

**VILLAGE OF RIVER FOREST  
VILLAGE BOARD OF TRUSTEES MINUTES  
Tuesday, May 26, 2020**

A regular meeting of the Village of River Forest Board of Trustees was held on Tuesday, May 26, 2020 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:09 p.m. Upon roll call, the following persons were:

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

Absent: None

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

**2. APPROVAL OF REMOTE PARTICIPATION**

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

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

Absent: None

Nays: None

Motion Passes.

**3. PLEDGE OF ALLEGIANCE**

President Adduci led the Pledge of Allegiance.

**4. CITIZEN COMMENTS**

Laura Riff, 801 Clinton Pl. Ms. Riff encouraged the Village Board to adopt an ordinance related to home kitchen operations. She discussed the limitations of selling directly to consumers on a small scale.

In response to a question from Trustee Vazquez, Ms. Riff stated that her plan is to start small in her kitchen and expand to a brick and mortar bakery in the Village.

**5.ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS**

Trustee O'Connell stated he hoped everyone had a safe and happy Memorial Day despite the unusual circumstances. He congratulated Lee Neubecker, chair of the Economic Development Commission and well as the other commission members, trustees and Village President for rallying behind the local businesses and the success of the videos. He noted an increase in the number of people who think shopping locally is important. He also asked that the Village remind residents that contractors cannot work on Sundays.

Trustee Henek echoed Trustee O'Connell's sentiments about the videos. She also thanked Staff for the response to flooding, noting her appreciation for the extra garbage pick-up. She stated her appreciation and recognition for continuing the Board's work as much as possible, and noting the full agenda, asked that the Affordable Housing Plan be pulled and scheduled for a Committee of the Whole meeting in the interest of being respectful of everyone's time. She stated that was her expectation following initial discussions about the Plan.

President Adduci stated she appreciated and acknowledged Trustee Henek's comments but that they will discuss this item when they get to it on the agenda.

In response to a question from Trustee Henek about power outages, Administrator Palm stated ComEd's planned outages are typically due to a resident's request or for planned maintenance. He stated that in those cases, ComEd does notify those affected that the outage is forthcoming. In response to follow up questions, he stated the Village can reach out to ComEd regarding how their notifications look but that he is hesitant to set an expectation that the Village will send out notifications on behalf of utility companies.

Trustee Brennan thanked the Village and Public Works for the home delivery of finished compost and recommended that the Village implement this as part of the program because more people requested delivery than would have gone to pick it up.

Village Clerk Brand-White congratulated all the students graduating this year. She stated that though they will not get the same opportunities to celebrate, the Village has not forgotten about them and that they make us proud.

Trustee Vazquez echoed all the previous comments and again thanked the first responders, businesses, Staff, Village President and everyone for their continuous work during the pandemic. He also thanked residents for their patience and understanding regarding the cancellation of the Memorial Day parade. He also noted that he is looking forward to working with all the candidates up for appointment to the Age-Friendly Committee and asked for the Trustees' support in approving them.

Trustee Cargie noted his understanding but expressed disappointment in not walking in the Memorial Day parade, which would have been his 16<sup>th</sup>. He stated that delivery of finished compost is an unfunded mandate and that there should be a surcharge for this service. He also stated that wearing a mask is simply a courtesy to others. He stated he was proud that it appears most people in River Forest do comply with the mask requirement.

Trustee Bachner read a statement to acknowledge that this land was once inhabited by indigenous people and stated that River Forest continues to be a place that people from diverse backgrounds live and gather. She acknowledged Memorial Day and asked that everyone remember those who did not come back from service. She asked everyone be grateful for veterans and those currently enlisted in armed forces, first responders, and this year essential workers. She thanked and commended Staff for managing these various issues. Trustee Bachner also noted her participation in several town hall learning sessions with groups trying to help minorities and discussed the challenges faced by these communities during the pandemic, including the disproportionate rates at which they are being affected. Regarding the Census, Trustee Bachner stated they will be mailing reminder cards to every household unit in the Village. She also stated that they are working with faith based community leaders to help spread the word.

