00	0.00	0.00	13,495.00	0.00
10-00-00-53-0380	Consulting Services	40,587.00	0.00	0.00	0.00	0.00	40,587.00	0.00
10-00-00-53-0420	Legal Services	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
10-00-00-53-2100	Bank Fees	7,200.00	0.00	0.00	0.00	0.00	7,200.00	0.00
10-00-00-53-4100	Training	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
10-00-00-53-4250	Travel & Meeting	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
10-00-00-53-4300	Dues & Subscriptions	825.00	0.00	0.00	0.00	0.00	825.00	0.00
10-00-00-53-4400	Medical & Screening	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
10-00-00-54-1300	Postage	100.00	0.00	0.00	0.00	0.00	100.00	0.00
10-00-00-54-3100	Misc Expenditures	17,510.00	0.00	0.00	0.00	0.00	17,510.00	0.00
	Contractual Services	102,160.00	0.00	0.00	0.00	0.00	102,160.00	0.00
00		2,122,324.00	0.00	0.00	0.00	0.00	2,122,324.00	0.00
	Expense	2,122,324.00	0.00	0.00	0.00	0.00	2,122,324.00	0.00
10	Fire Pension Fund	-759,286.00	0.00	0.00	24,797.59	-24,797.59	-734,488.41	3.27

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
13	Capital Equip Replacement Fund							
00								
13-00-00-45-5100	Interest	75,800.00	0.00	0.00	4,686.13	4,686.13	71,113.87	6.18
13-00-00-45-5200	Net Change in Fair Value	0.00	0.00	0.00	4,786.07	4,786.07	-4,786.07	0.00
	Interest	75,800.00	0.00	0.00	9,472.20	9,472.20	66,327.80	12.50
13-00-00-46-6410	Miscellaneous	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
	Miscellaneous	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
13-00-00-47-7001	From General Fund	500,329.00	0.00	0.00	41,694.08	41,694.08	458,634.92	8.33
13-00-00-47-7002	Transfer from Water and Sewer	112,552.00	0.00	0.00	9,379.33	9,379.33	103,172.67	8.33
13-00-00-48-8000	Sale of Property	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
	Other Financing Sources	637,881.00	0.00	0.00	51,073.41	51,073.41	586,807.59	8.01
00		718,681.00	0.00	0.00	60,545.61	60,545.61	658,135.39	8.42
	Revenue	718,681.00	0.00	0.00	60,545.61	60,545.61	658,135.39	8.42
00								
13-00-00-53-2100	Bank Fees	100.00	0.00	0.00	0.00	0.00	100.00	0.00
	Contractual Services	100.00	0.00	0.00	0.00	0.00	100.00	0.00
13-00-00-55-8700	Police Vehicles	45,780.00	0.00	0.00	0.00	0.00	45,780.00	0.00
13-00-00-55-8720	Police Equipment	58,444.00	0.00	220.00	0.00	220.00	58,224.00	0.38
13-00-00-55-8800	Fire Dept Vehicle	33,500.00	0.00	0.00	0.00	0.00	33,500.00	0.00
13-00-00-55-8850	Fire Dept Equipment	45,000.00	0.00	0.00	0.00	0.00	45,000.00	0.00
13-00-00-55-8910	PW Vehicles	213,500.00	0.00	0.00	0.00	0.00	213,500.00	0.00
13-00-00-55-8925	PW Equipment	250,000.00	0.00	0.00	0.00	0.00	250,000.00	0.00
	Capital Outlay	646,224.00	0.00	220.00	0.00	220.00	646,004.00	0.03
00		646,324.00	0.00	220.00	0.00	220.00	646,104.00	0.03
	Expense	646,324.00	0.00	220.00	0.00	220.00	646,104.00	0.03
13	Capital Equip Replacement Fund	-72,357.00	0.00	220.00	60,545.61	-60,325.61	-12,031.39	83.37

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
14	Capital Improvement Fund							
00								
14-00-00-43-3200	Metra Daily Parking Fees	15,100.00	0.00	0.00	0.00	0.00	15,100.00	0.00
14-00-00-43-3220	Parking Lot Permit Fees	43,236.00	0.00	0.00	0.00	0.00	43,236.00	0.00
	Charges for Services	58,336.00	0.00	0.00	0.00	0.00	58,336.00	0.00
14-00-00-44-4240	Automated Traffic Enf Fines	892,569.00	0.00	0.00	48,827.38	48,827.38	843,741.62	5.47
	Fines & Forfeits	892,569.00	0.00	0.00	48,827.38	48,827.38	843,741.62	5.47
14-00-00-45-5100	Interest	33,880.00	0.00	0.00	118.65	118.65	33,761.35	0.35
14-00-00-45-5200	Net Change in Fair Value	0.00	0.00	471.09	0.19	-470.90	470.90	0.00
	Interest	33,880.00	0.00	471.09	118.84	-352.25	34,232.25	-1.04
00		984,785.00	0.00	471.09	48,946.22	48,475.13	936,309.87	4.92
	Revenue	984,785.00	0.00	471.09	48,946.22	48,475.13	936,309.87	4.92
00								
14-00-00-53-4290	License Fees	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
	Contractual Services	12,000.00	0.00	0.00	0.00	0.00	12,000.00	0.00
14-00-00-55-0500	Building Improvements	60,160.00	0.00	0.00	0.00	0.00	60,160.00	0.00
14-00-00-55-1205	Streetscape Improvements	298,380.00	0.00	0.00	0.00	0.00	298,380.00	0.00
14-00-00-55-1250	Alley Improvements	300,000.00	0.00	0.00	0.00	0.00	300,000.00	0.00
14-00-00-55-8610	Furniture & Equipment	17,190.00	0.00	0.00	0.00	0.00	17,190.00	0.00
14-00-00-55-8620	Information Technology Equipme	888,600.00	0.00	0.00	0.00	0.00	888,600.00	0.00
	Capital Outlay	1,564,330.00	0.00	0.00	0.00	0.00	1,564,330.00	0.00
00		1,576,330.00	0.00	0.00	0.00	0.00	1,576,330.00	0.00
	Expense	1,576,330.00	0.00	0.00	0.00	0.00	1,576,330.00	0.00

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
14	Capital Improvement Fund	591,545.00	0.00	471.09	48,946.22	-48,475.13	640,020.13	-8.19

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
16	Economic Development Fund							
00								
16-00-00-45-5100	Interest	0.00	0.00	0.00	6.45	6.45	-6.45	0.00
	Interest	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.45</u>	<u>6.45</u>	<u>-6.45</u>	<u>0.00</u>
00		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6.45</u>	<u>6.45</u>	<u>-6.45</u>	<u>0.00</u>
	Revenue	0.00	0.00	0.00	6.45	6.45	-6.45	0.00
00								
16-00-00-53-0420	Legal Services	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
	Contractual Services	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
00		<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
	Expense	<u>50,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>50,000.00</u>	<u>0.00</u>
16	Economic Development Fund	50,000.00	0.00	0.00	6.45	-6.45	50,006.45	-0.01

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
31	TIF-Madison Street							
00								
31-00-00-41-1000	Property Taxes-Prior Years	75,760.00	0.00	0.00	1,336.61	1,336.61	74,423.39	1.76
31-00-00-41-1021	Property Taxes-Current Year	77,275.00	0.00	0.00	0.00	0.00	77,275.00	0.00
	Property Taxes	153,035.00	0.00	0.00	1,336.61	1,336.61	151,698.39	0.87
31-00-00-45-5100	Interest	3,216.00	0.00	0.00	107.07	107.07	3,108.93	3.33
	Interest	<u>3,216.00</u>	<u>0.00</u>	<u>0.00</u>	<u>107.07</u>	<u>107.07</u>	<u>3,108.93</u>	<u>3.33</u>
00		<u>156,251.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,443.68</u>	<u>1,443.68</u>	<u>154,807.32</u>	<u>0.92</u>
	Revenue	156,251.00	0.00	0.00	1,443.68	1,443.68	154,807.32	0.92
00								
31-00-00-53-0100	Electricity & Natural Gas	1,000.00	0.00	56.20	0.00	56.20	943.80	5.62
31-00-00-53-0300	Audit Services	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
31-00-00-53-0380	Consulting Services	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
31-00-00-53-0425	Village Attorney	2,500.00	0.00	0.00	0.00	0.00	2,500.00	0.00
31-00-00-53-3600	Maintenance of Buildings	4,800.00	0.00	0.00	0.00	0.00	4,800.00	0.00
31-00-00-53-4350	Printing	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
31-00-00-53-5300	AdvertisingLegal Notice	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	Contractual Services	16,300.00	0.00	56.20	0.00	56.20	16,243.80	0.34
31-00-00-55-4300	Other Improvements	14,576.00	0.00	0.00	0.00	0.00	14,576.00	0.00
	Capital Outlay	14,576.00	0.00	0.00	0.00	0.00	14,576.00	0.00
31-00-00-56-0081	Interest on Interfund Loan	53,542.00	0.00	0.00	0.00	0.00	53,542.00	0.00
	Debt Service	<u>53,542.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>53,542.00</u>	<u>0.00</u>
00		<u>84,418.00</u>	<u>0.00</u>	<u>56.20</u>	<u>0.00</u>	<u>56.20</u>	<u>84,361.80</u>	<u>0.07</u>
	Expense	84,418.00	0.00	56.20	0.00	56.20	84,361.80	0.07

<u>Account Number</u>	<u>Description</u>	<u>Budget</u>	<u>Beg Bal</u>	<u>Debits</u>	<u>Credits</u>	<u>End Bal</u>	<u>Remaining</u>	<u>% Exp/Col</u>
31	TIF-Madison Street	-71,833.00	0.00	56.20	1,443.68	-1,387.48	-70,445.52	1.93

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
32	Tif - North Avenue							
00								
32-00-00-45-5100	Interest	1,000.00	0.00	0.00	21.70	21.70	978.30	2.17
	Interest	1,000.00	0.00	0.00	21.70	21.70	978.30	2.17
32-00-00-47-7001	Transfer from General Fund	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
	Other Financing Sources	25,000.00	0.00	0.00	0.00	0.00	25,000.00	0.00
00		26,000.00	0.00	0.00	21.70	21.70	25,978.30	0.08
	Revenue	26,000.00	0.00	0.00	21.70	21.70	25,978.30	0.08
00								
32-00-00-53-0380	Consulting Services	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
32-00-00-53-0425	Village Attorney	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
32-00-00-53-4350	Printing	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
32-00-00-53-5300	AdvertisingLegal	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00
	Contractual Services	17,000.00	0.00	0.00	0.00	0.00	17,000.00	0.00
00		17,000.00	0.00	0.00	0.00	0.00	17,000.00	0.00
	Expense	17,000.00	0.00	0.00	0.00	0.00	17,000.00	0.00
32	Tif - North Avenue	-9,000.00	0.00	0.00	21.70	-21.70	-8,978.30	0.24

Account Number	Description	Budget	Beg Bal	Debits	Credits	End Bal	Remaining	% Exp/Col
35	Infrastructure Imp Bond Fund							
00								
35-00-00-45-5100	Interest	4,000.00	0.00	0.00	364.22	364.22	3,635.78	9.11
	Interest	<u>4,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>364.22</u>	<u>364.22</u>	<u>3,635.78</u>	<u>9.11</u>
00		<u>4,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>364.22</u>	<u>364.22</u>	<u>3,635.78</u>	<u>9.11</u>
	Revenue	4,000.00	0.00	0.00	364.22	364.22	3,635.78	9.11
00								
35-00-00-53-0380	Consulting Services	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
	Contractual Services	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00
35-00-00-55-9100	Street Improvements	225,000.00	0.00	0.00	0.00	0.00	225,000.00	0.00
	Capital Outlay	<u>225,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>225,000.00</u>	<u>0.00</u>
00		<u>275,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>275,000.00</u>	<u>0.00</u>
	Expense	<u>275,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>275,000.00</u>	<u>0.00</u>
35	Infrastructure Imp Bond Fund	271,000.00	0.00	0.00	364.22	-364.22	271,364.22	-0.13

Village of River Forest Investments

Fiscal Year 2020
Through 05/31/2020

Fun	ID	Bank	Interest Rate	Purchase Date	Maturity Date	Cost	Par Value	Market Value
01	2019-13	Newbank	02.291%	7/3/2019	7/2/2020	\$244,300.00	\$244,300.00	\$244,300.00
01	2019-18	KS State Bank - Kansas State	01.860%	8/30/2019	8/31/2020	\$245,300.00	\$245,300.00	\$245,300.00
01	2019-22	Texas Capital Bank	01.900%	10/9/2019	10/9/2020	\$245,600.00	\$245,600.00	\$245,600.00
01	2019-23	CIBC Bank USA	01.850%	10/31/2019	10/30/2020	\$245,700.00	\$245,700.00	\$245,700.00
01	2019-17	Bank 7	02.225%	7/30/2019	1/20/2021	\$241,800.00	\$241,800.00	\$241,800.00
01	2020-02	America Express	01.250%	3/31/2020	3/31/2021	\$246,000.00	\$246,000.00	\$248,277.96
01	2019-19	Ally Bank	01.750%	10/9/2019	10/18/2021	\$247,000.00	\$247,000.00	\$252,327.79
01	2019-26	Sallie Mae Bank/Salt Lake	01.700%	11/13/2019	11/15/2021	\$247,000.00	\$247,000.00	\$252,425.85
								\$1,975,731.60
02	2019-15	Mainstreet Bank	02.230%	7/19/2019	7/20/2020	\$244,500.00	\$244,500.00	\$244,500.00
02	2020-04	Pinnacle Bank	01.150%	4/21/2020	10/21/2021	\$249,000.00	\$249,000.00	\$252,299.25
								\$496,799.25
03	2019-05	First Mid-Illinois Bank & Trust	02.933%	3/12/2019	3/11/2021	\$150,000.00	\$150,000.00	\$150,000.00
								\$150,000.00
13	2018-29	Cornerstone Bank - NY	02.889%	12/10/2018	6/8/2020	\$239,200.00	\$239,200.00	\$239,200.00
13	2019-14	First Internet Bank of Indiana	02.159%	7/19/2019	7/20/2020	\$244,600.00	\$244,600.00	\$244,600.00
13	2019-08	Western Alliance Bank/Torrey	02.430%	5/8/2019	10/29/2020	\$241,000.00	\$241,000.00	\$241,000.00
13	2018-31	Citibank	03.000%	12/21/2018	12/21/2020	\$246,237.36	\$246,000.00	\$250,044.49
13	2020-01	Royal Business Bank	01.638%	1/29/2020	1/28/2021	\$245,900.00	\$245,900.00	\$245,900.00

