



VILLAGE OF RIVER FOREST SPECIAL VILLAGE BOARD MEETING

Tuesday, November 12, 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. Acknowledgement of the Passing of former Village President Robert Jones
5. Consent Agenda
 - a. Regular Village Board Meeting Minutes – October 28, 2019
 - b. Executive Session Village Board Meeting Minutes – October 28, 2019
 - c. Waiver of Formal Bids and Award of Purchase through the Suburban Purchasing Cooperative a 2020 Ford F-550 Chassis from Sutton Ford for \$40,041.00 and Stainless Steel Dump Body and Plow from Regional Truck Equipment for \$26,274.00 (total cost of \$66,315.00)
 - d. Monthly Department Reports
 - e. Performance Measurement Report
 - f. Village Administrator's Report
6. Consent Items for Separate Consideration
7. Recommendations of Boards, Commissions and Committees
8. Unfinished Business
 - a. Update Related to Guest Parking on 1500 Block of Ashland Avenue
9. New Business
 - a. McDonald's Restaurant Request for Minor Amendment to their Planned Development for Electronic Outdoor Menu Boards
 - b. Dominican University Request for Minor Amendment to their Planned Development for the Crown Library Terrace Enclosure
 - c. Amend Title 9-2-20 of the Village Code Related to Village Parking Lots – Ordinance
10. Executive Session
11. Adjournment

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

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

Present: President Adduci, Trustees Bachner (*by telephone*), Brennan, Cargie, Henek, O'Connell (*by telephone at 7:58*), Vazquez

Absent: None

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

- a. Authorization to Allow Trustee Bachner to Participate Telephonically due to illness.

Trustee Vazquez made a motion, seconded by Trustee Cargie to allow Trustee Bachner to participate telephonically.

Roll call:

Ayes: Trustees Brennan, Cargie, Henek, Vazquez

Absent: Trustees Bachner, O'Connell

Nays: None

Motion Passes.

- b. Authorization to Allow Trustee O'Connell to Participate Telephonically due to traveling for business. (*Note: Trustee O'Connell joined the meeting at 7:58.*)

Trustee Vazquez made a motion, seconded by Trustee Cargie to allow Trustee O'Connell to participate telephonically.

Roll call:

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

Absent: Trustee O'Connell

Nays: None

Motion Passes.

2. PLEDGE OF ALLEGIANCE

President Adduci led the pledge of allegiance.

3. CITIZEN COMMENTS

Brian Tideman, 1548 Ashland. Mr. Tideman addressed the Board about parking restrictions on the 1500 block of Ashland and asked whether the Village could make it more convenient for these residents to have parking for guests.

Donna Marcuccilli, 1554 Ashland. Ms. Marcuccilli explained the current parking restrictions were related to the Loyola clinic on the corner. She expressed frustration that guests have nowhere to park and that current options to remedy the situation are impractical. She suggested the Village implement a pass or sticker system similar to the City of Chicago.

Administrator Palm suggested Staff analyze the issue. He noted that the overnight parking ban is lifted during holidays.

Chief O'Shea asked the residents to contact him in the interim to work something out.

4. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee Henek welcomed everyone to the meeting and stated she hoped Trustee Bachner would feel better soon.

Trustee Brennan announced she attended the Quarterly Community Crime Prevention Meeting. She stated there were good presentations and encouraged people to attend in person. She also requested that the Village Board meeting agendas be distributed earlier in order to help the Board and residents prepare for the meeting.

Trustee Cargie reported that he represented the Village at the inauguration event for Dr. Russell Dawn, the new president of Concordia University Chicago. He noted that Dr. Dawn expressed an interest and willingness to work with the Village.

Trustee Vazquez stated he attended the Dementia Friendly River Forest meeting earlier that day and summarized the meeting. He noted that the group is working on helping local businesses be welcoming of those with Dementia. He stated the group discussed Dementia-friendly awareness training and training on how to interact with people with Dementia. Trustee Vazquez stated the group is also working with Lake Theater to show movies for seniors that allow them to interact during the screening. Additionally, he noted, the group is working on fundraising for marketing, and looking to make a Dementia-Friendly video. He also mentioned that the Village received notice from the State AARP office that it was accepted into the network of Age-Friendly Communities and thanked everyone who helped put the application together, as well as the Board and residents for supporting this initiative.

President Adduci reported that she and Administrator Palm met with Representative Welch and Senator Lightford to discuss the capital bill, noting that any money from Springfield helps to subsidize the Village's costs. She expressed that she is pleased with the relationship

the Village has with both of them and that they are understanding and receptive. She stated she has been elected the second vice president of the Illinois Municipal League and recently attended orientation. The organization, she explained, provides good lobbying work on behalf of all municipalities on key initiatives, like pension reform. Additionally, she stated she, the chiefs, and Trustee Vazquez met with Wednesday Journal reporter Stacy Sheridan to discuss Dementia Friendly. She also recently met with the new development coordinator at Trinity. On a personal note, President Adduci shared that her mother passed away four years ago.

5. CONSENT AGENDA

- a. Regular Village Board Meeting Minutes – October 14, 2019
- b. Executive Session Village Board Meeting Minutes – October 14, 2019
- c. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 550 Forest
- d. Right-of-Way Encroachment Waiver and Agreement for an Irrigation System Located at 830 Park
- e. Change Order #1 (Final) for the 2019 Sewer Lining Project - \$3,372.40 – Resolution
- f. Change Order #1 (Final) for the 2019 Curb and Sidewalk Program - \$4,856.28 – Resolution
- g. Adoption of the Update of the Cook County Multi-Jurisdictional Hazard Mitigation Plan – Resolution
- h. Appointment of Director and Alternate Directors of the West Cook County Solid Waste Agency – Resolution
- i. Intergovernmental Agreement with Illinois Department of Health and Family Services for Ground Emergency Medical Transport (GEMT)
- j. Waiver of Formal Bids and Award of Purchase through the Suburban Purchasing Cooperative a 2020 Ford F-150 Police Responder Vehicle from Sutton Ford for \$38,332.00
- k. Financial Report – September 2019
- l. Accounts Payable – September 2019 – \$1,612,729.21
- m. Village Administrator's Report

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

In response to a question from Trustee Cargie about item 5I, Chief Bohlmann explained that the State pays the first portion of the bill to the federal government and the Village reimburses the State for its 50%.

In response to a follow up question from Trustee Henek, Attorney Smith stated all of his firm's clients are adopting this IGA in order to capture funding.

In response to additional questions, Chief Bohlmann explained a business consultant will help navigate this process for the first year, and that this is the first time Illinois has participated in this program.

Roll call:

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

Absent: Trustee O'Connell

Nays: None

Motion Passes.

6. CONSENT AGENDA ITEMS FOR SEPARATE CONSIDERATION

- a. Accounts Payable from the Madison Street TIF Fund (\$7,446.98) (*Trustee Vazquez Common Law Conflict of Interest*)

Trustee Cargie made a motion, seconded by Trustee Henek, to approve payment from the Madison Street TIF Fund for \$7,446.98.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek

Absent: Trustee O'Connell

Nays: None

Abstain: Trustee Vazquez

Motion Passes.

- b. Accounts Payable from the General Fund to McDonald's-Karavites for \$97.76 (*Trustee O'Connell Common Law Conflict of Interest*)

Trustee Cargie made a motion, seconded by Trustee Henek, to approve payment from the General Fund to McDonald's-Karavites for \$97.76.

Roll call:

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

Absent: Trustee O'Connell

Nays: None

Motion Passes.

7. RECOMMENDATIONS OF BOARDS, COMMISSIONS AND COMMITTEES

- a. Zoning Board of Appeals – Request for a Fence Variation at 842 Harlem Avenue – Ordinance

Trustee Brennan made a motion, seconded by Trustee Vazquez, to approve an Ordinance granting the requested variations to Section 4-8-4 of the Zoning Ordinance at 842 Harlem Avenue.

Richard Taveras, petitioner, summarized the project, stating that the style of fence they are requesting would be attractive and better match the aesthetics of a renovation they are planning. He suggested the Board consider his home relative to other homes on Harlem

Avenue and stated living on Harlem is different than other areas in the Village. He also explained this would provide better security for his family and better visibility for pedestrians and motorists than overgrown plants.

In response to a question from Trustee Vazquez about complying with Type 2 fencing instead, Mr. Taveras stated they are interested in more natural looking materials and that what they are proposing would match aesthetics and provide more privacy.

Trustee Henek stated she appreciated the petitioner is trying to match the house from an aesthetic standpoint but expressed concern about the potential for the proposed fence to look like a wall. She noted it would change the landscape of Harlem Avenue if other homes were to request the same thing.

In response to a question from Trustee Vazquez about the effect of approving this request, Attorney Smith stated the Board would be creating a precedent that others could argue should allow them similar relief. He explained that the fence code is not part of Zoning Ordinance, and currently the Code allows for applicants to seek relief from the fence code through the variation process in the Zoning Code, though this is not mandated under State law.

Mr. Taveras commented that his request is less of an infringement on the visual appeal of the Village than the Chicago and Harlem development.

In response to a question from Trustee Cargie about the public safety impact of stockade fencing, Chief O'Shea noted that there is a concern about vehicles entering and exiting the driveway safely.

The Board briefly discussed the visual impact of overgrown greenery.

Roll call:

Ayes: None

Absent: Trustee O'Connell

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

Motion fails.

Trustee O'Connell joined the meeting.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

- a. Acceptance of the Estimate of the 2019 Corporate (Aggregate)

Trustee Vazquez made a motion, seconded by Trustee Henek to accept the estimate for the 2019 Corporate (aggregate) Property Tax Levy in the amount of \$8,135,161.00.

Finance Director McAdams presented the estimate of the 2019 property tax levy. She noted that the Village is required to determine the estimate of the levy at least 20 days before approval. This estimate, she explained, is a 2.83% increase over 2018 and therefore a notice and hearing are not required per the Truth in Taxation Law. She noted that the average increase for homeowners will be approximately 1.9% or the increase in the Consumer Price Index.

President Adduci commended Finance Director McAdams and commented that there was nothing unusual in the estimate.

The Board briefly discussed the police and fire pension levies. President Adduci noted that there would be a lot of savings in these investments if the State is able to consolidate them.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

- b. Waiver of Formal Bids (Due to Competitive RFP) and Award of Bid and Contract to KLOA Engineering for the 2019 Commuter Parking Study in a not-to-exceed amount of \$24,950.00 discussion

Trustee Cargie made a motion, seconded by Trustee Vazquez to approve an agreement with KLOA, Inc. to complete the 2019 Commuter Parking Study for a not-to-exceed cost of \$24,950.00 and to authorize the Village Administrator to execute the contract agreement.

Village Engineer Loster summarized the background of the study, noting that there has been an uptick in requests for parking restrictions due to commuters. He explained that concerns about having these discussions in a vacuum have pushed the problems elsewhere, which spurred a request to have the comprehensive needs of the Village analyzed. At a previous meeting, Staff was directed to issue a Request for Proposal.

In a question from Trustee Cargie about other bids, Engineer Loster stated the proposals ranged from 25,000 to 40,000. He explained that Staff asked KLOA to revise their initial submittal so it better matched the Village's needs for the study and their revised proposal was still one of the lowest submitted.

Trustee Cargie noted the benefit of KLOA's prior experience with the Village but contemplated whether it would make sense to get a different firm to look at this issue.

Engineer Loster cautioned comparing the proposals one for one and explained that KLOA's scope of services was revised to be more aligned with the Village's needs and the other proposals do not necessarily incorporate those items.

President Adduci stated she was impressed with their deliverables. She noted the Comprehensive Plan suggests a parking study and that it makes sense to do one.

Trustee Vazquez recognized the parking issues and thanked Staff for turning around the proposals quickly.

In response to a question from Trustee Henek about the survey, Engineer Loster stated most of the proposals recommended a random sampling over the course of a few days in order to catch the full spectrum of users.

In a follow up question from Trustee Henek, Engineer Loster stated the university garages are not included but that Staff could communicate with their administrations to get their garages more utilized.

The Board further discussed this issue and agreed that it would be helpful to know whether the garages are full or students are choosing to park on the streets to avoid paying for the garages. Trustee Henek suggested surveying the students as well, and Trustee Bachner commented that it would be useful to engage the universities for the purpose of future planning in the Village.

Trustee Brennan stated that Eric Russell (of KLOA) is a good choice and that she had a positive experience with him on the Bicycle Plan. She expressed hope that the parking study could consider future technologies such as ride sharing, electric charging stations, and autonomous vehicles. She noted that the Comprehensive Plan includes these initiatives and also suggested partnering with businesses to have electric charging stations.

Roll call:

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

Absent: None

Nays: None

Motion Passes.

- c. Authorizing the Execution of a Second Amendment to the Second Amended and Restated Redevelopment Agreement for Lake Street and Lathrop Avenue – Ordinance

Trustee O'Connell made a motion, seconded by Trustee Bachner to approve an Ordinance authorizing the execution of the second amendment to the second amended and restated development agreement for Lake Street and Lathrop Avenue.

Village Attorney Smith summarized the changes to the redevelopment agreement and noted the revisions were prompted by the developer's lender, who would not agree to fund the project without an adjustment to the clawback language. He explained that lenders do not

want to put dollars into an investment without knowing it is secure, and that the subordination language in the amended agreement is somewhat typical. He assured that the subordination is as limited as possible to get the lender to commit funds and walked through each amendment.

Trustee Henek stated she believed the intent of the clawback language was to encourage the developer to move forward on the demolition and clean up and that financing would be looked at immediately. She expressed frustration that the developer is just now securing financing. She also inquired about what funds have been paid and how they would be returned (in the event the developer defaults).

President Adduci clarified that the bridge loan was discussed at the meeting in March but financing was not complete. She stated she believed this financing issue did not come up until now because the developer was working on getting Cigar Oasis out.

In response to a question from Trustee Henek, President Adduci stated \$2.5 million is the loan the developer would take out for demolition, remediation, professional services, and pre-development services, so if at any point the Village exercises its option it would be repaying that loan to the lender.

Village Attorney Smith confirmed that the Village has always had control on whether or not to take back the property and is balancing that with striking a deal with a lender. He stated this amendment gives the Village the option but not the obligation to take back the property once a firm lender comes forward.

In response to a question from Trustee Henek about what is being negotiated in terms of subordination, Village Attorney Smith explained this language allows the lender priority over the Village with regard to its investment. He noted that no lender would put their capital into a project if the Village had the ability to take it back first.

In response to a question from Trustee Cargie about timing of seeking financing, Mark McKinney (developer) stated the market viability and sales process also play a role in financing the project. He stated getting Cigar Oasis out, starting demolition, and securing sales are coming together at the same time and now sales are falling into place.

Mr. McKinney noted that demolition and some remediation have begun, mesh fencing has been installed, and they recently committed to an engineering team.

President Adduci highlighted that the Cigar Oasis eviction process had a huge impact on this process.

In response to a question from Trustee Henek, Mr. McKinney stated the demolition completed so far has not been paid for.

In response to a question from Trustee Cargie about the loan, Mr. McKinney stated he believed some of the loan will go to recouping costs. President Adduci noted there will be an approval

process in place for the lender to reimburse for costs relevant to the project.

In response to a question from Trustee O'Connell, Mr. McKinney stated that there are a lot of costs they have held off on to not incur to date, but that the design team is moving forward and soil borings have begun.

In response to a question from Trustee Henek about clarifying what this loan is, President Adduci stated there is a bridge loan and a construction loan and both relate to sales.

Trustee Henek reiterated that the intention in March was to include the clawback language to get things moving forward.

President Adduci responded and stated that from the Village's standpoint, demolition began, the developer had to take a tenant to court to evict them, and phase 2 of the demolition began. She noted that the tenant did not leave until July and by the time the developer was ready to start full demolition, their RDA had expired.

President Adduci stated the Board had a lot on its plate in August and September and does not fault the developer for the delay in getting the extended agreement. Administrator Palm stated the original amendment could have moved faster and accepted responsibility for that.

Roll call:

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

Absent: None

Nays: Trustee Henek

Abstain: Trustee Vazquez

Motion Passes.

d. Appointment of Ice Miller LLC as Village Bond Counsel.

Trustee Vazquez made a motion, seconded by Trustee Brennan to approve Ice Miller LLC as the Village's bond counsel and to authorize the Village President to execute a letter of engagement to that effect.

Administrator Palm summarized the history of the Village's approach to the debt service extension base and recommended short-term bonds as they provide more flexibility. He stated that in order to prepare for the DSEB issuance, the Village would need bond counsel. He stated this would be a good opportunity for a trial run with this new bond counsel and expressed hope that the Village could develop a good working relationship with this firm and potentially use their services in the future.

President Adduci stated she and Administrator Palm met with a partner of the firm who expressed enthusiasm about working with the Village.

Roll call:

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

Absent: None
Nays: None
Motion Passes.

e. RFCCA Building Study – Project Update

Administrator Palm updated the Village Board on the RFCCA project. He stated that each of the stakeholder groups have met with the consultant to talk about their wants and needs for a new facility. He explained that the consultant is taking that data and finding areas of commonality where things can be shared and will create bubble plans. He reported that he expects to get those plans this week. After the stakeholders review and provide feedback on the plans, he stated the consultant can begin putting together potential floor plans and they can begin to look at the cost of the project.

In response to a question from President Adduci, Administrator Palm stated once the technical background work is completed, the working group will convene and they can determine which groups still want to be part of the project. He affirmed they are making progress and moving forward.

10. EXECUTIVE SESSION

Trustee Vazquez made a motion, seconded by Trustee Brennan to go into executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Village.

Roll call:

Ayes: Trustees Bachner, Brennan, Cargie, Henek, O'Connell, Vazquez
Absent: None
Nays: None
Motion Passes.

The Village Board returned to regular session at 9:21 p.m. with the following members present: President Adduci, Trustees Brennan, Cargie, Henek, O'Connell, Vazquez, Village Clerk Brand-White.

In response to a question from Trustee Henek about crossing guards impeding traffic flow, Chief O'Shea stated he has a meeting with Andy Frain (the crossing guard service) tomorrow. He noted that she is describing crossing guards being out of position, and that despite the ongoing training, the crossing guards can become overwhelmed at certain intersections. He assured that the Police Department relays to Andy Frain any concerns that come in.

Administrator Palm advised calling the non-emergency number when incidents such as a crossing guard being out of position occur so that there is a record of it and it can be addressed in a timely fashion.

The Board continued to discuss some of the issues they have noticed with the crossing guards, including not properly pooling pedestrians at intersections.

Chief O'Shea stated they are trying to have the crossing guards work in concert to aid the flow of traffic. He also noted that an "L" crossing method typically works best, so that pedestrians are only crossing a two locations rather than all four at an intersection.

11. ADJOURNMENT

Trustee Cargie made a motion, seconded by Trustee Vazquez, to adjourn the regular Village Board of Trustees Meeting at 9:28 p.m.

Roll call:

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

Absent: Trustee Bachner

Nays: None

Motion Passes.

Kathleen Brand-White, Village Clerk



MEMORANDUM

DATE: November 5, 2019

TO: Eric J. Palm, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Approval of Purchase – Public Works Pickup Truck

Issue: Staff is seeking approval to purchase a 2020 Ford F-550 Chassis with a Stainless Steel Dump Body and Plow.

Analysis: Included in the approved FY 2020 Budget (Capital Equipment Replacement Fund) is \$70,500 to replace a 2006 Ford F350 Super Duty Pickup Truck (#33). Staff recommended replacing this pickup truck with a Ford F-550 pickup truck with a stainless steel dump body and plow. This vehicle is used for hauling materials and is a primary snow plowing vehicle. It is used for plowing and salting alleys and parking lots throughout the Village during snow removal operations.

Sutton Ford of Matteson, IL through the Suburban Purchasing Cooperative and Regional Truck Equipment of Addison, IL provided the lowest quotes for the chassis and body of the vehicle as seen in the quotes below:

Company:	Chassis Price:
Sutton Ford (Suburban Purchasing Cooperative)	\$40,041.00
Sourcewell Joint Purchasing	\$44,166.74

Company:	Dump Body and Plow Price:
Regional Truck Equipment	\$26,274.00
Lindco Equipment Sales	\$28,185.00
Monroe Truck Equipment	\$28,311.00

Recommendation: Concur with Staff recommendation to purchase a 2020 Ford F-550 Chassis from Sutton Ford of Matteson, IL through the Suburban Purchasing Cooperative for \$40,041.00 and the Stainless Steel Dump Body and Plow from Regional Truck Equipment of Addison, IL for \$26,274.00 for a total cost of \$66,315.00

Optional Equipment and Upfitting

Please Check Box by Options

Additional Upfitting Available



**COMMERCIAL
& FLEET**

Contact: Kyle Mohrbach

Phone: 708-720-8013

Email: kmohrbach@suttonford.com

Pricing Source

SPC Contract

Sourcewell

Options: Body S

Base Price

\$31,643.00

N/A

<input type="checkbox"/>		Super Cab 60" Cab to Axle		
<input type="checkbox"/>		Crew Cab 60" Cab to Axle		
<input type="checkbox"/>		84" Cab to Axle Regular/Super/Crew Cab		

Options: Engine, Transmission, Powertrain

<input type="checkbox"/>		6.7L OHV Power Stroke Diesel		
<input type="checkbox"/>		4x4 with Manual Transfer Case	\$2,875.00	
<input type="checkbox"/>		Limited Slip Axle	\$332.00	
<input type="checkbox"/>	62R	PTO Provision	\$257.00	
<input type="checkbox"/>	41H	Engine Blocker Heater		
<input type="checkbox"/>		Engine Idle Shut Down		
<input type="checkbox"/>	67B	Dual Extra Duty Alternators		
<input type="checkbox"/>	98R	Operator Command Regeneration (requires Diesel Motor)		
<input type="checkbox"/>	65M	28.5 Gallon Mid Ship Tank (requires 96V)		
<input type="checkbox"/>	65C	Dual Tanks (requires Diesel Motor)		

Options: Warranty

<input type="checkbox"/>		Powertrain Care 3 Year, 100,000 Mile 4x2 Gas Engine		
<input type="checkbox"/>		Powertrain Care 3 Year, 100,000 Mile 4x4 Gas Engine w/ Snow Plow Prep Package		
<input type="checkbox"/>		PremiumCare 5 Year, 75,000 Mile 4x2 (4x4 option available)		
<input type="checkbox"/>		PremiumCare 6 Year, 100,000 Mile 4x2 (4x4 option available)		

Options: Wheel, Tires

<input type="checkbox"/>	TGM	LT225/70Rx19.5G BSW Traction- 4 Rear Tires	\$175.00	
<input type="checkbox"/>	TGK	LT225/70Rx19.5G BSW Max Traction (4x4 only)- All 6 Tires		
<input type="checkbox"/>	512	Spare Tire and Wheel	\$323.00	
<input type="checkbox"/>	945	Stainless Steel Wheel Covers		

Options: Functional

<input type="checkbox"/>	63C	AFT-Axle Frame Extension (Regular Cab Only)		
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<input type="checkbox"/>	41P	Skid Plates		
<input type="checkbox"/>	61J	Jack- 6 Ton	\$51.00	
<input type="checkbox"/>	435	Rear Window Power Slider and Rear Defroster		
<input type="checkbox"/>	52B	Trailer Brake Controller	\$249.00	

Options: Groups/Packages

<input type="checkbox"/>	96V	XL Value Package; Chrome Front Bumper and Cruise Control		
<input type="checkbox"/>	90L	Power Equipment Group; Heated Power Mirrors with integrated clearance lamps/turn signals, Perimeter Alarm, Accessory Delay, Power Windows/Locks, Remote Keyless, Upgraded Door Trim	\$841.00	
<input type="checkbox"/>	473	Snow Plow Prep Package Upgraded Front Springs, Extra Heavy Duty Alternator	\$228.00	
<input type="checkbox"/>	67H	Heavy Service Front Suspension	\$115.00	
<input type="checkbox"/>	68M	Payload Upgrade Package 19,500 G.V.W.R (Req. Limited Slip Axle& Diesel Engine)	\$1,063.00	
<input type="checkbox"/>	535	High Capacity Trailer Tow Package (Requires Limited Slip Axle)		
<input type="checkbox"/>	17 F	XL Décor Package- Includes Chrome Front Bumper		
<input type="checkbox"/>		XLT Package		

Options: Interior

<input type="checkbox"/>	43C	110/400W Outlet	\$159.00	
<input type="checkbox"/>	41H	Rapid Heat Supplemental Cab Heater (Requires Diesel Motor)		
<input type="checkbox"/>	18A	Upfitter Interface Module for PTO Programming	\$272.00	
<input type="checkbox"/>	63A	Utility Lighting System (Requires 90L)		
<input type="checkbox"/>	18B	Platform Running Boards- Regular Cab	\$295.00	
<input type="checkbox"/>	18B	Platform Running Boards- Super/Crew Cab		
<input type="checkbox"/>	76S	Remote Start (Requires 90L)		
<input type="checkbox"/>	913	Sync 3 (Requires XLT Package)		
<input type="checkbox"/>	66S	Upfitter Switches	N/C	
<input type="checkbox"/>	525	Cruise Control		
<input type="checkbox"/>		Cloth 40/20/40 Seats		
<input type="checkbox"/>		Cloth 40/Console/40 - No Armrest Included (Regular Cab)		
<input type="checkbox"/>		Cloth 40/Console/40 - No Armrest Included (Super/Crew Cab)		

Options: Accessories

<input type="checkbox"/>	91S	LED Warning Strobes- Amber		
<input type="checkbox"/>		9' Electric Hydraulic Dump Body-Black Finish (Requires Hitch Plate)		
<input type="checkbox"/>		4 Corner Strobes (Requires Upfitter Switches)		
<input type="checkbox"/>		9' Steel Service Body- White Finish		
<input type="checkbox"/>		11' Service Body Painted White		
<input type="checkbox"/>		11' Dump Body		
<input type="checkbox"/>		Dump Body Drop Sides		
<input type="checkbox"/>		Hitch Plate with Pintle/Receiver and Plug		
<input type="checkbox"/>	16S	All Weather Floor Mats	\$150.00	
<input type="checkbox"/>	76C	Backup Alarm	\$128.00	
<input type="checkbox"/>		Rustproofing		

<input type="checkbox"/>	872	Rearview Camera Kit (without 96V or 585)	\$381.00	
<input type="checkbox"/>		8' 6" Western Snow Plow		
<input type="checkbox"/>		8'6" Boss Snow Plow		
<input type="checkbox"/>		9'Snow Plow		
<input type="checkbox"/>		10' Snow Plow- Meier Plow with Frame Required for Fitment		
<input type="checkbox"/>		Hand Held Controller (Requires Plow)		
<input type="checkbox"/>		Snow Deflector		
<input type="checkbox"/>		Detailed CD Rom Shop Manual		
<input type="checkbox"/>		Delivery		
<input type="checkbox"/>		License and Title- M Plates (Shipped)	\$255.00	

Options: Paint

<input type="checkbox"/>	AT	Yellow		
<input type="checkbox"/>	BY	School Bus Yellow		
<input type="checkbox"/>	D1	Stone Gray		
<input type="checkbox"/>	E4	Vermillion		
<input type="checkbox"/>	GR	Green		
<input type="checkbox"/>	J7	Magnetic Silver		
<input type="checkbox"/>	PG	E. Blue		
<input type="checkbox"/>	MB	Orange		
<input type="checkbox"/>	N1	Blue Jean Metallic		
<input type="checkbox"/>	PQ	Race Red		
<input type="checkbox"/>	UM	Agate Black		
<input type="checkbox"/>	JS	Iconic Silver		
<input type="checkbox"/>	W6	Green Gem		
<input type="checkbox"/>	Z1	Oxford White	N/C	
<input type="checkbox"/>	942	Daytime running lights	\$41.00	
<input type="checkbox"/>	60C	AUDIBLE LANE DEPARTURE WARNING	\$104.00	
<input type="checkbox"/>	94P	PRE-COLLISION ASSIST W/AUTOMATIC EMERGENCY BRAKING, - inc: forward collision warning	\$104.00	

Chassis	\$40,041.00	\$44,166.74
Body	\$19,563.00	\$19,563.00
Plow	\$6,711.00	\$6,711.00
Total	\$66,315.00	\$70,440.74
Budget	\$70,500.00	\$70,500.00
Remainder	\$4,185.00	\$59.26
		SPC Sourcewell

Missing from Sourcewell spec.

