VILLAGE OF RIVER FOREST
VILLAGE BOARD MEETING

Monday, September 28th, 2026 – 7:00 PM
River Forest Village Hall – Community Room
400 Park Avenue, River Forest

AGENDA

You may submit written public comments in advance of the meeting by emailing them to vbot@vrf.us. Please note that only those attending the meeting in person will be able to provide Citizen Comments. The meeting will be available for listening only through Zoom at https://us02web.zoom.us/j/82063676956 or by phone at 312-626-6799 using Meeting ID: 820 6367 6956. To access meeting materials or watch the YouTube livestream, please visit the Village website at: https://www.vrf.us/events/event/3114

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Special Presentation
    a. Fire Department Company Citation – Lt. Quentin Boyd, FF Adam Seablom, FF Brian McKenna, and FF Jonathan Rouse
4. Citizen Comments
5. Elected Official Comments & Announcements
6. Consent Agenda
    a. A Resolution Supporting River Forest's Bird City Illinois Certification
    b. Village Board of Trustees Meeting Minutes – September 14th, 2026
    c. Purchase Approval – Carlton 7500 Stump Grinder – Alexander Equipment Company – $85,252.00
    d. Contract Approval – Vertex One (Watersmart) – $12,512.00
    e. Invoice Approval – Lama Software – $32,239.07
    f. Contract Amendment – Safebuilt Plan Review Services
7. Consent Agenda Items for Separate Consideration
8. Recommendations of Boards, Commissions, and Committees
9. Unfinished Business
10. New Business
    a. Contract Approval – Proposed O'Hare Flyer Consultants
        i. Contract Approval – Communications Consultant – Jasculca Terman Strategic Communications
        ii. Contract Approval – Government Relations – Prescott Group – $45,500.00
        iii. Contract Approval – Legal Representation – Daniel Elliot (GKG Law) – $25,000.00
    b. Resolution Approval – Consolidation with the River Forest Civic Center Authority
    c. Proposed Madison Street Neighborhood Relief Fund – Ordinance
    d. Discussion of Proposed Resident Finance Committee – No Action
11. Executive Session
12. Adjournment

ADA Compliance: Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village at least 24 hours in advance of the scheduled meeting in person at Village Hall by telephone at 708.366.8500 or by email: publiccomment@vrf.us. Every effort will be made to allow for meeting participation.

Village of River Forest
Public Works and Engineering
400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: September 28, 2026
To: Matthew Walsh, Village Administrator
From: Seth Jansen, Assistant to the Director of Public Works
Subj: Bird City Illinois Resolution

Bird City Illinois is a community recognition program which serves as a guide to promote conservation practices which enhance the environment for birds and educate the public about the relationship between birds and people and how that contributes to a healthy community. Bird City Illinois designation serves as guide to promote local bird conservation and bring further public awareness to the issue. In September 2025, the Sustainability Commission expressed interest in raising awareness of migratory birds and actions residents can take to promote bird conservation and began to pursue Bird City Illinois designation status. The project aligns strongly with the goals of the Sustainability Commission. Notably, the community sustainability survey conducted in winter of 2024-2025 indicated the topic with the highest interest among responding residents was Local Wildlife & Biodiversity.

To achieve Bird City Illinois designation, a community must complete a minimum of 9 actions identified by the Bird City Network and Illinois Audubon Society:

- Adopt a World Migratory Bird Day proclamation annually
- Host a World Migratory Bird Day event annually
- Adopt a Bird City Resolution every three years, upon initial application and at each renewal
- Complete three recommended actions with the Habitat category in the action list
- Complete three recommended actions of category in the action list

Through ongoing sustainability efforts, the Village has already achieved the 3 habitat category actions and 2 additional actions:

- Participate in a pollinator health effort via the World Wildlife Federation's Mayors Monarch Pledge
- Awarded Tree City Status by the National Arbor Day Foundation
- Create and maintain a public demonstration garden including native plants to benefit birds, wildlife, and ecosystems, which includes the native plants at the Butterfly Garden along Central Ave. and in the Chicago Ave. bioswales
- Demonstrate that your community participates in a community solar program or that a municipal building receives a significant percentage of its electricity from renewable energy

- Describe community sustainability initiatives (e.g.: recycling/reuse, composting, water reuse, energy savings, lighting, carbon footprint)

The Village formally adopted World Migratory Bird Day proclamation in March, and, in May, the Sustainability Commission held three events celebrating World Migratory Bird Day in partnership with the River Forest Library and Forest Preserve District of Cook County.