Assistant to the Village Administrator Pape noted that the Village is at 79% self-response rate, which is nearly past the 2010 goal. He stated that due to the pandemic, the Census has extended response deadlines to get as many people counted as possible.

President Adduci asked that the Village communicate that the US Census may be calling to verify responses, so that people do not think it is a scam. She also shared the article in the Forest Leaves about the Economic Development Commission's videos of small businesses. She thanked Staff for their response to flooding issues, including personally addressing Keystone residents' concerns. She reviewed legislative action happening at the State level, including borrowing money to fix budget shortfalls and passing the capital bill. She noted that the Village's budget looks good but they will have to take a serious look at expenses next year. She congratulated all 2020 graduates and noted that with Phase 3, more businesses will be opening. President Adduci announced that there have been 46 confirmed cases and no deaths in River Forest. She expressed thanks to military service members and noted that she also misses the Memorial Day parade.

## **6. CONSENT AGENDA**

- a. Village Board of Trustees Meeting Minutes – April 27, 2020
- b. Create Section 1-23-3-1.C.12 of the Village Code Regarding Filing of Statements of Economic Interest – Ordinance
- c. Award of Bid and Contract for the 2020 Street Improvement Project to Builders Paving LLC in the amount of \$768,000.00
- d. Appropriation of \$630,000 in Motor Fuel Tax Funds for the 2020 IDOT Maintenance Agreement – Resolution
- e. Authorization to Sell Surplus Property – 2013 Ford Explorer and 2013 Ford Taurus – Ordinance
- f. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 746 Clinton
- g. Accounts Payable – April 2020 – \$1,786,810.19
- h. Monthly Department Reports
- i. Performance Measurement Report
- j. Village Administrator's Report

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to approve the Consent Agenda items A - J.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

## **7. CONSENT ITEMS FOR SEPARATE CONSIDERATION**

- a. Accounts Payable from the General Fund to McDonald's-Karavites for \$77.99 (*Trustee O'Connell Common Law Conflict of Interest*)

Trustee Bachner made a motion, seconded by Trustee Henek, to approve payment from the General Fund to McDonald's-Karavites for \$77.99.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, Vazquez

Absent: None

Abstain: Trustee O'Connell

Nays: None

Motion Passes.

## **8. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES**

- a. Sustainability Commission – Recommendation on Entering Into a Master Power Supply Agreement with MC Squared Energy Services, LLC for the Village's Electrical Aggregation Program and Approval of Master Power Supply Agreement with MC Squared Energy Services, LLC for the Village's Electric Aggregation Program – Ordinance

Trustee Brennan made a motion, seconded by Trustee Henek, to adopt an ordinance authorizing the Village Administrator to execute a 24-month contract agreement with MC Squared on behalf of the Village, for the EcoGreen Aggregation Program.

Sustainability Commission Chair Julie Moller introduced this item and stated the Commission has been looking for the right deal at the right time. She thanked Public Works Director Anderson and the energy consultants for their assistance with this proposal. She reported the Commission made a unanimous recommendation for a two-year contract with 100% renewable energy.

Mr. Anderson further summarized the proposal and explained that this is an eco-green aggregation program that purchases renewable energy credits from wind farms. He noted

the program includes a commitment to match ComEd rates, meaning zero added cost to residents.

Ann DeBortoli, representative from MC Squared, explained that two dozen towns participate in this program. She stated that there are no real cost savings since the market rates are the same as the ComEd rates. She explained the analysis performed on accounts in the Village and noted that 45-50% of accounts would be eligible for the program, and they can opt out if they do not want to be enrolled.