66S Upfitter switches
16S All Weather Floor Mats
76C Backup Alarm
License and Title- M Plates (Shipped)



255 W. Laura Drive
Addison, IL 60101

Phone: 630.543.0330
Fax: 630.543.9806

QUOTATION

Quotation #: 67953
Date: 08/27/19
Sales Person: Jason

BILL TO:

Mark Janopoulos
Village Of River Forest 7998

400 Park Ave
River Forest IL 60305-1798
(708) 366-8500

SHIP TO:

Same

Phone

PO#:	Terms:	
	net 10	
Vehicle Information:	VIN #:	Serial #:
20 FORD F-550		DL082819
<p style="text-align: center;">FURNISH & INSTALL.</p> <p>9' GALION STAINLESS STEEL DROP-SIDE DUMP BODY 9' x 84", 2.5-3.7 cu yd, 10 ga. 13" high DROP-SIDES, 10 ga. 19" ends, 3/16" 304-2B floor, 201-2B stainless steel construction, double-wall single panel tailgate, boxed top rails, stainless steel quick release atches, 1/4 cab shield with window, 615 hoist LESS hydraulics. 10586.00 Add for 304-2B Stainless Steel construction in lieu of 201-2B... 127.00 PTO-operated hydraulic system to operate dump hoist only. 5445.00 2" trailer hitch receiver with safety chain guides & 7-way light plug 600.00 Install OEM back-up camera. 150.00 (2) amber/clear LED strobes installed onto front grille and wired to 1-upfitter switch. 445.00 (6) amber/clear LED strobes installed onto front and sides of cabshield and an additional (2) rear post mounted, wire to 2nd switch. 1150.00 Electric back-up alarm 75.00 ECCO LED safety director installed on cabshield facing rearward. 985.00</p> <p style="text-align: right;">TOTAL -> 19,563.00</p>		

Located in Addison, the Northwest Suburbs of Chicago, Alsip and in the South Suburbs, Regional Truck Equipment is an authorized distributor of Western Snowplows, Salt Spreaders, and Parts, Knapheide Bodies, Adrian Steel Products, as well as many others.

At REGIONAL TRUCK the customer comes first.

For best service call us now.
630-543-0330

New Equip. Price	
Used Equip. Price	
Parts Price	
Subtotal	.00
Trade-In	
Total Taxable	
Sales Tax (8%)	
Labor	
Delivery	
FET	
Processing Fee	
Invoice Total	.00

To accept this quotation, sign here and return: _____

Quotation valid for 30 days.

REGIONAL MAKES NO WARRENTY OF ANY KIND, EXPRESSED OR IMPLIED; AND DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. 1 1/2% Per Month (18% ANNUM) will be charged on unpaid invoices. \$25.00 charge on uncollected checks. All collection agency and legal fees are the responsibility of the customer. We reserve title to all merchandise until paid. Customer shall rely solely upon the manufacturer's warranty, if any. Any goods or property of the customer not picked up within ten days after the date shown on the invoice will incur a storage charge of \$14.00 a day. Any property not picked up within six months may be sold without notice, to satisfy storage charges.

REGIONAL TRUCK EQUIPMENT

REGIONAL TRUCK EQUIPMENT

REGIONAL TRUCK EQUIPMENT

REGIONAL TRUCK EQUIPMENT



255 W. Laura Drive
Addison, IL 60101

Phone: 630.543.0330
Fax: 630.543.9806

QUOTATION

Quotation #: 67952
Date: 08/27/19
Sales Person: Jason

BILL TO:

Mark Janopoulos
Village Of River Forest 7998

400 Park Ave
River Forest IL 60305-1798
(708) 366-8500

SHIP TO:

Same

Phone

PO#:	Terms:	
	net 10	
Vehicle Information:	VIN #:	Serial #:
19 FORD F-550		
<p style="text-align: center;">FURNISH & INSTALL.</p> <p>WESTERN 10' PRO-PLUS HD SNOWPLOW 10' Pro-Plus HD steel snowplow blade, power angling with 4.5" extra-duty motor, Nighthawk plow lights, commercial-grade plow guides, and Cab-Command handheld snowplow controller.</p> <p style="text-align: right;">6314.00</p> <p>Optional rubber snow deflector for 10' Pro-Plus HD blade.</p> <p style="text-align: right;">397.00</p>		
TOTAL ->		6,711.00

Located in Addison, the Northwest Suburbs of Chicago, Alsip and in the South Suburbs, Regional Truck Equipment is an authorized distributor of Western Snowplows, Salt Spreaders, and Parts, Knapheide Bodies, Adrian Steel Products, as well as many others.

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New Equip. Price	
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Parts Price	
Subtotal	.00
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REGIONAL TRUCK EQUIPMENT

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Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: November 6, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – October, 2019

The Village issued 130 permits in October, 2019, compared to 118 during the same month in 2018. Permit revenue collected in October, 2019 totaled \$35,844, compared to \$22,958.12 in September. Fiscal Year-to-date building permit revenue is 92% of the \$999,740 budgeted.

Planned Development Project/Development Review Board Updates

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

Approved:

- River Forest Townhomes (formerly known as The Promenade) (7820 W. Madison Street - Approved July 13, 2015) – Occupancy permits have been issued to 17 of the 29 units.
- Concordia University (7400 Augusta)
 - Cell Tower/Parking Garage (Approved July 9, 2018) – A permit was issued for this project in August, 2018. Work is nearly complete. The University has until April 9, 2021 to complete construction for the planned development permit to remain valid. Unless there is anything noteworthy about this project, this will be the final update.
- Mixed Use Development (Lake and Lathrop) – This project was approved on September 17, 2018. Under the terms of the redevelopment agreement, the developer has until December 15, 2019 to submit a completed building permit application. Project updates are available on the Village's website (www.vrf.us/lakeandlathrop).
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. Demolition has been completed and a groundbreaking ceremony was scheduled on October 2, 2019. The developer has 33 months from the date of approval to complete construction (July, 2021) for the planned development permit to remain valid. Regular updates regarding the project are available on the Village's website (www.vrf.us/chicagoandharlem).

Pending:

- 1101-1111 Bonnie Brae Place: The Developer held a meeting for neighboring property owners on October 9 and plans to submit an application later this fall. The developer is also scheduled to hold a pre-filing meeting with the Development Review Board on November 7, 2019. Information regarding this application is available on the Village's website (www.vrf.us/bonnieandthomas).

Zoning Board of Appeals Updates

Below please find a summary of the activities of the Zoning Board of Appeals. Please note that, because of the recently adopted Comprehensive Plan, five of the seven Board members (including the Village President) must vote in favor of approval for an item to be approved.

- Cannabis Business Establishments: The Zoning Board of Appeals held a public hearing on October 17, 2019 at 7:30 p.m. at the Village Hall regarding cannabis business establishments. It is anticipated that the ZBA will adopt their findings of fact and recommendation in early November. The Board will consider their recommendation at its December 14, 2019 Village Board meeting.
- 535 Monroe Avenue: The Zoning Board of Appeals held a public hearing on October 17, 2019 at 7:30 p.m. at the Village Hall regarding an application for zoning variations at 535 Monroe. It is anticipated that the ZBA will adopt their findings of fact and recommendation in early November. The Board will consider their recommendation at the second meeting in November.

Permit and Real Estate Transfer Activity Measures

Permits

Month	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
May	124	178	128	205	144
June	144	179	153	135	154
July	150	140	194	131	147
August	144	145	123	170	106
September	180	130	152	116	95
October	149	140	119	118	130
November	72	98	79	90	
December	79	55	71	51	
January	66	107	69	80	
February	67	87	58	67	
March	109	120	93	101	
April	97	148	136	139	
Two Month Comparison	329	270	271	234	225
Fiscal Year Total	1,381	1,527	1,375	1,403	776

Real Estate Transfers

	October 2019	October 2018	FY 2020 Total	FY 2019 Total
Transfers	23	19	135	232

Residential Property Demolition

	October 2019	FY 2020 Total	FY 2019 Total	FY 2018 Total	FY 2017 Total
Residential Demolitions	0	4	2	4	7

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

Address

n/a

Architectural Survey Notes



MEMORANDUM

TO: Eric J. Palm
Village Administrator

FROM: Kurt Bohlmann
Kurt Bohlmann
Fire Chief

DATE: November 6, 2019

SUBJECT: Monthly Report – October – 2019

The Fire Department responded to 195 calls during the month of October. This is below our average number of calls in comparison to 2018. We experienced 5 fire related calls for the month. Emergency Medical Service calls represented 51% of our response activity for the month of October.

Incident Group	Count
100 – Fire	5
200 – Rupture/Explosion	0
300 – Rescue/EMS	100
400 – Hazardous Condition	6
500 – Service Calls	23
600 – Good Intent	22
700 – False Alarm	39
800 – Severe Weather	0
900 – Special Incidents	0

October was Fire Prevention month. The River Forest Fire Department hosted our annual open house on October 12. The weather was cold and rainy. This caused a lower turnout than we have had in the past, but we still feel like the open house was a success.

Jonathan Rouse was hired as a new Firefighter/Paramedic. He is currently attending the Romeoville Fire Academy and will be sworn in before the Village Board once he completes the academy.

In cooperation with the Finance Department, we completed the application and submission for the Medicaid supplemental payment program known as Ground Emergency Medical Transportation (GEMT). The program has been adopted by the state of Illinois and will reimburse us with federal money for about half of our actual cost for transport of Medicaid patients that we currently do not receive.

I attended the groundbreaking for The Sheridan at Chicago and Harlem. We look forward to the construction of this new facility and the benefits it will give the Village.

Fire Marshal Wiley and I attended the Illinois Fire Safety Alliance Awards luncheon. The ceremony highlights the accomplishments of fire prevention bureaus across the state.

Fire Marshal Wiley and I met with members of Concordia University's staff and their construction partners to review plans for the remodeling of the cafeteria in KCC.

I attended the Dementia Friendly River Forest meeting. We discussed the possibility of merging with the Oak Park group.

The Fire Department was able to provide, free of charge, 5 "Stop the Bleed" kits for River Forest District 90 Schools. These kits will be available for use for any possible mass trauma incident that occurs inside a school. These kits have the potential to help save lives prior to the arrival of first responders.



The Village of River Forest was awarded the IRMA Innovation Award for our geo fence app that helps prevent further collisions with viaducts. I was proud to represent the Village to accept the award and give a short presentation on how the app works.



Incidents of Interest

The Fire Department responded to a garage fire in River Forest. A quick response led to our crew putting out the fire in a timely manner and limiting the damage.

See details below.

Suppression Activities

For the month of October, we responded to 195 emergency calls, which is below our normal amount of calls. Of this total, 5 were fire related incidents. Three of these fire incidents occurred in River Forest. The other two fire incidents occurred outside of River Forest.

The first incident was a garage fire in River Forest. We received auto aid from both Oak Park and Forest Park. Upon arrival, we found the garage was fully involved in fire. Our crew led out 1-13/4 line for the initial fire attack. Forest Park Fire Department led out an additional 2-1/2 attack hose off of Engine 213 and was assisted by the Oak Park Fire Department. The main body of fire was knocked down and the exposures were protected. All crews continued working until the fire was extinguished. The fire caused a \$30,000 loss in property and \$15,000 loss in contents.

The second incident was a building fire in Oak Park. RFFD responded mutual aid for smoke in the building. We arrived, staged, and then were given a disregard by command.

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

Training

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

- All shifts continued their assigned building inspections
- All shifts continued fall hydrant testing
- Loyola CE this month was Stranger Toxidromes
- FF/PM Zipperich taught CPR at Grace Lutheran for faculty
- Probationary FF/PM McNabb continuing his training
- Lt. Carter completed weeks 2 & 3 of OSFM Fire Investigator 9/30-10/4 and 10/14-10/18. Waiting on results from State
- Division HazMat drill in Cicero rail yard. Subject was rail car emergencies.
- Shifts went to various schools and child care centers as part of Fire Prevention Week
- Open House was on October 12th
- Zoll representative was out on all 3 shifts to demonstrate new Zoll

Paramedic Activity

We responded to 100 ambulance calls for the month of October. A detailed monthly EMS report is not available at this time.

Fire Prevention

During the month of October, the Fire Prevention Bureau conducted 7 Regular Inspections and 17 Company Inspections with 21 violations noted and 50 violations corrected. Fire Prevention performed 2 plan reviews.

A detailed monthly Fire prevention report is available for review.

Village of River Forest



POLICE DEPARTMENT MEMORANDUM

TO: Eric Palm- Village Administrator

FROM: James O'Shea- Chief of Police

DATE: November 6, 2019

SUBJECT: October 2019 Monthly Report

Crime Statistics

The month of October 2019 showed a 45% decrease in Part I offenses in comparison to October 2018. There was a 2% decrease in Part II reported crimes compared to October 2018. An increase in Burglary, Theft, and Burglary to Auto incidents contributed to the increase in Part I crimes. The vast majority of these incidents involved unsecured property or open doors. A decrease in Battery offenses contributed to the Part II figures. Year-to-date statistics include a 3% reduction in Part I offenses and a 4% decrease in Part II crimes.

	Oct 2019	Oct 2018	Diff. +/-	% +/-	YTD 2019	YTD 2018	Diff. +/-	% +/-
Part I*	32	22	10	45%	211	218	-7	-3%
Part II**	62	63	-1	-2%	665	693	-28	-4%
Reports***	165	167	-2	-1%	1,556	1,631	-75	-5%
Events****	1,137	1,260	-123	-10%	11,129	15,240	-4,111	-30%

**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 (100) calls for service at the Town Center properties in October 2019; of those calls there were ten (10) reported crimes, which included nine (9) Retail Thefts and one (1) Theft. Calls for service at the Town Center are down 21% year-to-date in comparison to 2018, and criminal activity is down 18% year-to-date in comparison to 2018 statistics.

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, Chicago, and Division due to accidents and citizen complaints.
- Extra traffic missions conducted at and near Lake St. business district.
- Extra foot patrols conducted at parks during sporting or other community events.
- Officers attended block parties in the community.
- Day and Afternoon Shifts continue to utilize a back to school safety plan for parking and traffic enforcement in the areas near the schools.
- Midnight Shift conducted Tactical burglary patrols which included marked patrol, unmarked patrol, foot patrols, and surveillance using in-car and street camera systems.
- Met with Wednesday Journal reporter on Dementia Friendly River Forest.
- Attended IRMA's Police Chief's Steering Committee's meeting on Challenges for Law Enforcement – Legalization of Pot.
- Hosted 4th quarter Crime Prevention Meeting at Village Hall.
- Attended IACP Annual Convention Expo/Vendor day at McCormack Place.
- Met with Town Center Management with regard to public safety matters.
- Met with Crossing Guard vendor, Andy Frain Inc.
- Attended IRMA Educational Summit on Active Shooters in Naperville.
- The shift assisted with the Lincoln 5K run on October 6, 2019.
- The shift focused on having a visible presence at the local schools during dismissal time.
- The shift assisted the Har Zion Temple during a recent holiday.
- The shift provided high visibility patrols during Halloween Trick-or-Treat hours.

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.

Ordinance Enforcement Officer Activity Summary for October 2019

Bank/Metra	16 assignments / 2.75 hours
Errands	9 assignments / 4.33 hours
Local Ordinance Enforcement / Citations	0 assignments / 0 min
Parking Citations	100 Citations
Fingerprinting assignments	2 assignments / 40 min
Administrative Duties	19 assignments / 20.66 hours
Animal Calls	13 calls / 8.91 hours
Vehicle Service	14 assignments / 7.66 hours
Crossings	1 assignment / 1 hour
Bond Hearing / Court	13 assignments / 16.25 hours
Other Assignments	16 calls / 8.91 hours
Adjudication / Red Light Hearing	1 assignment / 2.50 hours
Other Calls for Service	37 assignments / 15.41 hours

The OEO conducted parking enforcement throughout the Village, resulting in 100 tickets for:

Time Limit	36
No Parking Anytime	3
Fire Lane/Hydrant	0
Handicapped	2
Resident Only Zone	13
Permit Parking Only	9
Daily Parking Fee Zone	32
Other Parking Offense	2
Vehicle License	3
TOTAL	100

On 10/02/19, School Resource Officer Ben Ransom presented at the Oak Park Town Hall Meeting concerning Marijuana Legalization.



School Resource/Community Service Officer Activity Summary for October 2019

Written Reports	8 Reports
Foot Patrols / Premise Checks	43 Foot Patrols/Premise Checks
I-Search and Too Good For Drugs Activities	12 Classes 4 Assemblies
Calls for Service	22 Calls for Service
Other Assignments	16 assignments / 23 hours
Special Assignments	29 assignments / 89 hours (see below)

School and Community-Support Activity Highlights for October 2019

Ofc. Ransom completed the following:

- Taught Too Good For Drugs at the following schools:
 - 3 classes at St. Vincent's on 10/02/2019, 10/16/2019, 10/24/2019.
 - 6 classes at St. Luke's on 10/03/2019, 10/17/2019, 10/24/2019.
 - 3 classes at Grace Lutheran on 10/03/2019, 10/17/2019, 10/24/2019.
- Taught ISEARCH Classes at the following schools:
 - 4 assemblies at Grace Lutheran on 10/29/2019 and 10/30/2019.
- Presented at Oak Park Town Hall Meeting concerning Marijuana Legalization on 10/02/2019.

- Attended monthly meeting with RF Community Center staff on 10/01/2019.
- Attended Sheridan groundbreaking ceremony on 10/02/2019.
- Assisted patrol with warrant arrest pick-up on 10/04/2019.
- Created Community Alert for burglary activity on 10/04/2019.
- Attended Prevail training from 10/07/2019 - 10/08/2019.
- Attended CQB handgun training from 10/09/2019 - 10/10/2019.
- Instructed Dominican Campus Safety on Patrol Tactics on 10/11/2019.
- Attended phone conference with ALICE representative about hosting opportunities on 10/11/2019.
- Offered RFPD services at RF Fire Department open house on 10/12/2019.
- Reassigned to Afternoon shift on 10/14/2019.
- Met with OPPD Sgt. Deuchler regarding collaboration on Citizens Police Academy on 10/15/2019.
- Followed up with parent of juvenile offender (19-01190) on 10/15/2019.
- Followed up with RF Community Center regarding stolen auto report on 10/15/2019.
- Attended lockdown drill meeting with Trinity Faculty on 10/16/2019.
- Facilitated Lockdown drill at St. Luke's on 10/16/2019.
- Referred elderly resident to senior services on 10/17/2019 (19-00156124).
- Instructed Dominican Campus Safety on Drug Recognition on 10/18/2019.
- Created Advertisement Flyer for Fraud and Scams panel discussion on 10/18/2019.
- Attended Mosaic Montessori lockdown drill meeting on 10/18/2019.
- Facilitated Mosaic Montessori Lockdown drill on 10/21/2019.
- Worked with Grace Lutheran, detectives and patrol regarding 19-01509 disorderly conduct at the school from 10/22/2019 – 10/24/2019.
- Planned, promoted and hosted Community Crime Prevention Meeting on 10/23/2019.
- Created RF school day off quick reference sheet on 10/28/2019.
- Attended Dementia Friendly River Forest meeting on 10/28/2019.
- Met with Roosevelt principals for check-in on 10/28/2019.
- Attended meeting with Andy Frain on 10/29/2019.
- Met with St. Luke's principal regarding student's conduct on 10/30/2019.
- Attended Business Liaison Meeting on 10/30/2019.
- Met with D90 Principal and Superintendent regarding soft lockdown on 10/30/2019.
- Submitted E-News item on 10/31/2019.
- Assisted patrol with retail theft arrest (19-01555 supplement report completed).

Upcoming School and Community-Support Activity Highlights for November 2019

Ofc. Ransom will:

- Continue teaching I-Search and Too Good for Drugs.
- Meet with all applicable businesses regarding new vaping ordinance and compliance checks.
- Complete Mosaic Lockdown report.
- Attend Ruse Burglary Training on 11/04/2019.
- Conduct Trinity HS lockdown drill on 11/06/2019.
- Attend Positive Youth Development meeting on 11/06/2019.
- Meet with Ulta upper management regarding retail theft concerns on 11/07/2019.
- Re-assigned to afternoon shift on 11/08/2019.
- Present at Scams and Fraud Panel on 11/13/2019.
- Conduct Willard Active Shooter Drill on 11/15/2019.
- Attend M team meeting on 11/21/2019.
- Attend opioid task force meeting on 11/21/2019.
- Attend Dementia friendly meeting on 11/25/2019.

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 Raymond will:

- Monitor parking issues near the various schools.
- Enforce any/all new regulated parking zones recently approved by the village board.
- Monitor crossing guard performance and presence.
- Monitor school crossing guards once school begins.
- 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 Court records communications.
- Assist with Animal control.
- Administer traffic control services during Fire and Police related events.

- Continue to utilize the Automated License Plate Reader to increase efficiency and effectiveness of parking enforcement efforts in an effort to gain better community compliance.

Active Solicitor Permits		
Individual or Organization	Description	Expires
Renewal by Anderson	Home Repair	12-July-20
Power Home Remodeling	Home Repair	08-Aug-20
Power Home Remodeling	Home Repair	01-Oct- 19
Point Pest Control	Home Services	06-June-20

Budget and Fiscal Monitoring

October 01 – October 31, 2019

October is the sixth month of Fiscal Year 2020. During the month of October, parking citation revenue was slightly lower than the monthly average projection of \$13,530 for the fiscal year (FY 2020). Administrative tow revenue was slightly lower than the FY 2020 monthly projection of \$10,754, and local ordinance revenue was slightly lower than the monthly average of \$399 for FY 2020. Overtime costs were slightly higher than the monthly projection of \$15,021 for FY 2020. This was due to three (3) officers being out on FMLA time, one (1) sergeant on military orders, and one (1) officer resigning from the Department. We will be monitoring and reporting any notable patterns or anomalies that occur during FY 2020.

Revenue/Expenditure Summary

Category	Total # Paid FY20 10/19	Total # Paid FY20 Y-T-D	Expenditure/ Revenue FY20 10/19	FY20 Y-T-D Expenditure/Revenue
Parking/Compliance Citations	331	1,885	\$12,199	\$94,941
Admin. Tows	17	111	\$8,500	\$55,500
Local Ordinance	1	6	\$200	\$955
Overtime	281 hrs.	1,239 hrs.	\$17,931	\$79,015

Significant Incidents and Notable Arrests:

19-01397 No Valid DL Arrest

On October 2, 2019, a River Forest officer conducting traffic enforcement in the 1100 block of Thatcher for speeding vehicles stopped a vehicle at Thatcher/Greenfield for driving too fast for conditions and following too

closely. The driver, a 28-year-old male Elmwood Park resident, was found to be driving with no driver's license. He was arrested for Driving with No Valid Driver's License and later released on bond.

19-01402 DUI Arrest

On October 3, 2019, a River Forest officer stopped a vehicle for multiple moving violations in the 8000 block of Madison. The driver, a 48-year-old male Brookfield resident, failed field sobriety tests and was found to be driving under the influence of alcohol. He was arrested for DUI and later released on bond.

19-01414 Driving Under the Influence Arrest

On October 6, 2019, a River Forest officer conducted a traffic stop in the area of Chicago and 1st Ave. The driver, 38 year-old Chicago resident showed signs of impairment. The driver failed field sobriety tests and his breath alcohol was .120. The driver was charged with Driving Under the Influence of Alcohol and other traffic violations. The driver was later released on bond.

19-01420 DWLS Arrest

On October 6, 2019, a River Forest officer conducting traffic enforcement in the 1100 block of Thatcher for speeding vehicles stopped a vehicle at Thatcher/Augusta for driving 46 mph in the 25 mph zone. The driver, an 18-year-old female Justice resident, was found to be driving with a suspended driver's license, which was suspended for accruing too many moving violation convictions. She was arrested for Driving While License Suspended and later released on bond.

19-01423 Driving Under the Influence/Hit and Run Arrest

On October 7, 2019, River Forest units were dispatched to the hit and run on the 100 block of Ashland. At the same time, a Forest Park officer observed a vehicle in the area of Harlem and Randolph with extensive damage. The investigation revealed the vehicle struck a parked car on the 100 block of Ashland and fled. The driver, 27 year-old male Berwyn resident showed signs of impairment and refused to exit the vehicle. The driver was removed from the vehicle and arrested. The driver's license was currently suspended for driving under the influence. The ASA Felony Review office was contacted and approved felony Driving Under the Influence charges. The driver was charged with felony Driving Under the Influence, Driving While License Suspended, Leaving the Scene of an Accident and other violations. The driver was later transported to the Maybrook courthouse for bond hearing.