In addition to the World Migratory Bird Day proclamation and event, the Sustainability Commission decided their efforts and those of the Village would be served focusing on a few actions which they felt would have the strongest impact. These actions were:

- Provide information about the impact of light pollution and how residents and businesses can reduce artificial light at night
- Document your community's strategy to reduce light pollution and encourage broad participation, particularly during migratory seasons.
- Document the establishment of a program to promote the conservation of a specific species of birds

The first two of these actions were achieved through the Lights Out for Birds During Peak Migration Proclamation, which was adopted by the Village Board in March at the recommendation of the Commission, along with the subsequent social media campaign and information on the Village website. The last of these actions was achieved through a volunteer-driven monitoring project which sought to document activities of the Common Nighthawk in and around River Forest during the summer months.

The last remaining item, prior to applying for designation, is the adoption of a Bird City Illinois Resolution. The attached resolution includes all standard template resolution language provided by the Bird City Network and Illinois Audubon Society. Further edits and additions recommended unanimously by the Sustainability Commission include language outlining each action the Village and the Commission took to achieve the Bird City Illinois Designation. Once the resolution has been formally adopted by the Board, the compiled documentation of Bird City Illinois efforts taken by the Village will be submitted as an application for official designation.

Recommendations:

- Motion to adopt a Resolution in support of the Village becoming certified by the Bird City Illinois program.

Attachment:

- Draft Bird City Illinois Resolution

RESOLUTION NO. 26-__

A RESOLUTION IN SUPPORT OF THE VILLAGE OF RIVER FOREST BECOMING CERTIFIED BY THE BIRD CITY ILLINOIS PROGRAM

WHEREAS, birds are some of the most beautiful and easily observed wildlife that share our communities, and where birds thrive, people prosper; and

WHEREAS, many citizens recognize and value birds that are residents and those that pass through during their migration seasons; and

WHEREAS, birds play an important ecological role in our community, controlling insect pests and contributing to pollination and seed dispersal; and

WHEREAS, birds and their habitats are declining throughout Illinois and North America, facing a growing number of threats on their migration routes and in both their summer and winter habitat; and

WHEREAS, public education, awareness, and concern are crucial components of bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, birds contribute to the economy by attracting tourists and generating revenue; and

WHEREAS, climate change is the number one threat to birds and local leaders should adopt environmentally sound policies and practices that reduce greenhouse gas emissions and protect birds and their habitat; and

WHEREAS, pesticides frequently used in garden and lawn care are a leading threat to local bird populations, harming the insects on which birds depend for food, and poisoning birds themselves, therefore the reduction or elimination of neonicotinoid insecticides, rat poisons, and weed killers is encouraged;

WHEREAS, the Migratory Bird Treaty Act of 1918 is important legislation that we need to continue to uphold in our local communities to ensure the protection of migratory birds; and

WHEREAS, the Village's Comprehensive Plan declares that "environmental sustainability is a multi-faceted principle that aims to reduce negative impacts on the environment and preserve natural resources to ensure quality of life for future generations. Often sought through dedicated initiatives, sustainability informs every component of a municipality by emphasizing that we are conscious of how we affect the world around us;" and

WHEREAS, Bird City Illinois is an initiative to build relationships with local municipalities and citizens of the community for a call to action to protect and conserve birds; and

WHEREAS, the Village, the Sustainability Commission, and Village residents are active in working to preserve habitat and reduce threats to birds; and

WHEREAS, the Village is committed to improving wildlife habitat, by signing the Mayors' Monarch Pledge, creating public native plant gardens, and being a Tree City USA member since 1998; and

WHEREAS, the Village and Sustainability Commission are committed to addressing light pollution's threat to birds, by adopting a Lights Out proclamation during peak migratory bird seasons and by creating a broader informational campaign through the Village newsletters and social media to raise awareness of light pollution's impact on migratory birds; and

WHEREAS, the Village adopted a proclamation celebrating World Migratory Bird Day, and the Sustainability Commission held three events, in partnership with the Forest Preserve District of Cook County and the River Forest Library, celebrating World Migratory Bird Day; and

WHEREAS, the Village and Sustainability Commission continue to promote sustainable infrastructure and practices and reduce energy use and carbon emissions, including municipal community solar, curbside composting, and recycling programs; and

WHEREAS, the Sustainability Commission and resident volunteers established a focal species monitoring program by monitoring and documenting common nighthawk nesting locations and activities during the summer months of 2026.

THEREFORE, BE IT RESOLVED THAT the Village President and Board of Trustees, by adoption of this resolution, hereby shows its support of the Bird City Illinois Initiative and endorses the application to become a certified Bird City Illinois community.