Village of River Forest Investments

Fiscal Year 2020
Through 05/31/2020

Fun	ID	Bank	Interest Rate	Purchase Date	Maturity Date	Cost	Par Value	Market Value
13	2019-06	FHLB	01.500%	3/1/2019	2/4/2021	\$597,810.00	\$600,000.00	\$605,640.00
13	2019-25	CFG Community Bank	01.893%	10/9/2019	4/1/2021	\$243,000.00	\$243,000.00	\$243,000.00
13	2020-03	Bank of China	01.150%	4/22/2020	4/22/2021	\$247,000.00	\$247,000.00	\$249,213.12
13	2019-28	BMW Bank North America	01.700%	11/29/2019	11/29/2021	\$247,000.00	\$247,000.00	\$252,559.97
13	2019-27	Morgan Stanley	01.750%	11/29/2019	11/29/2021	\$247,000.00	\$247,000.00	\$252,746.21
13	2019-29	Morgan stanley Private Bank	01.750%	12/26/2019	12/27/2021	\$247,000.00	\$247,000.00	\$252,990.98
								\$3,076,894.77
14	2018-30	Discover Bank	02.820%	12/12/2018	6/12/2020	\$246,107.75	\$246,000.00	\$246,261.99
14	2019-21	Eaglebank	01.950%	10/9/2019	10/9/2020	\$245,500.00	\$245,500.00	\$245,500.00
14	2019-04	Pacific Western Bank	03.300%	2/6/2019	2/8/2021	\$234,600.00	\$234,600.00	\$234,600.00
								\$726,361.99
								\$6,425,787.61



MEMORANDUM

Date: June 22, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Village Administrator's Report

Upcoming Meetings (all meetings are at Village Hall unless otherwise noted)

Tuesday, June 23	7:30 PM	Deer Management Committee Meeting
Wednesday, June 24	6:00 PM	Board of Fire and Police Commissioners Meeting – <i>Cancelled</i>
Wednesday, June 24	6:00 PM	Policing and Social Justice Public Forum (Facebook Live)
Thursday, June 25	7:00 PM	Historic Preservation Commission Meeting
Thursday, July 2	7:30 PM	Development Review Board Meeting
Friday, July 3	ALL DAY	Independence Day Holiday – Village Hall Closed
Wednesday, July 8	6:00 PM	Policing and Social Justice Public Forum (Facebook Live)
Thursday, July 9	7:30 PM	Zoning Board of Appeals Meeting
Friday, July 10	7:30 AM	Economic Development Commission Meeting
Monday, July 13	7:00 PM	Village Board of Trustees Meeting

Recent Payments of >\$10,000

In accordance with the purchasing policy, the following is a summary of payments between \$10,000 and \$20,000 that have occurred since the last Board meeting:

Vendor	Amount	Description
Klein Thorpe and Jenkins	\$17,013	Legal Consulting
West Suburban Consolidated Dispatch	\$10,877	Monthly Contribution – 911 Dispatching
MABAS Division XI	\$10,000	Annual Dues

New Business Licenses:

Romano Orthopedics	7411 Lake St	Medical Center
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Thank you.



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: June 18, 2020

To: Eric Palm, Village/Zoning Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Proposed Code Amendments to the River Forest Zoning Ordinance – Home Kitchen Operations

Issue & Analysis: On June 11, 2020, the Zoning Board of Appeals held a public hearing on proposed text amendments to Title 10, Chapter 3, Section 1 of the Zoning Ordinance to amend the definition of “home occupations” to allow home kitchen (baking) operations. Home occupations are permitted in the R1, R2, R3 and R4 residential zoning districts. They are prohibited uses in the C1, ORIC and PRI zoning districts. The proposed text amendment would allow home kitchen operations to operate as a permitted use in the zoning districts where home occupations are currently allowed, subject to the conditions already in place within the definition of “home occupations” in the Zoning Ordinance. The Zoning Board of Appeals voted 5-1 (with one member absent) in favor of recommending that the Village Board of Trustees approve these text amendments.

In addition to the Zoning Ordinance Amendments, there are amendments needed to other Village Code regulations which have been reviewed and recommended by the Village’s attorney and health inspector and are presented in the attached Ordinance. The effect of these code amendments is to allow home kitchen operations subject to the following provisions:

1. Like all businesses which operate within the Village, including home occupations, home kitchen operations must register with the Village annually and pay the \$25 fee;
2. Home kitchen operations are exempted from the definition of “food service establishment” (and “bakery”) under the Village’s code, and are, therefore, not subject to additional fees and mandatory annual health inspections like other food service establishments;
3. When registering, a home kitchen operation must provide the Village with its FEIN and the operator must show proof that he/she maintains a Food Production Manager Certification through IDPH (which was recommended by both the River Forest resident who proposed this change and the Village’s health inspector)
4. Incorporates the provisions of the state statute including limits on what can be produced, caps on monthly sales, etc.
5. Gives the health official the authority to inspect in response to a complaint

Request for Board Action: If the Village Board of Trustees wishes to approve the text amendments the following motions would be appropriate:

1. Motion to Approve an Ordinance Amending the Village of River Forest Zoning Ordinance Regarding Home Kitchen Operations
2. Motion to Approve an Ordinance Amending the River Forest Village Code Regarding the Regulation of Home Kitchen Operations

Documents Attached:

- Ordinance Amending Village Code Regulations
- Ordinance Amending Zoning Regulations
- Findings of Fact
- Draft Minutes of the June 11, 2020 Zoning Board of Appeals Meeting
- Application

ORDINANCE NO. ____

**AN ORDINANCE AMENDING THE RIVER FOREST VILLAGE CODE
REGARDING THE REGULATION OF HOME KITCHEN OPERATIONS**

WHEREAS, the Village of River Forest ("Village"), is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, in order to best serve the public's health, safety and welfare, the President and Board of Trustees of the Village desire to make certain amendments to the Village of River Forest Village Code ("Village Code") regarding the regulation of "home kitchen operations" as defined in 410 ILCS 625/3.6;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

SECTION 2: Amendments. That the Village Code is hereby amended as follows, with additions underlined and deletions struck through:

Amendment One:

The definition of "Food Establishment" in Section 6-5-1 of the Village Code, is amended by adding the following at the end thereof:

"But excludes home kitchen operations as defined in 410 ILCS 625/3.6."

Amendment Two:

Section 6-5-1 of the Village Code is amended by adding the following definition of "Home Kitchen Operation:"

"HOME KITCHEN OPERATION: As defined in 410 ILCS 625/3.6(a), as amended from time to time."

Amendment Three:

Section 6-5-2.P. of the Village Code, entitled "Home Kitchen Operations," is hereby created and shall read as follows:

"Home kitchen operations are authorized in the Village, subject to the following requirements:

1. Home kitchen operations shall obtain and maintain a Village-issued business license pursuant to Section 3-1-2 of the Village Code.

2. Home kitchen operations shall submit a written disclosure to the Village yearly, on or before each May 1, including a Federal Employer Identification Number, a copy of a current Food Protection Manager Certification from the Illinois Department of Public Health and such other information and materials as the Health Officer may require.

3. Home kitchen operations shall comply with the following requirements:

a. Packaging or production is limited to non-potentially hazard baked goods, as defined in 410 ILCS 625/4(a), as amended from time to time, which shall occur in a kitchen of a primary domestic residence for direct sale by the owner or a family member.

b. Baked goods, such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants, or a combination of these fruits.

c. Monthly gross sales do not exceed one thousand dollars.

d. The food is a non-potentially hazardous baked good, as defined in 410 ILCS 625/4(a), as amended from time to time.

e. A notice is provided to the purchaser that the product was produced in a home kitchen.

f. The food package is affixed with a label or other written notice is provided to the purchaser that includes:

i. The common or usual name of the food product; and

ii. Allergen labeling as specified in federal labeling requirements by the United States Food and Drug Administration.

g. The food is sold directly to the consumer.

h. The food is stored in the residence where it is produced or packaged.

i. A Food Protection Manager Certification from the Illinois Department of Public Health shall be maintained.

j. Additional requirements, if any, from 410 ILCS 625/3.6, as amended from time to time.

4. Upon receipt of a complaint regarding a home kitchen operation, the Health Officer shall make or cause to have made an inspection of a home kitchen operation. Other inspections, surveys, investigations and studies of home kitchen operations shall be performed by the Health Officer as may be necessary to determine that home kitchen operations are constructed, operated and maintained in compliance with the standards and requirements set forth herein."

SECTION 3: Continuing Effect. That all parts of the Village Code not amended herein shall remain in effect.

SECTION 4: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 5: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 6: Effectiveness. That this Ordinance shall be in full force and effect upon its passage and approval according to law.

[THIS SPACE INTENTIONALLY LEFT BLANK]

PASSED this 22nd day of June, 2020 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 22nd day of June, 2020.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

ORDINANCE NO. ____

**AN ORDINANCE AMENDING THE RIVER FOREST
ZONING ORDINANCE REGARDING HOME KITCHEN OPERATIONS**

WHEREAS, the Village of River Forest (“Village”) is a non-home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, the President and Board of Trustees of the Village (“Corporate Authorities”) have adopted a zoning ordinance (“Zoning Ordinance”), which has been amended from time to time; and

WHEREAS, the Village is authorized to amend its Zoning Ordinance pursuant to Section 11-13-14 of the Illinois Municipal Code, 65 ILCS 5/11-13-14; and

WHEREAS, the Corporate Authorities have recently considered whether it is appropriate to amend the Zoning Ordinance with regard to “home kitchen operations” as defined in 410 ILCS 625/3.6; and

WHEREAS, on May 26, 2020, the Corporate Authorities referred consideration of a proposed text amendment regarding this matter (“Text Amendment”) to the Village’s Zoning Board of Appeals (“ZBA”); and

WHEREAS, the ZBA held a public hearing, on June 11, 2020, on the question of whether the proposed Text Amendment should be made, at which time all persons present were afforded an opportunity to be heard; and

WHEREAS, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said public hearing; and

WHEREAS, on June 11, 2020, the ZBA voted to favorably recommend the proposed Text Amendment to the Corporate Authorities; and

WHEREAS, on June 11, 2020, the ZBA approved its findings and recommendation regarding the Text Amendment to the Corporate Authorities, and the Corporate Authorities have duly considered said findings of fact and recommendation, a copy of which is attached hereto as **EXHIBIT A** and made a part hereof; and

WHEREAS, the Corporate Authorities, pursuant to their statutory zoning authority, and the findings of fact and recommendation of the ZBA, have determined that it is in the best interests of the health, welfare and safety of residents of the Village to adopt the Text Amendment as set forth below;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

SECTION 1: Incorporation. That the recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

SECTION 2: Approval of Findings and Recommendation. That the President and Board of Trustees of the Village of River Forest approve and adopt the findings of fact and recommendation of the ZBA in **EXHIBIT A**.

SECTION 3: Amendment. That Section 10-3-1 of the Zoning Ordinance, entitled "Definitions of Words and Terms," is amended by revising the definition of "Home Occupations" as follows, with additions underlined:

"HOME OCCUPATIONS: An occupation carried on, in or from a dwelling unit (but not an accessory building) by a member of the family residing therein, which is clearly incidental and secondary to the use of the dwelling for residential occupancy and does not change the character thereof; provided the following requirements are met by such home occupation:

[...]

F. No stock-in-trade or other commodity shall be kept, displayed, sold or offered for sale upon the premises, except (1) that sales by electronic means, which otherwise comply with this definition, are permitted, and (2) that stock-in-trade and commodities may be kept upon the premises of a "home kitchen operation" as defined in 410 ILCS 625/3.6, as amended.

[...]

O. A special use permit shall be required for any home occupation involving the handling or preparation of food, except that no special use permit shall be required for a "home kitchen operation" as defined in 410 ILCS 625/3.6, as amended.

SECTION 4: Continuing Effect. That all parts of the Zoning Ordinance not amended herein shall remain in effect.

SECTION 5: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 6: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 7: Effectiveness. That this Ordinance shall be in full force and effect upon its passage and approval according to law.

PASSED this 22nd day of June, 2020 by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED by me this 22nd day of June, 2020.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

EXHIBIT A

**FINDINGS OF FACT AND RECOMMENDATION
FROM THE ZBA**

(attached)

**VILLAGE OF RIVER FOREST ZONING BOARD OF APPEALS
FINDINGS OF FACT AND RECOMMENDATION REGARDING
PROPOSED TEXT AMENDMENTS TO THE VILLAGE OF RIVER FOREST
ZONING ORDINANCE REGARDING HOME KITCHEN OPERATIONS**

WHEREAS, petitioner, the Village of River Forest ("Village"), based upon direction from the Village President and Board of Trustees, has requested consideration of, and a public hearing on, amendments to the Village of River Forest Zoning Ordinance ("Zoning Ordinance"), which are summarized as follows in the published public hearing notice:

Additions and amendments to the definition of "home occupations" in Section 10-3-1 (Definitions of Words and Terms) of the Zoning Ordinance regarding "home kitchen operations," as defined in Section 3.6 of the Illinois Food Handling Regulation Enforcement Act, 410 ILCS 625/3.6. Additions and amendments under consideration included whether to heighten, or lessen, the requirements for a home kitchen operation to operate as a home occupation, including whether a special use permit must first be obtained and whether performance standards for this use will be modified and / or added.

The above-listed amendments are the "Proposed Text Amendments;" and

WHEREAS, the Village's Zoning Board of Appeals ("ZBA") held a public hearing on June 11, 2020, as required by Section 10-5-5 of the Zoning Ordinance, on the question of whether the Zoning Ordinance should be amended as set forth in the Proposed Text Amendments, at which time all persons present and wishing to speak were given an opportunity to be heard and all evidence that was tendered was received and considered by the ZBA; and

WHEREAS, public notice in the form required by law was given of said public hearing by publication not more than thirty (30) days nor less than fifteen (15) days prior to said public hearing in the *Wednesday Journal*, a newspaper of general circulation in the Village, there being no newspaper published in the Village; and

WHEREAS, at the public hearing, Assistant Village Administrator Lisa Scheiner presented the Proposed Text Amendments on behalf of the Village; and

WHEREAS, at the public hearing, opportunity was provided for public comment regarding the Proposed Text Amendments; and

WHEREAS, after the close of the public hearing, the ZBA discussed and deliberated the Proposed Text Amendments and voted on a recommendation regarding the Proposed Text Amendments; and

WHEREAS, following discussion and deliberation, the ZBA, pursuant to Section 10-5-5(B)(2) of the Zoning Ordinance, unanimously recommended the Village President

and Board of Trustees approve the Proposed Text Amendments, as set forth in Exhibit A attached hereto and made a part hereof (“Recommended Text Amendments”);

NOW THEREFORE, the ZBA makes the following findings of fact and recommendations pursuant to Section 10-5-5(B)(2) of the Zoning Ordinance:

FINDINGS OF FACT AND RECOMMENDATIONS

1. By a vote of 5 – 1, the ZBA recommends APPROVAL of the Recommended Text Amendments. Chairman Martin voted against the approval of the Recommended Text Amendments, noting that there is currently an alternative means by which the use can be approved, which is via the special use process. The special use process would require an applicant to appear before the ZBA, and give notice to adjacent property owners of the proposed use.

2. The Recommended Text Amendments comply with the requirements of 410 ILCS 625/3.6, in that the Village must adopt an ordinance authorizing home kitchen operations.

3. The Recommended Text Amendments are found to be in the best interests of the Village, its residents and business owners.