19-01425 Resisting a Peace Officer/Traffic Arrest

On October 7, 2019, a River Forest officer completed a traffic stop in the area of Chicago and Keystone. The driver, 22 year-old male Chicago resident lied to officers about his identity. Officers were able to identify the driver whose driver's license was invalidated. While attempting to place the driver into custody, he pulled away and attempted to kick officers. The driver was arrested and charged with Obstructing Identification, Resisting a Peace Officer, and other traffic offenses. The driver was released on bond.

19-01440 Violation of Local Ordinance/Warrant

On October 9, 2019, River Forest Police were dispatched to the parking lot of Jewel regarding a suspicious vehicle sitting in the lot with several occupants who were littering. Upon arrival, officers observed litter surrounding

the vehicle spoke to the occupants, including the owner, a 59-year-old male Chicago resident. Officers also located drug paraphernalia throughout the vehicle. After initially lying to officers about his name, it was determined the male was wanted by the DuPage County Sheriff's Office for an unrelated incident. The male was given local ordinance citations for littering and possession of drug paraphernalia and was arrested for the warrant and turned over to the DuPage County Sheriff.

19-01451 Warrant/Traffic Arrest

On October 12, 2019, a River Forest officer was waved down by a citizen complaining about a reckless driver. The officer located the vehicle and completed a traffic stop in the area of Chicago and Clinton. The driver, 31 year-old male Chicago resident, was arrested for Driving on a Suspended License. One of the passengers, 44-year-old male Sterling resident was wanted out of DuPage County reference a Driving Under the Influence warrant. The driver was charged and released on bond. The passenger was later extradited to DuPage County.

19-01453 Domestic Battery

On October 13, 2019, River Forest units were dispatched to the area of Harlem and Division reference to a domestic battery. The caller related a male was striking a female inside a moving vehicle. The vehicle was located and stopped in the area of Harlem and Adams. The driver, a 22 year-old female Arlington Heights resident had blood on her shirt and was crying. The passenger, a 21 year-old male Woodstock resident, was placed into custody. At the station, both parties gave conflicting accounts and both admitted to have struck the other. Neither party wanted to pursue the matter so both were released without charges.

19-01456 Obstructing ID/Failure to Register as Sex Offender Arrest

On October 14, 2019, a River Forest officer was conducting a premise check at the Jewel when the officer observed a retail theft in progress. The 57 year-old male Chicago resident was detained. Through the officer's investigation it was determined the subject lied about his identity and had failed to register as a sex offender. The ASA Felony Review office was contacted and approved a felony charge of Failing to Register as a Sex Offender. The subject was transported to the Maybrook courthouse for bond hearing.

19-01467 Warrant Arrest

On October 15, 2019, River Forest police were called to Jewel regarding a subject who stole liquor. A River Forest officer located a 33-year-old male River Grove resident at Lake/Lathrop who matched the description and possessed the stolen liquor. The male was stopped and found to be wanted by the Kendall County Sheriff's office for two unrelated charges. The male was arrested for the warrants and transported to Kendall County where he was turned over to the Sheriffs.

19-01484 Retail Theft Arrest

On October 19, 2019, a River Forest officer was in the area of Chicago and Harlem when the officer observed a subject that matched the description of a burglary offender. The subject, a 51 year-old male Chicago resident was stopped and it was determined he was not the offender. However, the subject had in his possession stolen merchandise from the Jewel that had not been reported. The subject was charged with Retail Theft and later released on bond.

19-01501 Possession of Drug Paraphernalia/Criminal Trespass

On October 21, 2019, a River Forest officer conducting business checks in the Town Center observed a 30-year-old male Chicago resident who had been previously banned from the Town Center, and who the Town Center security wished to have arrested for criminal trespass. Upon being stopped and arrested for Criminal Trespass, the male was also found to be in possession of drug paraphernalia and charged with that as well. He was released on bond.

19-01522 Reckless Driving/Street Racing Arrest

On October 25, 2019, River Forest units were dispatched to Harlem and North reference two vehicles racing down North Ave. Officers located and observed the two vehicles driving recklessly and racing on the 1000 block of Harlem. Both vehicles were stopped and both drivers, a 19 year-old male Chicago resident and an 18 year-old male Chicago resident were arrested. Both were charged with Reckless Driving, Street Racing and other violations. Both were released on bond.

19-01531 Warrant Arrest

On October 27, 2019, a River Forest officer conducting traffic enforcement in the 7900 block of Madison for speeding vehicles stopped a vehicle at Madison/Park for driving 49 mph in the 25 mph zone. The driver, a 29-year-old female Aurora resident, was found to be wanted by the Will County Sheriff's office for an unrelated incident. She was arrested and transported to RFPD where was given a new court date and released on bond.

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

	Midnights 2230-0630	Day Watch 0630-1430	Third Watch 1430-2230
Criminal Arrests	5	5	3
Warrant Arrests	0	2	6
D.U.I Arrests	3	0	1
Misdemeanor Traffic Arrests	5	14	6
Hazardous Moving Violations	37	80	51
Compliance Citations	12	16	34
Parking Citations	116	49	18
Traffic Stop Data Sheets	82	115	145
Quasi-Criminal Arrests/ L.O	1	0	6
Field Interviews	23	30	30
Premise Checks/Foot Patrols	259	157	349
Written Reports	23	106	81
Administrative Tows	7	9	3
Booted vehicles	0	0	0
Sick Time used (in days)	0	1	0

Detective Division

Detective Sergeant Labriola worked sixteen (16) days performing detective duties.

Detective Fries worked eighteen (21) scheduled days performing detective duties.

Detective Fries attended WEDGE for one day.

Detective Sergeant Labriola completed the 40-Hour Crisis Intervention Team Training Certification Course.

Detective Sergeant Labriola and Detective Fries interviewed six (6) potential candidates for new police officer hires, and began their background checks.

Detective Sergeant Labriola completed numerous Certificates of Purchase from O'Hare Towing.

Detective Sergeant Labriola was reassigned to work one midnight shift and Detective Fries was reassigned to work one dayshift and one afternoon shift.

During the month of August, the Detective Unit opened up/reviewed eighteen (18) cases for potential follow-up. Of those cases, six (6) were Administratively Closed, two (2) were Exceptionally Cleared, seven (7) are Pending, and three (3) were Cleared by Arrest. The Unit also continued to investigate open cases from previous months, as well as assisted the Patrol Division in multiple cases reported in the month of October.

Year-to-Date Arrest Statistics

Quantity Arrested	# Felony Charges	# Misdemeanor Charges	# Warrants
25	16	14	9

October 2019 Case Assignment Summary

Part I	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except	Pend	Refer	Unfound
Theft over \$500	1						1		
Burglary	5	3	1				1		
Violation of Order Protection	1					1			
Intimidation	1					1			
Motor Vehicle Theft	1		1						
Robbery	1						1		
Part I Total	10	3	2			2	3		
Part II	# Cases	Cleared by Arrest	Adm Closed	Screen Out	Susp	Except Clear	Pend	Refer	Unfound
Theft Under \$500	2		1				1		
Criminal Trespass to Prop	3		3						
Retail Theft	2						2		
Hit and Run	1						1		

Part II Total	8		4				4		
TOTALS	18	3	6			2	7		

October 2019 Juvenile Arrests

Offenses	Adjusted	Cited	Petitioned	Referred
Threat School Bldg/Person			1	
Poss. Of Cannabis/Resisting			1	
Total (2)	0	0	2	0

New Investigations

19-01385-Theft Under \$500

On September 29, 2019 a River Forest Officer responded to Whole Foods located at 7245 Lake St. in reference to a Bicycle Theft. The victim reported that his locked bicycle was stolen on September 29, 2019 between 9:40PM and approximately 9:59PM while he was inside of the store. The village street camera captured the male and female offenders who were responsible for the theft. A Critical Reach bulletin was disseminated to surrounding agencies seeking assistance in identifying the offenders without success. This case was Administratively Closed.

19-01409, 19-01426, 19-01429-Burglary

Between October 4, 2019 and October 7, 2019 River Forest Officers responded to three Burglary reports in the 1200 block of Ashland, 800 block of Keystone, and 900 block of Keystone. Multiple items were taken from inside of garages and vehicles which included USC, credit cards, lawn care equipment, air conditioning units, etc. Investigators obtained a still image of a possible offending vehicle which was obtained by a witness during a neighborhood canvass. The photograph was disseminated within the department, and as a response to a pattern of burglaries, investigators altered their normal working hours to be present during the alleged time of the burglaries. On October 11, 2019 the vehicle provided from the witness was observed in a gas station parking lot at Madison and 1st Ave. in Maywood. This is the same gas station where one of the victim's credit card was used. The vehicle was stopped and the driver, a 23-year-old male was in possession of two replica BB gun handguns, cannabis, and appeared to be the same subject in the gas station video surveillance using the victim's credit card. He was placed into custody, and a search of the driver through Leads Online revealed he pawned other items from the other burglaries. He provided a written statement implicating himself in all three burglaries and the unlawful use of credit card. He was charged with three counts of Burglary and one count of Unlawful use of a Credit Card.

19-01415-Intimidation

On October 6, 2019 a River Forest Officer responded to Dominican University located at 7900 Division in reference to a Revenge Pornography report. The victim related that he began a relationship with an unknown female on Instagram, and sent her sexually explicit videos. The female demanded \$300 worth of gift cards or she would release the videos. The victim decided not to pursue the case after he did not receive any more threats, and the videos were not disseminated. This case was Exceptionally Cleared.

19-01427-Violation of an Order of Protection

On October 7, 2019 a River Forest Officer responded to the 8000 block of Lake St. in reference to a Violation of an Order of Protection. The victim related that the father of her children texted and called her multiple times after he was served with a no contact order. Investigators responded to the Maybrook courthouse on the day of his court hearing, and the victim related she did not wish to pursue the matter. She signed a refusal to prosecute, and the case was Exceptionally Cleared.

19-01431-Retail Theft

On October 8, 2019 River Forest officers responded to CVS located at 7929 North Ave. in reference to a Retail Theft. The offenders removed at least two packages of toilet paper and other store items. The store employee was able to obtain a license plate for the vehicle which recklessly fled from River Forest Officers. The vehicle and the offenders were not apprehended. The store employee was unable to identify the offender from a photo lineup, and Investigators have not located the vehicle after numerous attempts. This case is still Pending.

19-01436-Burglary

On October 9, 2019 a River Forest Officer responded to a residence in the 100 block of Thatcher in reference to a Burglary report. The victim provided home video surveillance of three unknown offenders rummaging through his unlocked vehicle which was parked on his driveway on October 9, 2019 at 4:11AM. Investigators disseminated a Critical Reach and the case is pending lab results from the Illinois State Police Forensic Science Center in Chicago for the latent prints recovered from the vehicle.

19-01439-Burglary

On October 9, 2019 a River Forest Officer responded to the 1000 block of Franklin in reference to a Burglary which was just discovered. The victim reported that between 3:00PM and 4:18PM unknown offender(s) entered his work truck parked in the 1000 block of Franklin and removed multiple lawn care equipment items valued at over \$1,000. The owner was unable to provide serial numbers for the items and there were no witnesses. This case was Administratively Closed.

19-01462-Motor Vehicle Theft

On October 15, 2019 a River Forest Officer responded to the 8000 block of Madison St for a delayed motor vehicle theft report. The vehicle was entered into LEADS and a critical reach was sent. The vehicle was recovered by Maywood PD on October 16, 2019 at 5th St and School Ave. The vehicle was undamaged with no leads or physical evidence. The owner did not want any further police service, and the case was administratively closed.

19-01463, 19-01464, 19-01465-Criminal Trespass to Real Property

On October 15, 2019 between 1:30AM and 3:20AM there were three reports of an unknown offender entering the rear yards to commit a burglary. In all three incidents there was no loss, and the subject was scared off in two incidents by a ring camera and an alarm system. The subject was captured on Ring cameras and described as a Male, 20-40 years of age, short hairstyle, black thigh length winter coat, grey hooded sweatshirt, blue/purple gloves, black pants, gym shoes, riding a bicycle, and carrying a back pack. A Critical Reach bulletin was disseminated to surrounding agencies seeking assistance in identifying the offender without success. The midnight shift increased patrols in the area. The suspect was unable to be located or identified, and the victims

were notified the cases were administratively closed.

19-01482-Strong Arm Robbery

On October 18, 2019 at approximately 8:00PM a group of juveniles/teenagers chased the juvenile victim in the 700 block of Bonnie Brae Pl, and with the threat of force obtained the victim's cell phone and pass code. The area was checked with negative results, and the following day it was reported a juvenile offender was using the victim's cell phone. The shift sergeant responded to where the phone was tracked, and located three juvenile suspects matching the description of the offenders. The suspects did not have the cell phone, were identified, and released after the victim was unable to identify the suspects in a photo line-up. The detective unit determined the photo line-up of the juvenile offender using the phone was incorrectly administered with the wrong suspect photo. Detective unit attempted to locate the juvenile suspect again with negative results. The case is still pending more attempts to locate the main juvenile suspect in this case.

19-01485-Retail Theft Fleeing & Eluding

On October 19, 2019 at 8:27AM four offenders entered the Jewel-Osco located at 7525 Lake St and stole multiple bottles of liquor. The offenders entered a silver/grey Nissan Quest mini-van with unknown temporary registration, and a responding officer attempted to stop the vehicle in the parking lot. The offending vehicle jumped the curb nearly striking the squad and made good its escape. The responding officer was unable to read the license plate and the temporary plates were unable to be read on the LPR or red light cameras. A Critical Reach bulletin was disseminated to surrounding agencies seeking assistance in identifying the offenders without success. The detective unit obtained a list of temporary plates issued recently to Nissan Quests in Chicago, but were unable to identify a suspect at this time. The case is still pending further investigation.

19-01481-Theft over \$500

On October 18, 2019 at 1:01PM the victim left his cell phone on the counter at the Starbuck's located at 7201 Lake St. The victim was unable to provide a serial number and there is no suspect in this case. The detective unit is attempting to retrieve video evidence from the Starbuck's in an attempt to identify the suspect in this case. The case is still pending video retrieval.

19-01521-Theft under \$500

On October 24, 2019 between 8:25AM and 3:00PM an unknown offender stole a bicycle from the back porch of 1530 Bonnie Brae. The bicycle was entered into LEADS as stolen. The detective unit created and saved a LEADS Online search; which has yielded negative results. The case is still pending locating the bicycle.

Old Cases

None

Training

During the month of October 2019, eight (8) officers attended different training classes for a total of two-hundred (200) 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
Cromley	Vortex: Vehicle Rescue	10/24/2019	10/25/2019	16
Heneghan	Criminal Related Interviewing	10/24/2019	10/24/2019	8
Heneghan	Designer Drugs	10/22/2019	10/22/2019	8
Humphreys	IRMA-Education Summit	10/30/2019	10/30/2019	8
Humphreys	Prevail: Plainclothes Vehicle Live Fire Course	10/07/2019	10/08/2019	16
Labriola	Crisis Intervention Team	10/21/2019	10/25/2019	40
Landini	Vortex: Vehicle Rescue	10/24/2019	10/25/2019	16
Murillo	Juvenile Interrogation	10/23/2019	10/23/2019	8
Ransom	Close Quarter Handgun 1	10/09/2019	10/10/2019	16
Ransom	Prevail: Plainclothes Vehicle Live Fire Course	10/07/2019	10/08/2019	16
Zermeno	Body Searches	10/08/2019	10/05/2019	8
Zermeno	Juvenile Officer	10/14/2019	10/18/2019	40
Totals				200



MEMORANDUM

DATE: November 5, 2019

TO: Eric J. Palm, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Monthly Report – October 2019

Executive Summary

In the month of October, the Department of Public Works transitioned to fall operations and focused on tree trimming, tree planting, leaf removal, street sweeping, and tree removals. There were also two snow and ice responses late in the month. Davis Tree Care began the annual contractual tree trimming program this month. The section of the Village where contractual trimming is taking place is mostly between Chicago and Central from Thatcher to Harlem. The information collected during our tree inventory process which is uploaded to the GIS system is shared with the trimming contractor for more efficient trimming. Multiple capital projects were completed in October including the four permeable paver alley projects. Each alley project consisted of full reconstruction with permeable pavers installed to allow stormwater to drain more effectively and put less stress on the existing sewer system. Thermoplastic striping was performed at various locations throughout the Village to refresh striping that had faded over time. The water tower rehabilitation project began in October. This work consists of installing safety railings and the blast cleaning and painting of the interior and exterior of the water tower. This work will be completed by mid-November. While this work has been underway the planning for capital improvements for next year has begun. Staff will continue to update our Capital Improvement Plan and determine which projects are needed in the near future. Village and Public Works administrative staff continue to meet with Public Works Union (Local 150 operating engineers) representatives to negotiate the union contract. These meetings will continue until an agreement can be reached on the conditions for a new contract with union Public Works employees.

Public Works items approved/discussed by the Village Board of Trustees in October:

- Award of Contract and Bid to H&H Electric for the Lake and Thatcher Traffic Signal Project for \$164,390.60
- Amend Title 9 of the Village Code – “No Left Turn” on eastbound Madison at Keystone – Ordinance
- Discussion: Traffic Control at the Intersection of Park and Thomas
- Change Order #1 (Final) for the 2019 Sewer Lining Project - \$3,372.40 – Resolution
- Change Order #1 (Final) for the 2019 Curb and Sidewalk Program - \$4,856.28 – Resolution

- Waiver of Formal Bids (Due to Competitive RFP) and Award of Bid and Contract to KLOA Engineering for the 2019 Commuter Parking Study in a not-to-exceed amount of \$24,950.00

Sustainability Commission Report

- Go Green Oak Park Preemption Resolutions
- Commissioner Assignments in Goal Area
- Working with GreenSchools on Food Waste Awareness
- Waste Exhibit at RF Library
- Beyond the Bin Update
- Pumpkin Smash Nov. 2nd at Roosevelt
- Nov. 7th Green America Article Published
- Dec. 10th PlanItGreen Institutional Forum Breakfast

Engineering Division Summary

- Reviewed 7 grading permits
- Conducted monthly Combined Sewer Overflow (CSO) inspection
- Completed construction of the 2018 Green Alley Improvement Project
- Completed construction of the Thomas St. Alley Improvement Project
- Continued permit process for the 2019 Water Main Improvement Project
- Continued to coordinate development projects at Chicago/Harlem and Lake/Lathrop
- Reviewed Request for Proposal submittals for the 2019 Commuter Parking Study and awarded a contract
- Completed the 2019 Thermoplastic Striping Project
- Completed APWA webinar training for Construction Project Management
- Conducted a kick-off meeting for the Village's Sewer Modeling Project
- Continued to coordinate Geographic Information System (GIS) improvements with the Village's consultant (MGP)

Public Works – Operations

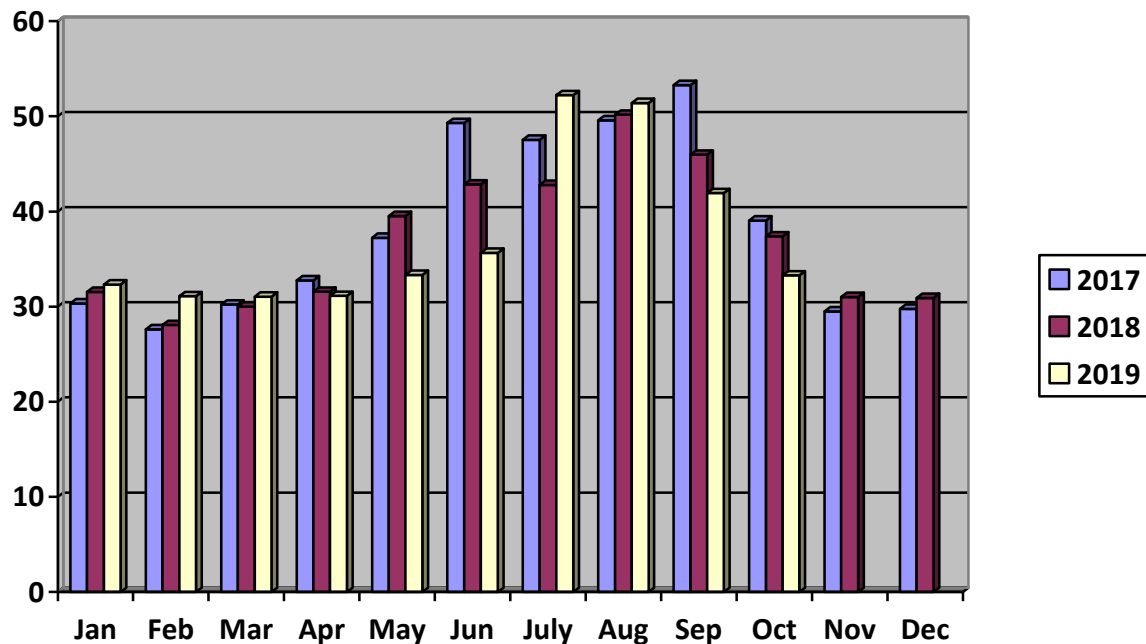
The following is a summary of utility locate requests received from JULIE (Joint Utility Locating Information for Excavators) and work orders (streets, forestry, water, sewer, etc.) that were received and processed during the past 12 months:

	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct
Utility Locates	79	34	28	21	72	127	226	210	457	311	206	155
Work Orders	39	25	9	20	15	32	39	61	54	46	28	64

Water and Sewer

Monthly Pumpage: October's average daily pumpage of 1.07 million gallons (MG) is lower than October's average of 1.2 MG in 2018.

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



The 2019-20 Valve Exercising Program is being done in the middle section of the Village.

Residents and Businesses were notified of backflow violations.

Three private water service leaks were repaired. These were at 835 Keystone Ave, 1102 Park Ave, and 1127 Forest Ave. The homeowners were responsible for the repairs.

The relocation of the ComEd transformers at the pumping station was completed on 10/22. The transformers were placed on a utility pole outside the pumping station.

Tuck-pointing repair work was completed on the reservoir vent house building next to the pumping station.

The Water Division personnel performed these additional tasks in October:

- Responded to 363 service calls
- Exercised 73 valves

Streets and Forestry

Staff in the Streets and Forestry division focused heavily on street sweeping, leaf removal, tree trimming, and tree planting. These are the details of the tasks performed frequently in the month of October:

Description of Work Performed	Quantity
Street Sweeping (curb miles)	132
Sign Repairs/Fabrication	21
Leaf Removal (tons)	147

Trees Trimmed	63
Trees Removed	5
Trees Planted	71
Number of Snow & Ice Responses	2
Salt Used (tons)	11.9



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

MEMORANDUM

Date: November 7, 2019
 To: Eric Palm, Village Administrator
 From: Lisa Scheiner, Assistant Village Administrator
 Subj: Village-Wide Performance Measurement Report – October 2019

Building Department Performance Measures	FY 2019 Actual	FY 2020 Goal	October Actual	FY 2020 YTD
Plan reviews of large projects completed in 21 days or less	75% (98 of 130)	95%	100% (6 of 6)	89% (71 of 80)
Average length of review time for plan reviews of large projects	18.1 days (Monthly Avg)	>21	16 days	18.3 days (Monthly Avg)
Re-reviews of large projects completed in 14 days or less	92% (160 of 174)	95%	85% (11 of 13)	96% (109 of 113)
Average length of review time for plan re-reviews of large projects	10.1 days (Monthly Avg)	>14	9.77 days	9.6 days (Monthly Avg)
Plan reviews of small projects completed in 7 days or less	100% (185 of 185)	95%	100% (2 of 2)	100% (101 of 101)
Express permits issued at time of application	100% (231 of 231)	100%	100% (30 of 30)	100% (137 of 137)
Inspections completed within 24 hours of request	100% (1576 of 1576)	100%	100% (148 of 148)	100% (823 of 823)
Contractual inspections passed	93% (1459 of 1576)	80%	93% (137 of 148)	94% (777 of 823)
Inspect vacant properties once per month	100% (210 of 210)	100%	100% (20 of 20)	100% (113 of 113)
Code violation warnings issued	179	N/A	6	103
Code violation citations issued	40	N/A	1	20
Conduct building permit survey quarterly	4	1 per quarter	1	2
Make contact with existing business owners	60	5/month 60/year	5	25

Fire Department Performance Measures	FY 2019 Actual	FY 2020 Goal	October Actual	FY 2020 YTD
Average fire/EMS response time for priority calls for service (Includes call processing time)	4:13 minutes	5 Min	4:13 minutes	4:13 minutes
Customer complaints and/or public safety professional complaints	0%	<1%	0%	0%
All commercial, multi-family and educational properties inspected annually	334	335 inspections	24	155
Injuries on duty resulting in lost time	1	<3	0	1
Plan reviews completed 10 working days after third party review	2.17 days on average	<10	5.5 days on average	2.58 days on average
Complete 270 hours of training for each shift personnel	4792.8	4824	456.5	2675.5
Inspect and flush fire hydrants semi-annually	455	445 annually	36	382

Police Department Performance Measures	FY 2019 Actual	FY 2020 Goal	October Actual	FY 2020 YTD
Average police response time for priority calls for service (Does not include call processing time)	4:53 minutes	4:00	4:42 minutes	4:49 minutes
Injuries on duty resulting in lost time	2	0 Days Lost	0	1
Reduce claims filed for property & vehicle damage caused by the Police Department by 25%	7	<3	0	2
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	116 days	10% reduction	30 days	137 days
Track accidents at Harlem and North to determine impact of red light cameras	17 accidents	10% reduction	1 accidents	4 accidents
Decrease reported thefts (214 in 2012)	167	5% reduction	19	101
Formal Citizen Complaints	0	0	0	0
Use of Force Incidents	10	0	0	9
Send monthly crime alerts to inform residents of crime patterns and prevention tips	148	1 email/month; 12 emails/year	15	78

Public Works Performance Measures	FY 2019 Actual	FY 2020 Goal	October Actual	FY 2020 YTD
Complete tree trimming/pruning service requests within 7 working days	98% (171 of 175)	95%	96% (48 of 50)	96% (155 of 161)
Complete service requests for unclogging blocked catch basins within 5 working days	100% (8 of 8)	95%	100% (1 of 1)	100% (4 of 4)
Percent of hydrants out of service more than 10 working days	0.00% (0 of 2640)	<1%	0.00% (0 of 440)	0.00% (0 of 2640)
Replace burned out traffic signal bulb within 8 hours of notification	N/A	99%	N/A	N/A
Complete service requests for patching potholes within 5 working days	100% (12 of 12)	95%	N/A (0 of 0)	100% (5 of 5)
Repair street lights in-house, or schedule contractual repairs, within five working days of notification	96% (23 of 24)	95%	100% (5 of 5)	100% (14 of 14)
Safety: Not more than two employee injuries annually resulting in days off from work	1	≤2	0	0
Safety: Not more than one vehicle accident annually that was the responsibility of the Village	2	≤1	0	0
Televis 2,640 lineal feet of combined sewer each month from April – September	165% (26196 of 15840)	2,640/ month (15,840/ year)	N/A (0 of 0)	243% (32098 of 13200)
Exercise 25 water system valves per month	43% (117 of 275)	25/month (300/year)	292% (73 of 25)	129% (194 of 150)
Complete first review of grading plans within 10 working days	100% (98 of 98)	95%	100% (7 of 7)	100% (71 of 71)

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



MEMORANDUM

Date: November 12, 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)

Thursday, November 14	7:00 pm	Special Sustainability Commission Meeting (2 nd floor conference room)
Thursday, November 14	7:00 pm	Zoning Board of Appeals Meeting
Monday, November 18	7:00 pm	Committee of the Whole (C.O.W.) Meeting (<i>Cancelled</i>)
Tuesday, November 19	7:00 pm	Plan Commission Meeting
Wednesday, November 20	7:00 pm	Traffic and Safety Commission Meeting
Thursday, November 21	7:30 pm	Development Review Board Meeting (<i>Cancelled</i>)
Monday, November 25	7:00 pm	Village Board of Trustees Meeting

Recent Payments of >\$10,000

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

Vendor	Amount	Description
Andy Frain Services Inc	\$10,563	Crossing Guard Services
Avalon Petroleum Co	\$11,188	Fuel for Village Vehicles
BKD LLP	\$14,870	Auditing Services
MOE Funds	\$12,555	Public Works Insurance
RFTC 1 Corp	\$10,883	Rally House Incentive Reimbursement
EA de St. Aubin Nursery	\$13,980	Tree Purchase

New Business Licenses Issued.