IN WITNESS, WHEREOF, I have hereto set my hand officially and caused to be affixed the seal of the Village of River Forest, this 28th day of September 2026.

AYES:

NAYS:

ABSENT:

Catherine Adduci, Village President

APPROVED by me this 28th day of September 2026.

Rosa Castellano, Village Clerk

VILLAGE OF RIVER FOREST
VILLAGE BOARD OF TRUSTEES MINUTES
September 14th, 2026

A regular meeting of the Village of River Forest Board of Trustees was held on September 14th, 2026, at 7:00 p.m. in the Fox Auditorium at Trinity High School, 7574 Division St, River Forest, IL 60305.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:12 p.m. Upon roll call, the following persons were:

Present:	President Adduci, Trustees Brennan, Bachner, Gillis, O'Connell, Keskitalo, Vazquez, and Village Clerk Castellano
Absent:	None
Also Present:	Village Attorney Lance Malina, Village Administrator Matt Walsh, Assistant Village Administrator Jessica Spencer, Fire Chief Tom Gaertner, Director of Public Works and Engineering Jack Bielak, Police Chief James Greenwood, Deputy Police Chief Michael Swierczynski, Finance Director Rosemary McAdams, Police Commander Martin Grill, HR Manager Trish Ivansek, and Deputy Clerk Luke Masella.

2. PLEDGE OF ALLEGIANCE

President Adduci led the Pledge of Allegiance.

3. SPECIAL PRESENTATON

a. Police Commendations – Sergeant Michael Fries, Detective Denisse Zermeno, Officer Alejandra Juarez and Officer Xavier Saldana

Police Chief Jim Greenwood provided background information on this agenda item and presented the awards.

4.CITIZEN COMMENTS

None.

5. NEW BUSINESS

a. A Resolution Opposing the Proposed O'Hare Flyer

MOTION by Trustee O'Connell, seconded by Trustee Vazquez, to approve a Resolution Opposing the Proposed O'Hare Flyer

President Adduci provided background information on the agenda item and addressed comments made in the media by Mr. Lundy and others.

Mark Weissburg provided public comment in opposition to the proposed O'Hare Flyer and highlighted concerns regarding sound, traffic, grade crossings, and potential impacts on wildlife.

Chris Buzachero provided public comment in opposition to the proposed O'Hare Flyer and suggested actions the Village could take in opposition to the proposed train.

Erik Houston spoke in support of the proposed O'Hare Flyer and cited reasons for his support of the project.

Renu Shah spoke in opposition to the proposed O'Hare Flyer and raised a number of concerns, including the number of daily trains. She also highlighted a local group being formed in opposition to the proposed trains.

Sirimon Reutrakul provided public comment in opposition to the proposed O'Hare Flyer and highlighted a number of concerns regarding the potential environmental impacts of the train.

Cary McLean thanked the Police Department for its work and spoke in opposition to the proposed O'Hare Flyer. She highlighted the project's large scale and potential impacts across multiple municipalities, encouraged residents to join a local volunteer group opposing the project, raised concerns regarding the resolution's wording, and raised financial concerns related to the possible acquisition of the Civic Center.

Tom Cloud provided public comment in opposition to the proposed O'Hare Flyer. He highlighted a local group organizing against the proposed train, encouraged residents to get involved, and raised concerns regarding the project's potential impacts on the Village, other communities along the route, and Cook County.

Sarah McIntosh shared her perspective as a property owner whose property directly abuts the proposed project area. She asked about the next steps, anticipated timeline, and potential consultants or firms that may be retained by the Village.

Marlene McVisk thanked the Village for its actions to date and voiced her opposition to the proposed train. She also provided her perspective on the proposed O'Hare Flyer based on her experience as a longtime homeowner.

Margie Cekander raised concerns regarding potential issues related to the proposed transfer of the civic center building to the Village. She questioned the validity of the vote and raised concerns regarding the potential costs associated with improvements to the building.

Ron Steele spoke against the proposed O'Hare Flyer and raised concerns regarding the project. He encouraged cooperation between the Village and various community and activity groups, highlighted that the property has not yet been sold, and encouraged Illinois Senate President Don Harmon to take action. He also raised safety concerns regarding the proposed project.

Steve Metro raised concerns regarding the proposed O'Hare Flyer and referenced accidents involving existing bridges. He also raised concerns regarding the proposed financial structure of the project and asked that no public funds be used to support it.

Greg Abcarian thanked the residents in attendance and spoke against the proposed O'Hare Flyer. He highlighted safety concerns regarding the proposed train and raised concerns regarding the financial aspects of the project.