4. Allowing home kitchen operations as permitted home occupation uses, without the requirement of a special use permit, and with the ability to maintain appropriate stock-in-trade commodities for these operations, will give residents an opportunity to pursue and undertake an appropriate low volume business use of their dwellings without requiring additional special use permit review by the Zoning Board of Appeals and the Village President and Board of Trustees.

Frank Martin
Chairman

June 11, 2020
Date

EXHIBIT A

RECOMMENDED TEXT AMENDMENTS

(attached)

Section 10-3-1 of the Zoning Ordinance, entitled “Definitions of Words and Terms,” is amended by revising the definition “Home Occupations” as follows, with additions underlined:

HOME OCCUPATIONS: An occupation carried on, in or from a dwelling unit (but not an accessory building) by a member of the family residing therein, which is clearly incidental and secondary to the use of the dwelling for residential occupancy and does not change the character thereof; provided the following requirements are met by such home occupation:

[...]

F. No stock-in-trade or other commodity shall be kept, displayed, sold or offered for sale upon the premises, except (1) that sales by electronic means, which otherwise comply with this definition, are permitted, and (2) that stock-in-trade and commodities may be kept upon the premises of a “home kitchen operation” as defined in 410 ILCS 625/3.6, as amended.

[...]

O. A special use permit shall be required for any home occupation involving the handling or preparation of food, except that no special use permit shall be required for a “home kitchen operation” as defined in 410 ILCS 625/3.6, as amended.

VILLAGE OF RIVER FOREST
ZONING BOARD OF APPEALS MEETING MINUTES
June 11, 2020

A meeting of the Village of River Forest Zoning Board of Appeals was held at 7:30 p.m. on Thursday, June 11, 2020 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

I. CALL TO ORDER

The meeting was called to order at 7:31 p.m. Upon roll call, the following persons were:

Present: Members Berni, Lucchesi, O'Brien, Schubkegel, Smetana, and Chairman Martin.

Absent: Member Dombrowski

Also Present: Assistant Village Administrator Lisa Scheiner and Village Attorney Carmen Forte, Jr.

II. APPROVAL OF MARCH 12, 2020 ZONING BOARD OF APPEALS MEETING MINUTES

A MOTION was made by Member Schubkegel and SECONDED by Member Smetana to approve the minutes of the March 12, 2020 Zoning Board of Appeals meeting as amended.

Ayes: Members Berni, Lucchesi, O'Brien, Schubkegel, Smetana, and Chairman Martin

Nays: None

Abstain: Member Berni

Motion passed.

III. TEXT AMENDMENT REQUEST - PUBLIC HEARING REGARDING THE PROPOSED AMENDMENT TO THE VILLAGE OF RIVER FOREST ZONING ORDINANCE REGARDING HOME BAKING OPERATIONS

Chairman Martin called the public hearing to order regarding proposed text amendments to the River Forest Zoning Ordinance to modify the definition of "Home Occupations" to allow home baking operations.

Assistant Village Administrator presented the text amendment petition to the Zoning Board of Appeals.

In response to a question from Member O'Brien, Assistant Village Administrator Scheiner stated that there are no other home occupations within the dwelling unit that require a special use permit.

In response to a question from Member Berni, Assistant Village Administrator and Village Attorney Forte stated that the Village does not incur liability if a home kitchen operation is allowed to operate in River Forest and that liability ultimately lies with the operator.

In response to a follow-up question from Member Berni, Assistant Village Administrator Scheiner explained how Sugar Beet in River Forest is inspected.

Attorney Forte noted that residential dwellings cannot be modified or expanded to accommodate the home occupation and that the home occupation must be performed within the dwelling unit and not within an accessory structure.

In response to a question from Member Luchhesi, Assistant Village Administrator Scheiner stated that the cap on monthly sales is set by state statute.

In response to a question from Member O'Brien, Assistant Village Administrator Scheiner stated that, while home kitchen operations may have online presence, sales are not necessarily online.

Assistant Village Administrator Scheiner swore in all parties wishing to speak.

Chairman Martin noted that Laura Riff, 801 Clinton Place, submitted a letter to the Zoning Board of Appeals which they have received and reviewed. Laura Riff, 801 Clinton Place, addressed the Zoning Board of Appeals and the basis for her petition.

In response to a question from Member Berni, Ms. Riff stated that she has a state sanitation license and supports that requirement for home kitchen operators.

Hearing no further public comment, Chairman Martin closed the public comment portion of the hearing.

In response to a question from Member Berni, Assistant Village Administrator Scheiner stated that she would verify with the Village's contract sanitarian whether any training or certification is required.

Chairman Martin stated that at the March meeting, the Zoning Board of Appeals was asked to consider an amendment to the land use chart to take a permitted use and make it a special use. He read from the minutes of the March Zoning Board of Appeals meeting, highlighting the basis for the Village's petition. He stated that the special use process gives residents notice and an opportunity to express concerns about that use, to avoid clustering of similar uses in a zoning district, and to avoid impacts on neighboring property owners. He stated that he does not understand how the Village can come before them and say that a special use permit is needed to protect neighbors and now come in and ask for the opposite for a home kitchen operation. He stated that by making it a permitted use there will be no opportunity for the neighbors to address the Zoning Board of Appeals regarding their concerns about the use.

In response to a question from Member Schubkegel, Assistant Village Administrator stated that, to her knowledge, the Village has not received a special use application for a home occupation but Ms. Riff could apply for a special use permit.

In response to a question from Member Schubkegel, Ms. Riff explained that, without the Village's permission to operate a home kitchen operation, she is not permitted to sell directly to consumers.

In response to a question from Chairman Martin, Ms. Riff explained that the Village did not advise that she could apply for a special use permit.

In response to Chairman Martin's question, Village Attorney Forte clarified that the statute states that a home kitchen operation may only occur within municipalities that have adopted ordinances authorizing the use. The Village's home occupation definition and the code, as written, would not allow a home kitchen operation and that the proposed text amendment does that and goes a step further to say that it is a permitted use and that a special use permit is not required. Assistant Village Administrator Scheiner added that the Village could require a notice to the neighbors, but that a public hearing would not be required.

In response to a question from Member O'Brien, Assistant Village Administrator Scheiner and Village Attorney Forte noted that the state statute narrowly defines what items may be produced in a home kitchen operation.

Chairman Martin stated that the impact of the proposed text amendment is to make a home kitchen operation a permitted use.

Village Attorney Forte stated that these uses often go unnoticed and may already be going unnoticed in River Forest.

In response to a question from Chairman Martin, Village Attorney Forte confirmed that a customer could come to the home to purchase products. He and Assistant Village Administrator Scheiner reviewed the conditions on home occupations that exist within the definition of "home occupation" in the Zoning Ordinance.

Member Smetana stated that home occupation definition lead him to distinguish this from the previous text amendment request regarding massage uses since many of the conditions that would be incorporated into a special use permit already exist in the ordinance. He noted that he did not think a massage use should be a special use either.

A MOTION was made by Member Smetana and SECONDED by Member Schubkegel to recommend to the Village Board of Trustees that the proposed text amendment be approved.

Ayes: Members Berni, Lucchesi, O'Brien, Schubkegel, Smetana, and Chairman Martin

Nays: Chairman Martin

Motion passed.

IV. APPROVAL OF FINDINGS OF FACT FOR THE PROPOSED TEXT AMENDMENT RELATED TO HOME BAKING OPERATIONS FROM THE MEETING OF THE ZONING BOARD OF APPEALS ON JUNE 11, 2020 AS AMENDED

Members Smetana and Chairman Martin asked that the basis of their positions be incorporated into the Findings of Fact.

A MOTION was made by Member Berni and SECONDED by Member Lucchesi to approve the Findings of Fact and recommendation as amended regarding the Proposed Text Amendment.

Ayes: Members Berni, Lucchesi, O'Brien, Schubkegel, Smetana, and Chairman Martin
Nays: None.
Motion passed.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

A MOTION was made by Member O'Brien and SECONDED by Member Lucchesi to adjourn the meeting at 8:14 p.m.

Ayes: Members Berni, Lucchesi, O'Brien, Schubkegel, Smetana, and Chairman Martin
Nays: None.
Motion passed.

Respectfully Submitted:



Lisa Scheiner, Secretary

Frank Martin, Chairman
Zoning Board of Appeals

Date: _____



Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: May 26, 2020

To: Frank Martin, Chairman, Zoning Board of Appeals

From: Lisa Scheiner, Assistant Village Administrator

Subj: Proposed Text Amendments – Home Baking Operations

Issue:

At its May 26, 2020 meeting, the Village Board of Trustees unanimously voted to recommend that a petition be sent to the Zoning Board of Appeals to consider text amendments to the Zoning Ordinance regarding home baking operations. The purpose of the June 11, 2020 public hearing is for the Zoning Board of Appeals to consider the proposed text amendments. This hearing has been advertised on the Village's website, a legal notice was published at the Village Hall, on the Village website, and in the *Wednesday Journal* in accordance with the requirements of the Zoning Ordinance.

Petition:

Pursuant to Section 10-5-5 of the River Forest Zoning Ordinance, the Village Board of Trustees has petitioned the Zoning Board of Appeals to consider text amendments to amend the Section 10-3-1 of the Zoning Ordinance to allow home bakers to bake certain products in their home and sell them directly to customers.

Attachment:

- Legal Notice
- Memo & Attachments from Lisa Scheiner, Assistant Village Administrator



**PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
RIVER FOREST, ILLINOIS**

Public Notice is hereby given that a public hearing will be held by the Zoning Board of Appeals of the Village of River Forest, Cook County, Illinois, on Thursday, June 11, 2020 at 7:30 p.m. by telephone audio conference and / or in the First Floor Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois. Pursuant to the Illinois Governor's Executive Orders and disaster declarations related to the COVID-19 pandemic, physical attendance at the public hearing may not be available, or may be limited to no more than 10 individuals, with Zoning Board of Appeals members, staff and consultants having priority over members of the public. Public testimony and comments regarding the subjects of the public hearing may be made by telephone during the hearing, and written public testimony and comments submitted to the Zoning Board of Appeals before the hearing will be entered into the public hearing record. You may submit your public testimony and comments via email in advance of the public hearing by 12:00 pm on Thursday June 11, 2020 to Assistant Village Administrator Lisa Scheiner at lscheiner@vrf.us. You may listen to the hearing and participate by a telephone conference call as follows, dial-in number: 1-312-626-6799 with meeting id: 861 1999 2667. If you would like to participate over the phone, please contact Assistant Village Administrator Lisa Scheiner by telephone at (708) 714-3554 or by email at lscheiner@vrf.us by 12:00 pm on Thursday, June 11, 2020. The purpose of the public hearing is to consider the following text amendments to the Village's Zoning Ordinance:

Additions and amendments to the definition of "home occupations" in Section 10-3-1 regarding "home kitchen operations," as defined in Section 3.6 of the Illinois Food Handling Regulation Enforcement Act, 410 ILCS 625/3.6. Additions and amendments under consideration include whether to heighten, or lessen, the requirements for a home kitchen operation to operate as a home occupation, including whether a special use permit must first be obtained and whether performance standards for this use will be modified and / or added.

The additions and amendments to the Village of River Forest Zoning Ordinance include, but are not be limited to, those described above, and such other regulations as the Zoning Board of Appeals and/or Village President and Board of Trustees may determine are appropriate.

The petitioner for the Text Amendments is the Village President and Board of Trustees.

This public hearing is being held pursuant to direction given by the Village President and Board of Trustees for the Zoning Board of Appeals to consider these amendments, for additional information visit www.vrf.us.

All interested persons will be given the opportunity to be heard at the public hearing. **For public comments to be considered by the Zoning Board of Appeals and Village Board of Trustees in their decision, they must be included as part of the public hearing record at the hearing before the Zoning Board of Appeals.**

For further information or for a copy of the proposed text amendments, please contact Assistant Village Administrator Lisa Scheiner at (708) 714-3554 or at lscheiner@vrf.us or visit www.vrf.us.

Sincerely,
Clifford Radatz
Secretary, Zoning Board of Appeals



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: May 20, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Lisa Scheiner, Assistant Village Administrator

Subj: Proposed Text Amendments to the River Forest Zoning Ordinance

Issue: Recently, the Village was approached by River Forest resident Laura Riff, who requested that the Village consider modifications to its regulations in order to allow home bakers to sell directly to customers. In order to do so, the Village must consider amendments to the Zoning Ordinance and Health and Sanitation regulations in the Village Code.

Analysis: Until recently, the State of Illinois did not allow people to sell baked foods made in "home kitchen operations" directly to consumers. The State relaxed the requirements in 410 ILCS 625/3.6, which is attached, allowing people to sell certain baked goods made in a "home kitchen operation" directly to consumers if:

- The municipality allows it by adopting an ordinance.
- The food is "non-potentially hazardous baked goods," meaning "baked goods, such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants, or a combination of these fruits."
- Monthly gross sales are under \$1,000 and the food is labeled as being produced in a home kitchen and with the food name and allergen information.

Under this State law, the Village may adopt an ordinance allowing home kitchen operations to make and sell the baked goods allowed under State law. However, there are two areas of the Village's Code that must be amended to allow this: zoning regulations (Title 10) and health and sanitation regulations (Title 6).

Zoning Regulations: A home kitchen operation is a "home occupation" under Section 10-3-1 of the Zoning Ordinance. Home occupations are currently permitted commercial uses of residential dwellings, which the Village strictly regulates in the definition of "home occupation."

In other words, home occupations are already permitted uses in all residential zoning districts as well as the C2 and C3 commercial zoning districts. Within the “home occupation” definition, there are two conditions limit a property owner’s ability to establish a home kitchen operation:

- Condition “O” states that a “special use permit shall be required for any home occupation involving the handling or preparation of food”
 - This condition requires a home kitchen operation to first receive a special use permit before opening up, because it is a home occupation “involving the handling or preparation of food.” A special use permit can only be granted after submitting an application to the Zoning Board of Appeals (ZBA), mailed and published notice, a public hearing before the ZBA, a recommendation by the ZBA and action by the Village Board.
- Condition “F” states that “[n]o stock-in-trade or other commodity shall be kept, displayed, sold or offered for sale upon the premises, except that sales by electronic means, which otherwise comply with this definition, are permitted.”
 - This condition prohibits the storage of “stock-in-trade or other commodities” at a home. Baking in a home kitchen operation requires storage of commodities, like flour, sugar and eggs at the home, which would be a violation of this condition.

The Village can consider modifying its zoning regulations through the text amendment procedure and petitioning the Zoning Board of Appeals to consider the text amendments that would:

- Amend condition O to read: “A special use permit shall be required for any home occupation involving the handling or preparation of food, except that no special use permit shall be required for a “home kitchen operation” as defined in 410 ILCS 625/3.6, as amended.”
- Amend condition F to read: “No stock-in-trade or other commodity shall be kept, displayed, sold or offered for sale upon the premises, except (1) that sales by electronic means, which otherwise comply with this definition, are permitted, and (2) that stock-in-trade and commodities may be kept upon the premises of a “home kitchen operation” as defined in 410 ILCS 625/3.6, as amended.”