Ling Ling Massage Spa	7367 North Ave	Massage therapy
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Thank you.



MEMORANDUM

DATE: November 7, 2019

TO: Eric J. Palm, Village Administrator

FROM: John Anderson, Director of Public Works

SUBJECT: Guest Parking on the 1500 Block of Ashland Avenue

Issue: Village Staff has evaluated the parking availability associated with guests on the 1500 block of Ashland Avenue.

Analysis: Two residents of the condo building at the northwest corner of Ashland Avenue and North Avenue (1550 Ashland Ave.) recently contacted Village staff and the Village Board of Trustees requesting additional parking for guests along the 1500 block of Ashland Avenue. The Police Department has provided three guest passes to each of these residents which are in effect for two weeks past the issued date. Residents continue to have the ability to request guest parking passes as needed. Village staff evaluated the parking availability of guests in this area of the Village in response to these requests.

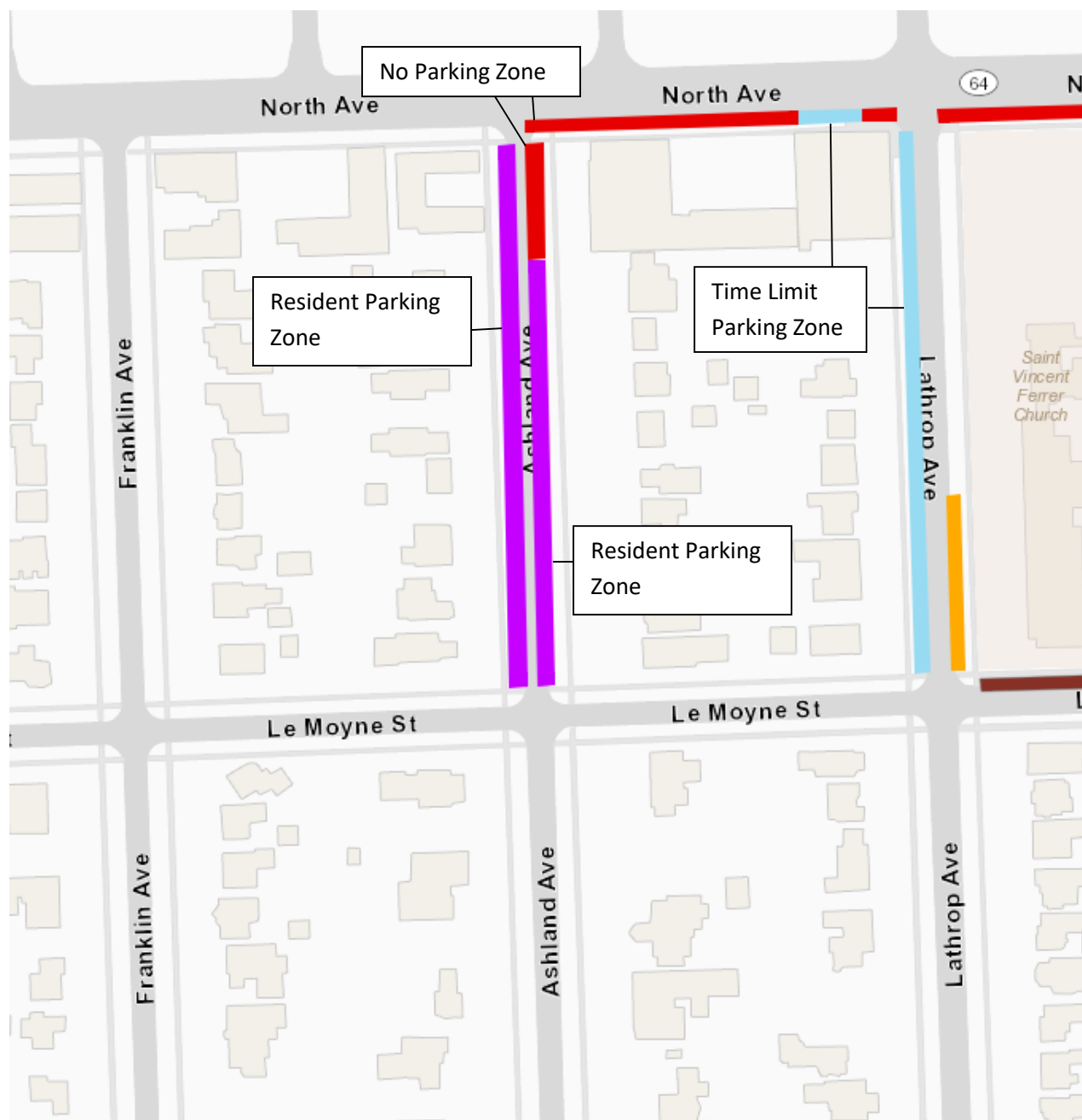
There is a no parking restriction at the north end of this block (adjacent to the Loyola medical facility) which was put in place in October of 2018 due to needed clearance for emergency vehicles. The rest of the block has a resident only parking restriction, which was installed in November of 2018, therefore parking is not available to non-resident guests.

Staff observed that there are several surrounding streets where there is no restriction for guest parking, including the south side of North Avenue directly in front of the condo building in question. There are approximately 10 to 12 spaces in this area of North Avenue where parking restrictions are not in place that can be used for guest parking. There are also no restrictions for guest parking on the 1500 block of Franklin Avenue.

Conclusion: Staff does not propose any changes to parking restrictions related to guest parking on the 1500 block of Ashland Avenue.

Thank you.

Parking regulations on the 1500 block of Ashland Avenue





Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: November 7, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Planned Development Permit Minor Amendment - McDonald's Outdoor Menu Boards

Issue: Planned Development Permit 3526 was issued on December 8, 2008 to rebuild McDonald's at 624 Harlem Avenue. McDonald's is seeking a minor amendment to their Planned Development permit to modify on site signage. At its October 14, 2019, the Village Board of Trustees directed the applicant to host a meeting with neighboring River Forest property owners to address concerns regarding the minor amendment and to bring this item back to the Board after that meeting.

Analysis: The McDonald's drive through currently has two lanes and two menu/order boards that constitute monument signs under the Village's sign regulations. McDonald's wishes to replace its existing monument sign/menu boards with new signs and they want to add to "pre-order" board monument signs in the drive through lanes. McDonald's is, therefore, requesting the addition of two monument signs to the property.

Section 10-19-8(B) of the Zoning Ordinance provides guidance regarding amendments to planned development permits. The change requested by McDonald's constitutes a minor amendment because it does not increase project density, the height or footprint of any building, the proportion of housing types (as no housing exists on the property), it does not reduce the number of parking spaces on site, create a greater demand or burden on Village services, it does not alter the alignment of roads, increase the amount of stormwater conveyed to the Village's stormwater sewer system, or amend any final governing agreement, provision, covenant, or condition imposed by the Village Board of Trustees.

Section 10-19-8(B)(8) further states that "a minor change may be approved by the zoning administrator without obtaining separate approval by the board of trustees. In addition, the village board may, after reviewing the request for a minor change made by the village staff or the applicant, direct the village administrator to process the minor change administratively. A minor change that would constitute a variation under the zoning title may only be approved at the direction of the village board. Any minor change approved by the zoning administrator shall be reported to the village board."

The Village's sign regulations are not located in the Zoning Ordinance, however, the sign ordinance provides no administrative authority to grant relief from its regulations. The additional signage requested would not be allowed on site "as of right", therefore, it would amount to a "site development allowance", which is a form of relief from the Village's regulations in the planned development context and is, therefore, presented to the Village Board of Trustees for approval.

Please note that the proposed Minor Amendment will maintain all of the original conditions of approval as listed in Section 2 of the original planned development ordinance, which has been attached.

As noted above, McDonald's representatives invited River Forest property owners within 500' of the site to a neighbor meeting to address any concerns they might have regarding the proposed changes. A summary of the neighbor meeting is attached. The concerns discussed relative to the proposed minor amendment have been addressed by McDonald's. Other concerns raised unrelated to the proposed minor amendment will continue to be addressed by both the property owner and the Village.

Action Required: Should the Village Board of Trustees wish to grant the minor amendment to the planned development permit the following motion would be appropriate: Motion to grant a minor amendment to the Planned Development Permit at 624 Harlem Avenue (McDonald's) regarding monument signs conditioned on the property owner bringing the property into compliance with all planned development permit requirements before the monument signs are installed.

Attachment(s):

- Application for Minor Amendment
- Notes from the November 6, 2019 resident meeting
- Ordinance 3256 Granting a Planned Development Permit to Rebuild the Existing McDonald's Restaurant at 624 Harlem Avenue



October 4th, 2019

Village of River Forest
Attn: Clifford Radatz and Village Board Members
400 Park Avenue
River Forest, IL 60305

Re: Planned Development Amendment Request
McDonald's at 626 N Harlem

Clifford Radatz and Village Board Members:

I'm a Senior Project Manager and permitting specialist with Keyser Industries, one of five national integrators hired by McDonald's to manage the implementation of their ODMB (Outdoor Menu Board) drive-thru maintenance and update project. We are requesting a Planned Development amendment to allow this store to increase the signs in the drive-through from two to four. This restaurant has a dual-lane drive-through, and each lane will consist of one main menu board and one pre-browse board.

This is a national deployment program implemented by McDonald's Corporate to update the technology of their drive-thru menu boards to increase customer satisfaction and provide consistent promotional and product pricing information, particularly to equal the interior digital menu board pricing. This is not a self-created change by franchise owner/operators, and with about 70% of most sales going through the DT, it's imperative that stores have the new menu boards to help customers know what is sold and to order more quickly and efficiently. It also helps with the **safety** of the crew so they don't have to physically be in the drive-thru to change the copy for day-shift menu parts and pricing. There is also a lower carbon footprint than legacy signs as POP (point of purchase) marketing materials (e.g. toppers and staked promotional items) will be phased out. Owners will no longer have access to the materials required for the current boards in place.

- Project Scope:
 - Replacing the two (2) existing menu boards with two (2) new menu boards; one (1) in each drive-through lane.
 - Adding the two (2) pre-browse boards; one (1) in each lane
 - Installing new concrete footing for each sign and running new electrical conduit as needed.
 - The location and overall layout of the drive-through will remain the same.
 - No other site or building changes are proposed.

9315 Stevenson Avenue, Evanston, IL 60201

T: 847.427.0500 • F: 847.499.1122 • info@mcadonkey.com

www.mcadonkey.com

Keyser

	Pre-Existing Menu Boards	Proposed Digital Menu Boards
Signage Area:	<ul style="list-style-type: none"> • 43 ft² (each menu board) • 86 ft² total 	<ul style="list-style-type: none"> • 20 ft² Menu Board-Display Area Only (27ft² including base/pole); Significantly smaller – 47% reduction • 10 ft² Pre-browse Board- Display Area Only (17ft² including base/pole) • Total sq. footage: 60 ft² even with increase in # of signs
Sign Height	<ul style="list-style-type: none"> • 6.78' <ul style="list-style-type: none"> □ Screen – 54" □ Base – 19.73" 	<ul style="list-style-type: none"> • 5.97' (for main menu board and pre-browse board) <ul style="list-style-type: none"> □ Screen – 49.625" □ Pole – 22"
Lighting:	<ul style="list-style-type: none"> • 56,850 Total Estimated Lumens • Not adjustable 	<ul style="list-style-type: none"> • Easier to read; providing faster service and reduced queue time for cars in drive-thru lanes Equipped with both a dimmer control and a photocell that automatically adjusts the display's intensity according to natural ambient light conditions. <ul style="list-style-type: none"> • Effective Area = 19.87 sq ft (main menu board); 9.98 sq ft (pre-browse board) • Sign Brightness 73.97 foot candle (2500 nit) • Sign Brightness at distance ~ calculated by 1/d squared x Sign Brightness = 0.00037322 foot candle • Ambient Light = .09 foot candle (1 lux) • Ambient Light + .3 foot candles = .39 foot candle • The menu boards light levels are preset to adjust to 500 nits ~ 2,500 nits • The display's default maximum brightness setting is 2,500nits, which represents 100% of brightness. The default minimum brightness setting is 500nits, which represents 20% of its max brightness. The brightness would be at maximum at the lightest part of the day, and at minimum at the darkest part of the day. • End user cannot adjust sign over 2500 nit output and cannot manipulate brightness change algorithm • Minimum default settings can be adjusted to meet different lighting requirements.

49015 S. Redzik Avenue, Evergreen Park, IL 60805

TEL 800.499.0400 • 677.499.4620 • csales@explorkeyser.com

www.explorkeyser.com

Keyser

Screen Content and Menu Changes


- Manual changeable copy
- Menu boards are manually changed for each meal menu display (i.e. breakfast, lunch, dinner)
- Electronic Reader Boards (aka Electronic Changeable Copy Sign)
- Menu boards will change no more than three (3) times a day for each meal service (breakfast, lunch and dinner).
- Pre-browse boards feature a specific item that the restaurant wants to feature and do not change unless the featured item is changing. They remain static throughout the day.
- Day menu color scheme – white background/black text
- Evening menu color scheme – black background/white text to minimize glare and light output
- All images will be static and there will be no flashing, blinking or intermittent lights or other means not providing constant illumination, including strobe lights, spotlights or floodlights.
- Content will be identical on both main menu boards; content will be identical on both pre-browse boards
- No video
- No scrolling or exposed LED fixtures
- The existing speakers will remain unchanged; however, the ordering screen will be covered on the speaker as customers will receive order confirmations on the menu boards
- The menu boards will be turned off during drive-thru non-operating hours.
- The original Planned Development condition of turning off the outer drive-through lane during non-rush hours will still be met with these new menu boards.

If you have any questions, please feel free to contact me. I look forward to working with all of you on this request and appreciate your time and consideration.

Kind Regards,

Mary Thies
Installation Project Manager
Mary.thies@explorekeyser.com
O: 708.876.1227
C: 312.391.5398

Property Owner: FRANCHISE REALTY INVESTMENT TRUST-IL

Signature: 
Jeffrey A. Angres, Senior Counsel of McDonald's Corporation on behalf of owner

9015 S. Kedzie Avenue, Evergreen Park, IL 60805

p: 800.499.0400 • f: 708.499.4620 • e: sales@explorekeyser.com

www.explorekeyser.com

Existing Drive Thru



**No artificial
preservatives,
flavors or colors.**

new Chicken McNuggets[®]



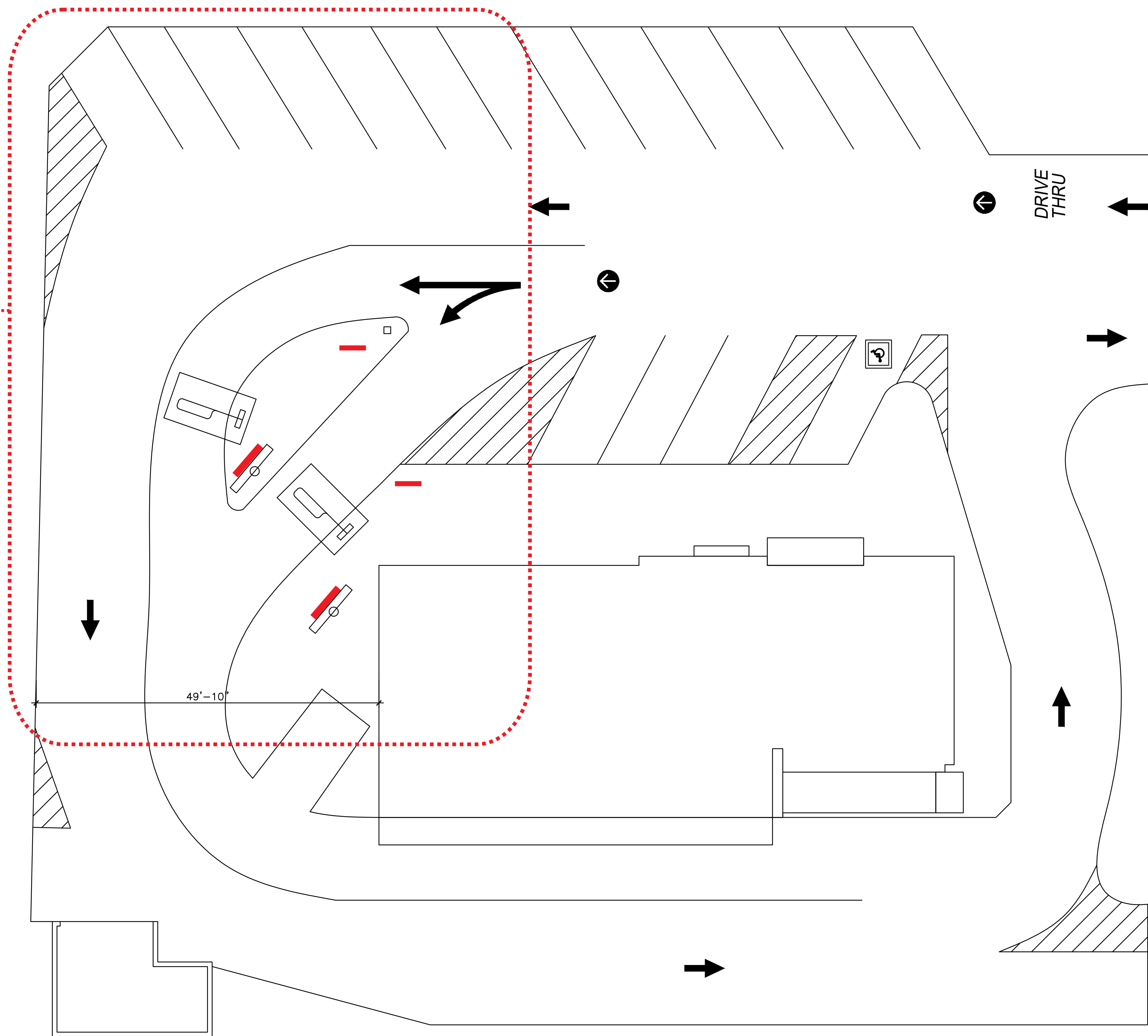
10 Pc.
4.59 | 440 Cal.
Values add 10-15% Cal. inc.

©2017 McDonald's

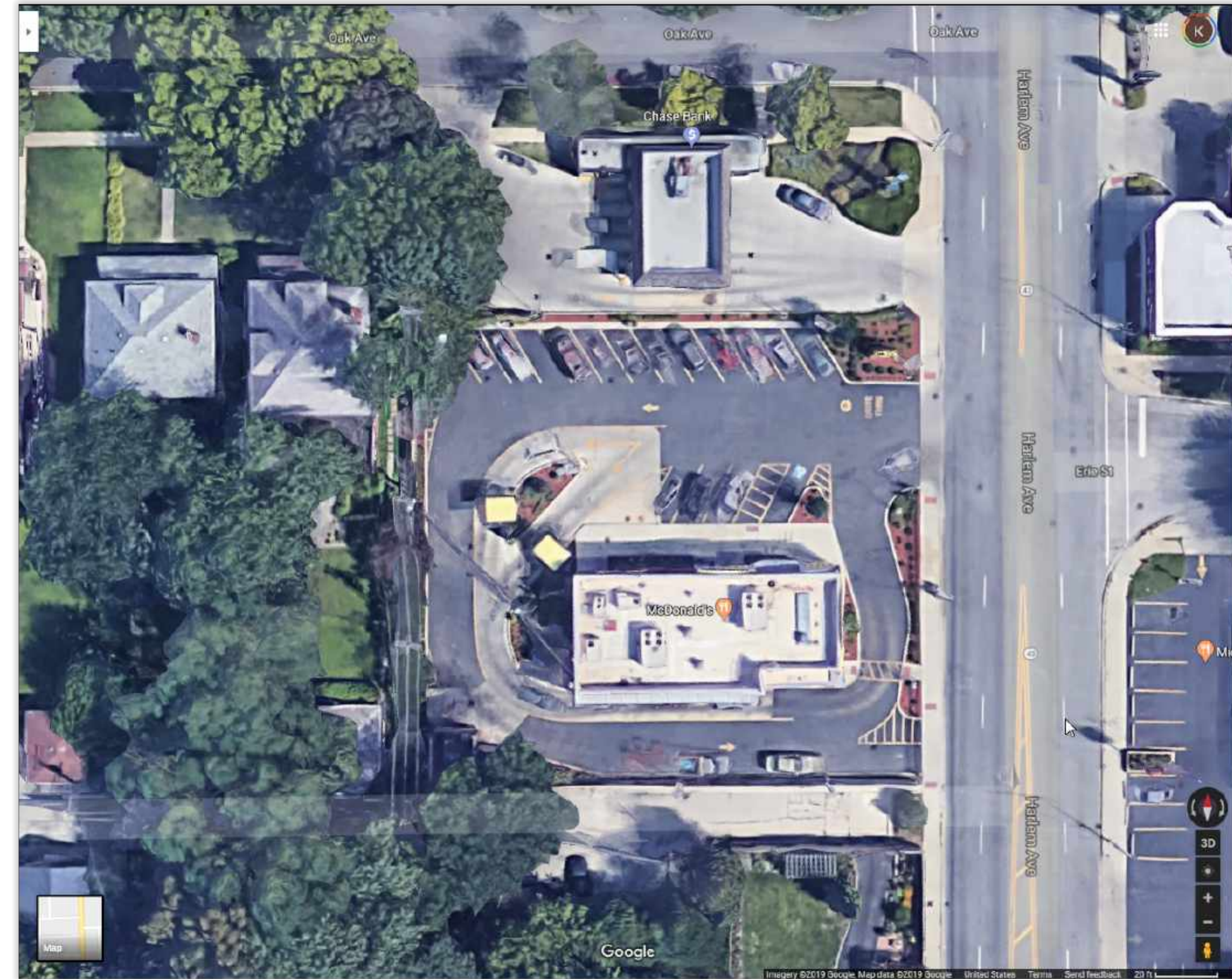
**Proposed
Pre-Browse
Board**

DER
RE

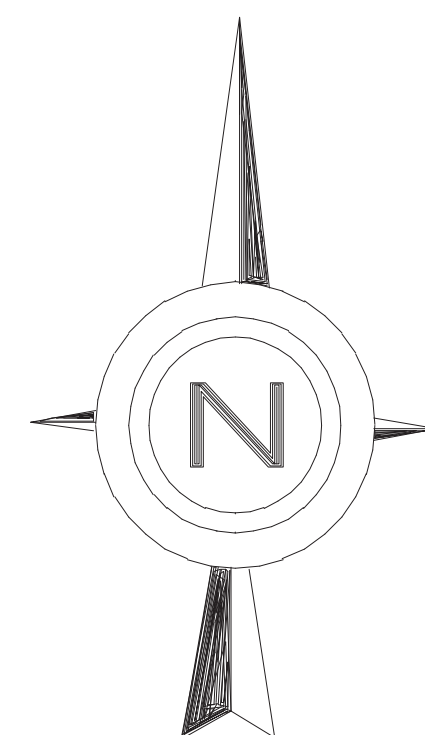
1
C-1.2



1 McDonald's Site Plan
SCALE: N.T.S



2 Aerial View
SCALE: N.T.S



CHECKED BY:	DATE		5-20-19	
	DESIGN BY:		New Placement Menu Boards	
DRAWN BY:	NO.		1	
	DATE:		Prepared For:	
SCALE:	PROJECT NO.:		McDONALD'S	
	C-1		McDonald's	

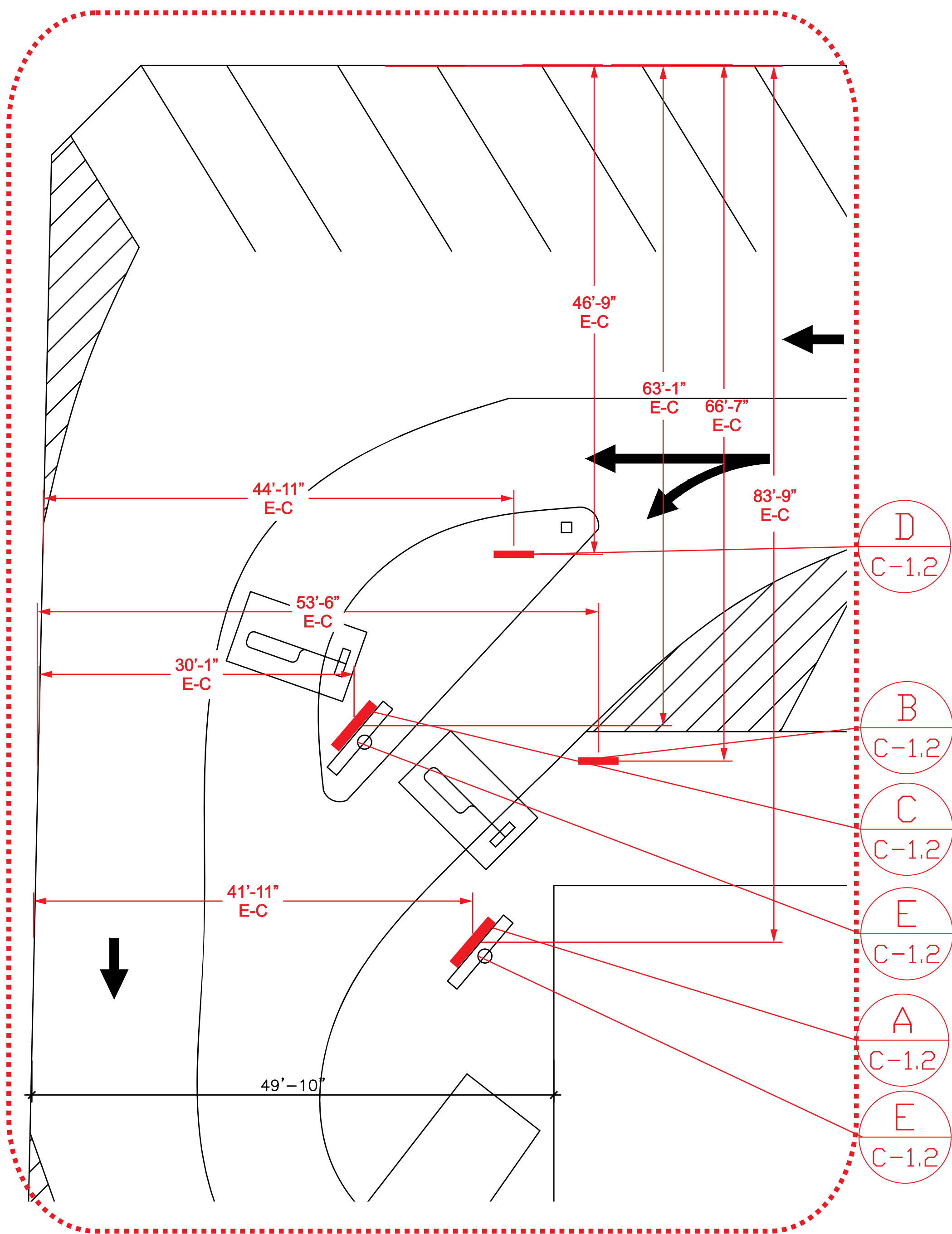
BUILDING/ELECTRICAL/MECHANICAL COMMENTS:

MENU BOARD IS ELECTRIFIED, USING EXISTING DEDICATED 20AMP CIRCUIT FOR EACH D/T LANE AN WILL HAVE ISOLATED GROUNDS.