In response to questions about what makes accounts eligible, Ms. DeBortoli explained MC Squared analyzes the cost to serve accounts from an energy perspective, and the headroom between the lower costs to serve allows them to acquire the Renewable Energy Credits and civic contribution. She assured that MC Squared does not have any information about the homes other than the account number and 12 months of historical usage.

In response to questions from Trustee Cargie about the benefits to residents, Mollie Vanderlaan, representative from Satori Energy, explained how the Renewable Energy Credits work. She noted that everyone would continue to pay the ComEd rate, but the differential between the “lower cost to serve” accounts and the ComEd rate is how the credits are purchased.

The Board continued discussing the merits of this program.

Chair Moller stated that back in February, the Village Board committed to join the PlanItGreen Initiative to pursue 100% renewable energy, and supporting RECs moves the needle toward that goal. She also stated the Village has the opportunity to do what is right and still make \$30,000 through the civic contribution.

Trustee Brennan stated that green and more sustainable communities are attractive to homebuyers, to which President Adduci concurred.

Chair Moller noted that the two-year commitment is just with the Village and that there is no risk to residents, who are able to opt out.

There was some discussion about making the program clear in letters to residents.

In response to a question from Trustee O’Connell, Administrator Palm stated there is a minimal amount of additional workload for Staff based on the history of other programs the Village has participated in.

In response to a question from Trustee Henek about why people would opt out, Ms. DeBortoli stated some people believe ComEd won’t continue to serve them if they go with another supplier, sometimes people do not want to support village initiatives, others want to shop the market with other suppliers.

Administrator Palm added that some people may be on an hourly program as well.

In response to a question from Trustee Henek, Ms. DeBortoli stated it is MC Squared's risk when residents opt out of the program.

There was concern about some language in the agreement that appeared to terminate someone's service if they did not participate in the program. President Adduci asked that the language be revised to be more clear that this is not the case.

In response to a concern from Trustee Bachner about inability to pay, Ms. DiBortoli stated residents will have the same services.

In response to a question from Trustee Cargie about regulatory changes, Trustee Brennan stated those impacts would be in effect regardless of where the energy comes from.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

b. Sustainability Commission – Report on Backyard Chicken Program

President Adduci stated the Village asked the Sustainability Commission to look into allowing chicken coops, and that after some discussion they had decided not to pursue this initiative.

Chair Moller stated that with the pandemic and her moving out of town, she did not feel it was something to put on her incumbent. She also stated that curbing carbon emissions has been a big focus and what the Commission should be working on.

Trustee Henek asked that the Village clarify in its next communication that the Village does not have a chicken program.

c. Sustainability Commission – Recognition of Julie Moller

President Adduci recognized Julie Moller, outgoing chair of the Sustainability Commission. She listed several of Ms. Moller's accomplishments and, in particular, noted her work in starting the composting program. President Adduci stated that in honor of her work, the Village will be putting out a compost bin in front of Village Hall with a dedication placard. She thanks Ms. Moller for the positive change she has created in River Forest.

Trustee Cargie recalled being on the Park Board when the Park Foundation and Sustainability Committee were created. He stated they are some of the hardest working people and that their stamina is impressive. He noted that Ms. Moller will be missed.

Trustee Henek echoed these sentiments, stating that she has been impressed and blown away by Ms. Moller's passion and dedication. She stated that she thinks of Ms. Moller as she makes

various party planning decisions, noting Ms. Moller sets a great example and is a role model for what people should be doing.

Trustee Vazquez agreed. He shared that Ms. Moller was one of the first people to welcome him into the Village and she had spoken about her interest in sustainability. He stated he was impressed by Ms. Moller's spearheading of initiatives, which served as inspiration for him to run as trustee. He stated he has always admired Ms. Moller for her efforts and wishes her the best.

Trustee Bachner commended Ms. Moller for all her work, noting that she recalls her working with kids at Roosevelt to make sure they were being environmentally friendly.

Trustee O'Connell congratulated Ms. Moller in moving onto another phase in her life. He stated that she took global issues and made them local, noting she has set a high benchmark for Lisa Gillis.

