



VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Monday, February 11, 2019 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcements
 - a. Recognition as a Dementia Friendly Community – Resolution
5. Consent Agenda
 - a. Regular Village Board Meeting Minutes – January 28, 2019
 - b. Committee of the Whole Meeting Minutes – January 28, 2019
 - c. Change to the Annual Meeting Schedule Regarding the Regular Meeting Date and Time for the Board of Fire and Police Commissioners
 - d. Monthly Department Reports
 - e. Monthly Performance Measurement Report
 - f. Village Administrator's Report
6. Consent Items for Separate Consideration
7. Recommendations of Boards, Commissions and Committees
8. Unfinished Business
9. New Business
 - a. Amend Title 1 of the Village Code Regarding Rules and Order of Village Business of the Village Board – Ordinance
 - b. Zoning Board of Appeals - Recommendation regarding a Variation Request – 346 Park Avenue (Side-Yard Setback) – Ordinance
 - i. Motion to Suspend the Rules (2/3 vote of the Board of Trustees)
 - ii. Motion to Reconsider the January 28, 2019 Vote on 346 Park Avenue (Side-Yard Setback) – Ordinance (majority vote of the President and Board of Trustees)
 - iii. Recommendation from the Zoning Board of Appeals regarding a Variation Request – 346 Park Avenue (Side Yard Setback) – Ordinance (2/3 vote of the Board of Trustees)
 - c. Amend Title 3 of the Village Regarding Hours of Work for Residential Contracts – Ordinance
 - d. Discussion and Direction Regarding Potential Text Amendments to the Zoning Ordinance:
 - i. Second Story Additions in Side-Yard Setbacks for Pre-Existing Non-Conforming Walls
 - ii. Daycare Centers in the PRI Zoning District as a Special Use
 - iii. Modification to the Standards for Planned Developments Regarding Individuals with Disabilities
 - e. On-Street Parking License Agreement with Lathrop & Central, LLC – 400 Lathrop
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: February 8, 2019

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Recognition as a Dementia Friendly Community

Last week the Village learned that it was recognized as a Dementia Friendly community by the Dementia Friendly America. We are only five communities in Illinois to have this designation. This designation is the result of the hard work of many people and organizations including:

- Village President Cathy Adduci
- Helen Kwan
- Dr. Lydia Manning and the Concordia Center of Gerontology
- Dr. Raj Shah and Rush Hospital Alzheimer's Disease Center
- River Forest Township
- Loyola University
- Marc Blesoff

The work to support people living with dementia and their caregivers is just beginning and this designation recognizes the work already completed and on an ongoing basis.

Attached please find a Resolution recognizing the efforts of the stakeholders that have led River Forest thus far and memorializing our commitment moving forward.

Thank you.

Attachment
Resolution

RESOLUTION NO. 19-__

A RESOLUTION SUPPORTING THE EFFORTS OF BECOMING A DEMENTIA FRIENDLY COMMUNITY

WHEREAS, the PRESIDENT AND BOARD OF TRUSTEES of the VILLAGE OF RIVER FOREST, Cook County, Illinois desires to improve and enhance the quality of life for its residents within the VILLAGE; and

WHEREAS, someone in the world develops dementia every three seconds and there are an estimated 47 million people worldwide living with dementia; and

WHEREAS, the Village of River Forest recognizes the changing of its needs of its community and the importance to address the necessities of its aging population including those living with dementia as well as their care partners; and

WHEREAS, the Village has partnered with many stakeholders throughout the community including resident Helen Kwan, Dr. Lydia Manning and the Concordia University Chicago's Center of Gerontology, Dr. Raj Shah and Rush Alzheimer's Disease Center, River Forest Township, Loyola University, Oak Park River Forest Senior Services, Marc Blesoff who facilitates Conscious Aging Workshops and Wise Sage-ing Workshops, as well as many other stakeholders in our local communities; and

WHEREAS, the Village has trained its first responders to better serve those suffering with dementia including creating a program that identifies those suffering with dementia with a red bracelet; and

WHEREAS, in January 2019, the tremendous efforts of the stakeholders culminated when Dementia Friendly America formally recognized the Village of River Forest as a part of their network of communities becoming only the fifth governmental agency to be recognized in the State of Illinois; and

WHEREAS, the Village is now listed in the national DFA network with an official designation as Dementia Friendly River Forest (DFRF).

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

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

SECTION 2: That the President and Board of Trustees of the Village of River Forest, Cook County, Illinois graciously accepts the Dementia Friendly America Community Designation.

SECTION 3: The Village continues to pledge its support to this important initiative.

SECTION 4: That this Resolution shall be effective immediately from and after its passage and approval.

ADOPTED this 11th day of February, 2019, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED this 11th day of February, 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

**VILLAGE OF RIVER FOREST
REGULAR VILLAGE BOARD OF TRUSTEES MINUTES
Monday, January 28, 2019**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, January 28, 2019 at 7:10 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 7:10 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None.

Also Present: Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Deputy Village Clerk Sara Phyfer, Police Chief James O'Shea, Patrol Commander James Greenwood, Fire Chief Kurt Bohlmann, Public Works Director John Anderson, Village Engineer Jeff Loster, Finance Director Rosemary McAdams, Village Attorney Greg Smith

2. PLEDGE OF ALLEGIANCE

President Adduci led the pledge of allegiance.

3. CITIZEN COMMENTS

None.

4. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee Corsini welcomed everyone to the meeting. She thanked Public Works for their 24 hour shifts and noted that she is proud of the work they do in these weather conditions. She also wanted to recognize Village Administrator Eric Palm and Staff for their time and dedication putting together the Capital Improvement Program budget. She stated it helps everyone understand what improvements the Village is going to make in town and the tools given to employees to provide services for residents.

Trustee Cargie encouraged everyone to look at the Village's Facebook page, which offers tips to stay safe during this cold weather. He mentioned that the Collaboration Committee meeting scheduled for Wednesday is canceled and announced that the Community Calendar is complete and can be viewed at www.rfhappenings.com. He praised Assistant to the Village Administrator Jon Pape for doing a great job.

Trustee Vazquez urged everyone to drive carefully in this weather.

Trustee Conti thanked everyone for attending. She sent out her thoughts and prayers to the Cibula and Prevolos families over the passing of their son last week.

Trustee Henek echoed the compliments to the departments for their work.

Trustee Gibbs thanked everyone for attending, particularly the three young boys in the audience who would get to see how government works. He encouraged everyone to check on their neighbors during this weather and praised Public Works for doing a great job with the roads.

President Adduci concurred and stated Public Works has done a phenomenal job, particularly with limited staff and historic weather events. She also thanked the Village Administrator and Staff for their effort on the CIP, noting their conscientiousness on how the funds are spent. She recently returned from Washington DC where she presented the Community Calendar at the Mayors Innovation Project; River Forest was one of eight villages selected. She encouraged everyone to check it out and thanked Assistant to the Village Administrator Jon Pape and Trustee Cargie for their work on the project. She summarized the topics discussed at the conference – climate change, transportation, and how to get better civic engagement through social media and building a strong business community. She noted a great example of that is the redevelopment agreements with In and Out Fitness and The Skincare Company that allowed those businesses to stay in town.

5. CONSENT AGENDA

- a. Regular Village Board Meeting Minutes – January 14, 2019
- b. Executive Session Village Board Meeting Minutes – January 14, 2019
- c. Waiver of Formal Bids and Extension of Contract Award for 2019 Tree Trimming to Davis Tree Care & Landscaping Inc. in an amount not to exceed \$48,000 (contractor maintaining same pricing from the 2017/18 contract)
- d. Waiver of Formal Bids and Extension of Contract Award for 2019 Stump Removal to Homer Tree Care, Inc. in an amount not to exceed \$44,000 (contractor maintaining same pricing from the 2017/18 contract)
- e. Illinois Department of Transportation Request for Resolution for Construction on State Highways – Resolution
- f. Waiver of Formal Bids and Award of Purchase through the Suburban Purchasing Cooperative a 2019 Dodge Durango with Police Package from Thomas Dodge for \$31,447 (Joint Purchasing Cooperative)
- g. Approval of an Update to the GIS Consortium Membership Agreement to Reflect a New Name & Executive Board
- h. Waiver of Formal Bid and Award of Purchase of the G2 Fire Station Alerting System from US Digital Design for \$58,026.08 (Sole Source Provider)
- i. Village Administrator's Report

Trustee Gibbs made a motion, seconded by Trustee Henek, to approve the Consent Agenda items a through i.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

6. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

a. Sustainability Commission – Annual Report

Chairperson Katie Brennan introduced the Commission members and thanked staff and the Board for their support on sustainability initiatives. She summarized the Commission's goals for 2019 and provided a 2018 progress report. Chairperson Brennan highlighted the Commission's work related to pesticide use, including researching and voicing opposition to draft language in the Federal Farm Bill, which ultimately passed without the local preemption provision language.

Commissioner Eric Simon discussed SolSmart, a program run by the US Department of Energy and led by the Solar Foundation, that funds the Metropolitan Mayors Caucus to train communities to make it easier to participate in renewable energy. The Village is aiming for bronze SolSmart designation.

In response to a question from Trustee Cargie, Commissioner Simon stated Federal money will no longer be available for electric cars but that the 30% tax incentive for solar is still currently in place. The State and ComEd also have incentives available.

Commissioner Beth Cheng shared the success of the Parkways for Pollinators program, which was created by the Commission in partnership with the Deep Roots Project. Fifteen blocks hosted Green Block Parties last year. The Commission has applied for a 2-year grant with Plan It Green to continue supporting this event. Commissioner Cheng also summarized the results of the online survey, which analyzed awareness of the Village's sustainability efforts and gauged residents' interest in programs and volunteering.

In response to a question from Trustee Corsini, Commissioner Cheng stated the survey had been included in the Green News section of E-News, as well as posted to the Commission's page on the website, and distributed on fliers at events.

Chairperson Brennan expressed gratitude for all the opportunities the Commission has had to collaborate and summarized her recognition of those partnerships. She also thanked Mary Susan Chen, who is stepping down, for her dedication to the Commission.

President Adduci thanked the Commission and recognized their accomplishments, stating their hard work has put River Forest ahead of most communities in terms of sustainability.

Trustee Corsini also thanked the Commission for their work. She summarized the Governor's Hometown Award program and stated the Village could look into applying for it using the One Earth Film Festival.

Trustee Corsini inquired about whether an intergovernmental agreement between the Village and River Forest Park District regarding the community garden.

In response to a question from Trustee Corsini, President Adduci stated a policy position needs to come from the Board rather than an individual commission.

- b. Traffic and Safety Commission – Amend Title 9 of the Village Code – No Parking Restrictions on the 500 Block of Park Avenue and Franklin Avenue from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days – Ordinance

Trustee Gibbs made a motion, seconded by Trustee Henek, to approve an ordinance to amend Title 9 of the Village Code authorizing No Parking Restrictions on the 500 Block of Park Avenue and Franklin Avenue from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days

Village Administrator Palm summarized the two Traffic and Safety Commission ordinances. He stated the no parking ordinance would allow more traffic to flow during student drop-off and pick-up times, and the no left turn would reduce the traffic backup on Forest Avenue during these times.

In response to a question from Trustee Corsini, Village Engineer Loster stated the intent is just to clear congestion during pick-up and drop-off hours, and he confirmed that nearby property owners were notified.

In response to a question from Trustee Cargie, Village Administrator Palm stated that the April implementation schedule allows the school district time to notify staff and parents of the changes.

In response to questions about signage language, Village Engineer Loster stated the signage could be written to include “no stopping” and “no standing.”

The Board considered whether a “right turn only” sign would be more effective than a “no left turn” sign, which would still allow cars to go straight. Village Administrator Palm stated the intent of the “no left turn” sign is to allow commuters to continue traveling towards the train station. Police Chief Jim O’Shea added that cars turning left onto Lake Street back up traffic on Lake, which creates a dangerous situation; whereas cars continuing southbound on Forest clears the intersection.

Trustee Cargie recommended installing a “Do Not Block Intersection” sign at this location as well. President Adduci concurred and stated it would be beneficial to try these recommendations and evaluate them.

Caitlin Hofert, a resident at 7726 Lake Street, expressed concern about the number of parking spots that would be lost by approval of this ordinance. She stated she counted potentially 20 spots that would be lost, as opposed to 6 counted by the Traffic and Safety

Commission. The Board discussed this and clarified that while the motion states the 500 block of Park and Franklin Avenues, the ordinance is correct and limits the restrictions to the northern property line of Lincoln Elementary School.

Trustee Gibbs amended his motion to the following: to approve an ordinance to amend Title 9 of the Village Code authorizing No Parking Restrictions on the Park and Franklin blocks as described in the Ordinance, seconded by Trustee Henek.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

- c. Traffic and Safety Commission – Amend Title 9 of the Village Code – “No Left Turn” from Southbound Franklin at Lake from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days – Ordinance

Trustee Gibbs made a motion, seconded by Trustee Vazquez, to approve an ordinance to amend Title 9 of the Village Code authorizing No Left Turn from Southbound Franklin at Lake from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days

Trustee Gibbs asked whether the sign could be modified to say Monday-Friday rather than “on school days” in case drivers did not know whether school was in session. Administrator Palm stated the “one way” is only in effect on school days, and the Board determined it was acceptable as written.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

- d. Zoning Board of Appeals - Recommendation regarding a Variation Request – 346 Park Avenue (Side Yard Setback) – Ordinance

Trustee Corsini made a motion, seconded by Trustee Gibbs to approve an ordinance granting the requested variation to Section 10-9-7 of the Zoning Ordinance at 346 Park for a side yard setback.