Health and Sanitation Regulations: The Village’s health and sanitation regulations must also be amended to allow home kitchen operations. If the Board wishes to proceed with this matter, the Village will obtain input from its consulting health inspector to determine the necessary amendments to these requirements. These amendments do not require referral to another advisory body (like the ZBA) and can be presented to the Village Board of Trustees at the same time the ZBA’s recommendation is considered.

Request for Board Action: If the Village Board of Trustees concurs with Staff’s recommendation, the following action would be appropriate:

- Direct the Village Administrator to proposed the aforementioned text amendment to the Zoning Board of Appeals for a public hearing and recommendation.

- Direct Village Staff and the Village's consulting health inspector to prepare amendments to the Village's health and sanitation regulations to allow home baking operations.

Documents Attached:

- 410 ILCS 625/3.6
- Zoning Ordinance Section 10-3-1 Definition of "Home Occupation"

(410 ILCS 625/3.6)

Sec. 3.6. Home kitchen operation.

(a) For the purpose of this Section, "home kitchen operation" means a person who produces or packages non-potentially hazardous baked goods, as allowed by subsection (a-5), in a kitchen of that person's primary domestic residence for direct sale by the owner or a family member. A home kitchen operation does not include a person who produces or packages non-potentially hazardous baked goods for sale by a religious, charitable, or nonprofit organization for fundraising purposes; the production or packaging of non-potentially hazardous baked goods for these purposes is exempt from the requirements of this Act. The following conditions must be met in order to qualify as a home kitchen operation:

(1) Monthly gross sales do not exceed \$1,000.

(2) The food is a non-potentially hazardous baked good, as described in Section 4 of this Act.

(3) A notice is provided to the purchaser that the product was produced in a home kitchen.

(4) The food package is affixed with a label or other written notice is provided to the purchaser that includes:

(i) the common or usual name of the food product; and

(ii) allergen labeling as specified in federal labeling requirements by the United States Food and Drug Administration.

(5) The food is sold directly to the consumer.

(6) The food is stored in the residence where it is produced or packaged.

(a-5) Baked goods, such as, but not limited to, breads, cookies, cakes, pies, and pastries are allowed. Only high-acid fruit pies that use the following fruits are allowed: apple, apricot, grape, peach, plum, quince, orange, nectarine, tangerine, blackberry, raspberry, blueberry, boysenberry, cherry, cranberry, strawberry, red currants, or a combination of these fruits.

(b) The Department of Public Health or the health department of a unit of local government may inspect a home kitchen operation in the event of a complaint or disease outbreak.

(c) The requirements of this Section apply only to a home kitchen operation located in a municipality, township, or county where the local governing body having the jurisdiction to enforce this Act or the rules adopted under this Act has adopted an ordinance authorizing home kitchen operations.

HOME OCCUPATIONS: An occupation carried on, in or from a dwelling unit (but not an accessory building) by a member of the family residing therein, which is clearly incidental and secondary to the use of the dwelling for residential occupancy and does not change the character thereof; provided the following requirements are met by such home occupation:

A. Except where a special use permit has been obtained, every home occupation shall be conducted wholly within a dwelling unit;

B. Home occupations involving any outdoor activity shall require additional review in the form of a special use permit and shall be subject to all the standards and provisions provided in chapter 18 of this title;

C. No more than one person shall be employed other than a member of the family residing in the dwelling unit;

D. No more than two clients or customers shall visit the premises at the same time. In no case shall any client or customer visit the premises between the hours of nine o'clock P.M. and seven o'clock A.M.;

E. There shall be no signs, activities, lighting or display that will indicate from the exterior that the building is being used, in part, for any purpose other than that of a residential dwelling;

F. No stock-in-trade or other commodity shall be kept, displayed, sold or offered for sale upon the premises, except that sales by electronic means, which otherwise comply with this definition, are permitted;

G. There shall be no commodities sold or services rendered that require receipt or delivery of merchandise, goods or equipment by other than a passenger motor vehicle or by parcel or letter carrier mail service using vehicles typically employed in residential deliveries. No deliveries by semi-tractor/trailer- trucks and related to the home occupation are permitted;

H. There shall be no noise, odor, dust, vibration, smoke, glare, television or radio interference, fire hazard or any other hazard emanating from the dwelling so as to create a nuisance;

I. No home occupation shall involve the use of noxious, toxic or harmful materials, or on-site staging, displaying or assembling of any commercial vehicles;

J. All home occupations shall require a business license which shall be subject to annual renewal;

K. The use of any equipment or process which adversely effects the fire rating of the dwelling or fire district is prohibited;

L. There shall be no separate entrance or any structural alteration that specifically accommodates the occupation or changes the residential character of the dwelling, provided, however, that reasonable means to accommodate physically disabled clients or customers may be employed;

M. Any type of manufacturing process that is allowed in a commercial district is prohibited;

N. Only one home occupation shall be conducted in any dwelling unit;

O. A special use permit shall be required for any home occupation involving the handling or preparation of food;

P. The care or treatment of animals, other than those owned by the occupant, is prohibited;

Q. The home occupation shall be subject to unannounced inspections by Village personnel provided, however, that probable cause exists to believe that a violation of law has occurred;

R. The home occupation must be for the gain or support of a full- time occupant of the dwelling unit;

S. The generation of refuse in excess of limits currently established for residential dwellings is prohibited; and

T. Outdoor storage of any materials is prohibited.

Laura Riff
801 Clinton Place
River Forest, Illinois 60305
laura.riff@gmail.com
708-602-6440

June 11, 2020

Re: Home Kitchen Operations Public Hearing

To the Zoning Board of Appeals of the Village of River Forest:

Thank you for the opportunity to comment on the ZBA's consideration of a Home Kitchen Operations amendment. I am a 2003 graduate of Oak Park River Forest High School, and my husband and I now live in River Forest with our two young sons. I am a former corporate litigator and a current law professor. I am also the owner of a small cake design and baking business that I would like to operate out of my home in River Forest until I have grown it sufficiently to open a brick-and-mortar retail location. To encourage small baking entrepreneurs like me in River Forest, the Zoning Board of Appeals should adopt an amendment to the Village's Zoning Ordinance to allow for home baking operations.

Currently, residents of River Forest (unlike residents of Oak Park and numerous other municipalities in Illinois) may not sell baked goods directly to consumers from their homes. The Village operates under Illinois' original Cottage Food law, which limits the sale of home-baked goods to farmers' markets. But Illinois amended its Cottage Food law in 2014 to allow home bakers to sell directly to consumers. That amendment is known as the Home Kitchen Operation Law (aka the "cupcake bill" legislation, 410 ILCS 625/3.4). By its terms, the law only applies in a municipality, township, or county that has adopted an ordinance authorizing direct sales under the law.

Oak Park adopted such an ordinance in 2016 (<https://www.oakpark.com/News/Articles/11-8-2016/Cupcake-bill-makes-its-way-to-Oak-Park/>). Several other Illinois counties have also done so.

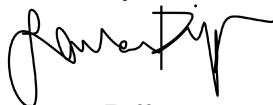
The Home Kitchen Operation law imposes certain limitations on home bakers to ensure that it is used to aid only small-scale entrepreneurs and to protect public health. Oak Park also requires that home bakers obtain a sanitation certification that would be required to operate under the Cottage Food law—an additional safety requirement that the Village of River Forest could impose.

A Home Kitchen Operation ordinance amendment will help would-be local small business owners, like me, get started in a difficult economic climate when many of us are at home. I hope to own a local brick-and-mortar bakery in the future. The requested ordinance amendment, if adopted, would allow me and others to get started on that dream, while protecting consumers. I am registered as an LLC with Illinois and Cook County. I have undergone 8 hours of food management training and obtained an Illinois food manager certification. But renting commercial kitchen space is an expense that could be prohibitive to starting my new business at this stage.

As a result, the Zoning Board of Appeals should adopt an amendment under Illinois' Home Kitchen Operation.

Thank you for your consideration.

Sincerely,



Laura Riff

From: [Jonathan Pape](#)
To: [Sara Phyfer](#)
Subject: FW: Volunteer form submission
Date: Wednesday, June 10, 2020 12:43:20 PM

From: Village of River Forest [mailto:noreply@mail187-4.suw11.mandrillapp.com] **On Behalf Of** Village of River Forest
Sent: Wednesday, June 10, 2020 7:48 AM
To: Jonathan Pape <jpape@vrf.us>
Subject: Volunteer form submission

The following volunteer form was submitted on: 06/10/2020

Boards:
Plan Commission
Apply for the Age-Friendly Advisory Ad Hoc Committee?
No

Name: Jane McCole
Email: [REDACTED]
Address: 1001 Thatcher Avenue
Phone: [REDACTED]
Background:

I grew up in River Forest, attending Lincoln School and Roosevelt Junior High School. My husband and I purchased our home on Thatcher in 1984 and raised three children here. After graduation from U of I, I worked at IBM as a Systems Engineer and a Marketing Representative. I went on to earn two master's degrees in teaching. I teach third grade at Lincoln School. I have volunteered in the schools and in several service organizations. I also served on the River Forest 125th Anniversary committee.

Interest:

As you can see by my background, I am very involved in the community. River Forest is a wonderful place to live. I am interested in helping it continue to be a place where its residents can grow, flourish, and help others.

Jonathan Pape

From: Village of River Forest <noreply@mail133-9.atl131.mandrillapp.com> on behalf of Village of River Forest <noreply@vrf.us>
Sent: Tuesday, April 21, 2020 3:45 PM
To: Jonathan Pape
Subject: Volunteer form submission

Follow Up Flag: Follow up
Flag Status: Flagged

The following volunteer form was submitted on: 04/21/2020

Boards:
Sustainability Commission
Apply for the Age-Friendly Advisory Ad Hoc Committee?
No

Name: Cary McLean
Email: [REDACTED]
Address: 1010 Keystone Ave
Phone: [REDACTED]

Background:

While living in Oak Park for over 30 years I was on a variety of Village commissions. The Community Design commission for 4 years and the Housing Programs Commission for 8 years. In the school districts I was PTO President at Beye School and also served on the High School Citizens Council as a member and as the President.

Interest:

I have recently moved to River Forest and would like to be a part of the community in a more direct way. I'm passionate about sustainability in many ways; recycling and waste reduction, planting native plants, electric vehicles, etc. Any way that we can help serve our planet and community for our generation and generations to come



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: June 18, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

CC: Lisa Scheiner, Assistant Village Administrator

From: Eric J. Palm, Village Administrator

Subj: Affordable Housing Plan – Implementation Plan

At your last regular meeting, the Village's Affordable Housing Plan was approved. In the plan were six considerations/recommendations. Attached please find an action plan that identifies those six items (as well as a recognition to establish protocols for tracking housing data in the Village.)

Work on these items will commence in July & August 2020.

Thank you.

Village of River Forest
Affordable Housing Plan - Implementation Plan
June 2020

	ITEM/RECOMMENDATION	COMMENTS/ NEXT STEPS	ADVISORY COMMITTEES/ STAKEHOLDERS	TIMING
1	Establishing possible TIF fund allocation guidelines for the Village to assist in the provision of affordable housing development and initiatives in River Forest, including development of new affordable housing and the improvement and enhancement of existing affordable housing.	Items #1 & 2 are interrelated to one another and can be accomplished in tandem. Staff to research other policies and best practices and compile various recommendations. Such research will be conducted with input from outside groups in next column.	VRF: Input and review from EDC and PC; Outside Organizations: Seek third party technical assistance from groups such as Voorhees Center for Neighborhood and Community Improvement (UIC), Housing Forward, OP Housing Authority, Opportunity Knocks	Six to nine months to complete.
2	Identifying strategies and the means with which to preserve and enhance existing affordable housing in the Village, such as possible funding or programs aimed at assisting with upkeep, maintenance, and improvements to identify existing affordable housing properties.			
3	Amending the River Forest Zoning Ordinance, and possibly other Village regulations, to specifically accommodate "integrated supportive housing."	Opportunity Knocks (OK) has indicated that they have been working on a residential supports initiative that has researched various models across the country. Work with OK to review their work and see what can be integrated into Village zoning.	VRF: PC, ZBA; Outside Organizations: Opportunity Knocks	Six to nine months to complete.
4	Amending the River Forest Zoning Ordinance to accommodate Accessory Dwelling Units (ADU) as a conditional use in the R1 and R2 zoning districts.	Seek technical assistance from third party consultant to help manage these two items.	VRF: PC, ZBA, AF; Outside Organizations: DU, CUC, OK and other housing groups identified above.	Seek RFPs for consultant to provide technical assistance for project. Award contract first meeting in Sept. Anticipate project to take 6 - 9 months.
5	Amending the River Forest Zoning Ordinance, specifically the Planned Development standards (section 10-19-3) to identify consistency with the goals and policies of the Affordable Housing Plan as a standard of review.			
6	Amending the River Forest Zoning ordinance to allow for taller and more dense development in designated commercial/mixed-use areas, consistent with the recommendations of the Comprehensive Plan, in order to better accommodate possible inclusion of affordable housing as part of new development.	Larger project and discussion. Last item to be considered once other tasks are completed.	TBD	FY 2022
7	Identify processes to better track metrics related to affordable housing.	Staff to research and create process to track housing units in River Forest.	VRF: PC; Outside Organizations: Possibly UIC and other statistical organizations	Ongoing



Village of River Forest
Village Administrator's Office
400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: June 18, 2020

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Agreement for Automated Traffic Law Enforcement Agreement

Issue: As you know, the Village has elected not to renew its contract with its current vendor for automated traffic law enforcement systems and instead opted to issue a request for proposal (RFP) for services. The Village received three responses and Staff is recommending American Traffic Solutions d/b/a Verra Mobility.

Analysis: Each vendor has proposed a turn-key system to the Village consistent with our past service. The proposals are fairly consistent to one another in terms of the technology used to manage the systems, with minor exceptions.

In terms of cost comparison, there is a stark difference between the proposals due to the fact that Verra charges a flat rate per system, per month as opposed to a per ticket fee. It is their policy to charge a flat rate and is consistent with their other contracts in Illinois.

Red Light Camera Cost Comparison			
Assumes 18,500 tickets issued per year			
Vendor	Verra*	Red Speed	Gatso
Fee Structure	\$3,700 Per month, per camera flat rate; \$88,800/year	\$1,499 per camera per month. \$35.94 per violation	\$250 per camera per month. \$38.00 per violation
Vendor Revenue	\$ 82,800	\$ 700,866	\$ 709,000
Village Revenue	\$ 1,755,200	\$ 1,137,134	\$ 1,129,000
*FPDCC 50% FEE INCLUDED			

¹ The Village pays an annual license fee of \$12,000 to the Forest Preserve District of Cook County for the camera at Lake and Harlem as the camera is on their property.

The agreement is for a term of five years, with one two-year renewal. The price is the same for the life of the agreement.

The agreement also calls for many of the same provisions and considerations that were provided for in our previous agreement.

The agreement was reviewed and approved by the Village Attorney.

Staff also checked references from other local clients including Hoffman Estates, Morton Grove, Lincolnwood and Bedford Park. All provided favorable reviews and references for Verra Mobility.

Recommendation: Consider a MOTION to approve a Resolution authorizing the execution of an Automated Traffic Law Enforcement Agreement with American Traffic Solutions, doing business as Verra Mobility.