Trustee Brennan noted Ms. Moller's quiet, nonjudgmental leadership. She stated she enjoyed working with Ms. Moller and shared George Strom's comments: she has done a great job of creating a green environment in River Forest, been a pleasure to work with, and without her they would have never started a composting program with Roy Strom. She thanked Ms. Moller for her work and for making it fun.

Village Clerk Brand-White recalled the work she and Ms. Moller did together on the Green for Good Committee. She stated her passion was clearly inspiring and thanked her for all her work. She also shared that her family is richer for this conversation Ms. Moller has started.

Ms. Moller stated many people did the work as well and everything built on top of each other. She stated she is looking forward to things continuing and loves her commemorative compost cart. She briefly reviewed an assessment of the objects donated and recycled from her home while preparing to move.

d. Traffic and Safety Commission – Report and Recommendation on Village Parking Study

Trustee Vazquez made a motion, seconded by Trustee O'Connell, to approve the recommendations in the Commuter Parking Study Draft Report as modified and recommended by the Traffic and Safety Commission.

Village Engineer Loster summarized the impetus for the Parking Study, noting that parking requests were being treated in a vacuum and causing unintended consequences for other areas of the Village. He stated that the Village worked with the traffic engineering firm KLOA to establish four different zones. He stated there were 340 responses to the survey and that a lot of data went into the recommendations in the study.

Eric Russell from KLOA reviewed the Commuter Parking Study findings. He stated that 80% of residents feel their block is not impacted by commuter parking and that there was a low

level of concern on blocks within the four zones. He stated 57% feel there is adequate Metra parking and 48% feel the Metra parking fees are acceptable. He also noted there was a general lack of interest in “premium” Metra parking and that 19% of college students park on the street.

Beginning with Zone 4 (Metra parking), Mr. Russell reviewed the survey’s findings. He stated there was concern with the long wait list for monthly permit parking, a high cost for daily fees, and that the West Thatcher lot was never full. He stated that of the two options presented, the Traffic and Safety Commission preferred the first, which is to maintain resident permit parking with targeted enforcement and minor adjustments to regulations. The Commission also recommended that a permanent solution be established for those residents along Edgewood that are currently permitted to park on Edgewood 24/7 due to the UP Railroad access ramp constructed just east of the Edgewood/Central intersection.

In Zone 3 (area surrounding River Forest Town Center), Mr. Russell stated the recommendation is to implement a 4-hr, 8am-5pm, M-F time-limit restriction to the area north of Town Center to deter commuter parking impacts without inconveniencing residents while allowing for efficient enforcement efforts. For the Town Center area south of Lake, the recommendation is to switch the resident-only, daily fee parking on Central Avenue with the business permit parking (east of Bonnie Brae) to move it closer to the Harlem/Lake Green Line Station and rebalance business permit and 2-hr parking.

In Zone 2 (Concordia University Campus), Mr. Russell reviewed the Traffic and Safety Commission’s recommendation to add additional resident parking zones and targeted enforcement of specific blocks, and to change the current No Parking restriction to a Resident Parking Only parking restriction on the 900 blocks of Monroe and Bonnie Brae.

In Zone 1 (Dominican University Campus), Mr. Russell reviewed the Traffic and Safety Commission’s recommendation to maintain free unregulated street parking along the campus’ frontage with targeted enforcement on impacted blocks.

Finally, Mr. Russell presented the Village Hall parking options, noting the Commission’s recommendation to shift parking from the north side of Central to the south side.

In response to questions from Trustee Henek about Zone 4, Mr. Loster clarified that during a Union Pacific project in that area, 5-6 vehicles were displaced from parking in an alley. Because UP is intending to make this a permanent change, the Village will work with the affected residents for a solution, though he was not certain of the timing just yet. In response to follow up questions, he noted that while they have not gotten calls about this issue, plowing may become difficult in the winter in that area. He stated that Staff will review potential solutions but that any change would require an ordinance for the Village Board’s consideration and approval.