Shaun Krueger, petitioner, and his son Nolan summarized their variance request to construct a second story addition. They explained that the addition would create much-needed space for their family. The proposal includes three additional bedrooms, one additional bathroom, and a kitchen remodel. As proposed, the construction would continue the north wall vertically, which sits 3 feet into the required 5-foot side yard setback. Mr. Krueger stated complying with this requirement would cause him unnecessary hardship due to a significant

increase in construction costs to offset the second story wall onto non-load bearing first floor walls. He stated a conforming design would also be aesthetically unappealing and out of character with other homes in the neighborhood. Additionally, offsetting the wall would result in a loss of floor space, and he also stated his neighbor's home sits with enough space between them to meet fire safety regulations.

In response to a question from Trustee Cargie, Mr. Krueger stated there were many homes in his area that are two stories and that many of them sit within 3 feet of the side yard setback. He believes they were constructed prior to the recent changes made to the Zoning Code increasing the side yard setback requirement to 5 feet. Trustee Gibbs stated a home two doors down (338 Park) did this same project. Village Attorney Smith confirmed the Zoning Code update was done in 2012 due to a large number of similar variation requests, and the Code now allows a nonconforming wall to continue back horizontally but not vertically. Mr. Kreuger stated he misunderstood this and that was why he was notching in the two story addition in the back to meet the 5-foot setback requirement (which was part of his construction proposal but not the variation request).

In response to a question from Trustee Henek regarding the Board's intention with this policy, Village Attorney Smith stated his interpretation is that a wall existing in a vertical dimension could continue horizontally since it is already established at that height, but to increase the height of a wall in a setback may have an adverse impact on neighbors in terms of air and sunlight quality. Mr. Kreuger stated he submitted a sun study showing his proposal would have a marginal impact on the neighboring property. He asserted that he stands no economic gain and this request is only to accommodate the size of his family.

In response to a question from President Adduci, the petitioner stated his neighbors are supportive of this project as proposed.

In response to a question from Trustee Vazquez, Village Attorney Smith stated "hardship" has been interpreted by courts to mean an unusual circumstance that is unique to the property in question and not generally applicable to other properties in the vicinity. He gave the example of a standard size lot with a stream running through the back of it; if a property owner wants to construct a garage on their property, they are entitled to do so.

In response to a clarifying question from Trustee Vazquez, Village Attorney Smith stated the courts have concluded financial aspects of construction do not constitute hardship.

Trustee Corsini asked Assistant Village Administrator Scheiner to comment on the Zoning Board of Appeal's findings of fact. She highlighted that the ZBA found that this request did not meet standards 1, 3, 5, 6, and 8 and summarized these findings. Mr. Kreuger stated he has submitted a response to their findings.

In response to a question from President Adduci, Assistant Village Administrator Scheiner stated June 2016 was the last time there was a variation request from this section of the Zoning Code, and that that request had been approved.

The Board continued to discuss the request as well as the petitioner's previous variation.

President Adduci summarized a complaint submitted via email from the petitioner's neighbor Jennifer Cappelli regarding construction noise and garbage. Mr. Kreuger stated he has discussed these issues with Ms. Cappelli and tries to be a good neighbor.

In response to a question from Trustee Corsini, Assistant Village Administrator Scheiner stated a contractor working on their own property is not technically subject to the same noise regulations on Sundays as contractors generally, but that the Village requests homeowners be mindful of their neighbors. President Adduci directed staff to address this issue with the Village Code.

Trustee Gibbs expressed concern that the ZBA was short three members when voting on this request, and Trustee Cargie responded that their presence would not necessarily have changed the outcome of the vote.

Trustee Henek stated she appreciated Mr. Kreuger's need for the variation, but she agreed with the ZBA's recommendation that the request does not meet the standards for hardship or effect on other properties and voted no.

Trustee Gibbs stated he did not believe the ordinance should be the reason the sightlines of the property did not line up and voted in favor.

Trustee Corsini stated she believes the hardship exists with the nonconforming setback and voted in favor.

Trustee Cargie stated he believed the ZBA's recommendation deserved deference and that because he could not articulate a reason to disagree with them, he voted no.

Trustee Vasquez agreed with Trustees Henek and Cargie in their reasoning and stated he believes the ordinance would be meaningless because many homes would require variations and voted no.

Trustee Conti stated she thinks it would be impractical to conform to the Zoning Code in this instance and is saddened to see more affordable homes become unaffordable and voted in favor.

Roll call:

Ayes: Trustees Conti, Corsini, Gibbs

Absent: None

Nays: Trustees Cargie, Henek, Vazquez

Motion failed.

- e. Plan Commission – Appoint David Crosby Chairman (Ryan Vacancy) – Term Ending April 30, 2020

Trustee Cargie made a motion, seconded by Trustee Henek, to concur with the Village President's recommendation to appoint David Crosby to the Plan Commission to serve as chairperson for the remainder of the term ending April 30, 2020.

President Adduci stated Commissioner Crosby is the natural chairperson for the Commission.

Voice vote.

Ayes: Trustees Conti, Corsini, Gibbs, Cargie, Henek, Vazquez

Absent: None

Nays: None.

Motion passed.

f. Plan Commission – Appointment of Roberto Armalas (Ryan Vacancy) – Term Ending April 30, 2022

Trustee Vazquez made a motion, seconded by Trustee Cargie, to concur with the Village President's recommendation to appoint Roberto Armalas to the Plan Commission to serve the remainder of the term ending April 30, 2022.

President Adduci stated she does not personally know Mr. Armalas but has spoken with him and thinks he would be a great addition to the Commission.

Voice vote.

Ayes: Trustees Conti, Corsini, Gibbs, Cargie, Henek, Vazquez

Absent: None

Nays: None.

Motion passed.

g. Development Review Board – Appoint Carolyn Kilbride (Ryan Vacancy) – Term Ending April 30, 2019

Trustee Conti made a motion, seconded by Trustee Henek, to concur with the Village President's recommendation to appoint Carolyn Kilbride to the Development Review Board to serve the remainder of the term ending April 30, 2019.

President Adduci stated Commissioner Kilbride serves on the Plan Commission currently and is a natural fit for the DRB.

Voice vote.

Ayes: Trustees Conti, Corsini, Gibbs, Cargie, Henek, Vazquez

Absent: None

Nays: None.

Motion passed.

h. Sustainability Commission – Appointment of Lisa Gillis (Chen Vacancy) – Term
Ending April 30, 2021

Trustee Cargie made a motion, seconded by Trustee Vazquez, to concur with the Village President's recommendation to appoint Lisa Gillis to the Sustainability Commission to serve the remainder of the term ending April 30, 2021.

President Adduci highly recommended Ms. Gillis, stating she is a sustainability enthusiast.

Voice vote.

Ayes: Trustees Conti, Corsini, Gibbs, Cargie, Henek, Vazquez

Absent: None

Nays: None.

Motion passed.

7. UNFINISHED BUSINESS

a. Discussion & Possible Adoption: Safe Walking Routes to School Plan

Trustee Cargie made a motion, seconded by Trustee Corsini, to approve the recommendations in the Safe Walking Routes to School Plan.

Village Engineer Loster summarized the memorandum included in the packet responding to questions raised during previous discussions. An additional crossing guard is recommended at Lake/Lathrop, as well as advanced training to coordinate crossings along Lake Street intersections. Chief O'Shea stated the River Forest Police Department will continue open communication with Andy Frain Services to coordinate coverage in the absence of a crossing guard and continue working with them to address the issue of not pooling pedestrians at the intersections.

Village Engineer Loster reviewed the low-cost options of installing sidewalk markings and signage at the Canadian National Railroad crossings. Trustee Gibbs expressed his concern about a misconception that this railway is inactive; Village Engineer Loster stated it is possible to add wording such as "Active Tracks" to signage.

Village Engineer Loster stated Grace Lutheran Church and School did not wish to take on the additional responsibility of an in-street removable crosswalk sign at Augusta/Bonnie Brae, so post-mounted crosswalk signage will be installed at that intersection. He also noted that the duration of the pedestrian crossing signal at Washington/Franklin has been elongated.

Village Engineer Loster stated there was no advantage to reducing the speed at the Thatcher/Oak crossing since it is already 25mph and too far from the school to implement a 20mph school zone. Trustee Conti expressed concern about adding a crosswalk or rapid beacon to this intersection, stating she felt it would be a mistake and that they would give kids and pedestrians a false sense of security that cars would actually stop for them. The

Board discussed this at length and considered other speed-reducing measures to make this intersection safer to traverse. Chief O'Shea stated his department does a lot of enforcement along Thatcher. He stated he believes these improvements would increase safety but could not speak to how much without a trial-run. Eric Russell, traffic consultant from KLOA, stated these recommendations came directly from the survey of residents who called for improved safety measures at that intersection, which currently has no form of safety control. He stated a typical improvement would be a crosswalk since it is a direct route to Roosevelt School, and the signage with the rapid beacon would be helpful since Thatcher is a high volume road.

Village Engineer Loster stated red reflective strips will be installed on all stop sign posts throughout the Village.

The Village Board discussed the Park/Greenfield layout at length and ultimately agreed to see what feedback they receive from the recommended implementation.

Village Engineer Loster stated staff will look into sightline restrictions at intersections, and that staff does not think it is necessary to keep a crossing guard at Division/Lathrop and Oak/Ashland due to the implementation of other safety measures.

He stated the intent is to implement pavement markings and signage soon as possible; however, due to the timing of the Illinois Safe Routes to School Grant, if awarded, implementation would be delayed until October 2019 at the earliest. If the project is funded locally, the changes could be implemented during summer recess. The crossing guard changes would be coordinated with the affected schools, regardless of funding source timelines. The Village Board discussed how to fund this project given the grant's timeline. Administrator Palm stated that approximately \$43,000 of the \$187,000 budget is allocated to construction/engineering plans, which are a requirement only if pursuing the grant because Federal dollars are being spent; however, these plans are not needed to implement the plan through local means. He also stated the Traffic and Safety Commission sees a lot of requests for stop signs and this plan fixes all of them.

In response to a question from Trustee Cargie, Mr. Russell stated their plan would be different if they were only focusing on the general comprehensive plan for traffic in the Village as opposed to safe routes to school. At the comprehensive plan level, they would just be looking at areas of congestion or safety concerns and adjust at spot locations.

Trustee Cargie amended his motion to the following: motion to accept the report on the safe routes to school study and defer implementation until notification of the grant award is received by Staff, seconded by Trustee Corsini.

Trustee Vazquez noted that he would be recusing himself from the vote due to a common law conflict of interest.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek

Absent: None

Nays: Trustee Conti
Motion Passes.

8. NEW BUSINESS

- a. Request from the River Forest Park District for Minor Amendment for Extension of Platform Tennis Lights to 11:00 PM on Tuesday, March 5, 2019; Wednesday, March 6, 2019; Monday, March 11, 2019; Wednesday, March 13, 2019

Trustee Cargie made a motion, seconded by Trustee Gibbs, to approve the Minor Amendment for Platform Tennis Lights on the requested dates.

In response to a question from Trustee Cargie, Administrator Palm stated he felt it necessary to bring before the Board due to the quantity of requests.

Mike McGarry, 1330 Jackson spoke to the Board regarding this request. He stated the request is for an extra 30 minutes of lights for playoff games for the men's travel league, which can last longer than typical matches, and to accommodate the number of teams playing. The Park District will notify neighbors.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

- b. Authorization of One Firefighter/Paramedic Pre-Hire due to a Pending Retirement

Trustee Corsini made a motion, seconded by Trustee Gibbs, to concur with the Staff recommendation and authorize the pre-hiring of one Firefighter/Paramedic.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

- c. Approval of a Plat of Re-Subdivision for 935 and 947 Franklin

Trustee Vazquez made a motion, seconded by Trustee Conti, to approve an ordinance granting the requested re-subdivision for 935 and 947 Franklin.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

9. EXECUTIVE SESSION

None.

10. ADJOURNMENT

Trustee Corsini made a motion seconded by Trustee Cargie, to adjourn the regular Village Board of Trustees Meeting at 10:08 p.m.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, and Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk

VILLAGE OF RIVER FOREST COMMITTEE OF THE WHOLE
MEETING MINUTES
January 28, 2019

A Committee of the Whole Meeting of the Village of River Forest Board of Trustees was held on Monday, January 28, 2019 at 6:02 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 6:02 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Cargie, Conti, Corsini, Gibbs, Henek, and Vazquez

Absent: None

Also Present: Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Assistant to the Village Administrator Jonathan Pape, Deputy Clerk Sara Phyfer, Finance Director Rosemary McAdams, Public Works Director John Anderson, Public Works Superintendent Mark Janopoulos, Village Engineer Jeff Loster, Fire Chief Kurt Bohlmann, Police Chief James O'Shea, Police Commander James Greenwood

2. PUBLIC COMMENT

None.