CONDUIT: EXISTING TO HOME RUN IS 2". NEW FEEDER WILL BE 3/4" FOR LINE VOLTAGE. ALL CONDUIT EXISTING WILL BE SCHEDULE 40PVC UNDERGROUND.

LINE VOLTAGE WIRING: 4#12 & 1312 GND & 1#12 ISOLATED GND TO EXISTING PANEL FOR ISOLATED GROUND POWER TO MENU BOARDS

LOW VOLTAGE CABLING: CAT-6 OUTDOOR & UNDERGROUND RATED BELKIN CABLING TO EXISTING NETWORK DATE SWITCH FOR COMMUNICATION TO MENU BOARDS.



1 Drive Thru Order Point
SCALE: N.T.S


A) NEW LANE 1 MENU BOARD INSTALLATION-REMOVE OLD BOARD
SCREEN DIMS: 4'-10"W x 4'-1 5/8"H x 1'-1 1/2"D
TOTAL BOARD HEIGHT (WITH BASE): 5'-11 5/8"H
MINIMUM SETBACK FROM PUBLIC WAY: 40'
NEW SCREEN SQUARE FOOTAGE: 20'
OLD SCREEN SQUARE FOOTAGE: 43'
Double Screen

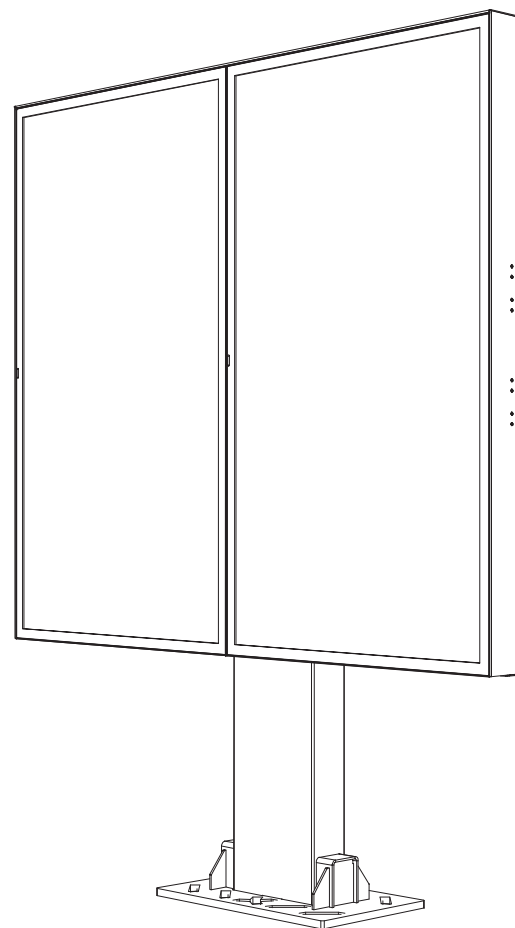
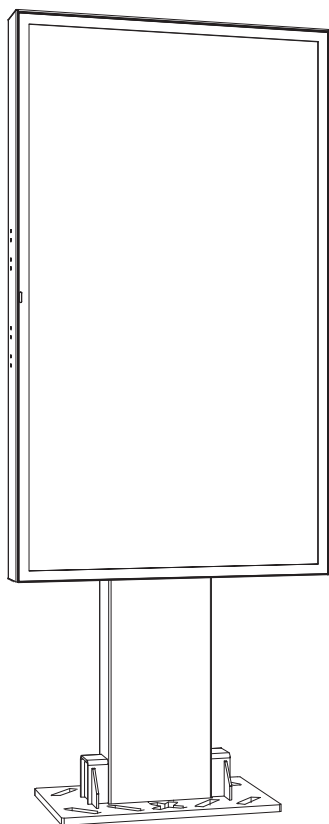
B) NEW LANE 1 PRESELL INSTALLATION-NO EXISTING PRESELL
SCREEN DIMS: 2'-5"W x 4'-1 3/4"H x 1'-1 13/16"D
TOTAL BOARD HEIGHT (WITH BASE): 5'-11 1/2"H
MINIMUM SETBACK FROM PUBLIC WAY: 40'
NEW SCREEN SQUARE FOOTAGE: 10'
Single Screen

C) NEW LANE 2 MENU BOARD INSTALLATION-REMOVE OLD BOARD
SCREEN DIMS: 4'-10"W x 4'-1 5/8"H x 1'-1 1/2"D
TOTAL BOARD HEIGHT (WITH BASE): 5'-11 5/8"H
MINIMUM SETBACK FROM PUBLIC WAY: 40'
NEW SCREEN SQUARE FOOTAGE: 20'
OLD SCREEN SQUARE FOOTAGE: 43'
Double Screen

D) NEW LANE 2 PRESELL INSTALLATION-NO EXISTING PRESELL
SCREEN DIMS: 2'-5"W x 4'-1 3/4"H x 1'-1 13/16"D
TOTAL BOARD HEIGHT (WITH BASE): 5'-11 1/2"H
MINIMUM SETBACK FROM PUBLIC WAY: 40'
NEW SCREEN SQUARE FOOTAGE: 10'
Single Screen

E) EXISTING DRIVE-THRU EQUIPMENT TO BE REMOVED

C-1.2	CHECKED BY:		Prepared By:	<div> McDONALD'S</div>	Prepared For:	NO. 1	DATE 5-20-19	New Placement Menu Boards
	DESIGN BY:							
	DRAWN BY:							
	DATE:							
	SCALE:							
	PROJECT NO.:							



55" Outdoor digital menuboard

02-55-2S/D Outdoor Menu Board

Permitting Unit Information

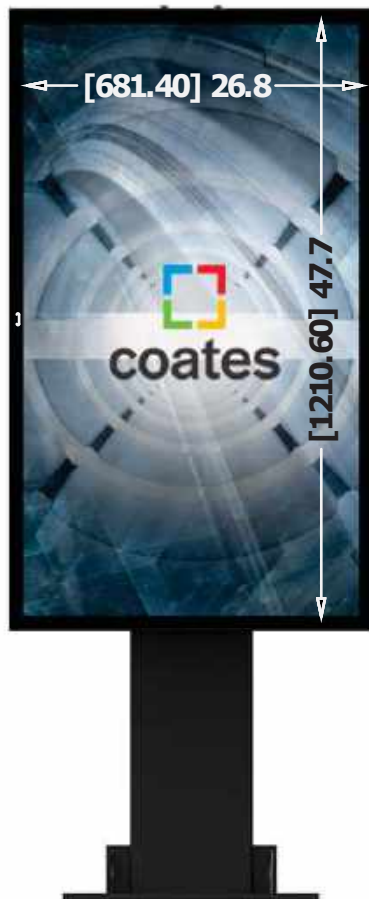
Version 1.0

Coates ODMB

Single screen unit



Area of display

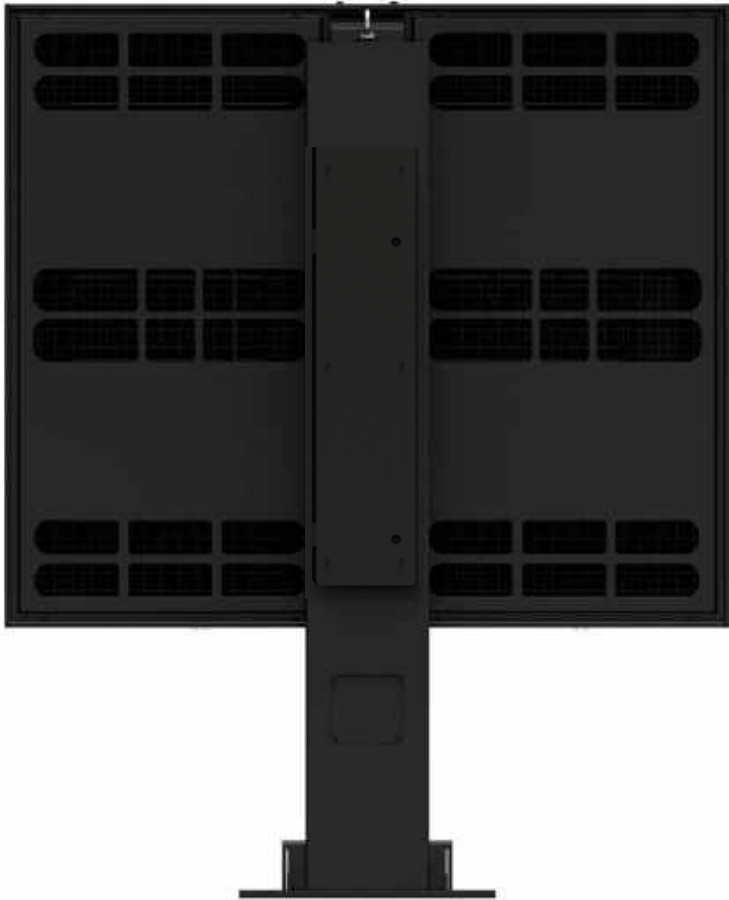


Coates ODMB
Double screen unit

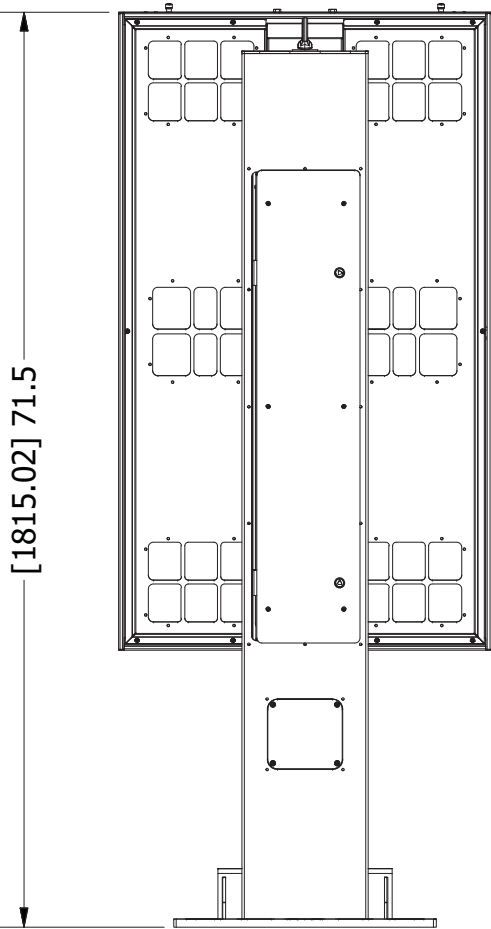
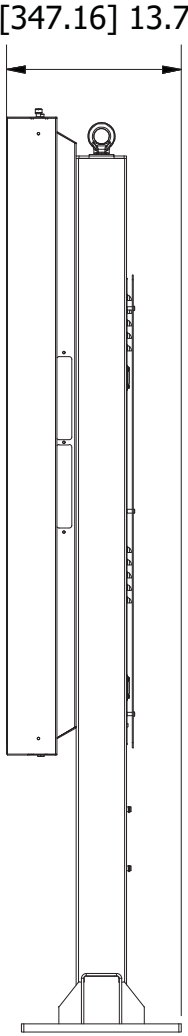
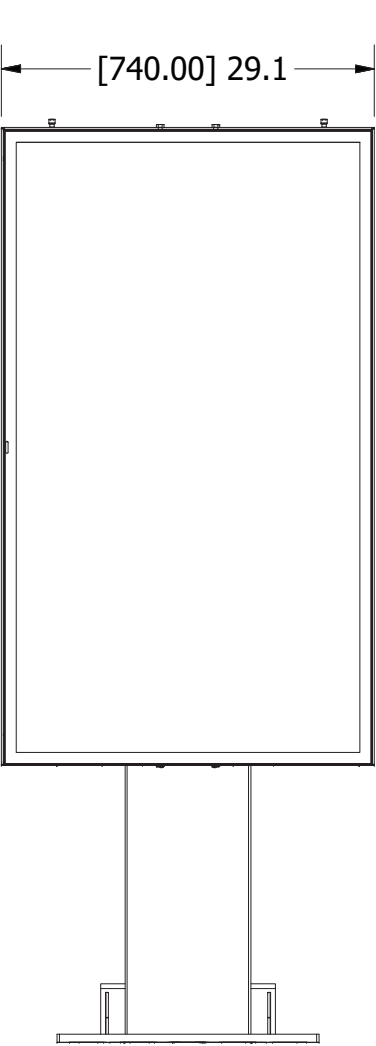


Area of display

Area of display

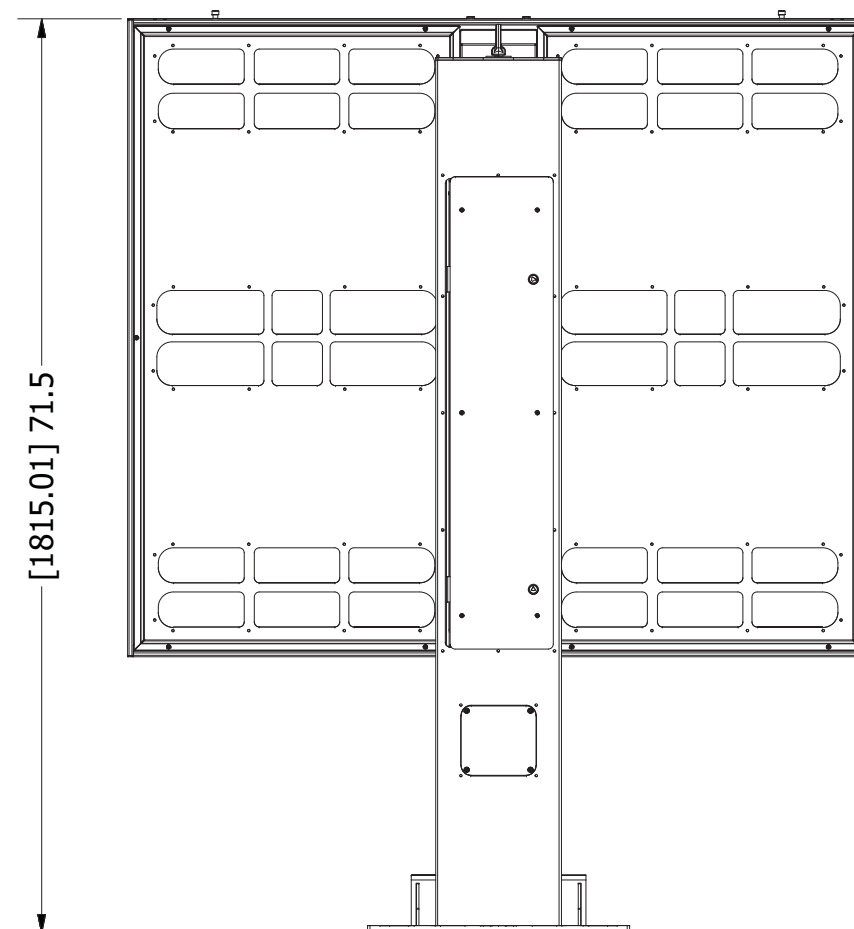
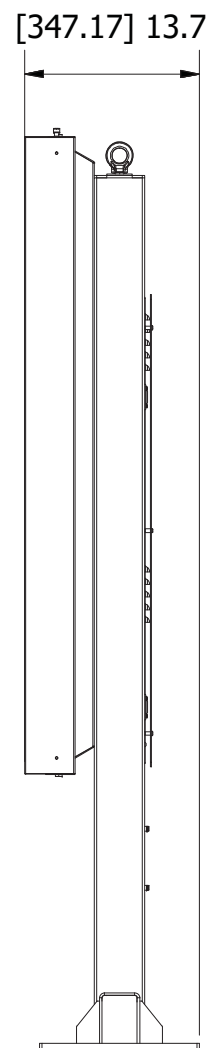
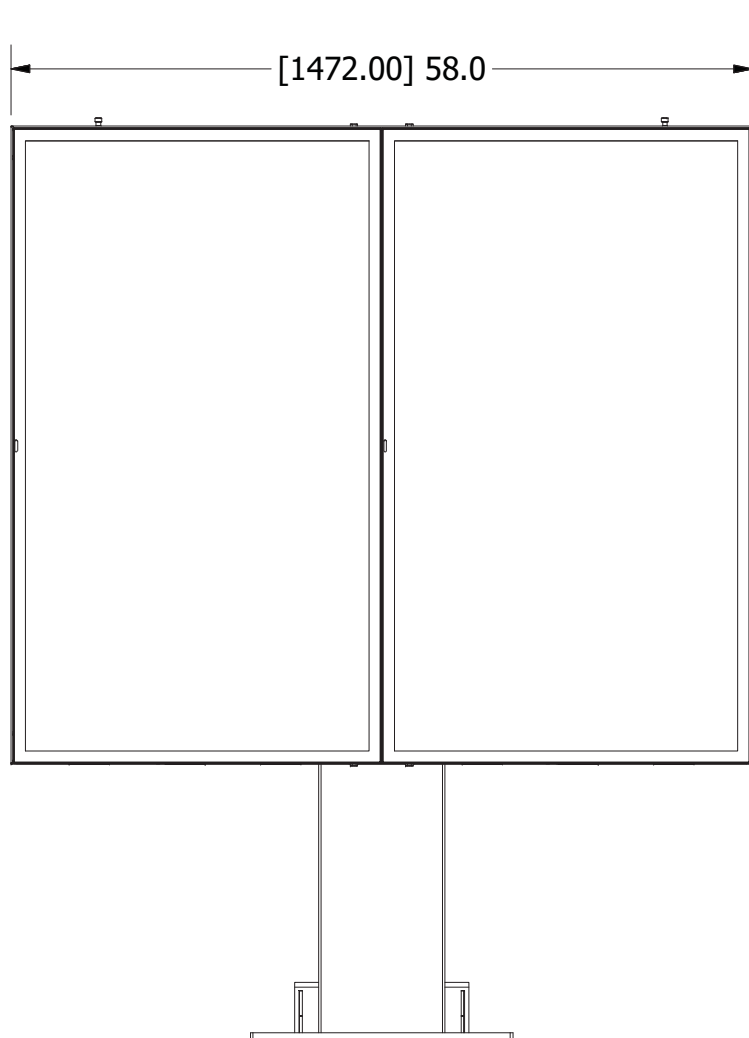


Coates ODMB
Single screen unit



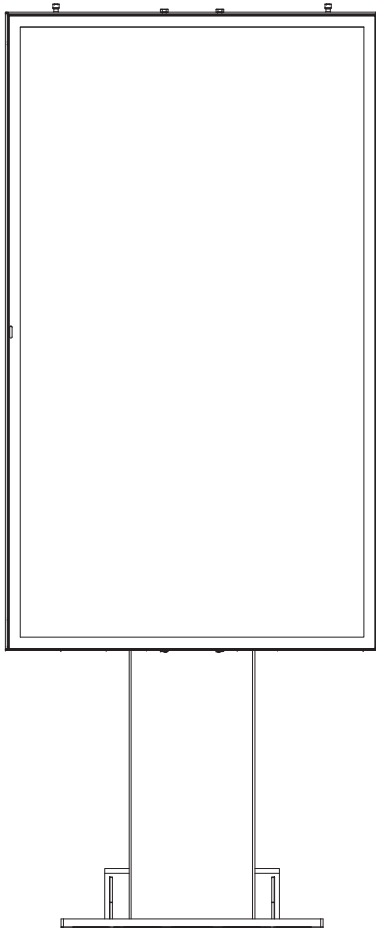
Coates ODMB

Double screen unit

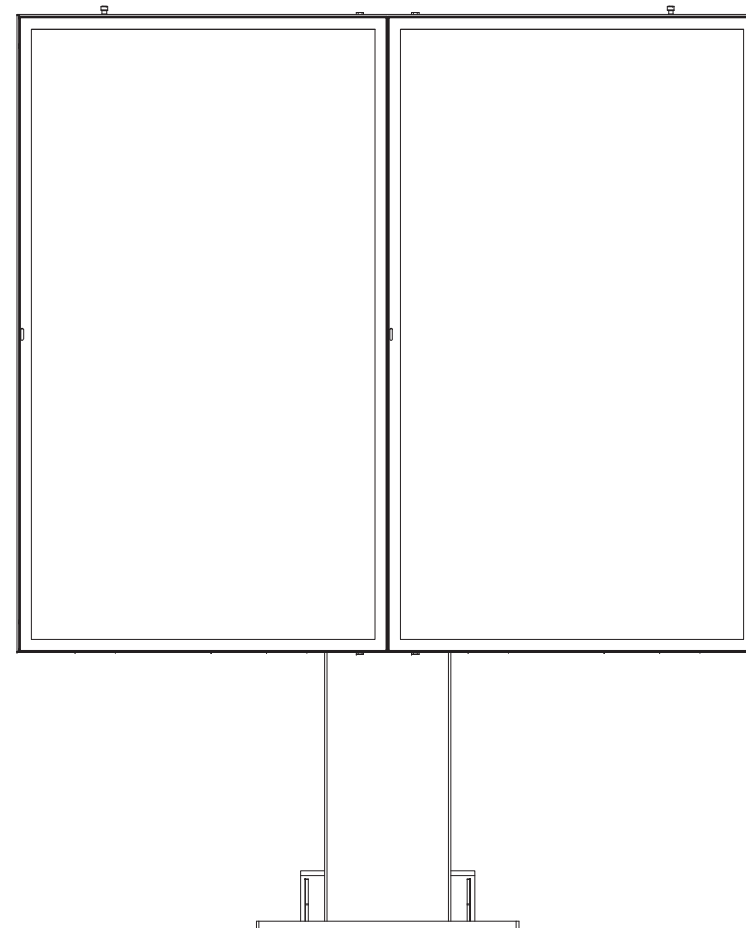


Coates ODMB

Power draw



Max potential draw 5.7A @110V



Max potential draw 9.8A @110V



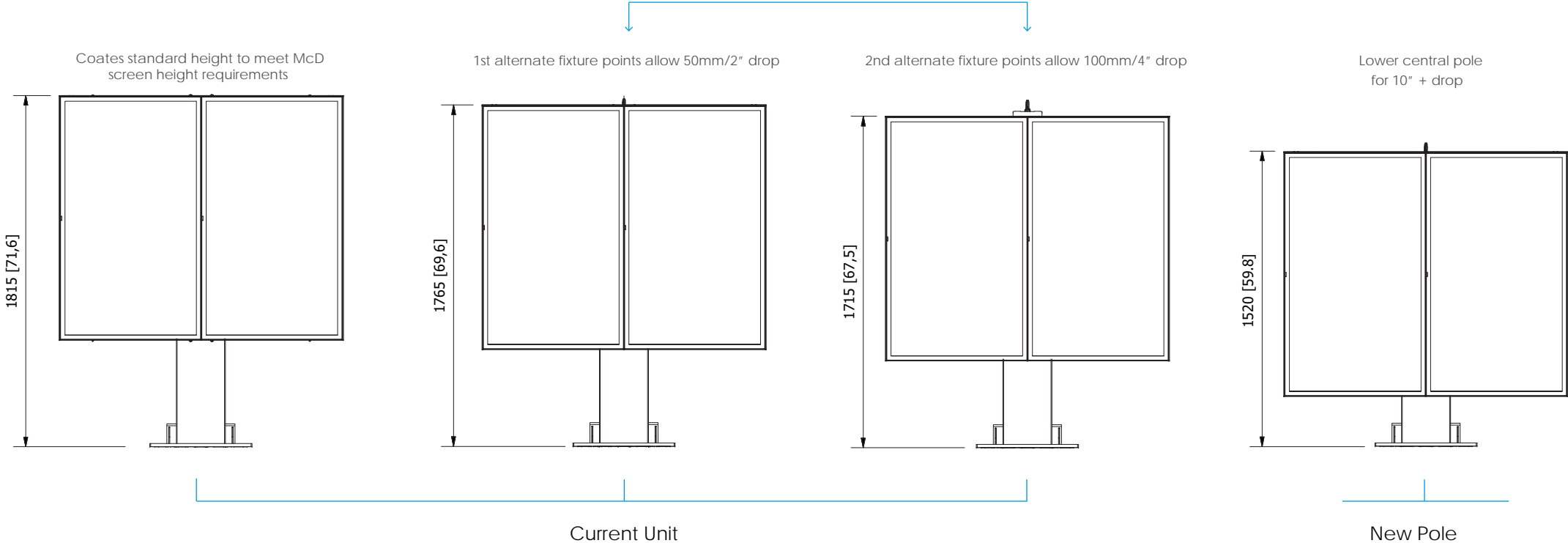
UL48 Electric sign

Coates ODMB

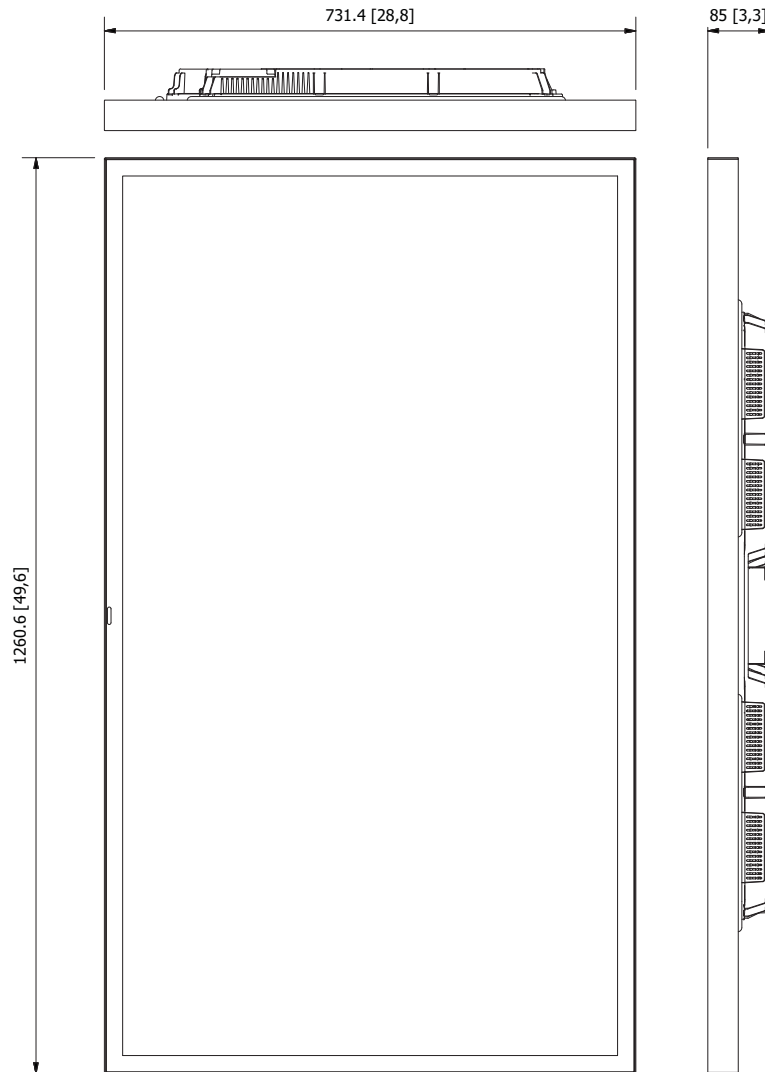
Height variations



Existing design has multiple fixture points already built in for brackets and screens allow for lowering in 2 additional increments.