The Board discussed the parking challenges in Zone 3 for Green Line commuters and whether monthly permits were an option, and ultimately concurred the Commission’s



recommendation. They also discussed the bump outs and whether shifting of parking impacts the Village's Bicycle Plan, to which Mr. Russell stated that it does not.

In discussing the campus parking zones, Trustee Cargie objected to allowing free parking for non-residents.

In response to a question from President Adduci, Mr. Russell stated that the survey results showed students at both universities park on the street not because they cannot find parking on campus but because of the lower cost and the convenience.

President Adduci asked for a consensus on the matter of whether to install meters, noting her preference for none.

Trustee Bachner noted that there may be fewer students in the fall due in part to the pandemic.

Trustee Cargie noted that the colleges pay no property taxes to River Forest.

President Adduci acknowledged these comments and stated the universities should be part of this discussion.

Trustee Vazquez stated his opposition to parking meters, noting Concordia has been very good about sharing facilities with the community. He added that now is also not a good time with remote learning due to COVID.

The Village Board continued discussing whether to implement metered parking around the universities. President Adduci summarized that no meters will be installed at this time but that they would try to find a way to get faculty and students into the parking structures.

After more discussion, the Village Board reach a consensus to leave parking on the north side of Central, concurring with Police Chief O'Shea's safety concerns with shifting parking from the north to south side.

There was also discussion about re-approaching the United Methodist Church for use of their parking lot during the weekday for commuter parking.

Trustee Bachner asked that some of the dates in the table be corrected.

Roll call:

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

Absent: None

Nays: Trustee Cargie

Motion Passes.

- e. Plan Commission – Report, Recommendation and Approval of the Affordable Housing Plan

Trustee Cargie made a motion, seconded by Trustee O'Connell, to approve the Affordable Housing Plan.

President Adduci noted the Board will not be approving this item tonight but will recommend further discussion at a Committee of the Whole meeting and approval at the next Board meeting.

Trustee Henek recommended moving the discussion to a COW meeting.

Trustee Cargie stated he did not understand the need for a COW meeting, noting that commissions vet issues for the Board. He further stated that Chair Crosby and Village Planner Houseal have done good work.

President Adduci stated she would like to let Chair Crosby and Village Planner Houseal explain where they are at with the Plan.

Trustee Henek stated she thinks this is very unfair to everyone at the meeting and that it was inappropriate.

Plan Commission Chair David Crosby introduced himself and explained how the Village got to this point, which began in October. He noted the toolkits available for an Affordable Housing Plan and the feedback on where the Village wants to go. He stated that after the initial meeting, the Plan Commission met three more times and incorporated public feedback at each meeting. He noted how many people are affected by the plan and that it could attract people to move to River Forest.

Village Planner John Houseal introduced himself and discussed the process undertaken at the Plan Commission's meetings. He emphasized this was a collaborative effort to get it across the finish line. He reviewed the purpose of the act and the four ways to comply with the State law; he noted that the Plan Commission has chosen to achieve 10% affordability based on the State's metrics, which means the Village is deficient by 39 housing units (as defined by the State). He further summarized the Plan and explained how the State calculates affordability. Mr. Houseal reviewed the various incentives for providing affordable housing, noting the preferred types includes zoning bonuses as a means of encouraging developers to include affordable housing units in new multi-family dwellings. He noted additional considerations include: taller/denser developments; preserve/enhance existing affordable housing; exploring accommodation of Accessory Dwelling Units; amending Planned Development standards to include the Affordable Housing Plan as a standard of review; and leveraging TIF funding when appropriate to support affordable housing initiatives.

President Adduci thanked Mr. Crosby and Mr. Houseal. She noted the complexity of the issues and stated she wanted the Trustees to take time to digest it. She recommended scheduling a COW meeting on June 8 and to have questions ready based on this introduction.