3. DISCUSSION: FY 2020 – 2024 Five Year Capital Improvement Program

Village Administrator Palm presented the FY 2020-2024 Capital Improvement Program, highlighting the following projects recommended for FY 2020:

Buildings and Improvements

- Village Hall Improvements
 - Energy efficient lighting improvements (exterior) \$12,260
- Public Works Garage Improvements
 - Replace salt storage shed - \$50,000
- Pumping Station Improvements
 - Replace ComEd owned transformers - \$55,000

Vehicles

- Police
 - Squad 3 - \$45,490
 - Squad 5 - \$40,192
- Public Works
 - Pick-up Truck 33 - \$70,500

Equipment

- Police
 - Overweight Truck Scales - \$17,440
 - Pole-mounted Radar - \$26,244
 - Police Radios - \$17,190
 - Street Camera System Optimization - \$14,570
- Fire
 - SCBA Air Compressor - \$45,000
 - Alerting system - \$61,000
 - ALS Defibrillator (2) - \$26,750
 - Fire Radios - \$17,190
 - Safety Monitor - \$45,000
- Public Works
 - Chipper - \$90,000
 - Flood Barrier - \$39,400

Information Technology

- Street Camera Strategic Plan - \$25,000
- Network Improvements - \$12,500
 - Implementation of electronic records retention policy - \$5,000
 - Upgrade of wireless point-to-point connection to Public Works facility - \$7,500
- Software Upgrades - \$230,600
 - Land & License Management Software purchase and beginning implementation - \$135,000
 - ERP System Replacement/Upgrade Planning Contribution - \$75,000
 - Laserfiche Gap Analysis and Improvement Plan - \$13,100
 - HTE Data Extraction and Preservation (Fire Reports) - \$7,500
- Computer Replacements - \$124,070
 - Replacement of Police and Fire ruggedized laptop computers

Streets, Sidewalks & Alleys

- Street Patching - \$90,000
- 50/50 Sidewalk, Curb & Gutter - \$65,000
- Alley Improvement Program - \$300,000
- Parking Lot Improvements - \$75,000
- Street Improvement Program - \$618,311
- Street Maintenance Program - \$100,000
- Traffic Signals - \$133,000
- Safe Routes to School - \$187,500

Water/Sewer Improvements

- Sewer Lining - \$140,000
- Sewer Point Repairs - \$35,000
- Water Distribution System - \$15,000
- Water Tower Improvements - 261,000

- Water Meter Replacement Program - \$22,000
- Water Main Replacement - \$300,000
- Hydrant Replacement - \$24,000
- Deployable Leak Sensors - \$107,380

4. ADJOURNMENT

Trustee Corsini made a motion seconded by Trustee Henek, to adjourn the Committee of the Whole Meeting at 7:05 p.m.

Roll call:

Ayes: Trustees Cargie, Conti, Corsini, Gibbs, Henek, Vazquez

Absent: None

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk



Village of River Forest
Village Administrator's Office

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

MEMORANDUM

Date: February 6, 2018

To: Eric Palm, Village Administrator

From: Jonathan Pape, Management Analyst

Subj: Change to 2019 Regular Meeting Date – Board of Fire and Police Commissioners

The State of Illinois requires that at the beginning of each year, the Village prepare and make available a schedule of all its regular meetings including listing a time and place for such meeting. The Village Board of Trustees approved its 2019 Public Notice of Meeting Schedule at the Village Board of Trustees meeting on December 10, 2018.

The Board of Fire and Police Commissioners was previously scheduled to have regular meetings on the 3rd Wednesday of every month at 7:30 AM. Due to availability, the Board of Fire and Police Commissioners has elected to move its regular meetings to the 4th Wednesday of every month at 6:00 PM. The meetings will continue to be held in the Community Room of Village Hall. Meeting dates and locations will continue to be noticed at Village Hall and on the Village's website.

In accordance with State law, the Village will cause a notice of this change to be published in a newspaper. Attached is a revised 2019 Regular Meeting Schedule that will be posted once approved.



2019

VILLAGE OF RIVER FOREST PUBLIC NOTICE OF MEETINGS

Name of Board, Committee or Commission	Day of Month	Time
---	--------------	------

VILLAGE BOARD REGULAR MEETING
except as listed below:

**2nd Monday
& 4th Monday**

7:00 p.m.

Monday, May 27 (Memorial Day) rescheduled to Tuesday, May 28
Monday, December 23 Canceled

Name of Board, Committee or Commission	Day of Month	Time
---	--------------	------

VILLAGE BOARD COMMITTEE-OF-THE-WHOLE

3rd Monday (*as needed*)

7:00 p.m.

except as listed below:

Monday, January 21 - rescheduled to January 22
Monday, February 18 - rescheduled to February 19

(*MLK Day*)
(*Presidents Day*)

DEVELOPMENT REVIEW BOARD

1st & 3rd Thursday

7:30 p.m.

TRAFFIC & SAFETY COMMISSION

3rd Wednesday of
Jan., March, May, July, Sept., and Nov.

7:30 p.m.

BOARD OF FIRE AND POLICE COMMISSIONERS

4th Wednesday

6:00 p.m.

PLAN COMMISSION

3rd Tuesday

7:00 p.m.

ZONING BOARD OF APPEALS

2nd Thursday

7:30 p.m.

HISTORIC PRESERVATION COMMISSION

4th Thursday

7:00 p.m.

SUSTAINABILITY COMMISSION

2nd Tuesday

7:00 p.m.

POLICE PENSION BOARD

4th Thursday of Jan., April, July & Oct.

3:30 p.m.

FIRE PENSION BOARD

4th Thursday of Jan., April, July & Oct.

2:00 p.m.

BOARD OF LOCAL IMPROVEMENTS

On Call

STANDING COMMITTEES OF THE VILLAGE BOARD

On Call

LOCAL ETHICS COMMISSION

On Call

ECONOMIC DEVELOPMENT COMMISSION

2nd Friday

7:30 a.m.

VILLAGE HALL ADMINISTRATIVE OFFICES ARE CLOSED ON THE FOLLOWING HOLIDAYS:

NEW YEAR'S DAY (1/1/19), MARTIN LUTHER KING JR. DAY (1/21/19), PRESIDENTS' DAY (2/18/19), MEMORIAL DAY (5/27/19),
INDEPENDENCE DAY (7/4/19), LABOR DAY (9/2/19), THANKSGIVING DAY (11/28/19), DAY AFTER THANKSGIVING (11/29/19),
CHRISTMAS EVE (12/24/19), CHRISTMAS DAY (12/25/19)

*All Meetings are held in the Community Room of the
Municipal Center unless otherwise posted. Meeting dates and times may be subject to
change. Check Village Hall or Village website under "Agendas and
Minutes" to confirm meetings.*

Revised 2/11/19

Village of River Forest

POLICE DEPARTMENT MEMORANDUM



TO: Eric Palm- Village Administrator

FROM: James O'Shea- Chief of Police

DATE: February 6, 2019

SUBJECT: January 2019 Monthly Report

Crime Statistics

The month of January 2019 started the calendar year with a 12% increase or two (2) additional incidents in Part I offenses in comparison to January 2018. There was a 2% decrease in Part II reported crimes compared to January 2018. The slight increase in Part I crimes is attributed to Theft incidents. A decrease in Battery and Criminal Trespass offenses contributed to the Part II numbers.

	Jan 2019	Jan 2018	Diff. +/-	% +/-	YTD 2019	YTD 2018	Diff. +/-	% +/-
Part I*	18	16	2	12%	18	16	2	12%
Part II**	65	66	-1	-2%	65	66	-1	-1%
Reports***	160	139	21	15%	160	139	21	12%
Events****	1053	1911	-858	-45%	1053	1911	-858	-45%

**Part I Offenses* include homicide, criminal sexual assault, robbery, aggravated battery, burglary, theft, and motor vehicle theft.

***Part II Offenses* include simple battery, assault, criminal trespass, disorderly conduct, and all other misdemeanor and traffic offenses.

****Reports* (new category as of September 2015) include total number of reports written by officers during the month.

*****Events* (new category as of September 2015) include all activities conducted by officers, including foot patrols, premise checks, traffic stops, and all other calls for service not included as PART I and PART II offenses.

Town Center

The Police Department conducted one hundred-seven (107) calls for service at the Town Center properties in January 2019; of those calls there were twenty (20) reported crimes, which included nine (9) Retail Thefts, two (2) Thefts, one (1) Burglary, and eight (8) Panhandler/Criminal Trespass events. Calls for service were up 14% in comparison to January 2019 and criminal activity was down 9% in comparison to January 2018.

Collaboration and Relationship Strengthening

- Midnight and Afternoon shifts continued extra patrols of parks after hours for curfew, underage drinking, illegal use of narcotics, or other illicit activity.
- Extra traffic missions conducted on Thatcher due to citizen complaints.
- Extra traffic missions conducted at and near school zones and Lake St. business district.
- Extra one-way only enforcement at Ashland and Oak during school hours.
- Officers assisted with a planned protest at the RF Public Library.
- Officers assisted Crime Prevention with the Quarterly Community Meeting at RFPD.
- Officers conducted Traffic Enforcement Missions on Lake Street, including pedestrian crosswalk enforcement.
- Officers assigned to attend funeral of Illinois State Police Trooper Lambert.
- Officers checked on the homeless and those possibly in need of crisis intervention to determine health and safety necessities, including shelter from the winter weather.

School and Community Support

During this period, the SRO/CSO Division continued to focus on addressing safety and security concerns by meeting with community organizations and schools. Some of these concerns included general traffic, construction related hazards, and personal safety related issues.

CSO Mark Kaniecki retired on January 18, 2019 after more than 10 years of service with the Village. OEO Kaniecki assisted with the training of our new CSO Michael Raymond.

The recently purchased automated License Plate Recognition (LPR) system for the CSO vehicle has undergone 2 weeks of beta testing and it is performing as intended. The automated enforcement for daily fee parking and monthly permits will begin in February.

The OEO conducted parking enforcement throughout the village, resulting in 170 tickets for:

Time Limit	69
No Parking Anytime	3
Student Loading Zone	0
Fire Lane/Hydrant	3
Handicapped	0
Resident Only Zone	19
Permit Parking Only	3
Daily Parking Fee Zone	2
Other Parking Offense	33
Snow Route Parking Violation	38
TOTAL	170

School Resource/Community Service Officer Activity Summary for January 2018

Written Reports	1
Foot Patrols / Premise Checks	29
I-Search and Too Good For Drugs Activities	12
Calls for Service	7
Other Assignments	3/11 hours
Special Assignments	15 assignments / 32 hours (see below)

School and Community-Support Activity Highlights for January 2019

Ofc. Ransom completed the following:

- Meet-and greet with:
 - ✓ Jane Brennan and Carla Sloan- RFCC on 01/22/19
 - ✓ Pamela Mahn – M-Team on 01/23/19
 - ✓ Tina Stekeetee – Roosevelt School on 01/24/19
 - ✓ Principal Godfrey - Lincoln School on 01/25/19
 - ✓ D90 personnel – D90 HQ on 01/25/19
- Town Center –Meetings w/ managers and Updating of T.C. Contact List
 - ✓ Signal 88 Security and all T.C. businesses 1/21/19 and 01/24/19, 01/28/19, 01/29/19.
- Taught ISEARCH Classes at the following schools:
 - ✓ 2 classes at Lincoln on 01/09/19
 - ✓ 3 classes at Willard on 1/23/19
- Observed Too Good For Drugs at the following schools:
 - ✓ 3 classes at St. Luke on 01/08/19
 - ✓ 3 classes at St. Luke on 1/22/19
 - ✓ 1 class at St. Vincent on 1/25/19

- Met with OPPD Sgt. Rygh to plan Junior Citizen Police Academy on 01/16/19.
- Met with Kim Wojack to review curriculum for ISEARCH on 01/21/19.
- Hosted Crime Prevention Community Meeting on 01/23/19 with Sgt. Czernik.
- Attended the CCROC Intelligence Meeting with Detective Fries on 01/25/19.
- Attended Forensic Interview with the detectives at Broadview CAC on 01/23/19.
- Contacted Elderly Services regarding Autistic Adult in town with recent encounters with RFPD (19-00140).
- Submitted RFPD's addition to Village E-Newsletter.
- Attended Positive Youth Development Meeting on 01/16/19.
- Attended Sex Assault Investigator Training on 01/31/19.
- Submitted RFPD Info for Youth Network Council Directory.
- Attended Anti Violence Committee Meeting on 01/30/19.

UPCOMING School and Community Support Activities for February 2019

Ofc. Ransom will:

- Attend Sex Assault Investigations Training on 02/01/19.
- Attend MacTac Training on 02/04/19.
- Meet with D90 Safety Plan Review Committee on 02/13/19.
- Attend M-Team meeting on 02/21/19.
- Attend Opioid Task Force meeting 02/21/19.
- Attend Violence Against Women Training in San Diego from 02/25/19 to 02/28/19.
- Collaborate with St. Vincent to number their entrances in suit with other schools.
- Enforce Willard's drop-off /pick-up by request of Principal Wood.
- Assist Sgt. Czernik with upcoming Lockdown drills.
- Continue regular Foot Patrols and Business Checks throughout the business district.
- Continue to teach ISEARCH and Too Good for Drugs Classes.
- Remain in contact with all elementary schools, Trinity, and both Universities to ensure there are no pending issues that the police department needs to address.
- Remain in contact with RFCC and RF Library to support their day to day needs.
- Work with Sgt. Czernik planning a seminar for "Celebrate Seniors Week" (teaching about scams).

Sgt. Grill will:

- Assist with Red Light hearings.
- Assist with Adjudication hearings and manage caseload.
- Manage movie and commercial film details, permits, and requests.
- Assist with Information Technology projects.
- Address subpoenas, FOIA requests and other records requests for various sources of police video used in police response and criminal investigations.