Display specification



Samsung 550HF

Diagonal Size	55"
Brightness	2500 NIT
Weight	52.6 Kg [118.2 lbs]
Mechanical Specification	
Glass	5T Tempered Glass
Bezel Width	24.9mm [0.98"]
Operation Temperature	-40°C ~ 50 °C [-40 F ~ 122 F]
Certification	UL : CUL60950-1 (GO)

Display specification

Lumen output

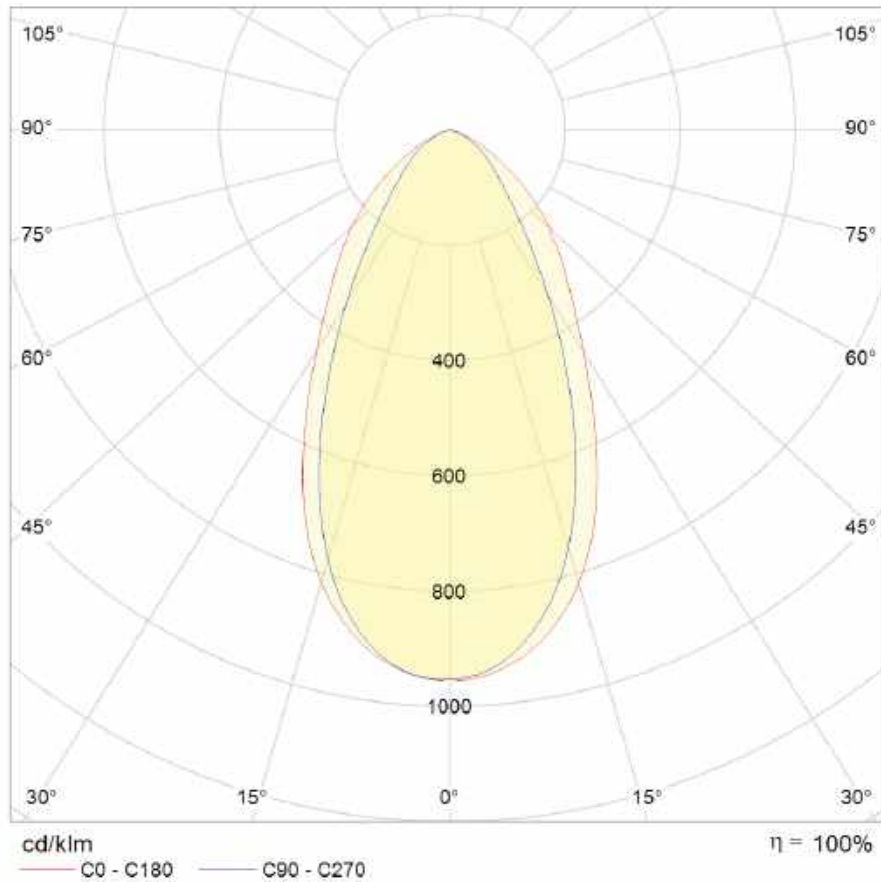


Fig 1.0

The attached is the max potential light output of the screen (see accompanying IES file)

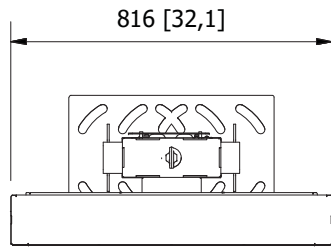
The units have inbuilt ambient light sensors

These light sensors dim the brightness of the screen based on the light surrounding it

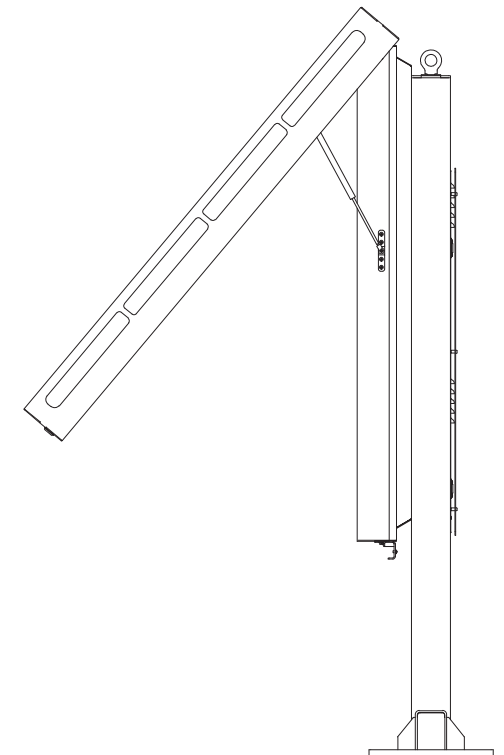
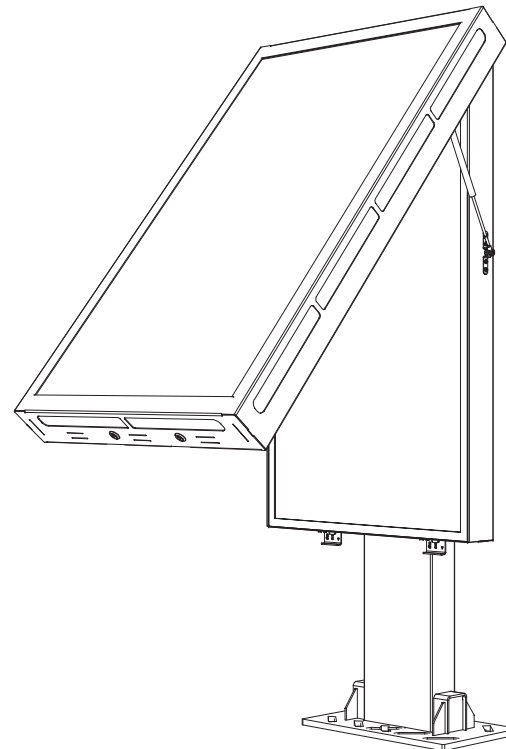
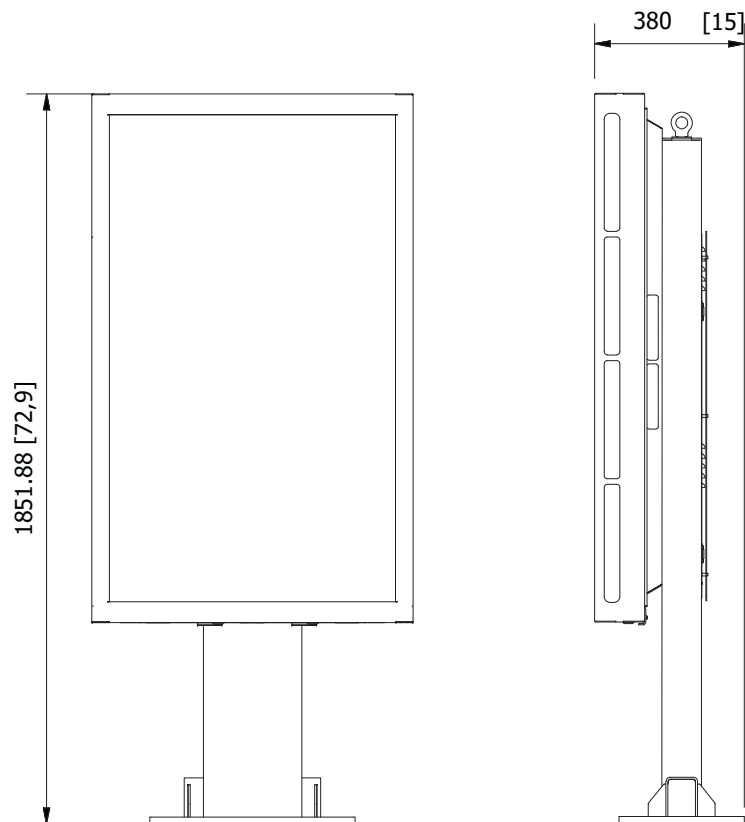
The screens can dim from full brightness 2500nit (Fig1.) all the way down to 500nit to prevent excessive output (glare) in low light and night time environments

Coates ODMB

Single with additional security glass



Optional tempered glass security cover
6mm tempered glass

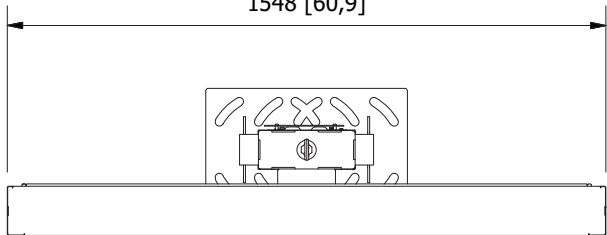


Coates ODMB

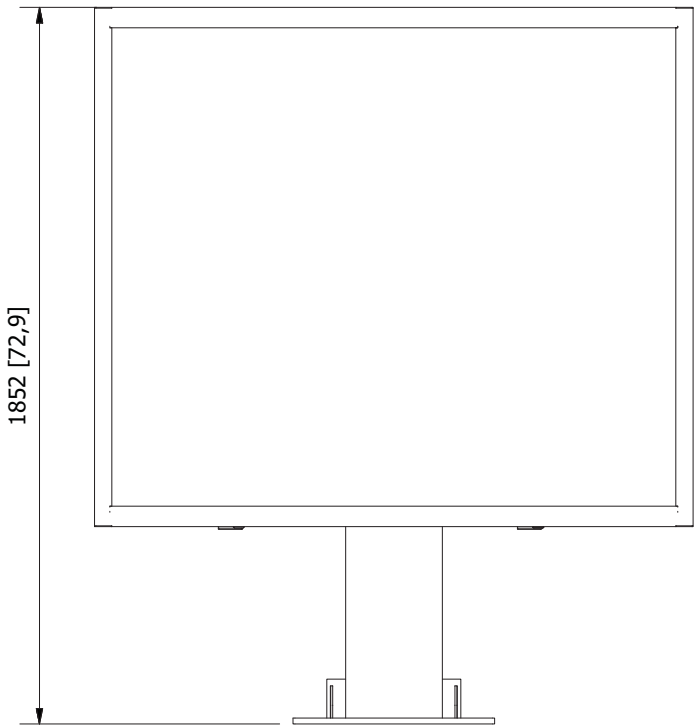
Double with additional security glass



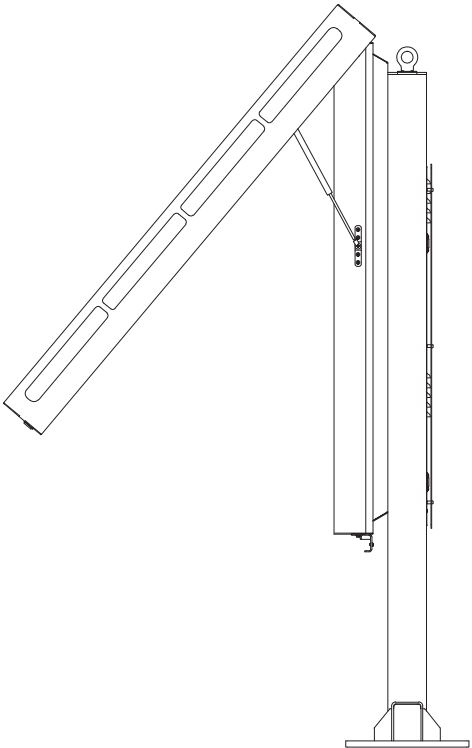
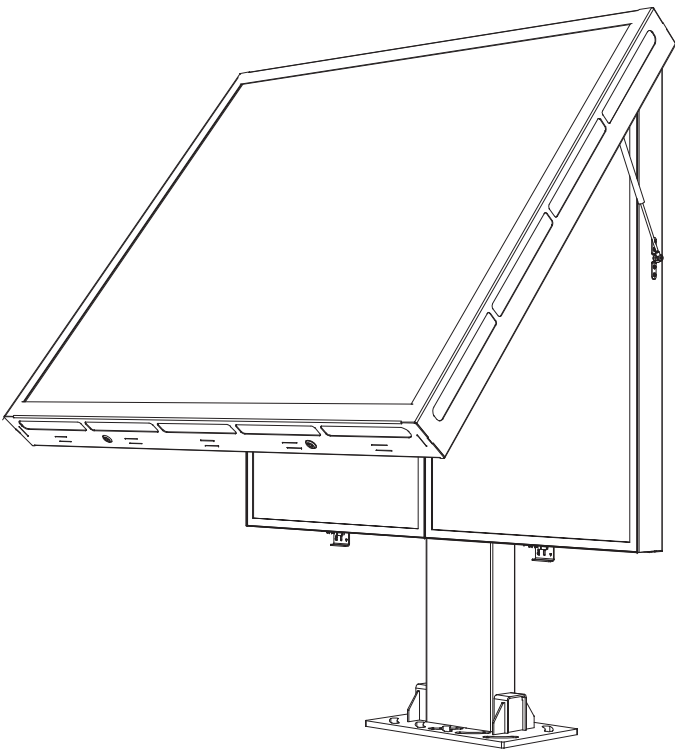
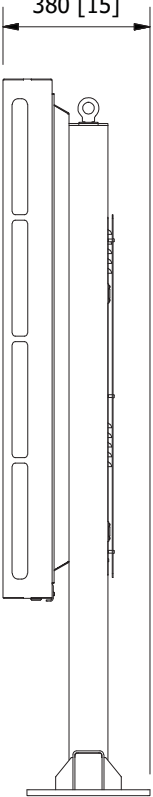
1548 [60,9]



Optional tempered glass security cover
6mm tempered glass



380 [15]



Coates ODMB

Additional security glass



Coates ODMB

Color specification

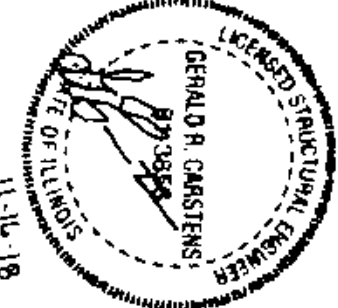


Unit powder coat color Coates dark grey
Match Pantone: 446C
Gloss specification: 7-12 units @60deg

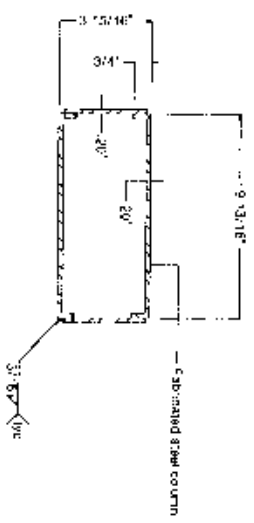
REVISION	NO.	DATE	REMARKS
ISSUE	00	11-16-18	FOR APPROVAL

KEYSER INDUSTRIES INC.
10200 South Kedzie Ave.
Evergreen Park, IL 60805

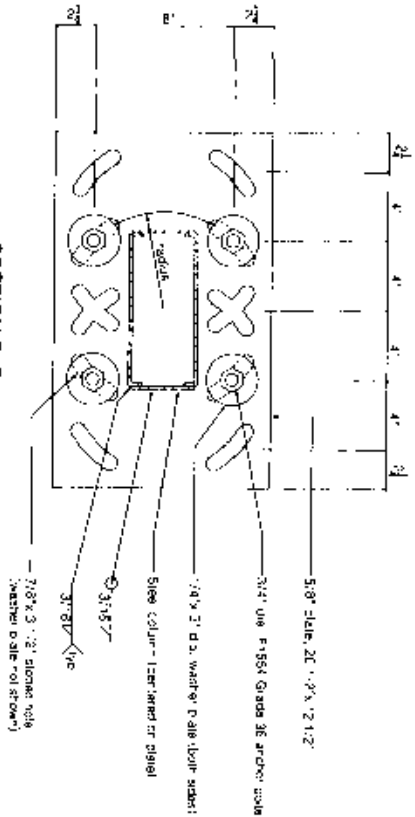
COLUMN & FOUNDATION
MCDONALD'S
DOUBLE FACE MENU BOARD
NS# 6749
626 N. HARBLEN
RIVER FOREST, ILLINOIS



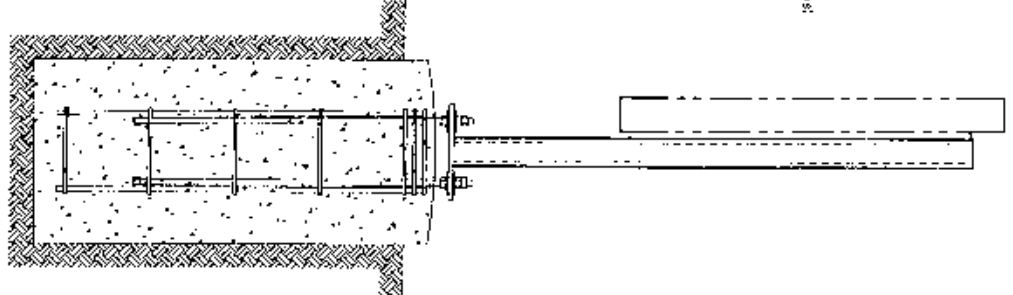
STEEL COLUMN DETAIL



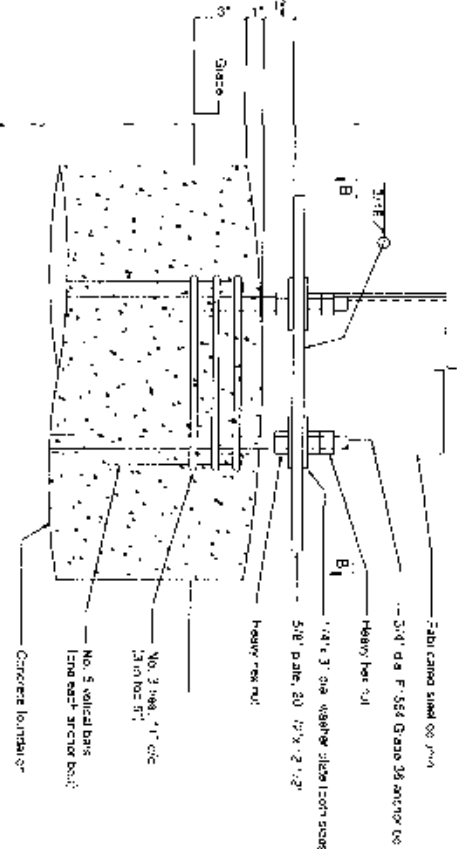
SECTION B-B



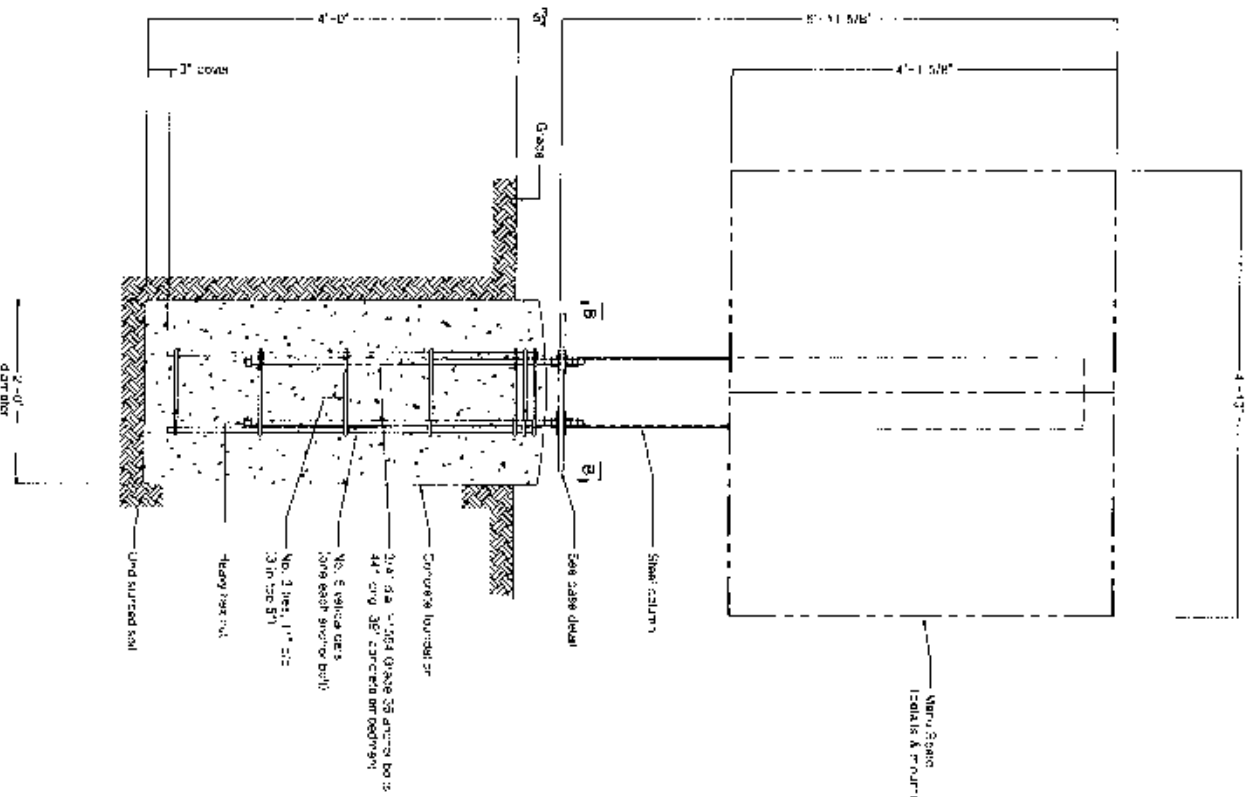
SIDE VIEW



BASE DETAIL



MENU BOARD ELEVATION




FRANCHISE REALTY INVESTMENT TRUST – IL

SECRETARY'S CERTIFICATE

I, Mahrukh S. Hussain, an officer of Franchise Realty Investment Trust - IL, a real estate investment trust organized under the laws of the State of Maryland (the "Trust"), hereby certify as follows, as of the date hereof:

1. I am the duly elected, qualified and acting Vice President and Secretary of the Trust, and
2. Attached hereto as Exhibit A is a true, complete and correct copy of resolutions duly adopted by the Board of Trustees of the Trust on August 23, 2013 (the "Resolutions"), authorizing certain officers of the Trust and certain officers and employees of McDonald's Corporation and McDonald's USA, LLC to execute, for and on behalf of the Trust, documents relating to the purchase, sale, lease or transfer of the real property of the Trust. The Resolutions have not been amended, modified, or rescinded in any way and remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand on this 25th day of February, 2019.