The Village Board reached a consensus to schedule a COW meeting on June 8 at 5:30pm to discuss the Affordable Housing Plan.

Trustee Cargie withdrew his motion, and Trustee O'Connell withdrew his second.

Trustees O'Connell and Cargie congratulated Mr. Crosby and Mr. Houseal for their work despite opposition they had received along the way.

Trustee Henek stated she did not intend to postpone this discussion for a lack of work. She stated she felt it was unfair for everybody in the meeting to extend this but that it was in no way a reflection of their work.

- f. Age-Friendly Advisory Ad Hoc Committee – Resolution Amending Resolution 20-4 Regarding the Number of Members of the Village of River Forest Age-Friendly Advisory Ad Hoc Committee – Resolution

Trustee Vazquez made a motion, seconded by Trustee Bachner, to approve a resolution amending Resolution 20-4 regarding the number of members on the Village of River Forest Age-Friendly Committee.

President Adduci explained this resolution simply expands the Committee in a way to be more inclusive of all the applicants.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

- g. Appointments: Trustee Respicio Vazquez (Chair), Chris Hauri, Angie Seder, Ron Sherman, Daniel Lauber, Deborah Frederick, Lydia Manning, James Flanagan

Trustee Brennan made a motion, seconded by Trustee Bachner, to concur with the recommendation of the Village President to appoint Trustee Respicio Vazquez, Chris Hauri, Angie Seder, Ron Sherman, Daniel Lauber, Deborah Frederick, Lydia Manning, James Flanagan to the Age-Friendly Advisory Ad Hoc Committee to serve until the Committee is dissolved.

In response to a question from Trustee O'Connell, Administrator Palm stated the Committee's objective is to create an Age-Friendly Plan and would be dissolved once it is created and adopted.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

h. Board and Commission Appointments/Reappointments

1. Plan Commission – Reappoint Keary Cragan – 4 Year Term Expiring 4/30/24
2. Plan Commission – Reappoint David Crosby – Chair, 2 Year Term Expiring 4/30/22
3. Economic Development Commission – Reappoint Robert Graham – 4 Year Term Expiring 4/30/24
4. Economic Development Commission – Reappoint Carr Preston – 4 Year Term Expiring 4/30/24
5. Economic Development Commission – Reappoint Lee Neubecker (Member Term) – 4 Year Term Expiring 4/30/24
6. Zoning Board of Appeals – Reappoint Joanna Schubkegel – 5 Year Term Expiring 4/30/25
7. Development Review Board – Reappoint Joanna Schubkegel – 2 Year Term Expiring 4/30/22
8. Development Review Board – Reappoint David Crosby – 2 Year Term Expiring 4/30/22
9. Development Review Board – Reappoint Maryanne Fishman – 2 Year Term Expiring 4/30/22
10. Sustainability Commission – Appoint Lauren Behan – (Moller vacancy) – Remaining Term Expiring 4/30/21
11. Sustainability Commission – Appoint Lisa Gillis – Chair (Moller vacancy) – Remaining Term Expiring 4/30/21
12. Fire Pension Board – Reappoint Rosemary McAdams – Three Year Term Expiring 4/30/23
13. Historic Preservation Commission – Appoint Jan Saeger – (Dowling vacancy) – Remaining Term Expiring 4/30/23

Trustee O’Connell made a motion, seconded by Trustee Cargie, to concur with the recommendations of the Village President for item 8H #'s 1-13 for the Board and Commission appointments effective May 1, 2020.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

**9. UNFINISHED BUSINESS**

None.

**10. NEW BUSINESS**

- a. Discussion and Direction: Block Parties

Trustee Brennan made a motion, seconded by Trustee O'Connell, to accept Staff's recommendation to suspend block parties until River Forest moves into Phase 5 of the Restore Illinois Plan.