- Manage various grant activities.
- Assist with Vehicle Maintenance and Equipment.

OEO Kaniecki will:

- Train a new CSO
- Monitor parking issues near the various schools.
- Monitor parking issues near the River Forest Community Center.
- Monitor and enforce parking regulations in Daily Fee, Time Zone, Resident Only Zones, and Handicapped Parking Only Areas etc.
- Assist with Evidence Management.
- Assist with Court records communications.
- Assist with Animal control and traffic control services during Fire and Police related events.

Active Solicitor Permits		
Individual or Organization	Description	Expires
Pointe Pest Control	Pest control	24-May-19
College Works Painting	Home Repair	27-Apr-19
Constellation Exelon	Utility Services	26-July-19
Constellation Exelon	Utility Services	20-Aug-19
Weed Man	Lawn Care	25-Apr-19
IGS Energy	Utility Services	02-Aug-19
Power Home Remodeling	Home Repair	01-Oct- 19

Budget and Fiscal Monitoring

January 01 – January 31, 2019

During the month of January, parking citation revenue was slightly higher than monthly projections of \$13,408 for the fiscal year (FY2019). Administrative tow revenue was lower for FY 2019 monthly projections of \$12,508, and local ordinance revenue was higher than the monthly average of \$423 for FY 2019. Overtime costs were moderately lower than the monthly projections of \$14,583. We will be monitoring and reporting any notable patterns or anomalies during the rest of FY2019.

Revenue/Expenditure Summary

Category	Total # Paid FY19 1/19	Total # Paid FY19 Y-T-D	Expenditure/ Revenue FY19 1/19	FY19 Y-T-D Expenditure/Revenue
Parking/Compliance Citations	354	3,140	\$14,684	\$134,146
Admin. Tows	10	158	\$5,000	\$79,000
Local Ordinance	3	29	\$600	\$4,710
Overtime	82 hrs.	1,984 hrs.	\$11,427	\$130,321

Significant Incidents and Notable Arrests:

19-00002 Reckless Driving/UUW Arrest

On January 1, 2019, a River Forest Officer conducted a traffic stop on the 8400 block of North Avenue in Melrose Park for Aggravated Speeding and other traffic violations. The driver, a 30-year old male from Lombard, initially refused to exit the vehicle but eventually complied with orders. He was taken into custody for Reckless Driving, Aggravated Speeding and Obstructing a Peace Officer. A fully loaded Glock handgun was recovered from the glove compartment of the vehicle. It was later determined that the driver did not have a valid FOID or Concealed Carry License and was a convicted felon. The driver was charged with Aggravated Unlawful Use of a Weapon, Illegal Possession of Ammunition—No FOID, Obstructing a Peace Officer, Reckless Driving, Aggravated Speeding, Possession of Cannabis and other IVC violations. The male was later transported to bond hearing.

19-00035 Retail Theft

On January 8th, 2019, River Forest units were dispatched to Jewel for the Retail Theft that had just occurred. Responding officers located a 49-year old male from Chicago in the area of Lathrop and Central. The male subject matched the description given by the victim and was later positively identified by the victim. The male subject was arrested for Retail Theft. The male was in possession of numerous stolen items from Jewel. The male was later released on bond.

19-00039 PCS (ecstasy) / No Valid DL Arrest

On January 9, 2019, a River Forest Officer conducted a traffic stop on North Ave at Belleforte in Oak Park for numerous traffic violations. The driver, a 27-year old female from Chicago, did not have a valid Illinois license and was taken into custody. Multiple baggies of cannabis were found during inventory search of the vehicle. An ecstasy pill was found in the driver's property at the station. The driver was charged with Possession of a Controlled Substance, Possession of Cannabis with Intent to Deliver, No Valid DL and other IVC violations. The female was later transported to bond hearing.

19-00046 Criminal Trespass

On January 10th, 2019, River Forest units were dispatched to a property in the 1100 block of Bonnie Brae after a property manager observed two unknown subjects in the basement of the property. Officers spoke to the subjects, an 18-year-old male from Oak Park and an 18-year old female from Oak Park, who were not residents

of the property, were not invited by any of the residents, and entered the property despite posted "No Trespassing" signs. Both were arrested for Criminal Trespass and later released on bond.

19-00060 Criminal Trespass

On January 12th, 2019, River Forest units were dispatched to a property in the 1100 block of Bonnie Brae after a property manager observed three unknown subjects in the basement of the property. Officers spoke to the subjects, two 18-year old males from Oak Park and a juvenile from Oak Park, who were not residents of the property, were not invited by any of the residents, and entered the property despite posted "No Trespassing" signs. The male subjects were arrested for Criminal Trespass and later released on bond. The juvenile was warned and released to the custody of a parent.

19-00123 Retail Theft/Battery/Warrant

On January 24th, 2019, River Forest units were dispatched to Jewel for a Retail Theft. It was determined that the offender also committed a battery against a shopper while fleeing the store. Responding officers located a 37-year old female from Chicago matching the description in the area. The female had proceeds from the theft and was identified on scene by the battery victim. It was determined the female also was wanted by the DuPage County Sheriff on a Burglary warrant. The female was later transported to Maywood Courthouse for a bond hearing.

19-00129 Retail Theft/PCS/Paraphernalia/ Warrant

On January 25th, 2019, River Forest units were dispatched to Ulta Beauty for a call of a prior Retail Theft offender who returned to the store. Responding officers located a 52-year old female from Kankakee who was identified by store personnel as the offender. A name check determined the female was wanted by the Chicago Police Department on a Prostitution warrant. The female was also had a controlled substance and drug paraphernalia on her person. The female was arrested for Retail Theft, Possession of a Controlled Substance, Possession of Drug Paraphernalia and the warrant. She was later transported to Maywood Courthouse for a bond hearing.

19-00147 Burglary Arrest

On January 29, 2019, River Forest units were dispatched to a call of an activated burglar alarm at Men's Wearhouse. Officers found the front window had been broken out and noticed that clothing had been taken off the mannequin in the front window. A Forest Park unit observed a subject walking in the area of Harlem and Randolph, carrying clothing in his hands. The subject fled into Oak Park and dropped the items he was carrying as he fled the area. The subject threw a rock at an Oak Park police vehicle. The subject, a 30-year old male from Chicago, was taken into custody after a short foot pursuit. The recovered items were determined to be proceeds from the Burglary. The male was charged with Burglary, Criminal Damage to Property and an outstanding warrant from an outside agency. The male was also charged by Oak Park Police for the damage to the police vehicle. The male was later transported to bond hearing.

The following chart summarizes and compares the measured activity for all three Patrol Watches during the month of January 2019:

	Midnights 2230-0630	Day Watch 0630-1430	Third Watch 1430-2230
Criminal Arrests	8	2	12
Warrant Arrests	4	1	2
D.U.I Arrests	2	1	0
Misdemeanor Traffic Arrests	5	16	4
Hazardous Moving Violations	50	62	34
Compliance Citations	19	35	30
Parking Citations	121	85	13
Traffic Stop Data Sheets	90	157	106
Quasi-Criminal Arrests/ L.O	0	1	1
Field Interviews	30	16	25
Premise Checks/Foot Patrols	308	203	340
Written Reports	17	69	85
Administrative Tows	6	4	3
Booted vehicles	0	0	0
Sick Time used (in days)	1	1	1

Detective Division

Detective Sergeant Labriola began on 10Jan19 and worked fourteen (14) days performing detective duties.

Detective Fries worked twelve (12) scheduled days performing detective duties.

Detective Sergeant Labriola worked one day in WEDGE where he and the team apprehended one subject wanted from Berwyn for Battery and one subject in Brookfield who had two warrants for Burglary. WEDGE Task Force Officers also looked for known subjects wanted by the River Forest Police Department.

Detective Sergeant Labriola also attended monthly WESTAF training which was held at the Hillside Police Department, and the presenter was from the Cook County Medical Examiner's Office.

Detective Fries completed his certification for the 40 Hour Juvenile Officer School on 14Jan19-18Jan19.

During the month of January, the Detective Unit opened up/reviewed seventeen (17) cases for potential follow-up. Of those cases, seven (7) were Administratively Closed, three (3) were Exceptionally Cleared, and seven (7) are Pending. The Unit also continued to investigate open cases from previous months.

Year to Date Arrest Statistics

Quantity Arrested	# Felony Charges	# Misdemeanor Charges	# Warrants
0	0	0	0

January 2019 Case Assignment Summary

Part I	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except	Pend	Refer	Unfound
Burglary Auto	1					1			
Agg. Vehicular Hijacking	1						1		
Criminal Sexual Assault	1					1			
Agg. Criminal Sexual Abuse	1						1		
Part I Total	4	0	0	0	0	2	2	0	0
Part II	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except Clear	Pend	Refer	Unfound
Criminal Damage	1		1						
Deceptive Practice	2		1				1		
Fleeing and Eluding	2		1			1			
Retail Theft	4		1				3		
Theft	4		3				1		
Part II Total	13	0	7	0	0	1	5	0	0
TOTALS	17	0	7	0	0	3	7	0	0

January 2019 Juvenile Arrests

Offenses	Adjusted	Cited	Petitioned	Referred
Criminal Trespass to Property	1			
Aggravated Speeding		1		
Total (2)	1	1		

New Investigations

19-00016 Fleeing and Eluding

On January 3, 2019 at 4:20PM two River Forest officers attempted to stop a silver BMW for an IVC violation near Chicago and William. The vehicle momentarily stopped and as officer approached it fled at a high rate at speed disregarding traffic control devices, as well as the lights and sirens of the police vehicle which had been activated. The officers obtained the registration of the vehicle, but the registered owner did not match the description provided by officers. The detective unit attempted to contact the registered owner with negative results. The case is still pending.

19-00026 Retail Theft

On January 6, 2019 at 3:50PM two female subjects entered the DSW (7321 Lake St.) and removed multiple handbags and pairs of shoes valued at \$189.96 without purchasing the items. The manager who witnessed the

offense would like to sign complaints if an offender is identified. A Critical Reach that included still images of the offenders from DSW video surveillance was disseminated to local law enforcement agencies seeking the assistance in identifying the offenders. This case is pending the identification of either offender.

19-00031 Disorderly Conduct

On January 7, 2019 at 5:48PM River Forest Officers responded to the 500 block of Auvergne for a call of a subject who possessed a handgun and was attempting to gain entry into the victim's vehicle. A search of the area was completed with negative results. However, shortly afterward, the Maywood Police Department received a call of an Aggravated Vehicular Hijacking where the offender had a similar description as the offender in this case. Maywood Police Department took a juvenile subject into custody who was in possession of a stolen vehicle taken in an Aggravated Vehicular Hijacking from Oak Park earlier in the week. The offender from the Maywood Aggravated Vehicular Hijacking was not apprehended. Investigators responded to Maywood PD and the juvenile in custody was in possession of a black ski mask like the one used to conceal the identity of the offender in this Disorderly Conduct offense. However, he did not meet the rest of the description. Investigators have been working with the Maywood and Oak Park Police Department to identify the offender. The case is still pending.

19-00053 Burglary from Motor Vehicle

On January 11, 2019 an employee at Fresh Thyme (7501 North Ave.) reported that an unknown offender smashed her driver side window of her vehicle which was parked in the parking lot between 12:45PM and 3:30PM. The offender removed her purse which contained numerous credit/debit cards as well as USC. The offender used her debit card to make a \$418.22 purchase at an unknown Walmart. The victim failed to return multiple phone calls from investigators and as a result, this case was Exceptionally Cleared.

19-00054 Theft

On January 11, 2019 at 5:37PM River Forest Officers responded to Panera (7349 Lake St.) for a Theft of the employee tip jar located inside of the restaurant. The tip jar contained approximately \$20-\$30 USC and multiple employees observed the male subject remove it from the store. Video surveillance was provided, and still images were included in a Critical Reach bulletin. The case is pending identification of the offender.

19-00061 Attempt Theft

On January 13, 2019 at 6:58AM River Forest Officers responded to the 500 block of Bonnie Brae for an Attempt Theft. The male offender attempted to remove the copper gutters from the residence and was last seen walking through Cummings Square located at Lake and Harlem. Video surveillance was obtained from the Cook County Forest Preserve which depicted the male offender, and the images were included in a Critical Reach. This case will be Administratively Closed unless the offender can be identified.

19-00062 Theft

On January 14, 2019 at 12:36AM a River Forest Officer responded to Circle K Gas Station (7201 North Ave.) in reference to a Theft report. The victim related that he dropped his cellular telephone in the parking lot while he was filling up his vehicle tires with air. There is no video surveillance, no serial number, and no witnesses. This case was Administratively Closed.

19-00066 Criminal Sexual Assault

On January 14, 2019 Investigators received a fax from the Illinois Department of Children Family Services about an open investigation where a juvenile resident of River Forest brought it to her therapist's attention that she was sexually abused by her adopted brother in 2010. A forensic interview was conducted at the Proviso Children's advocacy Center, and the juvenile related that her adopted brother who was also a juvenile at the time sexually assaulted her when she was 8 years old. She further explained that he sexually assaulted her in 2017 when she was a juvenile and he was an adult. However, this incident occurred on a family vacation in Steamboat Springs, Colorado. Investigators made contact with Steamboat Springs Investigators who opened a separate investigation. After the conclusion of the Forensic Interview neither the victim nor her mother wished to sign complaints. The case will be Exceptionally Cleared.