Mahrukh S. Hussain
Vice President and Secretary

EXHIBIT A

Franchise Realty Investment Trust - II
Resolutions of the Board of Trustees
Adopted August 23, 2013

RESOLVED, That the officers of the Trust; the U.S. Senior Vice President – Development, the U.S. Vice President and Secretary or any Assistant Secretary of McDonald's USA, LLC, a Delaware limited liability company ("McDonald's USA"); and any attorney employed by McDonald's Corporation, a Delaware corporation, or McDonald's USA who holds the title of Managing Counsel or Senior Counsel and who reports, directly or indirectly, to the U.S. Vice President and Secretary or to the U.S. Vice President, U.S. General Counsel and Assistant Secretary of McDonald's USA, are, and each one of them is, authorized to execute for and on behalf of the Trust, contracts, leases, agreements, deeds and other documents relating to the purchase, sale, lease or transfer of the real property of the Trust (including, but not limited to, beneficial interests in land trusts) and to perform all such acts and to execute such additional documents (including, but not limited to, easements, memoranda of lease and non-disturbance agreements, licenses, or contracts and documents associated with the due diligence and investigation of a site) as may be necessary or appropriate in connection with such transactions.

FURTHER RESOLVED, That the officers of the Trust; the U.S. Vice President and Secretary or any Assistant Secretary of McDonald's USA; and any attorney employed by McDonald's Corporation or McDonald's USA who holds the title of Managing Counsel or Senior Counsel and who reports, directly or indirectly, to the U.S. Vice President and Secretary or to the U.S. Vice President, U.S. General Counsel and Assistant Secretary of McDonald's USA are, and each one of them is, authorized to attest to real estate documents that have been executed pursuant to these resolutions (except that no individual may attest to his or her own signature).


FURTHER RESOLVED, That the officers of the Trust are, and each one of them is, authorized and empowered to take such further steps and to execute such additional documents as they, or any one of them, may deem necessary or appropriate to carry out fully the intent of the foregoing resolutions.

McDONALD'S CORPORATION
CERTIFICATE OF ASSISTANT SECRETARY

I, Mahrukh S. Hussain, an officer of McDonald's Corporation, a corporation organized under the laws of the State of Delaware (the "Company"), certify as follows, as of the date hereof:

1. I am the duly appointed, qualified and acting Corporate Vice President, U.S. General Counsel and Assistant Secretary of the Company;
2. The Board of Directors of the Company duly adopted the McDonald's Corporation Corporate Governance Policy Regarding Authorizations, as amended, on May 24, 2018 (the "Authorization Policy"), that authorized the Chief Executive Officer to delegate signature authority for documents required in connection with real estate matters to appropriate officers and employees of the Company, as part of the day-to-day operation of the business; and
3. Attached as Exhibit A is a true, complete and correct copy of the CEO Authorization of Signature Authority for Real Estate Matters, approved and executed by Stephen J. Easterbrook, President and Chief Executive Officer of the Company, on July 27, 2016, pursuant to the Authorization Policy. The Authorization Policy and the CEO Authorization of Signature Authority for Real Estate Matters have not been amended, modified, or rescinded in any way and remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand on this 25th day of February, 2019.



Mahrukh S. Hussain
Corporate Vice President, U.S. General
Counsel and Assistant Secretary

EXHIBIT A

McDonald's Corporation CEO Authorization of Signature Authority for Real Estate Matters

Pursuant to the authority granted to the Chief Executive Officer under the McDonald's Corporation (the "Company") Corporate Governance Policy Regarding Authorizations, as amended, which was approved by resolution of the Board of Directors on November 29, 2012, I authorize any of Robert T. Lancaster, Michael Soenke, Denise A. Horne, Jerome N. Krulewitch, David Bartlett, Karen A. Matusinec, Mahrukh S. Hussain, Padraic G. Molloy, Kathleen R. Madigan, Valery D. Mathelier and Robert L. Switzer, all of whom are officers of the Company or McDonald's USA, LLC ("McD USA"), and any attorney employed by the Company who holds the title of Managing Counsel or Senior Counsel and practicing in the U.S. Legal Practice Group, to execute for and on behalf of the Company, contracts, leases, agreements, deeds, guarantees, mortgages, promissory notes and other documents relating to the purchase, sale, lease or transfer of the real property of the Company (including, but not limited to, beneficial interests in land trusts) and to perform all such acts and to execute such additional documents (including, but not limited to, easements, licenses, memoranda of lease and non-disturbance agreements, powers of attorney or contracts and documents associated with the due diligence and investigation of a site) as may be necessary or appropriate in connection with such transactions.

I further authorize any of the above signatories and any attorney employed by the Company or McD USA who holds the title of Counsel and practicing in the U.S. Legal Practice Group, to execute documents that are ancillary to real estate transactions but which do not convey any interest in real estate (including, but not limited to, memoranda of lease and non-disturbance agreements).

I further authorize each Senior Development Director of McD USA and each U.S. Vice President - General Manager of McD USA to execute, in the name of and on behalf of the Company, miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company (including, but not limited to, contracts or purchase orders for sales analysis, soil borings or survey work) up to a limit of One Million Four Hundred Thousand Dollars (\$1,400,000) per project.

I further authorize each Lead Development Director of McD USA to execute, in the name of and on behalf of the Company, miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company in his or her respective geographic area of responsibility (including, but not limited to, contracts or purchase orders for sales analysis, soil borings or survey work) up to a limit of Fifty Thousand Dollars (\$50,000) per occurrence not to exceed Three Hundred Thousand Dollars (\$300,000) per project.

I further authorize each of the following persons who hold the positions as set forth below, to execute miscellaneous contracts and purchase orders associated with the due diligence and investigation of a site pursuant to a real estate transaction entered into by the Company in his or her respective geographic area of responsibility, up to the limits per such project as set forth below:

U.S. Field Execution Development Director up to \$50,000;
U.S. Field Execution Construction Manager up to \$50,000; and
U.S. Field Execution Real Estate Manager up to \$50,000.

I further authorize any of the above signatories for real estate matters, any Assistant Secretary and any Assistant Treasurer of the Company and any attorney holding the title of Counsel and practicing in the U.S. Legal Practice Group, to attest to the signatures on any documents that have been executed pursuant to the foregoing authorizations (except that no individual may attest to his or her own signature).

The above authorizations supersede and replace the Authorization of Signature Authority for real estate documents, approved and executed by the President and Chief Executive Officer of the Company on August 31, 2015, and all actions taken by the persons duly authorized therein and in conformity therewith are in all respects confirmed, adopted and ratified as the valid and subsisting acts of this Company, having full force and effect from and after the dates thereof.

Effective as of July 27, 2016.

I direct that Adele Jamieson, Corporate Assistant Secretary, file this delegation of authority with the corporate records of the Company.

/s/ Stephen J. Easterbrook

Stephen J. Easterbrook

President and Chief Executive Officer



Village of River Forest
Village Administrator's Office
400 Park Avenue
River Forest, IL 60305

Attn: Lisa Scheiner, Assistant Village Administrator
Jonathan Pape, Assistant to the Village Administrator

Re: Neighbor Meeting – McDonalds – November 6, 2019, 7PM
Request for a Minor Amendment to Planned Development Permit #3526 issued 12/8/08
624 Harlem Avenue – NSN6749 – Operator Nicholas Karavites

Hello,

Below is a summary of the Neighbor Meeting held last night; we believe all of the items discussed, relative to this requested project scope, have been addressed and there are NO CHANGES BEING MADE TO OUR ORIGINAL SUBMISSION.

Attendees:

- Michelle Freeman and Mary Thies from Keyser Industries on behalf of McDonald's
- Jon Pape on behalf of the Village of River Forest
- Mr. and Mrs. Lauber, resident at 7215 Oak
- Ms. Spizzirri, resident at 7200 Quick

We introduced the project, which the residents were already familiar with. The Laubers stated they had previously viewed the same proposed set up at the Forest Park McDonald's location and we have had a few separate conversations with them since the originally scheduled Board meeting.

We provided a typed handout identifying issues that had been raised by some residents and what the operator proposed to do to address them. We have revised the handout and included it with this notice.

The following items were especially highlighted:

- Sound from the speaker box will remain the same.
- The outside drive through lane will remain to be used only as needed and will not have a greeting, same as the current setup.
- McDonald's is willing to install signs asking for guests to be courteous and quiet for

9015 S. Kedzie Avenue, Evergreen Park, IL 60805

p: 800.499.0400 • f: 708.499.4620 • e: sales@explorekeyser.com

www.explorekeyser.com



- neighbors and will check with Village for sign regulations.
- Pre-browse sign programming – the sign will go black during closed hours, but either cannot or will not be programmed to have a special message stating that the store is closed.
- Lights on board will be turned on and off automatically with the store hours. This will hopefully mitigate signs being turned on too early before the store is open or being left on overnight as they are currently manually operated.

Residents expressed the following issues:

- Ms. Spizzirri reiterated the concerns in her son Rocco's 11/4/2019 email which included cul-de-sac landscaping, trash around the area, rodents due to trash, fencing that is in disrepair, and the left turns out of the facility. We addressed these issues on the handout. If trash on the property or disrepair issues continues, the Village could issue code enforcement violations.
- Ms. Spizzirri expressed her displeasure with the snow issue and felt she did not qualify for the free senior snow removal program. She was advised by Mr. Pape to apply to the Village program so her application could be reviewed.
- Ms. Spizzirri complained about screaming and honking on the property, including around the opening hours of the restaurant. McDonald's operator stated that this issue would be address, along with other items such as trash pickup and dumpster area, during the restaurants' staff meetings.
- Ms. Spizzirri said her only concerns related to the new menu boards were any concerns the Laubers had.
- The Laubers stated they now understand what the boards are, where they will be going, and what direction they will face and have no issue with the boards.
- Ms. Lauber stated she is concerned the volume will go up from the speaker box. It was confirmed that the volume control is independent of the new menu boards and would not change as they remain on the existing speaker post.
- Mr. Lauber requested that the Village Board consider putting the following items into the amendment/variation related to enforcing the original planned development:
 - That proof of the offsite parking for six employee spaces is provided to the Village **annually**.
 - That McDonald's works to comply with closing off the lot at night. He does not feel this has ever been met.
 - § Per the planned development: "Such modifications may include, but are not limited to, closing and blocking access to the outside drive through lane in the two hours prior to closing with a traffic cone or by some other method, **and limiting or eliminating access to the parking lot after closing through the use of traffic cones, a chain, or by some other method.**"

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We look forward to receiving confirmation that this item will be on the Village Board meeting agenda for Tuesday, November 12th at 7:00PM.

If you need anything else, please reach out to me directly.

Kind Regards,

Michelle Freeman
Senior Project Manager
michelle.freeman@explorekeyser.com
O: 708.876.1249

DRAFT

River Forest Residents,

Thank you for taking the time to join us this evening to discuss the proposed amendment to an existing planned development for the McDonald's restaurant located at 624 Harlem Avenue, River Forest, IL.

On behalf of Nicholas Karavites, we apologize for his absence; he had important family matters to attend to and wants you all to know how much he values his partnership with the Village and its residents.

We hope the following list will address the concerns that have previously been presented.

- **Pre-browse placement:**
 - Lane 1 Pre-browse will be placed just inside the corner (in the mulch) for the inner lane
 - Lane 2 Pre-browse will be placed in the island to the left of the order post in the outer lane
- **Lighting of the new digital menu boards**
 - The lighting on the new boards is designed to put out much lower light levels, less bleed, and reduced glare.
 - The screens are at their brightest during the daytime and have built in auto sensors to adjust to lighting conditions.
- **Volume/Signage directed to customers asking to turn down their sound:**
 - The volume of the speakers will not increase.
 - The outside lane will not be used during non-peak hours
 - The outside lane does not have an auto-greeter
 - There can't be any signage attached to the pre-browse
 - Store Operator Nick Karavites has offered to again place 'real estate' type signs again in the area encouraging customers to 'be courteous to our neighbors and turn down your sound.' He has done this in the past; unfortunately they were repeatedly stolen or damaged.
- **Customers entering drive-through lanes after closing.**
 - There can't be any signage attached to the pre-browse stating store is closed or listing business hours
 - The pre-browse can't be programmed to display store closed or list business hours.
 - The new boards will remain powered on at all times, but screens will automatically go black during non-operating hours based on the operating hours programmed in to the software.
 - The drive-thru operating hours will not change.
 - Previous attempts of complying with request to place traffic cones at the restaurant entrance were ineffective.

- **Traffic Control – illegal left turn out of restaurant**
 - This is the responsibility of the Village traffic enforcement department.
- **Exterior Pest Control**
 - Operator will remind staff when taking out the trash to close all containers.
- **Property Maintenance**
 - The sliding fence that is used off of Harlem Ave for truck circulation on the McDonald's property has been in disrepair for years.
 1. Operator is unaware of repairs needed; will look into
 - Landscaping of cul-de-sac
 1. Operator will work with landscaper to upgrade as needed.
 - Trash Removal
 1. Operator will remind staff to close all outdoor trash receptacles.
 2. Operator will remind staff when picking up trash on his property, to walk the area from Oak Street to Quick Ave to assist in keeping it free of McDonald's trash as well.

Thank you for your time and consideration. We appreciate your comments and feedback.

Kind Regards,

Michelle Freeman, Senior Project Manager, Keyser Industries

Mary Thies, Project Manager, Keyser Industries

Nicholas Karavites, Operator, McDonald's at 624 Harlem Ave.

ORDINANCE NO. 3256

**AN ORDINANCE GRANTING A PLANNED DEVELOPMENT PERMIT
TO REBUILD THE EXISTING MCDONALD'S RESTAURANT
AT 624 HARLEM AVENUE**

WHEREAS, a petition for the granting of a planned development permit to rebuild the existing McDonald's restaurant at 624 Harlem Avenue has been filed with the Village Clerk of this Village and has been referred to the Development Review Board of this Village and has been processed in accordance with the Zoning Ordinance of the Village of River Forest, as amended; and

WHEREAS, the Development Review Board of this Village held public hearings on October 16, 2008 and November 6, 2008, on whether the planned development permit should be granted, at which time all persons present were afforded an opportunity to be heard; and

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

WHEREAS, the Development Review Board of this Village has filed its report of findings and recommendation with this President and Board of Trustees which are hereby incorporated by reference as fully as if attached hereto. This Board of Trustees has duly considered said reports and findings and recommendation;

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: The application and all exhibits submitted at the aforesaid public hearing are hereby incorporated by reference as fully as if attached hereto. This Board of Trustees finds that the proposed planned development is in the public good and in the best interest of the Village and its residents and is consistent with and fosters the purposes and spirit of the Zoning Ordinance of the Village of River Forest. Said planned development is also in accordance with the provisions of the comprehensive land use plan of the Village.

Section 2: In addition to the findings set forth in Section 1 hereof, this Board of Trustees further finds that the proposed development meets the standards set forth in Section 10-19-3 of the Zoning Ordinance of the Village of River Forest of 1995, provided that the following conditions are met:

1. Petitioner shall make available and continuously maintain at least six (6) off-site parking spots, and shall require its employees to park or attempt to park in such off-site spots as a first option rather than parking on the Subject Property;

2. The golden arches logos shall be removed from the proposed directional signage;
3. Following installation of all on-site lighting, Petitioner shall meet with Village staff to assess the effect of the lighting on the lots of adjacent residents. If, in the sole discretion of Village staff, the on-site lighting creates an unacceptable amount of light spillage onto adjacent residential lots, Petitioner will install appropriate shielding or take other steps to minimize the effect the lighting has on the adjacent residential lots;
4. While an electronic reader board style sign on the Monument Sign, as proposed by Petitioner in its Addendum, may be allowed, it is being recommended for approval only under the unique circumstances present in this Application, including, but not limited to: 1) the fact that the sign will be on Harlem Avenue, a major commercial thoroughfare, where it will be practically invisible from residential areas of the Village; 2) the fact that it and the Monument Sign as a whole will replace an existing, substantially larger and more offensive sign; and 3) because of the ability of the reader board sign to display the word "closed" during hours the restaurant is not in operation, it is important in solving a unique site problem of customers entering the parking area after the facility is closed without the need to barricade access to the lot. Further, the reader board is being recommended for approval only on the condition that its text shall remain stationary, and cannot flash, scroll, or otherwise move at any time. The text on the reader board sign shall be white on a black background and shall change no more often than every thirty (30) minutes. The text on the reader board shall display the word "closed" during hours that the facility is not open for business; and
5. While the dual drive-through lanes can initially stay open until closing, and the commencement of operations of the new facility, the Village, in its sole discretion, determines that operation of the outside drive-through lane in the two hours prior to closing and/or access to the parking lot following closing are creating an unacceptable noise nuisance for adjacent neighbors, Petitioner shall make appropriate modifications to minimize or eliminate the nuisance. Such modifications may include, but are not limited to, closing and blocking access to the outside drive-through lane in the two hours prior to closing with a traffic cone or by some other method, and limiting or eliminating access to the parking lot after closing through the use of traffic cones, a chain, or by some other method.

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

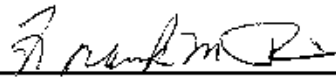
Section 4: This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

AYES: Trustees Dudek, O'Brien, Dillon, Conti and Hoke

NAYS: None


ABSENT: Trustee Nummer

ADOPTED this 8th day of December, 2008.



Village President

ATTEST:



Village Clerk Deputy

Published in pamphlet form the 9th day of December, 2008



December 8, 2008

Administration

STATE OF ILLINOIS}
COUNTY OF COOK}

Village Board of Trustees

Frank M. Paris
President

Susan J. Conil
Trustee

Nancy C. Dillon
Trustee

Stephen J. Dulex
Trustee

Stephen Hoke
Trustee

Russell W. Numrier
Trustee

Patrick E. O'Brien
Trustee

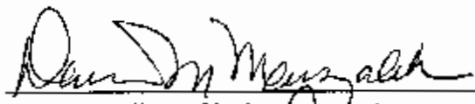
Catherine M. Adduci
Village Clerk

Steven V. Gutierrez
Village Administrator

I, Catherine Adduci certify that I am the duly elected and acting municipal clerk
of the Village of River Forest of Cook County, Illinois.

I further certify that on December 8, 2008 the Corporate Authorities of such
municipality passed and approved Ordinance No. 3256 entitled **AN
ORDINANCE GRANTING A PLANNED DEVELOPMENT
PERMIT TO REBUILD THE EXISTING MCDONALD'S
RESTAURANT AT 624 HARLEM AVENUE** which provided by its terms
that is should be published in pamphlet form as provided by law.

By:


Village Clerk *Deputy*



Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: November 6, 2019

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Planned Development Permit Minor Amendment – Dominican University Crown
Library Terrace Enclosure

Issue: Planned Development Permit 2834 was issued on June 28, 1999 to Dominican University at 7900 W. Division Street (and amended through the adoption of Ordinances 2982, 3131, 3339 and 3340). Dominican University is seeking a minor amendment to the Planned Development permit to construct a 1,420-foot enclosure of an existing terrace.

Analysis: At staff's request, Dominican University sent notice to neighboring River Forest property owners regarding the proposed minor amendment and an invited them to attend an informational meeting. The meeting was held Tuesday, November 5, 2019. Dominican University Staff have reported to Village Staff that no one attended the meeting.

The proposed project will result in the loss of one tree on Dominican's property, and the University has committed to replace the tree on a caliper inch by caliper inch basis elsewhere on their property.

Section 10-19-8(B) of the Zoning Ordinance provides guidance regarding amendments to planned development permits. A change is not minor if it:

1. Increases the density - *The proposed project does not increase the density (or intensity of the land use).*
2. Increases the height of buildings, unless the proposed height change is less than or equal to the lesser of: a) the height permitted in the property's zoning district regulations in effect as of the date the planned development permit is approved, or b) the height permitted in the property's zoning district regulations in effect as of the date the minor amendment is requested - *In a PRI District, a building may not exceed 40' in height, except that the maximum building height may be increased one (1) additional foot, up to a maximum of 15 feet, for every 5 feet by which the setback of the building exceeds 25' from the nearest residential zoning district. The library is more than 500' away from the nearest residential zoning district, therefore, the maximum building height is 55' above grade as measured from the nearest public sidewalk. The proposed project is 34.28' tall as measured*

from the nearest public sidewalk, and will not exceed zoning regulations, nor will it exceed the height of the immediately adjacent building.

3. Increases the footprint of a building - *The proposed project will be constructed above an existing lower level mechanical room and in the location of an existing first floor terrace, so the footprint of the building is not changed.*
4. Modifies the proportion of housing types - *The proposed project does not include housing.*
5. Reduces the number of parking spaces - *The proposed project does not reduce parking.*
6. Creates a greater demand or burden on village services or alters the alignment of roads - *The proposed project will not create a greater demand or burden on Village services or alter the alignment of roads.*
7. Increases the amount of stormwater conveyed to the village's stormwater sewer system - *The existing terrace has a stormwater drainage system and expected stormwater into the Village system will remain the same. The Village's Engineer can confirm this through the building plan review process when the applicant applies for a building permit.*
8. Amends final governing agreements, provisions or covenants, or provides any other change inconsistent with any standard or condition imposed by the board of trustees in approving the planned development permit - *The proposed project does not amend any final governing agreements, provisions or covenants, nor provide any change that is inconsistent with any standard or condition imposed by the Board of Trustees in the existing planned development permit.*

Section 10-19-8(B)(8) further states that “a minor change may be approved by the zoning administrator without obtaining separate approval by the board of trustees. In addition, the village board may, after reviewing the request for a minor change made by the village staff or the applicant, direct the village administrator to process the minor change administratively. A minor change that would constitute a variation under the zoning title may only be approved at the direction of the village board. Any minor change approved by the zoning administrator shall be reported to the village board.”

Action Required: Should the Zoning Administrator deem that this amendment should be granted by the Village Board of Trustees, the following Village Board motion would be appropriate: Motion to grant a minor amendment to the Planned Development Permit at 7900 W. Division Street regarding the Crown Library Terrace Enclosure and to direct the Village Administrator to process the minor change administratively.

Attachment(s):

- Application for Minor Amendment
- Neighbor Meeting Invitation and Mailing List
- Neighbor Meeting Presentation and Sign-In Sheet (no residents attended)



DOMINICAN UNIVERSITY

10/24/19

Ms. Lisa Scheiner, Assistant Village Administrator
Village of River Forest
400 Park Ave
River Forest, IL 60305

RE: Request to Address Project as a Minor Change
Crown Library Terrace Enclosure
Dominican University, 7900 West Division, River Forest, IL 60302

Dear Ms. Scheiner:

Dominican University is planning a 1,400 square foot enclosure to the terrace on our Rebecca Crown Library. After review of the code addressing Planned Development applications, we hereby submit this request for waiving a Planned Development application and instead addressing this project as a minor change. Attached please find the following supporting documents:

- Executive summary description of project
- Visuals of existing and proposed exterior view, and axonometric of proposed interior
- Point by point responses to code criteria regarding a minor change
- Calculations and backup surveys to show project building height compliance
- Letter to neighbors within 500' of campus with project information and invitation to project introduction meeting (neighbor comments from that meeting will be forwarded 11/5/19 after the meeting is held)
- Zoning code review matrix showing no zoning waivers are required

Thank you for your consideration of this waiver request.

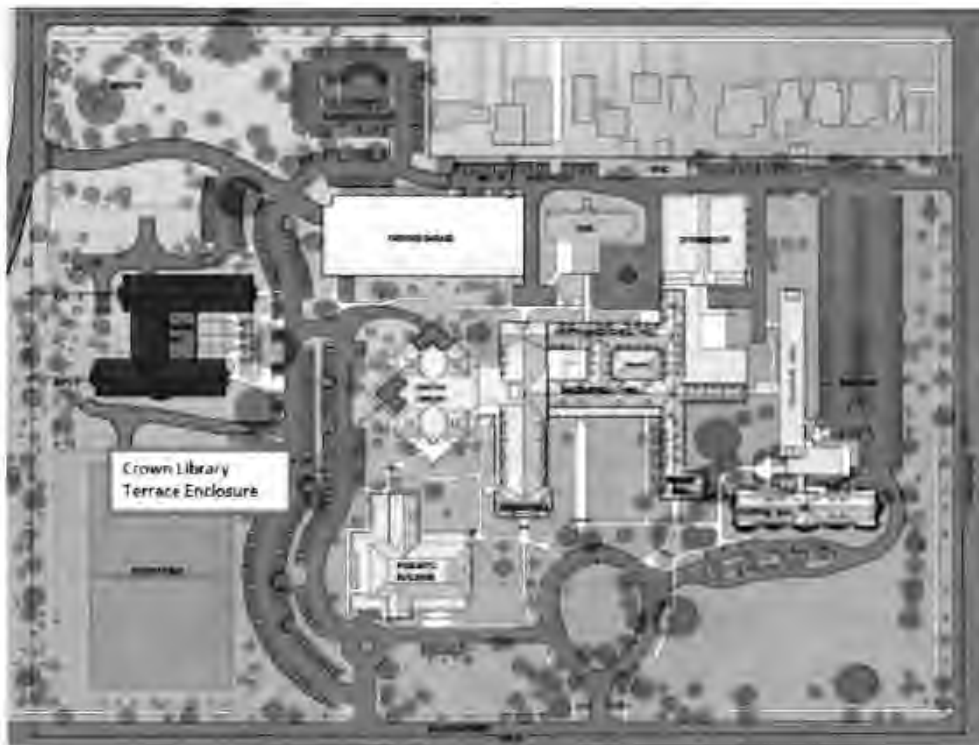
Sincerely,

Dawn Morse
Associate Director of Operations

Executive Summary

Dominican University seeks approval for a one story 1,400 square foot addition above the existing terrace on the west side of the Rebecca Crown Library.

The project is tucked into the existing library building so only two new exterior walls will be constructed. The proposed design draws from existing architectural features in the building with its glass storefront wall and metal standing seam roof. The existing terrace covers a mechanical room plus extends approximately 8'-10" beyond. The enclosure would be built directly above the mechanical room and preserve the overhang as exterior patio space. Given the position of the library within campus, little to no work will be seen from the street or neighboring properties.



The enclosure and adjacent modest renovation of existing space will allow clustering and expansion of key student academic support services in this new *Learning Commons*. The division of Student Success and Engagement (SSE) will relocate its writing, tutoring and disability/accessibility services from Parmer Hall to the first floor of the library, to be adjacent to its advising, leadership and career development offices in the library link. The Rebecca Crown Library (RCL) will enhance the flexibility of the library instruction classroom and create the Center for Innovation and Creativity. The design includes both multi-purpose rooms and open spaces for student study and tutoring, intended to stimulate group teamwork. The project has already motivated SSE and RCL to create new professional partnerships to engage students within the *Learning Commons*. By enclosing the terrace, the project also creates the Crown Alcove for quiet study and reflection. The *Learning Commons* is designed to stimulate collaborative learning while also respecting an equivalent need for independent thinking and personal space.