Please let me know if you have any questions.

Attachments

Resolution with Agreement

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE EXECUTION OF
AN AUTOMATED TRAFFIC LAW ENFORCEMENT AGREEMENT
(AMERICAN TRAFFIC SOLUTIONS, INC. D/B/A VERRA MOBILITY)**

WHEREAS, the Village of River Forest ("Village") is a duly organized and validly existing municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the Village desires to enter into the "Automated Traffic Law Enforcement Agreement" with American Traffic Solutions, Inc. d/b/a Verra Mobility, a copy of which is attached hereto as **EXHIBIT A** and made a part hereof ("Agreement"); and

WHEREAS, the Village is authorized, pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 and applicable State laws, including Section 11-208 of the Illinois Motor Vehicle Code, 625 ILCS 5/11-208, and Sections 8-1-7(b)(2) and (3) of the Illinois Municipal Code, 65 ILCS 5/8-1-7(b)(2) and (3), to approve and enter into the Agreement; and

WHEREAS, the President and Board of Trustees of the Village find that approval of the Agreement best serves the public's health, safety and welfare;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RIVER FOREST, ILLINOIS, AS FOLLOWS:

SECTION 1: Incorporation. That each Whereas paragraph above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: Approval and Execution. That the Agreement is approved and the Village Administrator and the Village Clerk, or their designees, are directed execute and deliver the Agreement, with such changes as approved by the Village Administrator, and all other instruments and documents that are necessary to fulfill the Village's obligations under the Agreement. Further, Village staff is authorized and directed to take all actions that are necessary to comply with all of the applicable obligations of the Village under the Agreement.

SECTION 3: Severability. That if any Section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION 4: Repeal. That all resolutions, motions or parts thereof in conflict with this Resolution shall be and the same are hereby repealed.

SECTION 5: Effectiveness. That this Resolution shall be in full force and effect upon its adoption and approval according to law.

ADOPTED this 22nd day of June, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 22nd day of June, 2020, by the Village President of the Village of River Forest, and attested by the Village Clerk, on the same day.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

EXHIBIT A
AGREEMENT

(attached)

AUTOMATED TRAFFIC LAW ENFORCEMENT AGREEMENT

This **AUTOMATED TRAFFIC LAW ENFORCEMENT AGREEMENT** ("Agreement") is made and entered into this _____ day of _____, 2020 ("Effective Date") by and between the Village of River Forest ("Village"), an Illinois non-home rule municipality, and American Traffic Solutions, Inc. d/b/a Verra Mobility ("Contractor"), a corporation organized under the laws of the State of Kansas authorized to conduct business in the State of Illinois. The Village and Contractor are sometimes referred to in this Agreement individually as "Party," and collectively as "Parties."

WITNESSETH

WHEREAS, pursuant to the Illinois Vehicle Code, 625 ILCS 5/1-100, *et seq.*, the Village is, among other things, authorized to provide for "automated traffic law enforcement systems" ("Systems") as that term is defined in Section 11-208.6 of the Illinois Vehicle Code, 625 ILCS 5/11-208.6; and

WHEREAS, the Village desires to enter into this Agreement with Contractor for Contractor to provide equipment, processing and other services on a cost-neutral basis, to enable the use of Contractor's systems to enforce the Village's traffic laws as permitted by law ("Program"); and

WHEREAS, the Village President and Board of Trustees find that the use of Contractor's systems will benefit the public's health, safety and welfare by reducing the incidence of red light running and the number of red light running accidents, which often result in injury or death; and

WHEREAS, the Village has taken all appropriate legislative steps to authorize the Village's entry into this Agreement; and

WHEREAS, Contractor has the expertise to furnish, install, operate and maintain Systems and related services which Contractor promises to provide in this Agreement; and

NOW THEREFORE, for and in consideration of mutual promises and covenants contained herein, the sufficiency of which is mutually acknowledged, the Parties hereto agree as follows:

ARTICLE 1: ACCEPTANCE OF AGREEMENT

This Agreement, including all exhibits attached hereto and made a part hereof, contains the entire understanding of the Parties with regard to the subject matter hereof. Accordingly, this Agreement supersedes any prior commitments, promises and/or negotiations between the Parties unless otherwise provided herein, and it may be amended only in writing, as agreed by the Parties.

ARTICLE 2: DEFINITIONS

As used in this Agreement, words or terms shall have the following meanings unless the context or usage clearly indicates that another meaning is intended:

- 2.1 “Agreement” means this Automated Traffic Law Enforcement Agreement entered into between the Village and Contractor.
- 2.2 “Approach” means any number of lanes of traffic at a roadway intersection in a single direction of vehicular travel.
- 2.3 “Automated Traffic Law Enforcement System” or “System” means a device with one (1) or more motor vehicle sensors, cameras, controllers and related networking devices working in conjunction with a traffic-control signal displaying a steady red signal indication to produce Recorded Images of motor vehicles entering an intersection against a steady red light signal in violation of Section 11-306 of the Illinois Vehicle Code (625 ILCS 5/11-306) or a similar provision of the Village of River Forest Municipal Code and is designed to obtain a clear recorded image of the motor vehicle and the motor vehicle’s license plate.
- 2.4 “Automated Traffic Law Violation” or “Violation” means a violation described in Section 11-208.6 of the Illinois Vehicle Code (625 ILCS 5/11-208.6) of a motor vehicle entering an intersection against a traffic-control device displaying a steady red signal indication in violation of Section 11-306 of the Illinois Vehicle Code (625 ILCS 5/11-306), or a similar provision of the Village of River Forest Municipal Code evidenced by the Recorded Images produced by an Automated Traffic Law Enforcement System.
- 2.5 “Automated Traffic Law Violation Fine” or “Fine” means the civil penalty authorized by Section 11-208.6(j) of the Illinois Vehicle Code (625 ILCS 5/11-208.6(j)) imposed on the Automated Traffic Law Violator due to an Automated Traffic Law Violation pursuant to Sections 11.208.3 and 11-208.6 of the Illinois Vehicle Code (625 ILCS 5/11-208.3 and 625 ILCS 5/11-208.6) and pursuant to the provisions of the Village of River Forest Municipal Code.
- 2.6 “Automated Traffic Law Violation Notice” or “Violation Notice” means a written notice of Violation issued pursuant to Sections 11-208.3 and 11-208.6 of the Illinois Vehicle Code (625 ILCS 5/11-208.3 and 625 ILCS 5/11-208.6) and pursuant to the provisions of the Village of River Forest Municipal Code.
- 2.7 “Automated Traffic Law Violation Review Officer” or “Review Officer” means a Village police officer appointed by the Chief of Police, or his designee, who reviews the Recorded Images produced by a System to determine whether a violation as described in Section 11-208.6 of the Illinois Vehicle Code (625 ILCS 5/11-208.6) of a motor vehicle entering an intersection against a traffic-control device displaying a red signal indication in violation of Section 11-306 of the Illinois Vehicle Code (625 ILCS 5/11-306) or a similar provision of the Village of River Forest Municipal Code has occurred and to authorize the issuance of an Automated Traffic Law Violation Notice.
- 2.8 “Automated Traffic Law Violator” or “Violator” means a person who has been issued a Violation Notice.
- 2.9 “Axis” or “Axis System” means the Axis Violations Processing system, which is Contractor’s proprietary back-office platform for processing Violations, including the printing and mailing of Violation Notices, the generation of evidence packages and system generated reports, adjudication support, and data management.

- 2.10 "Business Rules" means the Business Rules Questionnaire to be completed by the Village and delivered to Contractor setting forth the business rules for the implementation and operation of the Program.
- 2.11 "Effective Date" of Agreement means the date on which the first (or only) Red Light Camera begins capturing Potential Automated Traffic Law Violations.
- 2.12 "Infrastructure" means the poles, foundation, conduit, and other below-grade infrastructure associated with installing the Systems and Verra Mobility Live.
- 2.13 "Initial Screening" or "Screening" means the process whereby the Contractor reviews all Potential Violations captured by a System and categorizes such events in accordance with the Village's Business Rules to eliminate events, such as the driver of the vehicle did not actually run a red light, there was no license plate on the vehicle, the license plate was unreadable, or the vehicle going through the red light was yielding the right of way to an emergency vehicle or was part of a funeral procession.
- 2.14 "Laws" means all federal, State, or local, laws, ordinances, regulations, orders and directives.
- 2.15 "Potential Automated Traffic Law Violations" or "Potential Violations" means the Recorded Images that have been initially screened before the Review Officer has reviewed the Recorded Images.
- 2.16 "Recorded Images" means images showing the time, date and location of a Violation recorded by a System on: (i) two (2) or more photographs, (ii) two (2) or more microphotographs, (iii) two (2) or more electronic images or (iv) a video recording showing the motor vehicle and, on at least one (1) image or portion of the recording, clearly identifying the registration plate number of the motor vehicle.
- 2.17 "Red Light Incident" means the digital photographic and video recording of a motor vehicle crossing a clearly marked stop line, but if there is no such stop line, before entering the crosswalk on the near side of the intersection, or if there is no such crosswalk, then before entering the intersection when (i) facing a steady circular red signal being displayed by a traffic-control signal or (ii) facing a steady red arrow signal and making a movement indicated by the arrow being displayed by traffic-control signal.
- 2.18 "Service Fees and Charges" means all amounts owed to Contractor for services performed under this Agreement as outlined and listed in **Exhibit A** attached hereto and made a part hereof.

ARTICLE 3: SCOPE OF WORK

In accordance with the terms of this Agreement:

- 3.1 Contractor shall perform all necessary traffic and engineering studies, obtain all permits, furnish all labor materials and equipment, furnish and install any and all Systems as well as perform all maintenance related to the installation of the Systems at its sole expense. After installation, and throughout the length of the term of this Agreement, Contractor

shall perform all necessary ongoing maintenance of all Systems at its sole expense. At the end of the term of this Agreement, and where the Agreement is not renewed for another term, Contractor shall perform any necessary maintenance and removal of any and all Systems at its sole expense.

- 3.2 Contractor shall cooperate with and support all educational and public information initiatives the Village chooses to undertake, if any, in order to launch the Program by providing content for written materials (in English and Spanish upon request), and appearing at public hearings related to Systems. Contractor will also train all Village personnel in use of Systems including the adjudication module.
- 3.3 Contractor shall record and provide Recorded Images, consisting of a video clip as well as still digital photographs of the rear of vehicles, specifically capturing images of license plates on those vehicles who may have committed a Potential Violation, to Village's Review Officer(s) after having performed an Initial Screening. These images will be delivered via the internet.
- 3.4 Upon receipt of Review Officer determination that a violation has/violations have occurred, Contractor shall process all Violation Notices, including, but not limited to, retrieval of vehicle registration from the Illinois Secretary of State.
- 3.5 Contractor shall perform all printing and mail of Violation Notices, provide a toll free number and provide all customer service relating to Systems.
- 3.6 Contractor shall facilitate the establishment of the Village's payment processing channels as set forth in Article 13 below.
- 3.7 Contractor shall provide support to Village's adjudicative process. Such support will include use of Contractor's "Adjudication Module" which allows for viewing of violation photographs and video clips, as well as remote technical assistance at the time of hearing(s) and full support services for "Contests by Mail" as more fully described in the Business Rules.

ARTICLE 4: EQUIPMENT

- 4.1 Contractor shall install Systems at mutually agreed upon Approaches; however, these Approaches must be approved by the Illinois Department of Transportation ("IDOT") before any installation(s) can proceed, whether or not the Parties want and /or believe Systems should be installed, unless said Systems are to be installed on a road outside of IDOT's jurisdiction. The responsibility, cost, and expense of obtaining IDOT approval shall be solely that of Contractor; provided however, the Village shall reasonably cooperate with the Contractor in its efforts to seek IDOT approval. The Parties may agree from time to time to add, subtract, or modify Approaches where Systems shall be installed and maintained; such modification(s) shall be in writing and made a part of **Exhibit B**. Attached hereto and made a part hereof is **Exhibit B**, which sets forth those Approaches the Parties have agreed upon.
- 4.2 Each System maintained and operated by Contractor shall provide the Village with Recorded Images consisting of rear license plate photos and a wide-angle intersection view capable of showing the violator vehicle both before and after entering the

intersection. All installation, maintenance, services and repairs on the System(s) are the responsibility of Contractor, not the Village.

- 4.3 Each intersection Approach monitored by System shall have a communication enclosure, pole and foundation, camera units, detection cameras, communication antennas, inductive coils and the associated cable in conduits; if wireless magnetic sensor detectors are used, a small receiver shall be clamped around the pole and wireless sensors would replace in-ground coils.
- 4.4 The System shall interface with the traffic controller.
- 4.5 All equipment, including equipment provided to Village personnel to review, analyze and process Potential Violations, as well as intellectual property shall remain the property of Contractor. Contractor hereby grants the Village a non-exclusive, non-transferable right to access and use the Axis System for the purpose of reviewing Potential Violations, the issuance of Violation Notices, the prosecution of Violations and the collection of Violation Fines. Subject to the Laws, Contractor shall have the right to use all metadata, business intelligence, or other analytics obtained, gathered, or mined by Contractor from the data captured by the Systems and Verra Mobility Live. Furthermore, Contractor has the right to use non-personalized and aggregated Program data for its internal business purposes, analytics, statistical analysis (where the Village's Program data would be aggregated with one or more other programs), and to perform analyses which would further the Village's Program.
- 4.6 Electric utility charges, if any, to operate Systems shall be the responsibility of Contractor.

ARTICLE 5: CHANGE OF LOCATION

If the Village determines that the maintenance of a System at a certain location is no longer in furtherance of the public health, safety and welfare, Contractor shall remove said System from service upon thirty (30) days written notice from the Village or the System may be moved to a new location at the expense of the Village and upon mutual agreement of the Village and Contractor as to the new location so long as approval has been granted by IDOT if moving System to an IDOT road. All new locations will be evidenced in writing and made a part hereof and appended hereto. If no suitable new location is found, Contractor shall remove the System at no expense to Village. If a System is removed and not relocated before the initial five (5) year term of the Agreement as set forth in Section 14.1 below, the Village shall reimburse Contractor for its unamortized construction and installation costs established to the Village in writing, which initial construction and installation costs shall not exceed Fifty Thousand Dollars (\$50,000.00). Amortization of costs shall occur in equally monthly installments over the initial five (5) year term of the Agreement as set forth in Section 14.1 below.

ARTICLE 6: SIGNAGE

The Village, at its expense, shall acquire or fabricate all signage to be placed in advance of each enforced Approach. The content and location of such signage shall comply with Section 11-208.6(k) of the Illinois Vehicle Code (625 ILCS 5/11-208.6(k), as amended) and the Illinois

Manual on Uniform Traffic Control Devices. If the Village cannot provide such signage, Contractor will do so, and the Village shall reimburse Contractor for such costs.