19-00074 Fleeing and Eluding

On January 16, 2019 at 6:11AM a River Forest Police Officer observed a vehicle that was involved in an Aggravated Discharge of a Weapon report from Stone Park minutes earlier. The vehicle was eastbound North Ave. and the officer stopped the vehicle before it fled at a high rate of speed before the officer could make contact with the driver. The officer could not identify the driver, and detectives spoke with Stone Park investigators who advised they will be handling the case. The case will be Exceptionally Cleared.

19-00121 Retail Theft

On January 24, 2019 River Forest Officers responded to Jewel/Osco (7525 Lake St.) in reference to a Retail Theft. The male offender was observed placing 3-4 packs of razor blades into his clothing and leaving the store without purchasing them. This case is pending the employee providing video surveillance and an exact loss.

19-00128 Criminal Sexual Abuse

On January 25, 2019 River Forest Investigators received a fax from the Illinois Department of Children Family Services regarding a report of a Criminal Sexual Abuse. At this time there is not enough information pertaining to a time frame, but the mother of a 10-year-old juvenile reported that the child's uncle touched her buttocks while she was at her father's residence located in the 7700 block of Madison. A similar allegation was made years prior and it was unfounded. Currently, the juvenile's mother is hospitalized, and a Forensic Interview has yet to be scheduled. This case is still pending.

Old Cases

17-02025 Homicide

Detective Sergeant Labriola and Detective Fries obtained new details from a Source of Information in the Cook County Jail. The information was corroborated through further investigation, and new suspects have been identified. Detective Sergeant Labriola and Detective Fries have spoken with Cook County Investigators as well as the Cook County State's Attorney about how to proceed. Subpoenas for a suspect's phone records have been tendered.

16-01937 Aggravated Battery

Investigators received a CODIS hit from saliva left on the bus that was involved in this Aggravated Battery. The

offender has multiple arrests, and is currently wanted by this agency. A Critical Reach bulletin was disseminated seeking assistance in locating the offender.

18-00929 Burglary to Motor Vehicle

On January 14, 2019 Investigators received an AFIS hit in reference to this case. A fingerprint left by the offender who has ties to the area was recovered on an item that was in the vehicle. A Critical Reach has been disseminated seeking assistance in locating the offender. He is currently AWOL from the Illinois Department of Corrections Parole and a warrant has been issued for his arrest.

18-01833 Theft by Deception

On January 18, 2019 the victim in this case came to the River Forest Police Department to speak with Investigators. The victim provided more details into the site he used and located items that were for sale that he had given to the offender in this case. Investigators attempted to make contact with the seller and locate a potential vehicle of his in Chicago with negative results. This case is still pending.

Training

During the month of January 2019, five (5) officers attended training classes for a total of one hundred and ninety-two (192) hours of training. The Department members, courses, and total number of hours included in the course are detailed below.

Officer Name	Course Title	Start	End	Hours
Swierczynski	Staff and Command	01/07/2019	01/18/2019	80
Fries	Juvenile Specialist Skills Program	01/14/2019	01/18/2019	40
Cromley	Field Training Officer	01/14/2019	01/18/2019	40
Labriola	Sexual Assault Investigator	01/31/2019	02/01/2019	16
Ransom	Sexual Assault Investigator	01/31/2019	02/01/2019	16
Totals				192

Recruits Denisse Zermeno and Donald Spears graduated from the Chicago Police Department Metro Training Academy on January 25th. Both officers are currently in the Department's 14-week Field Training Program.





MEMORANDUM

TO: Eric J. Palm
Village Administrator

FROM: Kurt Bohlmann
Kurt Bohlmann
Fire Chief

DATE: January 10, 2019

SUBJECT: Monthly Report – January – 2019

The Fire Department responded to 164 calls during the month of January. This is below our average number of calls in comparison to 2018. We experienced eight fire related calls for the month. Emergency Medical Service calls represent 60% of our response activity for the month of January.

Incident Group	Count
100 – Fire	8
200 – Rupture/Explosion	0
300 – Rescue/EMS	99
400 – Hazardous Condition	5
500 – Service Calls	15
600 – Good Intent	13
700 – False Alarm	24
800 – Severe Weather	0
900 – Special Incidents	0

The month of January saw our response volume drop. This is due in large part to Engine 222 being temporarily out of service. With only one engine, we do not respond to automatic aid requests from other towns. The extreme cold weather at the end of the month also affected our call volume as many people stayed indoors to ride out the weather.

Our ladder truck is now fully operational. The shifts are familiarizing themselves with the truck's operations before it is returned to service.

I attended the WSCDC Operations meeting and Directors meeting. WSCDC's portion of the new alerting system was approved and we are moving forward with installation.

The Fire Department has been assisting the River Forest Public Library. The Library had a pipe burst after the cold weather at the end of the month. Cracks also developed in a valve for the sprinkler system. We have been working with contractors to help expedite the re-opening of the Library.

Other businesses and residents in town also had broken water pipes after the deep freeze. The Fire Department assisted all of them in limiting the damage.

The Fire and Police Commission has begun the process for hiring a new firefighter/paramedic. This hiring was approved at the January 28th Village Board meeting.

Officers Meeting

Topics discussed during our monthly department officers meeting include:

- Personnel
- Apparatus
- Inspections
- Budget
- Concordia

Incidents of Interest

River Forest Fire Department responded to an oven fire in River Forest. There was no fire but light smoke inside the kitchen. We removed the smoldering insulation and inspected the stove and oven with thermal imaging cameras (TIC).

See details below.

Suppression Activities

For the month of January, we responded to 164 emergency calls, which is below our normal amount of calls. Of this total, eight were fire related incidents. Five of these fire incidents occurred in River Forest. The other three fire incidents occurred outside of River Forest.

The first incident was a cooking fire in River Forest. RFFD responded to an oven fire. Upon arrival, we found occupants leaving the residence. There was no fire but light smoke inside the kitchen. Prior to the arrival of the fire department, the owner turned off the gas line and unplugged the unit. Our crew lifted the cooktop and found insulation smoldering. We removed the insulation, placed it inside the sink, ran water over the insulation, and placed it inside a garbage can. The kitchen windows were opened for ventilation. The stove and oven were inspected with thermal imaging cameras (TIC). The owner stated that he was not going to file an insurance claim. The fire caused a \$200 loss of contents.

The second incident was a building fire in Forest Park. Upon arrival, FPPD command assigned our crew to perform a primary search of the third floor of the apartment building. The search revealed no victims on the third floor. We also opened walls on the third floor after having a line brought up. We extinguished the fire in the wall stud space of the structure. Our second assignment was to find hot spots in the second floor ceiling space by use of thermal imaging cameras (TIC). The crew used a hose line to cool any hot spots found.

The third incident was a waste fire in River Forest. Upon arrival, our crew found a fire pit smoldering with snow covering the pit. The homeowner stated that he was disposing of some coals that he used earlier. No hazard was noted. RFFD returned into service.

The fourth incident was a furnace fire in Oak Park. Our crew responded to smoke filling a single family residence in Oak Park. Upon arrival, we stood by while interior crews found the source of the smoke. Interior crews found a burned furnace motor in the basement. RFFD was given return by OPFD command.

The other four fires were cooking fires that caused no damage. Three of these occurred in River Forest and the other one in Elmwood Park.

Training

This month the department participated in various training activities such as:

- All shifts continued their assigned building inspections.
- Lt. Howe finished Blue Card training
- Truck 219 returned and crews started to re-familiarize with
- FF/PM Smith being mentored for transition to Lieutenant
- FF/PM's Smith and Seablom attended a Div 11 Investigator drill on Jan 29th

Paramedic Activity

We responded to 99 ambulance calls making contact with 100 patients for the month of January, which is below our monthly average number of EMS calls. Of this total, 44 patients were classified as ALS and 56 were BLS. There was 1 invalid assist. 21 of the 56 BLS patients refused treatment and/or transport.

A detailed monthly EMS report is available for review.

Fire Prevention

During the month of January, the Fire Prevention Bureau conducted 12 Regular Inspections and 21 Company Inspections with 35 violations noted and 14 violations corrected.

A detailed monthly Fire prevention report is available for review.



MEMORANDUM

DATE: February 5, 2019

TO: Eric J. Palm, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Monthly Report – January 2019

Executive Summary

In the month of January, the department of Public works continued with winter operations by responding to 12 snow & ice events. These snow & ice events resulted in distributing 307 tons of salt on Village streets through a combination of rock salt and the use of salt brine prior to the anticipated snowfall. Staff also performed ongoing maintenance tasks including tree trimming, street sweeping, and sign fabrication. A water main break occurred on 1/18 in front of 7919 North Ave. on the 6" water main. This was discovered early in the morning and repaired by a contractor by noon. The capital improvement budget was finalized by Public Work department staff members. The capital improvement program involves updating the five-year budget plan for large expenditures related to buildings, streets, water/sewer system, vehicles, and equipment. Capital items are typically planned and designed during the winter months. The budget planning process continued with the planning for operational needs in the upcoming fiscal year as well.

Public Works items approved by the Village Board of Trustees in January:

- Waiver of Formal Bids and Extension of Contract Award for 2019 Tree Trimming to Davis Tree Care & Landscaping Inc. in an amount not to exceed \$48,000 (contractor maintaining same pricing from the 2017/2018 contract)
- Waiver of Formal Bids and Extension of Contract Award for 2019 Tree and Stump Removal to Homer Tree Care, Inc. in an amount not to exceed \$44,000 (contractor maintaining same pricing from the 2017/2018 contract)
- Illinois Department of Transportation Request for Resolution for Construction on State Highways – Resolution
- Approval of an Update to the GIS Consortium Membership Agreement to Reflect a New Name & Executive Board
- Traffic and Safety Commission – Amend Title 9 of the Village Code – No Parking Restrictions on the 500 Block of Park Avenue and Franklin Avenue from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days – Ordinance
- Traffic and Safety Commission – Amend Title 9 of the Village Code – “No Left Turn” from Southbound Franklin at Lake from 7:30 AM to 9:00 AM and 2:00 PM to 4:00 PM on School Days – Ordinance

- Discussion & Adoption of Safe Walking Routes to School Plan

Sustainability Commission Items Discussed:

- Discussion: Draft Comprehensive Plan
- Sustainability Annual Projects
- PlanItGreen Grant Proposal
- SolSmart Initiative

Engineering Division Summary

- Reviewed 3 grading permits, 2 utility permits and the first submittal of the Sheridan Development at Chicago and Harlem
- Conducted monthly Combined Sewer Overflow (CSO) inspection
- Held a Traffic and Safety Commission Meeting on January 16th
- Continued coordination of Safe Walking Routes to Schools Project
- Continued oversight of design for miscellaneous alley improvement projects
- Continued design of 2019 Alley Reconstruction Project
- Received partial reimbursement from MWRD for the Gale Ave Alley Reconstruction Project
- Submitted and received approval of the Village's 2019 Community Rating System recertification
- Began soliciting survey estimates for 2019 projects
- Participated in a webinar on Warm Mix Asphalt
- Continued permitting for 2019 Street Improvement Project

Public Works – Operations

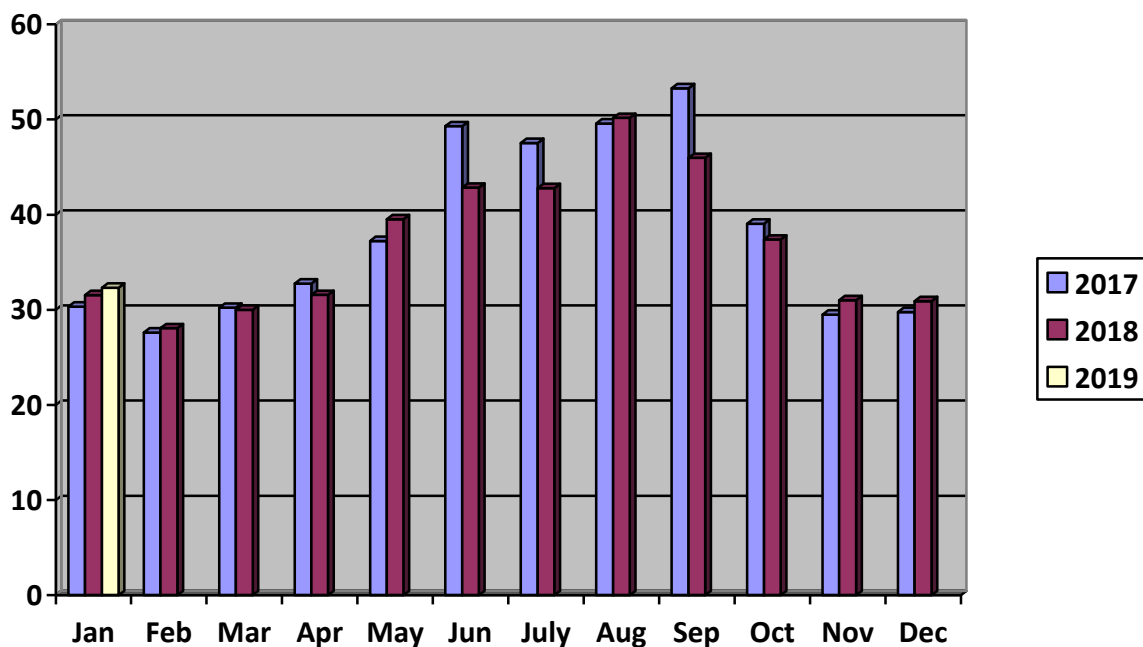
The following is a summary of utility locate requests received from JULIE (Joint Utility Locating Information for Excavators) and work orders (streets, forestry, water, sewer, etc.) that were received and processed during the past 12 months:

	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan
Utility Locates	34	104	149	258	152	198	168	187	143	79	34	28
Work Orders	8	18	25	51	56	60	45	59	29	39	25	9

Water and Sewer

Monthly Pumpage: January's average daily pumpage of 1.04 million gallons (MG) is slightly higher than January's average of 1.02 MG in 2018.