Brian David thanked the Board and residents for attending and raised concerns regarding the proposed rail project. He questioned the need for the proposed train and asked whether the necessary impact studies had been completed, including studies regarding potential financial impacts on neighboring residents, wildlife, properties, and other areas.

Debbie Borman congratulated the River Forest Police Department and asked those in attendance to respect individuals providing public comment. She then raised concerns regarding an email from the Village President related to the proposed Madison Street project and a fund intended to support residents who may be impacted by the project.

Tracy Hollenbach spoke against the proposed O'Hare Flyer and raised concerns regarding potential impacts on neighboring properties, including potential impacts from freight trains. The speaker also raised concerns regarding the potential hours of operation along the existing tracks.

Thomas Lamm thanked the Board for adopting its resolution and questioned why the matter had not been brought forward earlier. He also raised concerns regarding portions of the proposed resolution and what he characterized as a lack of identified next steps. Mr. Lamm highlighted concerns regarding communication between the Village, its various entities, and residents. He also suggested that the Village restart the Finance Committee to assist with management of Village finances.

Charlie Riggs spoke against the proposed O'Hare Flyer and shared his experiences growing up near freight train operations in the Village.

Mary Lidd spoke against the proposed O'Hare Flyer and highlighted safety concerns regarding the proposed train. She questioned the need for the project given existing infrastructure providing access to and from O'Hare Airport.

Bill Heineke commented on the proposed O'Hare Flyer, noting that the railroad tracks already exist. He also highlighted the potential costs associated with opposing the project.

Carolyn [last name unclear] of the 1100 Block of Thatcher Avenue spoke against the proposed O'Hare Flyer and shared her experience growing up near railroad tracks. She raised concerns regarding public health, equity, environmental impacts, and safety, and stated that she believed additional information was needed regarding the potential impacts of the proposed project.

Rocco [last name unclear] of the Block of Park Avenue spoke regarding the proposed O'Hare Flyer and asked the Village to take additional action and provide more information regarding the project. He raised numerous concerns regarding safety.

Amy Paris shared her perspective as someone who grew up in a neighborhood near existing railroad tracks and raised concerns regarding the financial aspects of the proposed O'Hare Flyer.

Trustee Keskitalo highlighted her personal experiences living near railroad tracks and her professional experience related to the project. She raised concerns regarding noise pollution and the lack of information provided to the Village Board. She requested an independent noise and pollution analysis selected by the Village, as well as a property-by-property assessment of properties near the proposed project to demonstrate the proximity of homes to the railroad tracks. She also requested that any contact to date with the Village Board or Village staff regarding the project be summarized and shared with the Village Board. She stated her support for the proposed resolution.

Trustee O'Connell thanked residents for their suggestions and comments and highlighted the importance of sending information through physical mail in addition to email. He asked staff to prepare a contact list of elected officials, including Cook County Commissioners, to whom residents could send letters. He also requested that staff prepare a budget outlining potential consultants and estimated costs for Board review and that proposed consultants be brought back before the Board for consideration. He stated his support for the proposed resolution.

Trustee Vazquez stated his support for the proposed resolution and thanked residents for their feedback. He asked the Village to work with existing residents' organizations surrounding the proposed project. He also noted that the Village should be transparent regarding expenditures related to its response to the proposed project. He requested that the Village should schedule as many meetings as necessary and begin those meetings as early as possible and not wait for the next board meeting

Trustee Bachner raised concerns regarding the apparent lack of coordination with Trustee Keskitalo prior to the matter being brought forward and noted that her experience should have been utilized. She requested that Trustee Keskitalo be involved in all aspects of the Village's response, along with the community. She also raised concerns regarding a lack of clarity surrounding discussions that had already occurred and requested greater transparency. She raised concerns regarding terminology used in the proposed resolution and requested greater clarity regarding definitions related to the project. She asked whether President Adduci was subject to a nondisclosure agreement and raised concerns regarding the Village's actions in light of actions taken by neighboring communities. She thanked residents for their comments and stated that she hoped the Board would remain engaged.

President Adduci stated that she had not signed a nondisclosure agreement and provided additional information regarding the meetings that had occurred.

Trustee Brennan clarified when she first became aware of the matter and raised concerns regarding the lack of transparency and information provided to the Village Board. She requested that the Village create an FAQ page and continue providing factual information so residents have access to consistent information. She also requested a timeline outlining meetings and discussions that had occurred regarding the proposed project and raised concerns regarding terminology used in the proposed resolution.