ARTICLE 7: VIOLATION DETERMINATION AND PROCESSING

- 7.1 Village shall review all video and photographic evidence of possible Violations within ten (10) days of receiving such evidence; and, Village shall have ultimate responsibility for determining whether a Violation occurred and a Violation Notice should be issued.
- 7.2 Village shall appoint one (1) or more Review Officers to review all Potential Violations and determine whether Violations did, in fact, occur. Contractor shall provide the Review Officer(s) with access to the Recorded Images of the Potential Violations.
- 7.3 The Review Officer(s) shall review the Recorded Images of the Potential Violations within ten (10) days of receiving the Recorded Images to determine whether a Violation Notice shall be issued. The Review Officer(s) shall have ultimate responsibility for determining whether a Violation has occurred and whether a Violation Notice should issue. The decision to issue a Violation Notice shall be the sole, unilateral and exclusive decision of the Review Officer(s). The Review Officer(s) shall communicate each such determination to Contractor by entering his or her decision into Contractor's electronic database.
- 7.4 For each Potential Violation the Review Officer(s) determines a Violation Notice is to be issued, Contractor shall retrieve from the Illinois Secretary of State's database of motor vehicle owners or other source of registered owner information accessible to Contractor as limited agent of the Village the name and address of the registered owner of the motor vehicle to whom the Violation Notice is to be sent. Village shall provide Contractor with access to Illinois Secretary of State's database of registered motor vehicle owners for the purpose of processing and issuing Violation Notices. The Village shall execute the "Verra Mobility DMV Services Subscriber Authorization" in substantially the form attached hereto as **Exhibit D** and made a part hereof, to provide verification to the National Law Enforcement Telecommunications System, indicating that Contractor is acting on behalf of the Village for the purposes of accessing vehicle ownership data pursuant to the list of permissible uses delineated in the Drivers Privacy Protection Act 18 U.S.C. § 2721(b)(1) and as may otherwise be provided or required by any provision of applicable State law.
- 7.5 Contractor shall prepare a mock-up of a Violation Notice in accordance with the Village's Business Rules. The Village shall provide a revised draft of the Violation Notice and other notices in accordance with the Laws applicable to the Village and the Violation Notice or other notices, as applicable, fifteen (15) days of receipt of the mock-ups from Contractor. It is anticipated that such Violation Notices shall contain the following information:
 - The name and address of the registered owner of the motor vehicle according to the information supplied by the Illinois Secretary of State or similar office of vehicle registration in foreign states;
 - Copies of Recorded Images depicting the Violation, which shall include a minimum of three (3) images showing the motor vehicle entering the intersection

with the controlling traffic-control device displaying a steady red signal, and a close-up view of the rear of the motor vehicle with license plate;

- A statement that the Recorded Images are evidence of an Automated Traffic Law Violation;
- Registration number;
- Violation charged;
- Date, time and location of Violation;
- Vehicle make (if readily discernible);
- Information regarding the availability of a hearing to contest the Violation on its merits, specifying the time and manner that such a hearing may be had;
- The fine imposed, the date of required payment and penalty assessed for late payment;
- Website address, accessible through the internet, where the violator may review the Recorded Images.
- A warning that failure to pay the penalty imposed, or to timely contest the Violation, is an admission of liability and may result in suspension of the driving privileges of the registered owner of the vehicle;
- A statement that the Violator may proceed by paying the Fine or challenging the Fine in an administrative hearing or by mail (if a non-resident) or following the administrative hearing; and,
- A statement that payment of the Fine and any applicable late payment penalty shall dispose of the Violation with finality.

7.6 Contractor shall prepare, print, and mail Violation Notice within thirty (30) days after receipt of the necessary registered owner information from the Illinois Secretary of State or other provider of registered owner information, and in no event, not later than ninety (90) days after the date of violation.

7.7 Contractor shall prepare, print and mail a Second Notice of Violation ("Second Notice") to the Violator if Violator fails to respond timely to the first Violation Notice. This Second Notice shall demand payment of Fine and penalty.

7.8 If Violator becomes delinquent in payment to Village of Fine after the Second Notice, Contractor will work with Village's choice of "Collection Agency" or "Collection Agent" in order to recover payment of Delinquent Fines.

ARTICLE 8: VERRA MOBILITY LIVE™

Contractor shall provide the Village with Verra Mobility Live, which allows the Village to perform remote video retrieval, live video viewing, and live video streaming at each Approach. The Village is responsible for and will pay for any of its data storage costs or other usage-based costs that the Village may incur in connection with its use of Verra Mobility Live.

The Village expressly acknowledges that Contractor is under no obligation to retain for any period of time any data produced by Verra Mobility Live (other than the thirty (30) days of video footage retained at the roadside) and once it obtains a requested video file, the Village is responsible for any preservation, and associated storage requirements that may be required by Law for the video file. The Village agrees that since the requested video file is not required by Contractor to continue to perform the services under the Agreement, the video file and any

resulting public records shall be transferred to the Village prior to the termination of the Agreement and the Village shall serve as the records custodian for any public records created. The Village agrees to assume responsibility to respond to, and if appropriate defend, at its sole expense, any requests for data or information obtained through Verra Mobility Live, whether by formal public records request or otherwise. Contractor shall not be responsible for any storage, storage costs or public records requests pertaining to the historical video obtained through Verra Mobility Live or the provision of access to Verra Mobility Live to anyone other than the Village.

The Village agrees that Verra Mobility Live shall be subject to the following: (i) historical video is stored at the Camera site for a time period of approximately thirty (30) days; (ii) requested video files pursuant to Verra Mobility Live will be available for the Village download typically within one (1) business day of request and will be available for retrieval for approximately thirty (30) days; (iii) video file requests from historical video are limited to thirty (30) minutes; if additional footage is required, additional requests may be made by the Village; and (iv) to avoid unintended data usage charges, streaming video is limited to ten (10) minute sessions. After ten (10) minutes, users will be prompted to reconnect.

The Village will comply with all Laws with respect to its access to and use of Verra Mobility Live and the data retrieved through Verra Mobility Live, including without limitation any Laws relating to data privacy, photo enforcement, passive surveillance, or public records.

ARTICLE 9: LIMITED AGENCY; NO PARTNERSHIP

The Village hereby grants Contractor the authority to act on its behalf as a limited agent of the Village for purposes of (i) facilitating the establishment of bank accounts and delivering payment/transfer instructions with prior written notice and permission from the Village; (ii) accessing DMV records; and (iii) generating and administratively processing recorded images of Potential Violations as described in this Agreement and the Business Rules. Contractor and its employees, contractors, agents and servants will in no event be considered to be employees, agents (other than in the limited capacity described herein), or servants of the Village. This Agreement does not and shall not be interpreted as creating a partnership, general agency or joint venture relationship between Contractor and the Village.

ARTICLE 10: DATA RETENTION

Subject to litigation holds, court orders, changes in Law, or other legal requirements applicable to Contractor, Contractor shall maintain the categories of data set forth under the heading "Type of Record" for the periods of time set forth under the heading "Minimum Verra Mobility Retention Period" on Exhibit C during the term of this Agreement. Within one hundred-twenty (120) days of the later of the termination of this Agreement or the termination of any wind-down period, Contractor shall at its option either (i) place the Violation Images, Non-Violation Images, Individually Identifiable Violation Records, and Individually Identifiable Non-Violation Records (each as described on Exhibit C), not previously disposed of in accordance with the data retention schedule at a secured location with secure file transfer protocol ("SFTP") access available to the Village or (ii) provide the Village with a hard-drive, or hard-drives, containing the Violation Images, Non-Violation Images, Individually Identifiable Violation Records, and Individually Identifiable Non-Violation Records, where the Village shall have ninety (90) days to retrieve and validate the information. After ninety (90) days, Contractor shall delete all data from

the SFTP location (if applicable) and shall have no further data retention obligations to the Village with respect to such data.

ARTICLE 11: ADJUDICATIVE PROCESS

- 11.1 The Village, shall at its sole expense and in its sole discretion, prosecute through its administrative hearing process all Violations which are contested by the Violator, whether written or in-person.
- 11.2 Contractor shall provide, among other things, all electronic documents and other records to Village that are necessary in the prosecution of Violations (Contractor shall provide hard copy documents if requested). Contractor shall provide access to Contractor's website for the purpose of replaying and displaying Recorded Images at Village's administrative hearing. Contractor shall provide "on-call" support for the administrative process.

ARTICLE 12: SERVICE FEES

The Village shall compensate Contractor fees set forth on **Exhibit A** and in accordance with the following:

- 12.1 Contractor shall be paid a flat fee of Three Thousand Seven Hundred and No/100 Dollars (\$3,700.00) per month, per System, for a complete turnkey, all-inclusive System. The fee covers a System that enforces up to four (4) lanes and up to signal phases, System site construction, System installation, System maintenance and repairs, Verra Mobility Live, event processing services, vehicle registration records access, mailing of Notices of Violations in color with return envelope, payment processing facilitation, call center support for general program support, public awareness program support, client staff training and court and adjudication support. Contractor shall pay the Village fifty percent (50%) of the Forest Preserve District of Cook County's annual license fee charged to the Village, which as of the Effective Date is Twelve Thousand and No/100 Dollars (\$12,000.00), for the System at Lake and Harlem.
- 12.2 Any funds owed to Contractor under this Agreement by the Village are subject to the Flexible Payment Plan described below and any funds owed to Contractor under this Agreement by the Village are limited obligations payable solely from revenue from the Systems, to the extent the Systems generate revenue. In no circumstance shall the Village be obligated to pay Contractor an amount in excess of the amount actually received by the Village under this Agreement. The Parties intend that this Agreement be cost neutral, and any funds owed to Contractor in excess of the amount actually received by the Village are waived. None of the Village's financial obligations to Contractor under this Agreement are general obligations of the Village and the general funds of the Village are not obligated in any way under this Agreement.
- 12.3 During the term of the Agreement, payments by the Village may be made to Contractor under a "Flexible Payment Plan" if the total funds collected by the Program are

insufficient to cover the fees due to Contractor from the Village. Under the Flexible Payment Plan, the Village may defer certain payments due and owing to Contractor during the term of the Agreement. If at the end of the term of the Agreement sufficient funds have not been collected by the Village to pay the accrued balance then due to Contractor, Contractor agrees to relinquish, forfeit and waive its right to recovery with respect to any balance owing to the Contractor at the end of that term, and the Village shall not be obligated to pay Contractor any such amounts consistent with Section 12.2 above.

- 12.4 This Flexible Payment Plan shall be applied as follows: Contractor shall maintain an accounting of any net balances owed Contractor from the Village each month during the term. If the total amount of funds collected from all the Systems combined during a month exceeds the amount of Contractor's invoice for the same month, the Village shall pay Contractor the total amount due on the invoice. If the total amount of funds collected from all Systems combined during a month is less than the amount of the Contractor's invoice for the same month, the Village shall pay Contractor only the amount collected during the same month and the payment of the remaining balance shall be deferred and not owed by the Village unless future Program revenues are sufficient to pay the deferred amount. Deferred amounts shall not accrue interest or other charges. If opting to use a Flexible Payment Plan, the Village shall provide Contractor with sufficient information about payments received directly by the Village or by the courts or adjudication system to accurately determine the amount of funds collected. Payments due Contractor shall be reconciled by applying funds collected in subsequent months, first to the accrued balance and then to the subsequent monthly invoice. If at any time Contractor invoices, including any accrued balance, are fully repaid, the Village shall retain all additional funds collected. Any funds in excess of the total balance due (whether reserved in cash or not by the Village) shall be available to offset future Contractor invoices during the term of the Agreement. The Village agrees and understands the Flexible Payment Plan shall be applied in the aggregate across all installed Systems and will not be applied on a per System basis or on a per month basis.
- 12.5 Flexible Payment Plan – Limitations. The Flexible Payment Plan shall be suspended for any month, or months, in which: (1) the Village elects not to escalate more than ninety percent (90%) of unpaid Violations in accordance with 625 ILCS 5/11-208.6(j); (2) the Village directs Contractor to relocate a camera after its initial installation to a site where Violation rates are projected by Contractor to be below the rate required by Contractor for an acceptable installation; (3) the Village waives and/or fails to timely process more than ten percent (10%) of valid Violations forwarded to law enforcement for acceptance according to the Business Rules defined by the Village prior to the start of the Program; or (4) the Village does not provide Contractor with access to an accurate accounting of all payments received other than through the payment processing channels facilitated by Contractor.

ARTICLE 13: PAYMENT PROCESSING FACILITATION

- 13.1 Contractor shall facilitate the establishment of payment processing channels on behalf of the Village, including maintaining a lockbox, which lockbox provider shall initially be

Retail Lockbox, Inc. and facilitating the establishment of a merchant account with ACI Worldwide, maintain violationinfo.com, track Fine payments, and reconcile the Village pooling account established with U.S. Bank.

- 13.2 The Village will establish a bank account at U.S. Bank in its name and delegate authority to initiate funds transfers to another Village account on a Village-determined frequency. The Village shall provide the Contractor with completed banking forms, which may include among others a participation agreement and submerchant agreement with the payment processor as well as a bank verification letter prepared by U.S. Bank, and a Form W-9, "Request for Taxpayer Identification Number and Certification."
- 13.3 Funds received through all Contractor provided payment channels shall be deposited into the Village-owned U.S. Bank account, which the Village delegates authority to Contractor to access on a limited basis for the purpose of performing certain functions. A record of these payments is entered into the Axxis System's Billing, Payments and Accounting module ("Axxis BPA"). At the same time the payments are entered into the Axxis BPA module, the balances are updated in Axxis System. Either weekly or monthly, as designated in the Village's Business Rules, Contractor shall initiate an ACH payment from the Village's U.S. Bank pooling account to the Village's designated bank account. Every month, Contractor shall furnish the Village with a reconciliation of received payments and returns recorded in the Axxis BPA module to the Village-owned and opened U.S. Bank account statement.
- 13.4 Contractor shall maintain and operate a website, at violationinfo.com, which allows Violators to pay Fines by use of credit card. Contractor shall also maintain lockbox services for the collection of Fines paid by mail. Contractor is authorized to charge, collect and retain a service/convenience fee of an additional \$5.00 or up to an additional 5% of the total payment, for each electronic payment processed through the Contractor facilitated payment channels, whichever is higher. The service/convenience fee is paid by the Violator and retained by Contractor.
- 13.5 A Thirty-Five Dollar (\$35.00) charge will be assessed to anyone making payment on a Violation Notice whose check is returned due to Non-Sufficient Funds.
- 13.6 Contractor shall keep true and accurate records of Fines paid and service fees incurred along with associated program statistics. All Fines shall be accounted for in accordance with generally accepted accounting principles. Contractor shall provide a written report of accounting to the Village within forty-five (45) days after the end of each calendar month in which Fines have been paid.
- 13.7 During the term of this Agreement and thereafter for so long as the Village is entitled to payments hereunder, the Village or its authorized agent, shall have the right, at any time, upon reasonable notice (such notice shall be defined as forty-eight (48) hours or more), to examine Contractor's books and records in connection with all monies handled by Contractor on behalf of Village, or in any way associated with this Agreement. Any such inspection may be conducted by Village, or its authorized agents, at Contractor's corporate offices during Contractor's normal business hours.