Volume of Water Pumped into the Distribution System (Million Gallons)



In the month of January residents and businesses were notified of backflow violations; they were given notice to comply or have the water shut off on a specific date for non-compliance. The purpose of this program is to remain in compliance with IEPA requirements.

The 2018-2019 water meter replacement program began in December. There are 107 meters scheduled for replacement. 46 meters were installed with 39 remaining. Staff will continue the soliciting of appointments for meter replacements.

A water main break occurred on 1/18 in front of 7919 North Ave. on the 6" water main. This was discovered early in the morning and repaired by contractor NG Plumbing by noon.

The Water Division personnel performed these additional tasks in December:

- Responded to 161 service calls
- Installed 46 water meters
- Exercised 3 valves

Streets and Forestry

Staff in the Streets and Forestry division focused heavily on responding to snow and ice events, tree trimming, and street sweeping. These are the details of the tasks performed frequently in the month of January:

Description of Work Performed	Quantity
Trees Trimmed	491
Trees Removed	2
Street Sweeping (curb miles)	55

Sign Repairs/Fabrication	2
Number of Snow & Ice Responses	12
Salt used (tons)	307



Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: February 1, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – January, 2019

The Village issued 80 permits in January, 2019, compared to 69 during the same month in 2018. Permit revenue collected in January, 2019 totaled \$17,292, compared to \$18,992 in December. Fiscal Year to date building permit revenue is 65% of the \$514,500 budgeted. The following noteworthy permits were issued by the Building Department in January, 2019:

- 7756 Madison Street – In & Out Fitness build-out and tenant signage

Planned Development Project Updates

Below please find a summary of the status of approved planned development permits as well as certain pending applications.

Approved:

- The Promenade (7820 W. Madison Street - Approved July 13, 2015) – Construction and inspection of the interior of the unoccupied townhomes continues. Occupancy permits have been issued to 14 of the 29 units.
- The Avalon (Bonnie Brae Condominiums - 1101-1111 Bonnie Brae Place - Approved November 17, 2016) – The Village Board granted a major amendment regarding setback requirements in March, 2018. Under the terms of a minor amendment that was granted in January, 2018, the developer had been required to commence construction by July 30, 2018. On July 9, 2018, the Village Board of Trustees approved a second extension to construction commencement deadline to March 30, 2019.
- Concordia University (7400 Augusta)
 - Cell Tower/Parking Garage (Approved July 9, 2018) – A permit was issued for this project in August, 2018. Under the Planned Development Ordinance, the University has until April 9, 2021 to complete construction for the permit to remain valid.
 - West Annex/Christopher Center Link (Approved July 9, 2018) – Plans have been submitted for a construction permit and are currently under review. After receiving bids for the project the University contacted staff about some minor changes to the

project that did not require a major amendment. Under the Planned Development Ordinance, the University has until April 9, 2019 to obtain a building permit, October 9, 2019 to commence construction, and April 9, 2021 to complete construction for the permit to remain valid.

- Mixed Use Development (Lake and Lathrop) – This project was approved on September 17, 2018. Under the Planned Development Ordinance, the developer has until June, 2019 to submit a completed building permit application.
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. Under the Planned Development Ordinance, the developer has until July, 2019 to submit a completed building permit application.

Pending:

- The Development Review Board is scheduled to meet on March 21, 2019 for a pre-filing conference regarding a possible planned development application at 344 Lathrop Avenue to allow a portion of the existing space to be used as a private residence.

Permit and Real Estate Transfer Activity Measures

Permits

Month	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
May	113	124	178	128	205
June	104	144	179	153	135
July	112	150	140	194	131
August	84	144	145	123	170
September	111	180	130	152	116
October	120	149	140	119	118
November	55	72	98	79	90
December	43	79	55	71	51
January	24	66	107	69	80
February	22	67	87	58	
March	41	109	120	93	
April	78	97	148	136	
Two Month Comparison	67	145	162	140	131
Fiscal Year Total	907	1,381	1,527	1,375	1,096

Real Estate Transfers

	January 2019	January 2018	FY 2019 YTD Total	FY 2018 Total
Transfers	16	13	188	232

Residential Property Demolition

	January 2019	FY 2019 YTD Total	FY 2018 Total	FY 2017 Total
Residential Demolitions	0	1	4	7

Demolition permit(s) were issued for the following single family home(s):

Address

n/a

Architectural Survey Notes

n/a



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

MEMORANDUM

Date: February 6, 2019
 To: Eric Palm, Village Administrator
 From: Lisa Scheiner, Assistant Village Administrator
 Subj: Village-Wide Performance Measurement Report – January 2019

Building Department Performance Measures	FY 2018 Actual	FY 2019 Goal	January Actual	FY 2019 YTD
Plan reviews of large projects completed in 21 days or less	73% (99 of 135)	95%	100% (8 of 8)	72% (70 of 97)
Average length of review time for plan reviews of large projects	17.2 days (Monthly Avg)	>21	6.875 days	17.6 days (Monthly Avg)
Re-reviews of large projects completed in 14 days or less	85% (158 of 185)	95%	100% (5 of 5)	92% (126 of 137)
Average length of review time for plan re-reviews of large projects	9.0 days (Monthly Avg)	>14	6.4 days	9.7 days (Monthly Avg)
Plan reviews of small projects completed in 7 days or less	100% (202 of 202)	95%	100% (5 of 5)	100% (176 of 176)
Express permits issued at time of application	100% (228 of 228)	100%	100% (10 of 10)	100% (180 of 180)
Inspections completed within 24 hours of request	100% (2107 of 2107)	100%	100% (96 of 96)	100% (1291 of 1291)
Contractual inspections passed	88% (1844 of 2107)	80%	85% (82 of 96)	92% (1189 of 1291)
Inspect vacant properties once per month	100% (301 of 301)	100%	100% (16 of 16)	100% (159 of 159)
Code violation warnings issued	180	N/A	19	149
Code violation citations issued	73	N/A	2	37
Conduct building permit survey quarterly	4	1 per quarter	0	3
Make contact with existing business owners	60	5/month 60/year	5	45

Fire Department Performance Measures	FY 2018 Actual	FY 2019 Goal	January Actual	FY 2019 YTD
Average fire/EMS response time for priority calls for service (Includes call processing time)	4:00 minutes	5 Min	4:36 minutes	4:14 minutes
Customer complaints and/or public safety professional complaints	0%	<1%	0%	0%
All commercial, multi-family and educational properties inspected annually	784	335 inspections	33	204
Injuries on duty resulting in lost time	5	<3	0	1
Plan reviews completed 10 working days after third party review	4.94 days on average	<10	1. days on average	2.24 days on average
Complete 270 hours of training for each shift personnel	7356.3	4824	410.8	3383.3
Inspect and flush fire hydrants semi-annually	1530	445 annually	0	365

Police Department Performance Measures	FY 2018 Actual	FY 2019 Goal	January Actual	FY 2019 YTD
Average police response time for priority calls for service (Does not include call processing time)	3:49 minutes	4:00	4:20 minutes	4:42 minutes
Injuries on duty resulting in lost time	0	0 Days Lost	0	2
Reduce claims filed for property & vehicle damage caused by the Police Department by 25%	1	<3	0	6
Maintain positive relationship with the bargaining unit and reduce the number of grievances	0	0%	0	0
Reduce overtime and improve morale by decreasing sick leave usage	159 days	10% reduction	4.5 days	97 days
Track accidents at Harlem and North to determine impact of red light cameras	18 accidents	10% reduction	2 accidents	14 accidents
Decrease reported thefts (214 in 2012)	195	5% reduction	15	131
Formal Citizen Complaints	0	0	0	0
Use of Force Incidents	7	0	0	3
Send monthly crime alerts to inform residents of crime patterns and prevention tips	56	1 email/month; 12 emails/year	11	119

Public Works Performance Measures	FY 2018 Actual	FY 2019 Goal	January Actual	FY 2019 YTD
Complete tree trimming/pruning service requests within 7 working days	97% (151 of 156)	95%	100% (3 of 3)	98% (152 of 155)
Complete service requests for unclogging blocked catch basins within 5 working days	100% (6 of 6)	95%	N/A (0 of 0)	100% (6 of 6)
Percent of hydrants out of service more than 10 working days	0.00% (0 of 4840)	<1%	N/A	0.00% (0 of 2640)
Replace burned out traffic signal bulb within 8 hours of notification	100% (1 of 1)	99%	N/A	N/A
Complete service requests for patching potholes within 5 working days	100% (15 of 15)	95%	100% (1 of 1)	100% (11 of 11)
Repair street lights in-house, or schedule contractual repairs, within five working days of notification	100% (45 of 45)	95%	#VALUE!	95% (18 of 19)
Safety: Not more than two employee injuries annually resulting in days off from work	0	≤2	0	1
Safety: Not more than one vehicle accident annually that was the responsibility of the Village	0	≤1	1	2
Televis 2,640 lineal feet of combined sewer each month from April – September	244% (38685 of 15840)	2,640/ month (15,840/ year)	N/A (0 of 0)	198% (26196 of 13200)
Exercise 25 water system valves per month	68% (188 of 275)	25/month (300/year)	12% (3 of 25)	54% (108 of 200)
Complete first review of grading plans within 10 working days	100% (108 of 108)	95%	100% (3 of 3)	100% (71 of 71)

N/A: Not applicable, not available, or no service requests were made



MEMORANDUM

Date: February 11, 2019

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, February 12	7:00 pm	Plan Commission Meeting
Thursday, February 14	7:30 pm	Zoning Board of Appeals Meeting
Friday, February 15	7:30 am	Economic Development Commission
Monday, February 18	ALL DAY	President's Day – Village Hall Closed
Thursday, February 21	7:30 pm	Development Review Board
Monday, February 25	7:00 pm	Village Board 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 Jenkins	\$13,752	Legal Services
BLA Engineering	\$12,220	Construction Engineering – Chicago Ave.
MOE Funds	\$15,389	PW Employee Health Insurance March 2019

New Business Licenses Issued

Urban Dining League (Sub Tenant of RF Kitchen)

Thank you.



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: February 6, 2019

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Amend Title 1 of the Village Code Regarding Rules and Order of Business

Issue: Attached please find an ordinance making various changes and additions to our rules and order of business. Most of the changes are minor clarifications. In additions to these clarifications, two other suggestions are proposed:

1. Reconsideration – This language will allow Village Board members to reconsider a vote at the same meeting or a subsequent meeting provided they are on the prevailing side.
2. Addressing the Board – Currently there is little substance for the rules for public comment at our meeting. The proposed language adds some modest time limits for public comments and clarifies issues for repetitious comments. In essence, what is being proposed mirrors most of what we do in practice today.

Recommendation: Consider the attached ordinance amending Title One of the Village Code regarding Rules and Order of Business.

Attachment
Ordinance

NO. _____

**AN ORDINANCE AMENDING SECTION 1-6-4 OF THE
RIVER FOREST VILLAGE CODE WITH REGARD TO
RULES AND ORDER OF BUSINESS**

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 find that amending the rules and order of business of the President and Board of Trustees in order to clarify the rules and order of business best serves the public's health, safety and welfare;

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

SECTION 2: That Section 1-6-4 of the River Forest Village Code, entitled "Rules and Order of Business," is hereby amended to read as follows, with additions underlined and deletions struck through:

"Rule 1. Agenda: Prior to each regular meeting of the village board, the village administrator shall cause to be prepared an agenda. Said agenda shall substantially conform to the following structure:

I. Call to order/roll call

II. Pledge of allegiance

III. Citizen comments

IV. Elected official comments and announcements

V. Consent agenda (including minutes)

VI. Consent items for separate consideration

VII. Recommendations of B boards, commissions and committees
~~reports~~

VIII. Unfinished business

IX ~~VIII.~~ New business

IX. Executive session and any action on executive session items

XI. Adjournment

Rule 2. Voting: The ayes and nays shall be taken and recorded in the minutes in the case of the passage of all ordinances for whatever purpose, and of any resolution or motion creating a liability against the village, or for the expenditure or appropriation of its monies, or at the request of any member. A concurrence of a majority of all members then holding office on the village board, including the president, shall be necessary to the passage of same, unless otherwise required by law. In all cases where a motion is entered into the minutes, the names of the member moving and seconding shall be entered.

In addition, the village administrator shall prepare a consent agenda for each regular meeting containing proclamations, unanimous recommendations of committees or commissions, resolutions, monthly staff reports or motions which require only a simple majority vote for passage. The administrator shall not include on such agenda any item which requires more than a simple majority vote for passage. Failure of the president or any trustee to object to the inclusion of any item or items on such agenda shall constitute unanimous consent by the corporate authorities to taking a single vote by yeas and nays on the various items on such agenda. Upon objection by the president or any trustee to the inclusion of any item on such agenda, such item shall be removed from the consent agenda. In the absence of objection or after such removal, the various items on the consent agenda shall be voted on by the trustees, and if necessary the president, in a single vote by yeas and nays. The record of the meeting shall reflect the names of those voting "yea" and of those voting "nay" with respect to each item on the consent agenda.