Impacts to the community will be minimal. No change in guest library services or traffic volume is expected, and no additional exterior lighting is planned. While no trees are in the project site, the landscape design removes a nearby tree that is in poor health. The new landscaping will replace it with the equivalent caliper inches of new trees on campus. The new offices shown in the plan are replacements for office space being taken off line; no new personnel are expected as part of this project.

The amount of impervious area will not be changed with this project. The drainage system that services the existing terrace will be reworked to handle the project with no new volume.

No site development allowances are required. The addition will be lower than the existing library, with the addition's roof aligning with the 300 level of the library. With the property setback in excess of 25', code allows a building height of 55' above the grade of the nearest public sidewalk. Using the Division Street sidewalk as the basis, the project roof is 34.28' above the sidewalk, which is well within code requirements.

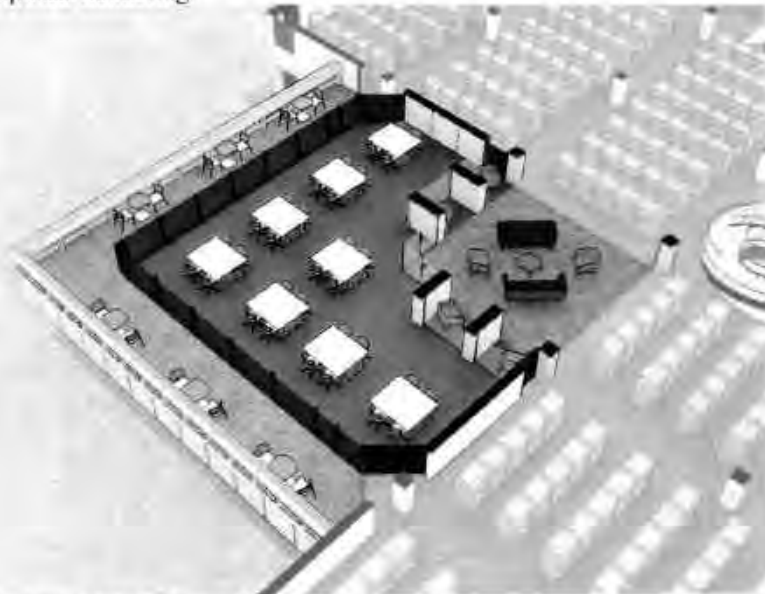
Dominican University Crown Library Enclosure: Existing and Proposed



Existing Picture of Area



Proposed Rendering



Axonometric of Terrace Enclosure

Code Criteria Regarding a Minor Change

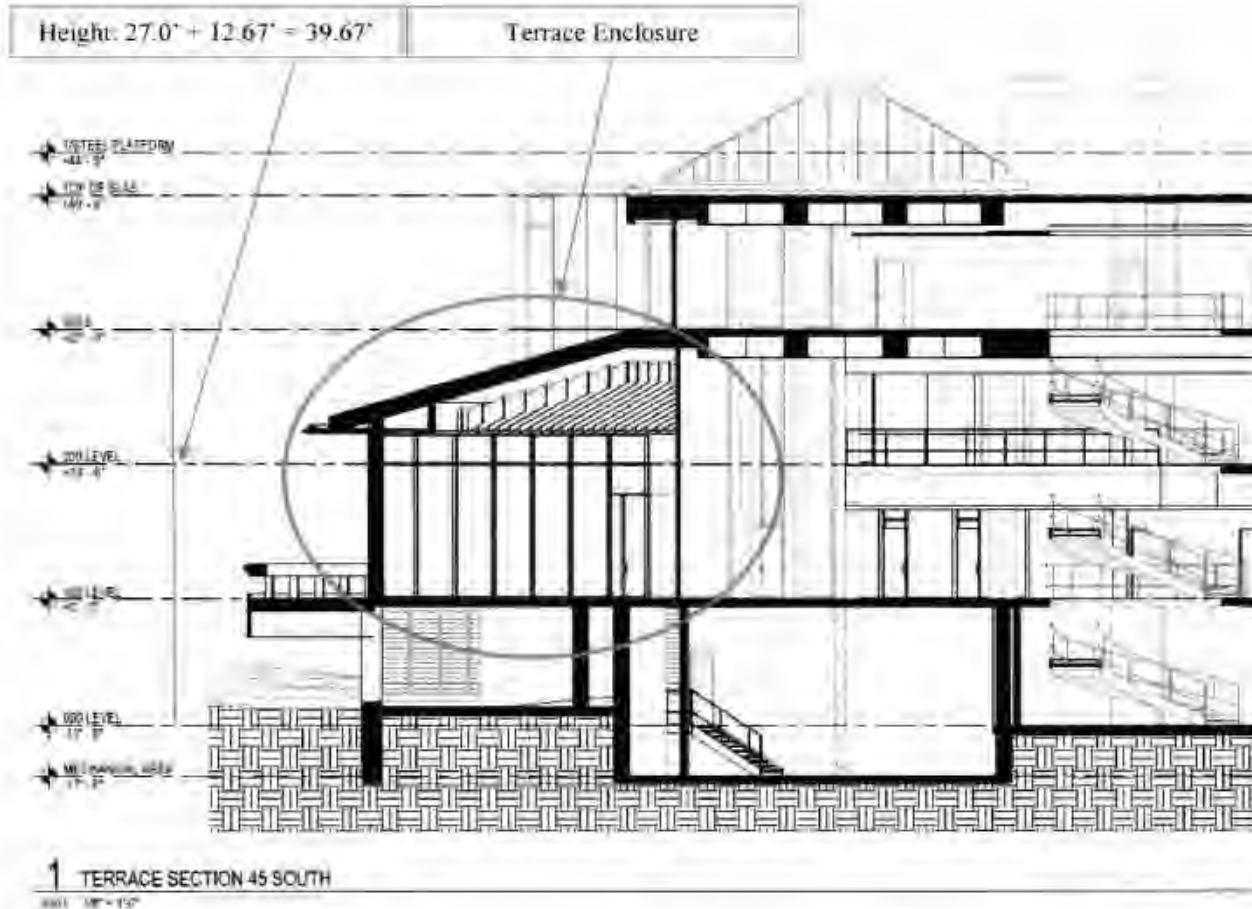
Below are our **BOLDED** responses to the relevant code items and summary information about the project.

10-19-8: AMENDMENTS AND ALTERATIONS TO APPROVED PLANNED DEVELOPMENT PERMITS:

- A.** Except as provided in subsection B of this section, any modifications to a project operating under an approved planned development permit or any addition to or expansion of a project operating under an existing planned development permit shall require separate review and approval under the provisions of this section. **THE DOMINICAN UNIVERSITY CAMPUS OPERATES UNDER AN EXISTING PLANNED DEVELOPMENT PERMIT.**
- B.** A minor change is any change in the site plan or design details of a project operating under an approved planned development permit which is consistent with the standards and conditions applying to the project and which does not alter the concept or intent of the project. **THE DESIGN OF THE TERRACE ADDITION PULLS FROM THE DETAILS OF THE EXISTING STRUCTURE. THE ENCLOSURE IS INTENDED AS READING SPACE, WHICH IS CONSISTENT WITH THE USE AND INTENT OF THE EXISTING TERRACE, AS WELL AS THE EXISTING LIBRARY.** A change is not minor if it, with regard to the approvals granted in the planned development permit:
1. Increases the density; **DENSITY IS NOT CHANGED WITH THIS PROJECT.**
 2. Increases the height of buildings, unless the proposed height change is less than or equal to the lesser of: a) the height permitted in the property's zoning district regulations in effect as of the date the planned development permit is approved, or b) the height permitted in the property's zoning district regulations in effect as of the date the minor amendment is requested; **PROJECT IS SHORTER THAN THE EXISTING BUILDING.**
 3. Increases the footprint of a building; **PROJECT IS ABOVE THE EXISTING LOWER LEVEL MECHANICAL ROOM AND FIRST FLOOR TERRACE, SO THE FOOTPRINT IS NOT CHANGED.**
 4. Modifies the proportion of housing types; **PROJECT DOES NOT INCLUDE NOR IMPACT CAMPUS HOUSING.**
 5. Reduces the number of parking spaces; **PARKING IS NOT CHANGED WITH THIS PROJECT.**
 6. Creates a greater demand or burden on village services or alters the alignment of roads; **PROJECT HAS NO IMPACT ON VILLAGE SERVICES OR ROADS.**
 7. Increases the amount of storm water conveyed to the village's storm water sewer system; **EXISTING TERRACE HAS A STORMWATER DRAINAGE SYSTEM AND EXPECTED STORMWATER INTO VILLAGE SYSTEM WILL REMAIN THE SAME.** or
 8. Amends final governing agreements, provisions or covenants, or provides any other change inconsistent with any standard or condition imposed by the board of trustees in approving the planned development permit. **NO IMPACT TO THESE ITEMS.**

Calculations and Surveys to Show Building Height Compliance

The height of the terrace enclosure will be lower than the existing library, with the enclosure's roof aligning with the 300 level of the library.



With the property setback well in excess of 25', code allows a building height of 55' above the grade of the nearest public sidewalk. Using the Division Street sidewalk as the basis, the project roof is 34.28' above the sidewalk, which is well within the 55' code limitation.

Calculations are as follows:

Elevation of enclosure's roof:

621.82'	Elevation of library's 000 Level (reference attached survey of area around library, with comment box highlighting elevation at lower level patio)
- 39.67'	Height of roof above 000 Level (see above section and notes)
661.49'	Elevation of proposed enclosure's roof

Enclosure's building height above Division Street sidewalk:

661.49'	Elevation of proposed enclosure's roof (per calculations above)
- 627.21'	Elevation of existing Division Street sidewalk (reference the attached survey of soccer field area with comment box highlighting elevation at sidewalk)
34.28'	Building height of enclosure

October 18, 2019

Village of River Forest, Attn: Lisa Scheiner
400 Park Ave
River Forest, IL 60305

RE: Crown Library Terrace Enclosure
Dominican University, 7900 West Division, River Forest, IL 60305

Dear Neighbor:

Dominican University is planning a 1,420 square foot enclosure of the existing terrace of our Rebecca Crown Library, to be constructed next summer. I write to share details of the project and to invite you to a neighborhood meeting on campus:

- When: Tuesday, November 5th, 2019, 7:00 p.m.
- Where: Lewis Lounge, located on the north end of Lewis Hall
Dominican University
7900 W. Division Street
River Forest, IL 60305

The project is tucked into the existing library building so only two new exterior walls will be constructed. The proposed design draws from existing architectural features in the building with its glass storefront wall and metal standing seam roof. Given the position of the library within the campus, little to no work will be seen from the street or neighboring properties.

The addition and adjacent modest renovation of interior space will allow the clustering of key student support services to create a *Learning Commons*. Specifically, writing, tutoring and disability/accessibility services will be relocated from Parmer Hall to the first floor of the library, adjacent to the advising, leadership and career development offices in the library link. The Rebecca Crown Library will enhance



the flexibility of its library instruction classroom and introduce a Center for Innovation and Creativity. The design includes both multi- purpose rooms and open spaces for student study and tutoring, intended to stimulate collaborative learning. By enclosing the terrace, the project also creates space for quiet study and reflection.

Impacts to the community will be minimal. No change in guest library services or traffic volume is expected, and no additional exterior lighting is planned. While no trees are in the project site, the landscape design removes a nearby tree that is in poor health. The new landscaping will replace it with the equivalent caliper inches of new trees. The new offices shown in the plan are replacements for office space being taken off line; no new personnel are expected as part of this project.

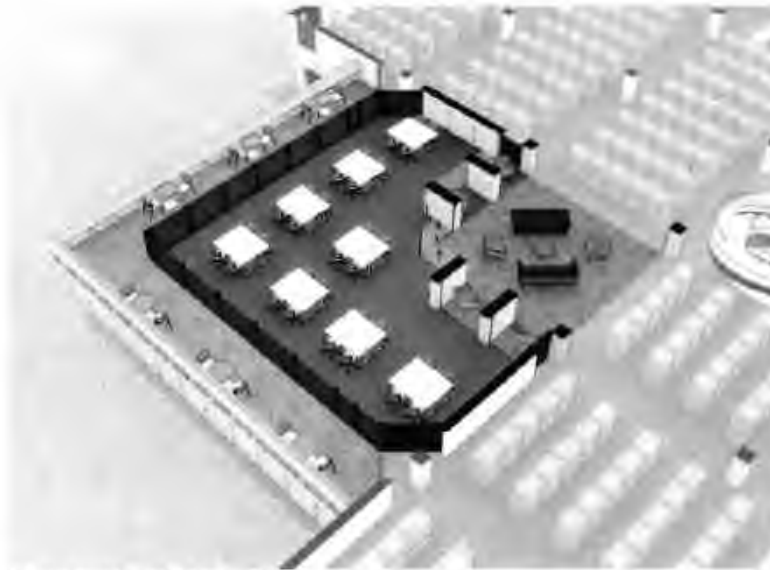
Below are a current picture and the proposed rendering, as well as an axonometric view of the enclosure.



Current Picture of Area



Proposed Rendering



Axonometric of Terrace Enclosure

We are excited about the project and look forward to seeing you on November 5th.

Sincerely,

Jill Albin-Hill
VP for Technology and Operations

Zoning Code Review Matrix for PRI District
Dominican University's Proposed Terrace Enclosure to Crown Library
10/24/2019

Code Section	Topic	Requirement	Response	Request
10-16-1	Permitted Uses	PRI District type of building, parcel or use Colleges or Universities is acceptable	Structures are part of Dominican University Campus	N/A
10-16-2	Special Uses	See Land Use Chart	No special uses requested for this project.	N/A
10-16-3	Special Development Regulation	No new construction permitted in PRI district without approval of a planned development	See this request to consider this project as a minor change	N/A
10-16-4	Units per Acre	No new residential units may be erected without approval of a planned development.	No residential units requested in this project.	N/A
10-16-5	Lot Area and Size	No new building may be erected which is less than 25,000 sf and a minimum of 125 ft throughout its depth.	Building enclosure is new, but no new building is requested in this project.	N/A
10-16-6	Lot Coverage and Floor Area Ratio	No building shall occupy more than 50% of the parcel and the maximum Floor Area Ratio is 1.	With this project included, the site coverage is 17% and the FAR is .63 for the entire campus. Both totals are within zoning limits.	N/A
10-16-7	Height Regulations	No building shall exceed 40' in height; except that height may be increased by one additional foot for every five feet, up to a maximum of 15 additional ft. by which the building exceeds 25' from residential setbacks.	No height variance is requested. Setback exceeds 25', so allowable height is 55'. Roof height compared to public sidewalk on Division Street is 34-28'.	N/A
10-16-8	Setback Regulations	Required Setbacks: Front Yard- 35', 50' at residential districts Side and Rear Yard-25'	See site plan. Setbacks exceed zoning requirements	N/A
10-16-9	Off street Parking	Off-street parking is required as one space for every two employees and students	Parking provided for future during 2007 parking garage project.	N/A
10-16-10	Off street Loading	One space per 25,000 sf of space in excess of the first 25,000 sf. Loading must be 10' wide, 14' tall and paved.	Existing loading dock is sufficient.	N/A



October 18, 2019

Village of River Forest, Attn: Lisa Scheiner
400 Park Ave
River Forest, IL 60305

RE: Crown Library Terrace Enclosure
Dominican University, 7900 West Division, River Forest, IL 60305

Dear Neighbor:

Dominican University is planning a 1,420 square foot enclosure of the existing terrace of our Rebecca Crown Library, to be constructed next summer. I write to share details of the project and to invite you to a neighborhood meeting on campus:

- When: Tuesday, November 5th, 2019, 7:00 p.m.
- Where: Lewis Lounge, located at the north end of Lewis Hall
Dominican University
7900 W. Division Street
River Forest, IL 60305

The project is tucked into the existing library building so only two new exterior walls will be constructed. The proposed design draws from existing architectural features in the building with its glass storefront wall and metal standing seam roof. Given the position of the library within the campus, little to no work will be seen from the street or neighboring properties.

The addition and adjacent modest renovation of interior space will allow the clustering of key student support services to create a *Learning Commons*. Specifically, writing, tutoring and disability/accessibility services will be relocated from Parmer Hall to the first floor of the library, adjacent to the advising, leadership and career development offices in the library link. The Rebecca Crown Library will enhance



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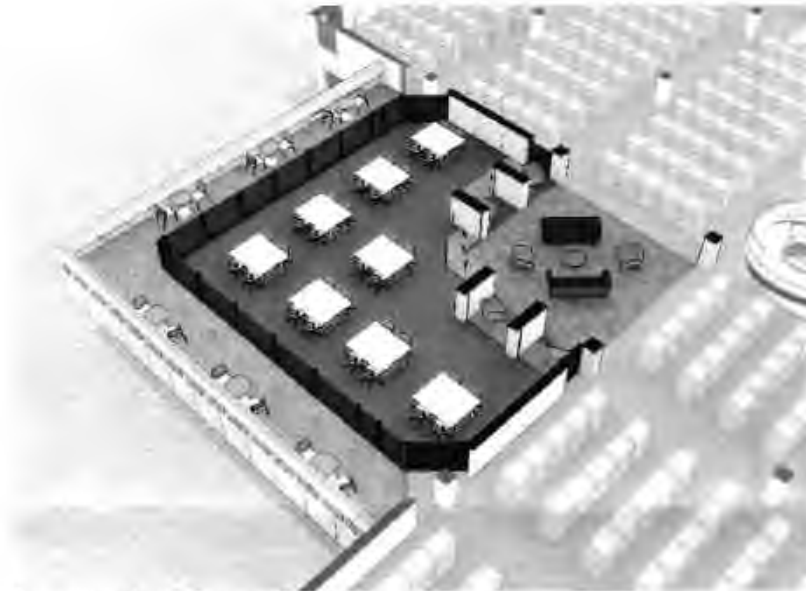
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Proposed Rendering



Axonometric of Terrace Enclosure

We are excited about the project and look forward to seeing you on November 5th.

Sincerely,

A handwritten signature in black ink, reading "Jill Albin-Hill". The signature is written in a cursive, flowing style.

Jill Albin-Hill
VP for Technology and Operations

11/5/19 Project Introduction Meeting to Neighbors

Crown Library Terrace Enclosure A Part of the New *Learning Commons*



The new *Learning Commons* in the Rebecca Crown Library

Feature Spaces:

- Student Success and Engagement
- Innovation Center
- Study/testing rooms and open study spaces
- Library instruction classroom
- Contemplative space



Contemplative Space: Terrace Enclosure

- “Individual study in the company of others”
- Encloses portion of existing terrace
- 1400 sf
- Nestled into existing building
- Compliments existing architecture
 - Glass exterior walls
 - Standing seam roof



Terrace Enclosure: Campus Location



Terrace Enclosure: Exterior

Picture of Existing:



Rendering of Proposed:



DOMINICAN UNIVERSITY

Terrace Enclosure: Interior

Floor Plan:



Rendered view:



DOMINICAN UNIVERSITY

Interior Renovation: Level 100



 DOMINICAN UNIVERSITY

Interior Renovation: Level 200



 DOMINICAN UNIVERSITY

Questions?



DOMINICAN UNIVERSITY

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Village of River Forest
Village Administrator's Office

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

MEMORANDUM

Date: November 6, 2019

To: Eric Palm, Village Administrator

From: Sara Phyfer, Management Analyst

Subj: Amend Section 9-2-20 of the Village Code related to Village Parking Lots

Issue: The Village-owned parking lot at 418 Franklin has 28 parking spaces available but are currently unused. Staff is proposing to designate this as a Village parking lot with a mix of free parking and 24-hour resident permit parking.

Analysis: Currently, the parking lot on the southeast corner of Lake and Park contains a mix of parking for Village staff, 24-hour resident permits (five spaces), and overnight resident permits (ten spaces). There is greater demand for 24-hour parking and the waitlist for this lot has five people. Staff has received multiple requests from residents to be able to utilize the parking spaces at 418 Franklin since purchasing the lot earlier this year. Staff recommends converting the eight parallel parking spaces on the south side of the 418 Franklin lot to 24-hour resident permit parking in order to alleviate this parking need for residents in the area.

In July, the Village Board approved a business's request to increase the time limit parking zone on the south side of Lake Street between Park and Franklin from 2-hour to 3-hour parking. Two other businesses were also in favor of this request. Staff therefore recommends the remaining 21 perpendicular spaces at the 418 Franklin lot be 3-hour time limit free parking spaces for nearby businesses. The Village Code already prohibits parking in Village parking lots between 2 A.M and 6 A.M. unless a vehicle has a valid overnight (or 24-hour) permit.

Though recognizing that this lot could be folded into a larger development at Lake and Park in the future, Staff recommends that it not remain idle in the meantime. As a note, the deed restrictions on the property are not related to using the lot for parking.

The 24-hour resident permit parking rates would be consistent with the other Village parking lots as follows:

Fee Per Month – effective 5/1/2019	Fee Per Month – effective 5/1/2020
\$110.00	\$120.00

Parking in the designated 3-hour spaces would be consistent with the on-street parking on Lake.

Please note that these regulations could change based on what ultimately develops at Lake and Park.

Recommendation: Consider and approve the attached ordinance amending Title 9-2-20 of the Village Code to designate 418 Franklin as a Village Parking Lot with eight designated 24-hour parking permit spaces and twenty free 3-hour time limit spaces.

Attachment:
Ordinance

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 9, CHAPTER 2, TITLED
“TRAFFIC REGULATIONS” OF THE RIVER FOREST
VILLAGE CODE IN REGARD TO VILLAGE PARKING LOTS**

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

SECTION 1: That Title 9, entitled “Traffic Regulations,” Chapter 2, entitled “Traffic Regulations,” Section 9-2-20(A) of the River Forest Village Code, entitled “Village Parking Lots Established,” is hereby amended to read as follows, with additions underlined:

For the purpose of this section, the words “Village parking lots” are hereby defined to mean the parking area north of Park District headquarters at 401 Thatcher Avenue and south of the apartment building at 411 - 419 Thatcher Avenue (known as the Thatcher Avenue east parking lot); the parking area at the northwest corner of Thatcher Avenue and Central Avenue (known as the Thatcher Avenue west parking lot); the parking area at the southeast corner of Park Avenue and Lake Street (known as the park and lake lot); the twenty five designated spaces at the CVS Pharmacy lot at 7929 W. North Avenue (known as the CVS lot); the parking lot adjacent to the Village Hall at 400 Park Avenue including the on street parking spaces (diagonal and parallel spaces) along Central Avenue between Park Avenue and the Village Hall driveway (known as the Village Hall lots); and the parking area at 418 Franklin Avenue (known as the 418 Franklin lot).

SECTION 2: That Title 9, entitled “Traffic Regulations,” Chapter 2, entitled “Traffic Regulations,” Section 9-2-20(D) of the River Forest Village Code, entitled “Fees,” is hereby amended to read as follows, with additions underlined:

The permit and daily fees for all village parking lots shall be as follows:

CATEGORY		FEE	FEE (Effective	FEE (Effective
Thatcher Avenue East Lot				
Daytime Use (6:00 A.M. through 2:00 P.M., resident only)		\$45.00 per month	\$50.00 per month	\$55.00 per month
Overnight Use (6:00 P.M. through 7:00 A.M., resident only)		\$55.00 per month	\$60.00 per month	\$65.00 per month
24-hour use (resident only)		\$100.00 per month	\$110.00 per month	\$120.00 per month
Thatcher Avenue West Lot				
Daytime Use (6:00 A.M. through 2:00 P.M., resident only)		\$45.00 per month	\$50.00 per month	\$55.00 per month
Park and Lake Lot				

Daytime Use (6:00 A.M. through 2:00 P.M., resident only)		\$45.00 per month		\$50.00 per month		\$55.00 per month
Overnight Use (6:00 P.M. through 7:00 A.M., resident only)		\$55.00 per month		\$60.00 per month		\$65.00 per month
24-hour use (resident only)		\$100.00 per month		\$110.00 per month		\$120.00 per month
CVS Lot						
Overnight Use (8:00 P.M. through 9:00 A.M., Monday through Friday and 8:00 P.M. through 8:00 A.M. Saturday and Sunday, resident only 16 spaces)		\$55.00 per month		\$60.00 per month		\$65.00 per month
24-hour use (resident only, 9 spaces)		\$100.00 per month		\$110.00 per month		\$120.00 per month
Village Hall Lots						
24-hour use (employees and visitors only)		N/A		N/A		N/A
418 Franklin Lot						
<u>3-hour time limit parking (20 spaces)</u>		<u>N/A</u>		<u>N/A</u>		<u>N/A</u>
<u>24-hour use (resident only, 8 spaces)</u>		<u>N/A</u>		<u>\$110.00 per month</u>		<u>\$120.00 per month</u>

SECTION 3: That Title 9, entitled “Traffic Regulations,” Chapter 2, entitled “Traffic Regulations,” Section 9-2-20(F) of the River Forest Village Code, entitled “Restrictions,” is hereby amended to read as follows, with additions underlined and deletions struck through:

1. No trucks shall be eligible to purchase an overnight parking permit.
2. No recreational vehicles shall be permitted.
3. Only vehicles displaying a current River Forest vehicle license and a valid parking permit as described in this section shall be allowed to use the Thatcher Avenue east lot, the park and lake lot, ~~and the twenty five designated spaces in the CVS lot;~~ and the eight designated spaces in the 418 Franklin lot.
4. Only overnight parking permit holders who can provide evidence of a current monthly Metra commuter pass shall be eligible to make application for a daytime parking permit in the Thatcher east lot.
5. Only vehicles in operable condition may be parked in a Village parking lot.
6. No motor vehicle shall be parked in a Village parking lot between two o'clock A.M. and six o'clock A.M. of any day, except as expressly permitted by the Police Department or unless the motor vehicle has an overnight parking permit.
7. Parking in a Village parking lot shall be only in spaces striped for parking and it shall be unlawful to park in any area of a lot which is not striped for parking or which has signs

prohibiting parking, or to park a vehicle in such a manner that incorporates the use of more than one designated parking stall. The use of "Village Hall lots" shall be limited to Village of River Forest employees and/or other authorized lot users.

8. Twenty spaces in the 418 Franklin lot shall be restricted to three hour parking.

SECTION 4: That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

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

PASSED on a roll call vote of the Corporate Authorities on the 12th day of November 2019.

AYES:

NAYS:

ABSENT:

APPROVED this 12th day of November, 2019.

Catherine Adduci, Village President

ATTEST:

Kathleen Brand-White, Village Clerk