Administrator Palm explained that Staff recommends to suspend block parties until the Village moves into Phase 5 of the Restore Illinois Plan due to the difficulty of managing a cap of 50 people on the events, which is the cap for public gatherings in Phase 4.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

b. Discussion and Direction: Zoning Text Amendment for "At Home Kitchens"

Trustee Vazquez made a motion, seconded by Trustee Bachner, to direct the Village Administrator to submit text amendments regarding home kitchen operations to the Zoning Board of Appeals for a public hearing and recommendation AND direct Village Staff and the Village's consulting health inspector to prepare amendments to the Village's health and sanitation regulations to allow home kitchen operations.

Administrator Palm stated that a text amendment to the Zoning Code is needed to allow home kitchen operators to make and sell baked goods under State law. He stated the Zoning Board of Appeals would consider and make a recommendation to the Village Board.

In response to a question from Trustee Cargie, Administrator Palm stated the Village's health sanitarian has worked on this in other communities and would make her recommendations to the health and sanitation regulations, if needed.

Trustee Bachner asked how many communities allow this, and Administrator Palm stated that Staff will find out this information.

In response to a question from Trustee Brennan, Administrator Palm stated this use would require a business permit.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

c. Discussion and Direction: Expiration of Relief Period for Various Waivers of Fees, Penalties, Deadlines and Requirements Related to the COVID-19 Pandemic

President Adduci stated that these waivers expire at the end of May, and that the question to the Board is whether to extend them. Administrator Palm summarized what waivers were made available through Executive Order.

The Village Board discussed whether to continue the extended delivery timeframes for grocery stores, which

In response to a question from Trustees Cargie and Bachner about monthly commuter parkers, Administrator Palm confirmed that the waiting list for the monthly permit has been eliminated per the discussion about the Parking Study. Instead, he stated, the permit is a way to pre-pay for parking for the month.

Trustee Bachner proposed factoring in River Forest's unemployment rate into the decision to extend waivers. Attorney Smith stated the Illinois Department of Employment Security does not provide data for municipalities under 25,000.

The Board reached a consensus to let the Executive Order expire and wait for feedback from residents on whether to consider an extension.

d. Discussion: Reopen River Forest Government Draft Plan

Administrator Palm stated that the Plan reviews Village Hall's operation at each phase of the Restore Illinois Plan.

Assistant Administrator Scheiner briefly summarized the plan, noting it is broken into three categories: public meetings, Village services, and Village facilities and how Staff would modify operations to be compliant with State regulations and ensure services are accessible.

In response to a question from President Adduci about Village Hall, Ms. Scheiner explained that the lobby service windows will remain closed but pick up/drop off bins will be available for materials that cannot be submitted electronically. She stated the windows would remain closed until Phase 4.

Trustee Cargie suggested emphasizing non person-to-person contact through the phases.

There was discussion about when adjudication dates would be held and the logistical challenges of scheduling hearings. President Adduci stated she would like to meet the July 6 date for this matter.

Trustee Henek stated she would support doing adjudications in a healthy manner and not being overtaxed by doing it sooner.

e. Update Regarding Video Campaign for River Forest Businesses

Assistant to the Village Administrator Pape provided a brief update on the Shop Safe Shop River Forest campaign, which included four videos highlighting twelve businesses. He noted

that the social media ad campaign reached 64,000 people, with 25,000 engagements, and 1,800 clicks.

In response to a question from President Adduci, Administrator Palm stated the campaign is intended to expire May 31.

Trustee O'Connell stated it would be best to let it sit and evaluate how the businesses rebound.

President Adduci signed Declaration 20-5 to extend the Village's State of Emergency until the next Village Board of Trustees meeting on June 8.

## **11. EXECUTIVE SESSION**

None.

## **12. ADJOURNMENT**

Trustee Cargie made a motion, seconded by Trustee O'Connell, to adjourn the regular Village Board of Trustees Meeting at 12:07a.m.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

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Kathleen Brand-White, Village Clerk