When a question is stated from the chair, every member present shall vote therein, unless excused by the president and board or unless he is personally interested in the question before the board. At the conclusion of the roll call vote, the presiding officer shall announce the results.

Rule 3. Addressing The Board: Except during the portion of the meeting dedicated to public participation, no person (other than the village administrator or, upon consent of the board, village staff) may address the board without consent of a majority of the trustees then present. The public may address the board with concerns or comments regarding issues relevant to village business. Issues relevant to village business mean information about village events, issues that the village has the authority to address, items listed on the agenda and items or issues previously voted on by the board or that the board has the authority to

consider or vote on in the future. The president or her/his designee shall restrain comments to matters that are relevant to village business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the board must sign the speaker form prior to the start of the meeting. Any person addressing the board shall be allotted five minutes to speak, with a total of thirty minutes of citizen comments speaking time being available to the public at each board meeting.

Rule 4. Rules May Be Suspended: These rules, except rule 2, may be temporarily suspended by a vote of two-thirds of the trustees present, but shall not be repealed, altered or amended, unless notice thereof shall have been in writing, and alteration and amendment submitted, at least one meeting prior thereto, and two-thirds of the trustees shall concur therein.

Rule 5. Expelling A Member: Any member acting or appearing in a disgraceful manner, or who uses opprobrious or insulting language to or about any member of the board, or who does not obey the order of the chair, shall be, on motion, censured by a majority vote of the members present, or expelled by a two-thirds vote of all members elected.

Rule 6. Reconsideration: A vote or question may be reconsidered at any time during the same meeting, or at the first regular meeting held thereafter. A motion to reconsider must be made by a trustee who voted on the prevailing side of the vote or question to be reconsidered. Any trustee may second a motion to reconsider. A vote or question may be reconsidered at a special meeting held prior to the next regular meeting but only if there are present at such special meeting as many members of the board of trustees as were present when the original vote was taken. Where a motion to reconsider is made at the same meeting as the passage of the original motion, it may be postpone to a later date certain. Where a motion to reconsider is to be made at a different meeting than the passage of the original motion, the trustee intending to make a motion to reconsider shall inform the president no less than three business days prior to the next regular or special meeting where the motion to reconsider may be made.

Rule 67. Presiding Officer To Decide: The presiding officer shall decide all questions of order. In all cases not otherwise provided by law or ordinance, the village board shall be guided by parliamentary law as contained in "Robert's Rules Of Order" and any amendments thereto."

SECTION 3: That all ordinances, or parts of ordinances in conflict with this Ordinance, are hereby expressly repealed.

SECTION 4: That each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

SECTION 5: That this Ordinance shall be in full force and effect immediately upon its passage as provided in 65 ILCS 5/1-2-4 given the urgency of the matters addressed herein.

ADOPTED this ____ day of _____, 2019, by no less than a vote of two-thirds (2/3) of the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2019.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk



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

MEMORANDUM

Date: February 6, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: 346 Park Avenue – Variation Request Reconsideration

Issue

On January 28, 2019, the Village Board voted 3-3 on a variation request to increase the height of a wall with a nonconforming side yard setback at 346 Park Avenue. The Zoning Board of Appeals recommended denial of the variation, which required 4 affirmative votes for approval by the Village Board of Trustees. Trustee Cargie has asked that this item be reconsidered.

Analysis

In order to facilitate Trustee Cargie's request the following procedures are required the Village Board must first vote to suspend its normal Roberts Rules of Order and this will require a 2/3 vote of the Village Trustees. The Board may then make a motion to reconsider the January 28, 2019 vote on 346 Park Avenue, which may be approved by a simple majority. If those two items are approved the Village Board may then reconsider an Ordinance granting approval of the zoning variation at 346 Park Avenue. Please note that a 2/3 vote of the Village Trustees is still required to grant the variation.

Recommendation

If the Board wishes to proceed the following motions would be appropriate:

1. Motion to Suspend the Rules (2/3 vote of the Board of Trustees)
2. Motion to Reconsider the January 28, 2019 Vote on 346 Park Avenue (Side-Yard Setback) – Ordinance (majority vote of the President and Board of Trustees)
3. Recommendation from the Zoning Board of Appeals regarding a Variation Request – 346 Park Avenue (Side Yard Setback) – Ordinance (2/3 vote of the Board of Trustees)

Attachments

The Ordinance approving the requested variation is attached to this memo, however, due to the volume of documents associated with this application, staff will not be including the original materials in this packet. Instead, these materials are available online at <https://www.vrf.us/uploads/cms/documents/events/01-28-19 VBOT packet public reduced.pdf>.

ORDINANCE NO. _____

**AN ORDINANCE APPROVING SIDE YARD SETBACK VARIATIONS TO ALLOW
CONSTRUCTION OF AN ADDITION AT 346 PARK AVENUE**

WHEREAS, a request for variations (“Application”) from the requirements of the Zoning Ordinance of the Village of River Forest (“Zoning Ordinance”) relative to increasing the lot coverage requirement of Section 10-9-7 of the Zoning Ordinance, to allow the construction of a two (2) story addition on a single-family residence that would increase the height of a wall with a nonconforming side yard setback, requiring a variation of approximately two feet (2’) for a length of approximately twenty-six feet (26’), and to construct an eave that would encroach into the side yard setback, requiring a variation of approximately one and a half feet (1.5’) (together the “Variations”), on the property commonly known as 346 Park Avenue, River Forest, Illinois (“Property”) in the R-2 Single-Family (Detached) Residential Zoning District, has been received from petitioners Shaun and Julie Krueger (together “Petitioners”); and

WHEREAS, the Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

WHEREAS, the Application was referred to the Zoning Board of Appeals of the Village (“Board of Appeals”) and was processed in accordance with the Zoning Ordinance, as amended; and

WHEREAS, on August 9, 2018, the Board of Appeals held a public hearing on the Application pursuant to notice thereof given in the manner required by law, and, after considering all of the testimony and evidence presented at the public hearing, the Board of Appeals recommended denial of the Variations by a vote of 4-0, all as set forth in the Findings and Recommendation of the Board of Appeals in this matter (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit B**; and

WHEREAS, the President and Board of Trustees of the Village of River Forest have duly considered the Findings and Recommendation of the Board of Appeals, and all of the materials, facts and circumstances affecting the Application, and, finds that the Application satisfies the standards set forth in the Zoning Ordinance relating to variations.

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

SECTION 1: The recitals above are incorporated into Section 1 as though set forth herein.

SECTION 2: The President and Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and the Zoning Ordinance: (i) find that the Variations meets the standards for a variation set forth therein and (ii) approve the Variations with respect to the two (2) story addition to the single-family residence on the Property proposed by the Petitioners in their application for the Variations. The Variations are approved only to the extent needed for the construction and maintenance of two (2) story addition to the single-family residence on the Property proposed by the Petitioners in their application for the Variations, and the Variations shall remain in effect only for so long as the two (2) story addition to the single-family residence remains on the Property.

SECTION 3: Prior to the issuance of any building permit by the Village for the addition related to the Variations, the Petitioners shall record a copy of this Ordinance on title to the Property at Petitioners' sole cost and expense, and the Petitioners shall provide proof of said filing to the Village.

SECTION 4: Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for the rescission of the approvals made in this Ordinance.

SECTION 5: That all ordinances, or parts of ordinances in conflict with this Ordinance are hereby expressly repealed.

SECTION 6: This Ordinance shall be in full force and effect after its approval and publication in pamphlet form as provided by law.

ADOPTED this 11th day of February, 2019, pursuant to a roll call vote of at least two-thirds (2/3) of the Board of Trustees of the Village of River Forest, per Section 10-5-4(E)(3) of the Zoning Ordinance.

AYES:

NAYS:

ABSENT:

APPROVED by me this 11th day of February, 2019.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk

The Petitioners acknowledge hereby the reasonableness of the above and foregoing terms and conditions in the Ordinance, and hereby accepts the same.

By: _____
Titleholder of Record of the Property

By: _____
Titleholder of Record of the Property

Date: _____

Date: _____

EXHIBIT A

LEGAL DESCRIPTION

LOT 25 IN RIVER FOREST PARK HOMES SUBDIVISION OF PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 12, TOWNSHIP 39 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED AS DOCUMENT NUMBER 14446645 IN THE VILLAGE OF RIVER FOREST, IN COOK COUNTY, ILLINOIS.

PIN: 15-12-302-029

COMMONLY KNOW AS: 346 Park Avenue, RIVER FOREST, ILLINOIS

EXHIBIT B

FINDINGS OF FACT AND RECOMMENDATION

(attached)

**VILLAGE OF RIVER FOREST ZONING BOARD OF APPEALS
FINDINGS OF FACT AND RECOMMENDATION REGARDING
SIDE YARD SETBACK VARIATIONS RELATED TO A
RESIDENTIAL ADDITION AT 346 PARK AVENUE**

WHEREAS, petitioners Shaun and Julie Krueger (together the "Petitioners"), owner of the property located at 346 Park Avenue in the Village of River Forest ("Property"), requested certain variations from the Village of River Forest's setback requirements pursuant to Sections 10-9-7 and 10-8-7 of the Village of River Forest Zoning Code ("Zoning Ordinance") related to the construction of an addition on the residence at the Property that would increase the height of the wall with a nonconforming side yard setback, requiring a variation of approximately two feet (2') for a length of approximately twenty-six feet (26'), and to construct an eave that would encroach into the side yard setback, requiring a variation of approximately one and a half feet (1.5') (together the "Variations"). The Property is located in the R-2 Single-Family (Detached) Residential Zoning District; and

WHEREAS, the Village of River Forest Zoning Board of Appeals ("Board") held a public hearing on the question of whether the requested Variations should be granted on August 9, 2018, and was held as required by Section 10-5-4(E) of the Village of River Forest Zoning Ordinance ("Zoning Ordinance"). At the public hearing, 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 Board; 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. In addition, notice was mailed to surrounding property owners; and

WHEREAS, at the public hearing on August 9, 2018, the Petitioners provided information and testimony regarding the requested Variations, testifying, among other things, that constructing the addition directly on top of the existing wall was the most effective and efficient means of construction, and that the aesthetics of offsetting the wall of the Second Floor of the proposed addition would be undesirable;

WHEREAS, at the public hearing on August 9, 2018, no member of the public testified regarding the Variations; and

WHEREAS, the Board, having considered the criteria set forth in Section 10-5-4 of the Zoning Ordinance, by a vote of 4 – 0, recommends to the Village President and Board of Trustees that the requested Variations for the Property be DENIED.

NOW, THEREFORE, the Board makes the following findings of fact and recommendations pursuant to Section 10-5-4(E)(2) of the Zoning Ordinance:

FINDINGS OF FACT

1. **The physical surroundings, shape, or topographical conditions of the Property constitute a specific hardship upon the owner as distinguished from an inconvenience if the strict letter of the regulations were to be carried out.** The evidence presented at the public hearing did not establish any unique characteristic of the Property that constitutes a specific hardship on the Petitioners. The Petitioners did not prove that a hardship would result if they were unable to obtain the Variations. The Board finds this standard has not been met.
2. **The aforesaid unique physical condition did not result from any action of any person having an interest in the property, but was created by natural forces or was the result of governmental action, other than the adoption of the Village's Zoning Regulations, for which no compensation was paid.** Given its finding on Standard 1 above, the Board finds this standard has not been met.
3. **The conditions of the Property upon which the petition for Variations is based may not be applicable generally to other property within the same zoning classification.** It was noted at the public hearing that there are approximately eleven (11) houses on the same street as the Property with similar configurations, suggesting that the conditions on the Property are not unique, but are instead typical for the area. The Board finds this standard has not been met.
4. **The purpose of the Variations is not based predominately upon a desire for economic gain.** There was no testimony or evidence presented that the Petitioners' desire for the Variations is for economic gain, but instead to allow for a more aesthetically pleasing addition to the residence on the Property. The Board finds this standard has not been met.
5. **The granting of the Variations is not detrimental to the public welfare or unduly injurious to the enjoyment, use, or development value of other property or improvements in the neighborhood in which the Property is located.** An addition will shade the neighbor to the north's southern facing window. The Board finds this standard has not been met.
6. **The granting of the Variations will not impair an adequate supply of light and air to adjacent property, or substantially increase the danger of fire, or otherwise endanger the public safety or substantially diminish or impair property values within the neighborhood.** The shadow study revealed that a neighboring property would receive additional shadows if the Variations were granted and the addition built to the residence on the Property. The additional shadows would impair an adequate supply of light to the neighboring property. The Board finds this standard has not been met.
7. **The granting of the Variations will not unduly tax public utilities and facilities in the area of the Property.** If granted, the Variations would not unduly burden public utilities or facilities in the area of the Property. This Board finds this standard was met.

8. **There are no means other than the requested Variations by which the hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the Property.** The testimony and evidence presented at the public hearing showed that an addition to the residence on the Property may be constructed without the Variations, if the addition is offset from the existing wall that is within the side yard setback. The Board finds this standard has not been met.

RECOMMENDATION

The Board, by a vote of 4-0, for the reasons stated above, recommends to the Village President and Board of Trustees that the proposed Variations for construction to build an addition on the Property in the R-2 Single-Family (Detached) Residential Zoning District be DENIED.