ARTICLE 14: TERM, RENEWAL, MODIFICATION, TERMINATION

- 14.1 The term of this Agreement shall commence on the Effective Date and continue for a period of five (5) years from the date on which the first (or only) System begins capturing Potential Automated Traffic Law Violations, with one (1) two (2) year renewal, under the same terms and conditions, by mutual agreement of the Parties. The Parties acknowledge and agree that the Agreement is not one for the conveyance of personal services and shall survive the expiration of the term of the duly elected officials of the Village.
- 14.2 If Contractor intends to continue to provide services as outlined in “Article 3: Scope of Work” herein, after the term of this Agreement, Contractor will present a new Agreement to Village for its consideration at least ninety (90) days prior to the expiration of the Agreement. If Village does not intend to enter into a new Agreement with Contractor for the services as outlined in Article 3 herein, Village shall notify Contractor of same, in writing, within the ninety (90) day period preceding the expiration of the Agreement and Contractor shall remove all of its equipment and return all Red Light Camera sites within the Village to their original condition at Contractor’s sole cost and expense, except for foundation removal, which shall be left approximately flush with grade with no exposed bolts, or other hazards. If no written notice is given to Contractor by Village of its intent to discontinue Contractor’s services after the term of the Agreement but no new Agreement has been entered into by the Parties by the expiration of the Agreement, it shall be deemed that the Agreement shall remain in full force and effect on a month to month basis and on the same terms until such time as a new agreement has been entered into, or until such time as the Village terminates the Agreement and directs Contractor to remove all of its equipment and return all Red Light Camera sites within the Village to their original condition at Contractor’s sole cost and expense.
- 14.3 If Contractor does not intend to continue to provide services to Village as outlined under “Article 3: Scope of Work” herein after the term of the Agreement, Contractor shall notify Village, in writing, at least one hundred twenty (120) days before the term of this Agreement is set to expire. At the termination of the Agreement, Contractor shall remove all of its equipment and return all Red Light Camera sites to their original conditions at Contractor’s sole cost and expense.
- 14.4 Notwithstanding anything contained in this Agreement to the contrary, if any changes in the Laws in effect as of the Effective Date of the Agreement, whether via the enactment of legislation or non-appealable decisions rendered by courts of competent jurisdiction, make it impossible to use the Systems as originally contemplated by the Parties, this Agreement may be terminated immediately by either of the Parties upon written notice setting forth the reasons for said termination and the Village shall have no further financial obligations. In such case, Contractor retains the right to remove any and all Systems and all other property of Contractor in the possession or control of the Village at Contractor’s sole cost and expense.
- 14.5 The Village may terminate this Agreement for Cause. In this case, “Cause” is defined as: Contractor’s inability to erect a fully functioning Systems within eighteen (18) months from the date of execution of this Agreement; and/or embezzlement, misappropriation of funds, other acts of dishonesty, an action of Contractor or any of

Contractor's employees, owners or agents involving moral turpitude, violations of any Federal, State or local laws, regulations, ordinances, requirements or directives and/or any significant activity by Contractor that is materially harmful to Village's reputation. If this Agreement is terminated by the Village for cause, Contractor shall not be entitled to receive any damages, funds or remuneration from the Village.

- 14.6 Contractor may terminate this Agreement for Cause. In this case, Cause is defined as: embezzlement, misappropriation of funds, other acts of dishonesty, and/or significant activities willfully engaged in by Village, to and including, any of its officials that are materially harmful to Contractor's reputation.
- 14.7 The cost and expense of removal of the System(s) and Contractor's property in the possession or control of the Village shall be solely that of Contractor.

ARTICLE 15: WARRANTY

Contractor warrants that the goods and services supplied hereunder will be of good workmanship and of proper materials, free from defects and in accordance with manufacturer's specifications. Contractor shall perform its services with care, skill and diligence, in accordance with all applicable professional standards currently recognized by such profession, and shall be responsible for the professional quality, technical accuracy, completeness and coordination of all services furnished under this Agreement. Contractor shall comply with all applicable federal, state and local laws, ordinances, codes and regulations in performing its services. Contractor understands and warrants that at all times during the term of this Agreement, Contractor and all of its employees, officers, directors, associated parties, affiliates, consigns, and agents shall conduct themselves at all times with due regard to the public conventions and morals. At all times during the term of this Agreement, Contractor (inclusive of its employees, officers, directors, associated parties, affiliates, consigns, and agents) shall not: (i) commit an offense involving moral turpitude under Federal, State or local laws, regulations, ordinances, requirements or directives; (ii) do or commit any act or thing that will tend to degrade Contractor (or by reference or implication, the Village) in society or bring itself into public hatred, public disrepute, contempt, scorn, or ridicule, or that will tend to shock, insult or offend the community or public morals or decency; or (iii) do anything that would prejudice Village, its employees, officers, directors, associated parties, affiliates, consigns, agents, or the Village with respect to the performance of the Program or similar services for other units of government. If Contractor fails to meet applicable professional standards, Contractor shall, without additional compensation, correct or revise any errors or deficiencies, or, if at any time, in the reasonable opinion of the Village, Contractor or its employees, officers, directors, associated parties, affiliates, consigns, and agents are determined to have committed any act or done anything (whether intentionally or negligently) which might reasonably be considered: (i) to be immoral, deceptive, scandalous or obscene; or (ii) to injure, tarnish, damage or otherwise negatively affect the reputation and goodwill associated with Village (inclusive of its employees, officers, directors, associated parties, affiliates, consigns, affiliates, and agents); or (iii) to otherwise violate this clause, then Village may, upon written notice to Contractor, immediately suspend or terminate this Agreement, in addition to any other rights and remedies that Village may have hereunder or at law or in equity.

ARTICLE 16: COMPLIANCE WITH LAWS

Contractor shall comply with the Laws and all applicable Federal, State, county and local laws, ordinances, regulations, requirements, directives and codes (including procurement or required permits or certificates) in Contractor's performance under this Agreement. This includes any applicable State or local law, rule or regulation affecting or regulating safety, health and ethics. Contractor agrees to defend, indemnify and hold harmless Village, its officials, officers, agents and employees for any loss, damage, penalty, fine or liability sustained because of Contractor's material breach of this Agreement or provisions under the law.

ARTICLE 17: INSURANCE

17.1 Contractor shall procure and maintain throughout the duration of this Agreement insurance against claims which may arise from or in connection with the products, materials, Systems and services supplied to Village by Contractor. Said insurance (except for Workers Compensation, which only covers Contractor's employees) shall be primary and non-contributory to the Village's insurance and shall name the Village of River Forest, its officials, employees, and agents as additional insureds. Failure to maintain such insurance will be considered a material breach of this Agreement.

17.2 The insurance companies providing coverage shall be rated A- or better. Coverage Limits shall not be written at less than that specified as follows:

- Workers Compensation: \$1,000,000 Each Accident, \$1,000,000 Policy Limit, \$1,000,000 Each Employee
- General Liability: \$2,000,000 Aggregate, \$1,000,000 Each Occurrence, \$1,000,000 Products and Completed Operations, \$50,000 Damage to Premises Rented, \$5,000 Medical Expense
- Umbrella: \$5,000,000 Each Occurrence, \$5,000,000 Aggregate

ARTICLE 18: INDEMNIFICATION

18.1 Contractor shall indemnify, defend and hold harmless the Village of River Forest, its officers, agents, employees, representatives and assigns, from lawsuits, actions, costs, claims or liabilities of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of any act or omission, neglect or willful misconduct of Contractor, its officers, agents and/or employees arising out of, related to or in the performance of any of the provisions of the Agreement, including any claims or amounts recovered for any infringements of patent, trademark, or copyright; or from any claims or amounts recovered under the "Worker's Compensation Act" or any Laws, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the Village of River Forest, its officers, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. Contractor shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

18.2 The Village agrees to indemnify, defend, save and hold harmless Contractor, its agents, assigns, employees, officers and officials from and against all claims, demands, liabilities, suits, judgments, decrees, losses, costs and expenses of any kind of nature whatsoever (including attorneys' fees and costs), which may be incurred on account of injuries to, or death of, any person or persons or damage to any property occurring directly or indirectly from, or which may in any way be related to, the gross

negligence, willful misconduct, or the grossly negligent or willful misuse of Verra Mobility Live or the data accessed through Verra Mobility Live by the Village or any of its employees, agents, servants, associates, or subcontractors.

ARTICLE 19: SEVERABILITY

If any provision of this Agreement shall be held, or deemed to be, or shall in fact, be unenforceable as applied in any particular case in any jurisdiction or in all cases because it conflicts with any other provision or provisions hereof or of any constitution, statute, ordinance, rule of law or public policy, or for any other reason, such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstances, or of rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever. The invalidity of any one or more phrases, sentences, clauses or sections contained in this Agreement shall not affect the remaining portions of this Agreement or any part hereof.

ARTICLE 20: REPRESENTATIONS & WARRANTIES

20.1 Contractor hereby represents and warrants to the Village, as of the Effective Date of this Agreement, as follows:

- a) Contractor is a duly organized and existing corporation and is in good standing under the laws of the State of Kansas. Contractor is qualified to do business in the State of Illinois, is authorized to conduct business as it is presently being conducted, is not in violation of any provision of its organizational or operating agreements, and has the power and authority to enter into this Agreement;
- b) The execution, delivery and performance of this Agreement by Contractor does not constitute and will not upon giving of notice or lapse of time or both, constitute a breach or default under any other agreement to which Contractor is a Party or may be bound under;
- c) No event has occurred and no condition exists that upon execution of this Agreement would constitute a default or Event of Default, as hereinafter defined. Contractor is not in violation of, and has not received notice of any claimed violation, of any term of any agreement or other instrument to which it is a Party or by which it or its property may be bound, which violation could materially and adversely affect the financial or legal condition of Contractor or the ability of Contractor to perform its obligations under this Agreement;
- d) Neither Contractor nor any of its officers or directors has been convicted of any crime of moral turpitude under Federal, State or local laws, regulations, ordinances, requirements or directives.
- e) Contractor has not made a general assignment for the benefit of creditors, filed any voluntary petition in bankruptcy or suffered the filing of an involuntary petition by its creditors, suffered the appointment of a receiver to take possession of all or part of its assets, suffered the attachment or other judicial seizure of all or part of its assets, admitted its inability to pay debts as they come due or made an offer of settlement, extension or composition to its creditors generally, and Contractor is not anticipating the occurrence of any of the aforementioned acts.

- f) The information and documents provided by Contractor of the Village in response to the Village's request for proposals for the Program were true, accurate and complete.
- 20.2 The Village hereby represents and warrants to Contractor, as of the Effective Date of this Agreement, as follows:
- a) The Village has the authority to execute and deliver this Agreement and to perform its obligations hereunder;
 - b) the Village has taken all legislative action necessary to approve this Agreement and to authorize its execution and delivery, and the implementation thereof; and
 - c) the execution, delivery and performance by the Village of this Agreement does not constitute and will not, upon giving this notice or lapse of time or both, constitute a breach or default under any other agreement to which the Village is a Party or may be bound.

ARTICLE 21: DEFAULTS & REMEDIES

- 21.1 For purposes of this Agreement, the occurrence of any one (1) or more of the following shall constitute an 'Event of Default':
- a) If, at any time, any warranty, representation, or statement made or furnished by a Party to the other Party is not true and correct in any material respect; and
 - b) If either Party fails (in whole or in part) to fulfill any of its obligations under this Agreement or to materially perform, observe or comply with any of the covenants, agreements or obligations hereunder after notice and opportunity to cure the same.
- 21.2 If an Event of Default occurs, the defaulting Party shall, upon written notice from the aggrieved Party, proceed to cure or remedy such default or breach within thirty (30) calendar days after receipt of such notice ("Cure Period"); provided, however, that if such default is incapable of being cured within said Cure Period, and the defaulting Party commences to cure the default within said Cure Period, provides a written request to extend the Cure Period, and proceeds with due diligence to cure the same, such Cure Period shall be extended (not unreasonably) for the length of time reasonably necessary to cure the default.
- 21.3 At any time during the Cure Period (or extension thereof), the aggrieved Party may request a written report on the status of the steps taken to cure the Event of Default, which shall be complied with by the breaching Party within ten (10) calendar days after receipt of the original request. At all times during a Cure Period or extension thereof, the defaulting Party, shall diligently follow through to completion all such steps necessary to remedy the Event of Default within the shortest possible time. Failure of a Defaulting Party to respond to a request for information as set forth herein shall be considered a failure to diligently undertake the cure of the Event of Default and shall be deemed a waiver of the defaulting Party's opportunity to cure. In case such action is not taken or diligently pursued or the Event of Default is not cured or remedied within the aforementioned period, the aggrieved Party may exercise any rights or institute such proceedings at law or in equity as may be necessary or desirable in its opinion to cure and remedy such Event of Default, including termination of this Agreement.

- 21.4 The rights and remedies of the Parties, whether provided by law or in this Agreement, shall be cumulative and the exercise by any Party of any one or more of such remedies shall not preclude the exercise by such Party at the same time or different times, of any other remedies for the same Event of Default by the defaulting Party.
- 21.5 Any delay by any Party in instituting or prosecuting any actions or proceedings or asserting its rights under this Agreement shall not operate as a waiver of such rights in any way (it being the intent of this provision that such Party should not be constrained so as to avoid the risk of being deprived of or limited in the exercise of the remedies provided in this Agreement because of the Event of Default involved).
- 21.6 No waiver made by any Party with respect to any specific Event of Default by the other Party under this Agreement shall be construed as a waiver of rights with respect to any other Event of Default except to the extent specifically waived in the extent specifically waived in writing.

ARTICLE 22: COUNTERPARTS & FACSIMILE TRANSMISSION

This Agreement may be executed in counterpart originals, each of which shall be deemed to be an original with the same effect as if the signatures thereto were on the same instrument. A signature affixed to this Agreement and submitted by facsimile or electronic mail shall have the same effect as an original signature.

ARTICLE 23: GOVERNING LAW; AMENDMENTS

This Agreement shall be governed as to performance and interpretation in accordance with the laws of the State of Illinois. The Parties submit themselves to the exclusive jurisdiction of those courts located in Cook County, Illinois with regard to any controversy arising out of, relating to, or in any way concerning the execution or performance of this Agreement. If the laws or regulations regulating the System(s) are amended after the Effective Date, Contractor shall bear the cost, expense and burden of complying with the amended laws or regulations.

ARTICLE 24: FORCE MAJEURE

Notwithstanding any other provision of this Agreement, neither Contractor nor the Village shall be liable or held responsible for any failure to perform or for delays in performing its obligations under this Agreement, including but not limited to, the scope of services set forth herein, which result from circumstances or causes beyond Contractor's reasonable control, including without limitation, fire or casualty, acts of God, pandemic, action of a unit of government (other than the Village and its departments) with jurisdiction over the Program, strikes or labor disputes, war or violence (collectively, as well as separate and apart, are each and all "Event(s) of Force Majeure). Notwithstanding the foregoing, Contractor shall be required to use reasonable efforts to mitigate the effects of an Event of Force Majeure, and in no event shall Contractor's financial condition or inability to fund or obtain funding or financing constitute an Event of Force Majeure.

ARTICLE 25: RESPONSIBILITY FOR LOSS

Where a System malfunction or failure was avoidable, or occurred because of acts or omissions by Contractor, it shall not be responsible for monetary losses to Village resulting therefrom and the Village shall not be responsible to pay Contractor the Service Fees and Charges for the period of time the System malfunctioned or failed.

ARTICLE 26: EQUAL EMPLOYMENT OPPORTUNITY

Contractor agrees that on the selection of any subcontractor or the use of workers or employees that it will not in any way discriminate against any person, company or corporation due to race, nationality or origin.

ARTICLE 27: COMMUNICATION AND NOTICES

No verbal communication between the Parties shall change any of the terms and conditions of this Agreement. Nothing stated herein shall be construed as a waiver or modification of the requirements for notice or service of process of litigation as set forth in the Illinois Code of Civil Procedure, rules of the Circuit Court of Cook County. Any and all notices, demands, requests, consents, approvals, communications or other instruments required or permitted to be given under this Agreement shall be in writing (unless otherwise set forth herein) and shall be executed by a Party or an officer, agent or attorney of the Party, and shall be deemed to have been duly received upon:

- a) Actual receipt if personally delivered and the sender received written confirmation of personal delivery;
- b) receipt as indicated by the written or electronic verification of delivery when delivered by overnight courier;
- c) three (3) calendar days after the sender posts notice with the U.S. Post Office when sent by certified mail, return receipt requested; or
- d) when delivery is refused.

Notices shall be sent to the addresses set forth below, or to such address as any Party may specify in writing:

Verra Mobility
1150 N. Alma School Road
Mesa, AZ 85201
Attn: EVP, Government Solutions

Village of River Forest
400 Park Avenue
River Forest, Illinois 60305
Attn: Village Administrator

With a copy to:

Verra Mobility
1150 N. Alma School Road
Mesa, AZ 85201
Attn: DGC, Government Solutions

Klein, Thorpe & Jenkins, Ltd.
20 N. Wacker Drive, Suite 1660
Chicago, Illinois 60606
Attn: Gregory T. Smith

The Parties, by notice given hereunder, may designate any further or different address to which subsequent notices, certificates, approvals, consents or other communications shall be sent.

ARTICLE 28: ASSIGNMENT OF AGREEMENT

Notwithstanding anything to the contrary in this Agreement, Contractor shall have the right to make, with Village's prior written consent, which may be withheld in the Village's sole discretion, any assignment of this Agreement to: (a) any entity with which, or into which, Contractor may consolidate or merge; or, (b) any entity acquiring all or substantially all of the assets of Contractor.

ARTICLE 29: UNABLE TO CONTINUE

In the event Contractor is unable to continue to maintain and support the System(s), Contractor will advise Village of same in writing giving a minimum of sixty (60) days' notice to Village. Contractor facilitated payment channels shall remain open and available to the Village and Violators who had previously been issued a Violation. The Village may then proceed to enter into contract with another vendor for the same and/or similar services. There will be no penalty to either party.

ARTICLE 30: NO WAIVER

The waiver by either Party of any breach or failure to enforce any of the terms and conditions of this Agreement at any time shall not in any way affect, limit or waive such Party's right thereafter to enforce and compel strict compliance with every term and condition of the Agreement.

ARTICLE 31: EFFECTIVE DATE

The Effective Date of this Agreement shall be the date the Village executes this Agreement.

ARTICLE 32: CONFIRMATION AND AUTHORITY

The Village and Contractor for themselves and their successors, executors, administrators and assigns agree to the full performance of this Agreement. The persons signing below on behalf of the Village and Contractor certify that each is an agent possessed of authority to bind the Village and Contractor, as applicable, to this Agreement.

ARTICLE 33: FOIA

Section 7 of the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/7, as amended, applies to public records in the possession of a party with whom the Village has contracted, including Contractor. The Village will have only a very short period of time from receipt of a FOIA request to comply with the request, and there is a significant amount of work required to process a request including collating and reviewing the information. Contractor acknowledges the requirements of FOIA and agrees, except as provided for in Article 8 related to Verra Mobility Live, to comply with all requests made by the Village for public records (as that term is defined by Section 2(c) of FOIA, 5 ILCS 140/2(c), as amended) in Contractor's possession or control, and to provide the requested public records to the Village within two (2) business days of the

request being made by the Village, when reasonably feasible. Contractor agrees to indemnify and hold harmless the Village from all claims, costs, penalty, losses and injuries (including but not limited to, attorney's fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the Village under this Agreement.

ARTICLE 34: EXHIBITS

In the event of any conflict between the terms of this Agreement and an Exhibit, the term of this Agreement shall control.

ARTICLE 35: PILOTS

Contractor shall not pilot Contractor products and services or products and services that are under development by Contractor or its current or future subcontractors and vendors, except as may be permitted in a separate written agreement with the Village.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date set forth above.

VILLAGE:

Village of River Forest

By: _____

Name: Eric J. Palm

Title: Village Administrator

CONTRACTOR:

American Traffic Solutions, Inc.

By: _____

Name: Garrett Miller

Title: Executive Vice President, Government Solutions

EXHIBIT A

FEES

Contractor compensation is based on “Fee Per Services” as set forth herein. The following Fee Schedule is hereby attached and made a part of the Automated Traffic Law Enforcement Agreement.

MONTHLY FEES PER SYSTEM

\$3,700 per month per system including:

1. Maintenance Service and Repair of System
2. Potential Violation Capture & Initial Screening,
3. Violation Processing & Registration Retrieval
4. Printing & Violation Notice Mailing
5. Adjudicative Support Services
6. Payment Processing
7. Installation of System
8. Public/Community Relations Campaign
9. Training on Use of System
10. Lockbox Service
11. Toll Free Customer Service
12. 30 Day Video stored at the roadside
13. Live Streaming Video Access
14. Use of the Axis Violations Processing System
15. Electric Utilities

SUBSEQUENT NOTICES MAILING FEE

For any additional notices sent by First Class Mail required by the Village or required by Law in excess of the Violation Notices, Contractor will charge the Village a Subsequent Notices Mailing Fee in the amount of \$2 per notice.

ACTIVITY DESCRIPTIONS

Maintenance, Service and Repair of System: Contractor will be solely responsible for the installation of all System Equipment at agreed upon location(s) (See **Exhibit B** attached hereto and made a part hereof) including, but not limited to: communication enclosure, pole and foundation (typically, helix-based pole, subject to design & engineering review), camera units, detection cameras, communication antennas, inductive coils and associated cable in conduits; if wireless – magnetic sensor detectors and receiver. Additionally, Contractor warrants it will maintain Systems and associated equipment in good working order and provide service and repair of System(s) within sixty (60) hours of identified equipment failure. Except as otherwise provided, Systems will be returned to service within an additional forty-eight (48) hours or advise Village of the reason for delay in returning equipment to service. The cost and expense of service of repair of the System(s) shall be solely that of Contractor.

Note: Should equipment be destroyed or put out of service due to unforeseen circumstances such as weather, motor vehicle accident, non-scheduled IDOT construction or vandalism, Contractor shall not be subject to the above requirements, however, Contractor will make best efforts to return equipment to service as soon thereafter as practicable.

Potential Violation Capture & Violation Screening: Contractor will provide digital camera Systems capable of reliably capturing clear, photographs of the rear of vehicles, specifically capturing images of license plates on those vehicles whose drivers may have committed red light violations (Potential Violation Capture). Live video feed of each intersection will also be provided to the Village for surveillance purposes, through Verra Mobility Live.

Contractor shall pre-screen Potential Violations in order to send those images to Village for Review and Determination as to whether a Violation was committed. Before the Images are sent to Village, Contractor shall categorize the Potential Violations as directed pursuant to the Village's Business Rules.

All Potential Violations that are not screened "out" during Violation Screening shall be sent by electronic medium to the Village for review by Village's duly appointed Review Officers. Review Officer(s) shall make ALL determinations as to whether a Potential Violation shall be deemed a Violation.

Violation Processing & Registration Retrieval: Contractor shall process all actual Violations sent to it by The Village using web-based software. For each Violation processed, Contractor shall retrieve registered vehicle owner information from the Department of Motor Vehicle (DMA)/Secretary of State (SOS) or NLETS.

Note: Village must provide Contractor access to all DMV/SOS records and/or databases.

The Village shall direct the applicable law enforcement agency to execute the Verra Mobility DMV Services Subscriber Authorization (substantially in the form attached as **Exhibit D**) to provide verification to the National Law Enforcement Telecommunications System (NLETS), indicating that Contractor is acting on behalf of the Village for the purposes of accessing vehicle ownership data pursuant to the list of permissible uses delineated in the Drivers Privacy Protection Act 18 U.S.C. 2721, Section (b)(1) and as may otherwise be provided or required by any provision of applicable state law.

Printing & Violation Notice Mailing: Contractor shall print and mail all Violation Notices, including both First and Second Violation Notices.

Each Violation Notice shall also include, among other items, all information listed in section 7.5 of the Agreement including, a minimum of three (3) images showing the vehicle approaching the intersection with the controlling traffic signal red, the vehicle in the intersection with the controlling traffic signal red, and a close up view of the rear of the vehicle with license plate.

Contractor shall perform a Second Notice Violation mailing if Violator has not responded to the First Violation Notice in a timely manner. *Note: If Violator does not pay the Fine and Penalty demanded in the Second Notice in a timely manner, Contractor shall support the efforts of Village's Collection Agency/Agent to recover payment of Fine(s) and Penalty(ies) by making the*

Contractor facilitated payment channels available for such payments and recording payments as they are made.

Adjudicative Support Services: Contractor shall provide support to Village's Adjudicative Process. Such support will include use of Contractor's "Adjudication Module" which allows for viewing of Violation photographs and streaming video, as well as in-person or remote technical assistance at the time of hearing(s) and full support services for "Contests by Mail."

*Note: Administrative Hearings must be conducted by an attorney licensed to practice law in the State of Illinois for at least three (3) years and shall have all the powers granted to him or her under 65 ILCS 5/1-2.1-4. Except as set forth in the Agreement and this **Exhibit A**, administrative hearings and court costs are the sole responsibility of Village and are not shared by Contractor.*

Payment Processing: All payments made in response to a Violation Notice, whether it be First or Second Notice, whether such payment is made through Lockbox service, on-line, at Village, in response to Administrative Finding or through efforts of Collection Agency/Agent, will be electronically captured by Contractor's Payment Processing System. Full and partial payments may be accepted; provided however, partial payments are only accepted through the lockbox.

Public/Community Relations Campaign: Contractor shall support all educational and public information initiatives Village chooses to undertake in order to launch a System program by providing "*Content*" for written materials in English (and Spanish upon request). Contractor shall appear at public hearings and events related to System program during the Public/Community Relations Campaign period which can be up to and including sixty (60) days.

Training on Use of System: Contractor shall train all Village personnel identified by System Program Administrator on any and all parts of the Program, to include, but not limited to use of the Axis System, the adjudication module, and Inputting of Fines, and Verra Mobility Live. Training shall be done as frequently as requested by Village and/or needed.

License Plate Look-Up with Secretary of State: Contractor shall interface with the Department of Motor Vehicles/Secretary of State in order to secure information related to the registered owner of the Vehicle driven at the time of Violation. Contractor shall assume the costs for all License Plate Look-Ups.

Lockbox Service: Contractor shall maintain a Lockbox service with a third Party institution for the purpose of taking in all payments of Fines made to the Village by check which are not made directly at the Village Hall or other appointed location.

Toll Free Customer Service: Contractor shall provide a toll-free telephone number with English and Spanish speaking operators available for the purpose of answering inquiries concerning the System Program as well as Violation Notices. Contractor shall insure that all inquiries shall be handled timely and professionally.

Signage: The Village, shall acquire or fabricate, install and maintain all signage to be placed in advance of each enforced Approach. The content and location of the signage shall comply with Section 11-208.6(k) of the Illinois Vehicle Code (625 ILCS 5/11-208.6 (k)) and the Illinois Manual on Uniform Traffic Control Devices.

30 Day Archived Video: Contractor shall maintain Video at the enforced Approaches for thirty 30 days.

Live Streaming Access: Contractor shall provide the Village Administrator and his designees with access to Contractor's live video streaming twenty-four (24) hours a day, seven (7) days a week. With this, Village will be able to monitor any activity within camera range.

Relocation of System: Should System need to be relocated for any reason as outlined in this Agreement, all costs associated with such relocation will be the sole responsibility of the Village.

EXHIBIT B

It is the intention of the Parties to install and to have installed Systems at the following Approaches, pending approval by IDOT (where necessary):

- Lake Street at Harlem Avenue
- North Avenue at Harlem Avenue

EXHIBIT C

RETENTION SCHEDULE

Type of Record	Minimum Verra Mobility Retention Period
Violation Images* (including video clips and related metadata)	12 months from payment or final adjudication
Non-Violation Images (including video clips and related metadata)**	30 days from Potential Violation capture date
Individually Identifiable Violation Records*	12 months from payment or final adjudication
Individually Identifiable Non-Violation Records**	30 days from Potential Violation capture date
Audio recording from contact center	90 days from call
Written correspondence with citizens regarding Violations	1 year from date of correspondence
Maintenance Records	12 months from payment or final adjudication of an applicable Violation
Other Program Records	One year from termination of the Agreement

- * Violation Image: an image of a Violation issued as a Violation.
Individually Identifiable Violation Records: a record containing individually identifiable information pertaining to a Violation issued as a Violation.
- ** Non-Violation Image: an image of a Potential Violation not issued as a Violation.
Individually Identifiable Non-Violation Records: a record containing individually identifiable information pertaining to a Potential Violation not issued as a Violation.

This records retention schedule does not apply to any Potential Violation data captured by a System, but not uploaded into Axisis, nor does it apply to Verra Mobility Live Data.

EXHIBIT D

DMV SERVICES SUBSCRIBER AUTHORIZATION

Agency ORI: _____

DATE

NLETS

1918 W. Whispering Wind Dr.
Phoenix, AZ 85085

Attn: Steven E. Correll, Executive Director

Re: Authorization for American Traffic Solutions, Inc. to Perform DMV Inquiry

Dear Mr. Correll:

Please accept this letter of acknowledgement that an Agreement to perform automated enforcement between _____ and American Traffic Solutions, Inc., doing business as Verra Mobility, is or will be entered into and will be or is in force. As a requirement of and in performance of that Agreement between _____ and Verra Mobility it will be necessary for Verra Mobility to access NLETS motor vehicle data.

Please accept this letter as authorization from _____ for Verra Mobility to run motor vehicle inquiries. This authorization is and will be in effect for the term of our agreement with NLETS and any subsequent renewals.

This authorization will automatically expire upon the termination of the Agreement between _____ and Verra Mobility, and, such authorization is limited to violations detected by the automated enforcement camera systems. By completing the information below and signing this letter, I am stating that I am a member of the _____ and have the authority to empower Verra Mobility to use ORI _____ for this function.

SUBSCRIBER INFORMATION

Subscriber Agency/Name

NLETS Agency ORI

Name/Title of Authorized Representative

Mailing Address

Telephone

Fax

Email

Signature of Authorized

Representative

Date Signed