Frank Martin
Chairman



Date



Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: February 7, 2019

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Amend Title 3 of the Village Code Regarding Hours of Work for Building Work

Issue: During the discussion of 346 Park at the last regular Village Board meeting, there was a question about the ability of a homeowner doing work normally performed by a contractor and thus avoiding the hours of work imposed by the Village as it relates to contractors. Staff indicated that homeowners who perform their own projects are not considered contractors, and thus are exempt from these regulations.

In order to address the “loophole” in our regulations, attached please an ordinance which further clarifies that any homeowner, tenant or person performing work under a Village issued permit be subject to these time regulations. To be clear, this is only work that would be performed under a permit and not for any maintenance related projects or items handled by a homeowner. For example, a homeowner could still repair a toilet, trim a tree, or fix a shingle on a roof on a Sunday.

Recommendation: Consider the attached ordinance amending Title Three of the Village Code regarding Hours of Work.

Attachment
Ordinance

NO. _____

**AN ORDINANCE AMENDING SECTION 3-3-7 OF THE
RIVER FOREST VILLAGE CODE WITH REGARD TO
HOURS OF WORK**

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 find that amending the hours of work in Section 3-3-7 of the River Forest Village Code best serves the public's health, safety and welfare;

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

SECTION 2: That Section 3-3-7 of the River Forest Village Code, entitled "Hours of Work," is hereby amended to read as follows, with additions underlined and deletions struck through:

"Any person performing work as a contractor listed in section 3-3-1, 3-3-4 or 3-3-5 of this chapter, and any homeowner, tenant or person performing any work under a Village-issued permit, shall only be allowed to perform said ~~contracting~~ work between the hours of seven o'clock A.M. and six o'clock P.M. Monday through Friday, and between the hours of eight o'clock A.M. and five o'clock P.M. on Saturdays. No work shall be allowed on Sundays, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day or Christmas Day.

No person performing work as a contractor listed in section 3-3-1, 3-3-4 or 3-3-5 of this chapter shall engage in any such work or activity at times other than those set forth above unless a permit for such work has first been issued. Application for such permits shall be made in writing to the director of public works, and shall state the name of the applicant and his business address, the location of the proposed work, and the reason for seeking a permit to do such work at times other than those set forth above, as well as the estimated time of the proposed operations. No such special permit shall be issued excepting where the public welfare will be enhanced by such issuance or will be harmed by failure to perform the work at the time indicated. Nothing in this section shall be construed to prevent any work necessary to prevent injury to persons or property at any time. Contractors engaged in snow removal activities shall not be subject to hourly work restrictions except that the use of snowblowers shall be

prohibited between the hours of one o'clock A.M. and five o'clock A.M. on residential properties.”

SECTION 3: That all ordinances, or parts of ordinances in conflict with this Ordinance, are hereby expressly repealed.

SECTION 4: That each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

SECTION 5: This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

ADOPTED this ____ day of _____, 2019, by the Village President and Board of Trustees pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this ____ day of _____, 2019.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk



Village of River Forest
Village Administrator's Office

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

MEMORANDUM

Date: February 6, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Proposed Amendments to Zoning Ordinance

Issue

Village Staff and officials have identified various sections of the existing Zoning Ordinance that require an amendment. Amendments to the Zoning Ordinance require that the Village Board of Trustees petition the Zoning Board of Appeals to consider the amendments outlined in this memo which includes a public hearing and recommendation back to the Village Board of Trustees.

Analysis

Side Yard Setback Requirements

Amendments to the Zoning Ordinance over the years which require a five-foot side yard setback for single family residences have made a number of homes legally non-conforming with the setback requirement. In 2012 the Village Board amended the code to allow a wall with a nonconforming side yard setback to be extended horizontally an additional 20 feet into the nonconforming side yard, however, the height of the wall that maintains a nonconforming side yard setback cannot be increased. As a result, residents have had to seek zoning variations in order to construct additions to their homes and improve their projects. Applying for a variation delays projects and subjects residents to additional costs associated with the application. Should the Village Board wish to allow a wall with a nonconforming side yard setback to be extended vertically the following amendment to Section 10-8-7(C)(2) would be required:

- a. Eaves: The eaves of a structure shall be required to maintain a minimum three foot side yard setback. The eave of an addition, where the eave of the existing structure does not meet this standard, may be constructed with a side yard equal to the existing nonconforming side yard of that eave.
- b. Additions: An addition to an existing structure that does not meet this standard must maintain either a three-foot side yard or a side yard that is the same width as the

current side yard, whichever is wider. A nonconforming wall built along a nonconforming side yard may be extended an additional twenty feet as of right into the nonconforming side yard, and the height of a wall that maintains a nonconforming side yard setback may ~~not~~ be increased with a side yard setback equal to the existing nonconforming side yard of that wall. The addition shall conform to the applicable front and rear yard setback requirements.

Daycare as Accessory Use in PRI

In order to classify, regulate and restrict the location of businesses and industries, and the location of buildings designed for specified uses, the Village is divided into nine zoning districts, including the Public, Recreational and Institutional (PRI) zoning district. Within each district the Village has identified which uses are expressly permitted, non-permitted, and subject to special use approvals. These designations are outlined in the Land Use Chart in Section 10-21-3: Appendix A. When a use is not specifically listed or cannot reasonably be included in any category shown in the Land Use Chart, it is considered Special Use and may only be approved through the Special Use or Planned Development processes, which allow the Village to impose conditions of approval.

In the case of child daycare, Child Daycare Center is defined in the Zoning Ordinance as follows, but it is not listed in the Land Use Chart:

CHILD DAYCARE CENTER: A childcare facility which regularly provides daycare for less than fourteen hours per day in a facility other than a dwelling.

Mosaic Montessori, which operates out of a portion of the River Forest United Methodist Church (7970 Lake Street), would like to offer its services to infants and young children. While Mosaic Montessori considers this a private educational facility, the State of Illinois and Village classify this use as “Child Daycare Center”. The Village proposes amending the Land Use Chart to add Child Daycare Center and to establish it as a Special Use in the PRI Zoning District. This would require an amendment to Section 10-21-3: Appendix A as follows:

LAND USES	R1 And R2 Low Density Residential	R3 Medium Density Residential	R4 High Density Residen- tial	C1 Commer- cial	C2 Commer- cial	C3 Central Com- mercial	ORIC Office/ Research/ Industrial/ Commercial	PRI Public/Private Recreational Institutional
ACCESSORY USES								
<u>Child Daycare Center</u>	N	N	N	N	N	N	N	S

It should be noted that Mosaic Montessori may simultaneously petition the Zoning Board of Appeals for a Special Use in the PRI.

Accessibility Considerations in Planned Developments

During the Village Board's consideration of the Concordia University Planned Development application there was some discussion regarding a desire by the Village Board of Trustees to evaluate the Village's codes as it related to building accessibility for persons with disabilities. Currently, the Americans with Disabilities Act Accessibility Guidelines and Illinois Accessibility Code ensures access to the built environment for disabled persons and establish design requirements and enforceable standards for the construction and alteration of facilities. Village Staff review all construction projects to ensure that these standards are met and does not recommend creating additional regulations, however, the Village may wish to incorporate this as a standard of review when evaluating proposed planned developments or amendments to existing planned developments. Should the Village Board wish to do so, one approach would be to amend the Planned Development Ordinance and establish accessibility as one of the standards of review. This would require an amendment to Section 10-19-3(K) to read as follows:

The design of the proposed use or combination of uses promotes a safe and comfortable ~~pedestrian~~ environment for pedestrians and individuals with disabilities;

Recommendation

Should the Village Board of Trustees wish to proceed with these text amendments, the following motion should be considered: Motion to recommend to the Zoning Board of Appeals a petition to amend Sections 10-8-7, 10-19-3(K), and 10-21-3: Appendix A of the Village Code and request the Zoning Board of Appeals to conduct a public hearing and report its findings back to the Village Board.



Village of River Forest

Village Administrator's Office

400 Park Avenue

River Forest, IL 60305

Tel: 708-366-8500

MEMORANDUM

Date: February 8, 2019

To: Catherine Adduci, Village President
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: License Agreement – Parking – 400 Lathrop

Issue: The owner of 400 Lathrop would like to remove four garage spaces (indoor) to provide a recreational amenity to its employees and clients. In order to do so, the owner must locate four additional parking spaces in an alternate location.

Analysis: The property is zoned C3 – Central Commercial. The off-street parking regulations mirror those of the C1 District. Within the C1 regulations, the zoning title states that “*all parking spaces required herein shall be provided upon the same lot or parcel of ground as is occupied by a building, or on a lot or parcel contiguous thereto, or within three hundred feet from said building.*”

The owner and Village have identified the Village's Business Parking Zone on the south side of Central Avenue, east of Lathrop (along the train retaining wall) as an area of parking within 300 feet of the property line which meets the spirit of the rule. A similar arrangement is used at River Forest Town Center to allow employees to park in the same zone.

Attached please find a license agreement that provides the use of four Village parking spaces in the Central Business Zone for use by the owner of 400 Lathrop. Normally, the Village would sell these spaces as a normal business transaction without Village Board approval, but because they are made in conjunction with a zoning determination, Staff prefers to have this agreement approved by the Village Board.

Recommendation: Consider and approve the attached license agreement between the Village and Lathrop and Central LLC.

Attachment

License Agreement

On-Street Parking License Agreement (400 Lathrop Avenue)

This **ON-STREET PARKING LICENSE AGREEMENT (400 LATHROP AVENUE)** ("Agreement") is made by and between the Village of River Forest, an Illinois municipal corporation, 400 Park Avenue, River Forest, Illinois 60305 ("Licensor") and Lathrop & Central, LLC, an Illinois limited liability company, 400 Lathrop Avenue, River Forest, Illinois 60305 ("Licensee"), to occupy certain on-street parking spaces from the Licensor in order to meet the Licensee's parking requirements for the 400 Lathrop Avenue, River Forest, Illinois property ("Subject Property") under the Village of River Forest Zoning Ordinance.

Terms and Conditions:

1. **Use of Parking Spaces.** Licensor hereby agrees to provide for the use of the owners, occupants, tenants, invitees and guests of the Subject Property, and Licensee agrees to pay for, four (4) on-street parking spaces located on the north side of Central Avenue, east of Lathrop Avenue in the Village of River Forest currently designated as "Business Permit Parking Only," as depicted on Exhibit A, attached hereto and made a part hereof (together the "Parking Spaces" and individually a "Parking Space").
2. **Purpose of Use.** The Parking Spaces shall be used to park vehicles belonging to the owners, occupants, tenants, invitees and guests of the Subject Property. The Licensee is being granted the use of the Parking Spaces in order to meet the parking requirements for the Subject Property in the Village of River Forest Zoning Ordinance, which requires the Subject Property to have twenty (20) parking spaces available. The Licensee requires the Parking Spaces in order to use four (4) parking spaces within an attached garage as an amenity of the Subject Property.
3. **Payments by Licensee.** Licensee shall pay Licensor a fee of Forty-Five and No/100 Dollars (\$45.00) per Parking Space per month. The fee per Parking Space may be modified from time to time at the sole discretion of Licensor. Licensee is to make such fee payment, to Licensor or Licensor's agent, as directed by Licensor, in person or by mail, at 400 Park Avenue, River Forest, Illinois 60305. Payments shall be made in advance by Licensee of the first of each month this Agreement is in effect.
4. **Duration of Agreement.** This Agreement shall commence on February 12, 2019 and continue until terminated as set forth in Section 8 below.
5. **Items Left in Vehicle.** Licensor shall not be responsible for damage or loss to personal property or items left in vehicles in the Parking Spaces.
6. **Damage to Vehicle.** Licensor shall not be responsible for damage to vehicles in the Parking Spaces, whether or not such damage is caused by other vehicle(s) or person(s) in the parking lot or surrounding area.

7. **Termination.** Either Licensor or Licensee may terminate this Agreement by providing thirty (30) days written notice to the other. Any such notice shall be directed to the addresses in the preamble above. Licensee may only terminate this Agreement if it proves it meets the parking requirements for the Subject Property in the Village of River Forest Zoning Ordinance.
8. **Assignment.** This Agreement, or the rights granted hereunder, may not be assigned, sold, conveyed, leased, subleased or otherwise transferred in whole or part by either Licensor or Licensee.
9. **Amendments.** This Agreement may only be amended in writing signed by both Parties.
10. **Severability.** If any provision or term of this Agreement is held to be unenforceable, then this Agreement will be deemed amended to the extent necessary to render the otherwise unenforceable provision, and the rest of the Agreement, valid and enforceable. If a court declines to amend this Agreement as provided herein, the invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of the remaining terms and provisions, which shall be enforced as if the offending term or provision had not been included in this Agreement.
11. **Entire Agreement.** This Agreement constitutes the entire agreement between Licensor and Licensee and supersedes any prior or contemporaneous understandings, whether written or oral.

EXECUTED AND AGREED by the parties hereto, this the ____ day of _____, 2019.

LICENSOR: Village of River Forest

LICENSEE: Lathrop & Central, LLC

Signature: _____

Signature: _____

Name: _____

Name: Thomas J. Dwyer Jr.

Title: _____

Title: Managing Member

Date: February 2019

Date: February 8, 2019

Exhibit A

Map of the Parking Spaces

(attached)