Trustee Keskitalo provided additional perspective regarding the terminology used in the proposed resolution based on her professional experience and background.

Trustee Brennan requested additional revisions to the proposed resolution, including references to wildlife, environmental impacts, scans and studies, sound, and grade separation. She also raised concerns regarding staff's spending authority and requested additional background information before funds were spent on studies or consultants.

Trustee Gillis suggested a revision to the proposed resolution based on Trustee Brennan's comments.

Trustee Brennan thanked residents with differing views for attending and articulating their opinions.

Trustee Gillis thanked those in attendance and encouraged everyone to work together toward a common goal. She noted that disagreements may occur but emphasized the importance of the Village remaining unified in its response to the proposed project. She asked whether an early warning system could be established to notify the Village of large transportation projects in the future.

Trustee O'Connell noted that the Northern Illinois Transportation Authority may be a potential resource.

President Adduci highlighted state agencies that may be involved in the project and could be utilized by the Village, including IDOT.

Trustee Brennan requested that factual information regarding the requests made by residents be compiled and made available.

Village Administrator Walsh provided background information regarding his meetings with the proposed developer.

Trustee Keskitalo requested meeting recaps, including information regarding meetings referenced by Administrator Walsh.

Trustee Brennan requested that those meetings be added to the project timeline.

Administrator Walsh provided additional information regarding the documents the Village has received and those it does not have related to the proposed project.

Trustee Brennan reiterated her concerns regarding the lack of information provided to the Board.

Trustee Keskitalo reiterated her request for factual information regarding the proposed project.

Trustee Bachner reminded the Board that the potential impacts extend beyond the properties immediately adjacent to the proposed project.

Trustee Keskitalo agreed with Trustee Bachner and highlighted her experience living near a train line.

President Adduci thanked those in attendance and noted that Village staff would need resources to address the matter. She requested that the Village provide Administrator Walsh with the authority to seek potential consultants.

Trustee Brennan reiterated her concerns regarding staff spending authority and requested that staff not take financial action related to consultants or studies without prior Board approval.

Village Attorney Malina provided possible revisions to the proposed resolution in response to Trustee Brennan's comments.

Trustee O'Connell asked whether Trustee Brennan was comfortable moving forward with the proposed resolution.

The Village Board and Village Attorney Malina agreed to move forward with the proposed changes suggested by Trustee Brennan and the other Trustees.

President Adduci requested that Great Western Railroad be specifically named and included in the proposed resolution.

Trustee O'Connell agreed to revise the motion, and Trustee Vazquez agreed to amend his second.

Trustee O'Connell requested that the modified version of the resolution be posted online.

Roll call:
Ayes: Trustees O'Connell, Bachner, Vazquez, Gillis, Brennan, and Keskitalo
Nays: None
Absent: None

Motion Passes.

The Village Board recessed for five minutes.

6. ELECTED OFFICIALS' COMMENTS & ANNOUNCEMENTS

Trustee Bachner had no comments.

Trustee Gillis highlighted an upcoming free concert at Dominican University.

Trustee Vazquez had no comments.

Trustee Brennan began her comments with a land acknowledgment and thanked residents for attending the meeting. She highlighted this year's LemonAid event and noted that donations are still open. She then raised concerns regarding a public comment about an email and provided clarification regarding the email. She requested further explanation of portions of the email.

President Adduci provided clarification regarding her email. She noted that the entire Village Board would need to vote in executive session to release the audio recording.

Trustee Brennan requested that the Board discuss the possible reintroduction of the Finance Committee at a future meeting.

President Adduci stated that the Village would reevaluate the matter and could provide additional background information.

Trustee Keskitalo wished her Jewish neighbors a happy new year. She thanked the Police Department and the officers recognized during the meeting for their work. She then asked for an update regarding the Jasculca Terman contract.

Administrator Walsh provided information regarding the contract with Jasculca Terman.

Trustee Keskitalo asked for an update regarding parking enforcement around the Madison Street development.

Administrator Walsh provided an update and noted that discussions are ongoing.

Trustee O'Connell congratulated the Kiwanis Club on a recent event and encouraged residents to sign up for Community Connect. He also asked that additional information be distributed and that more residents be added to the Village newsletter system.

President Adduci thanked the residents who attended the meeting. She then reminded the Trustees about the use of ad hoc committees and the amount of staff work associated with them. She noted that she had met with the new District 90 Superintendent and other local representatives regarding local childcare services. She also congratulated those involved with LemonAid.

7. CONSENT AGENDA

a. Proclamation in Recognition of Constitution Day
b. Authorization to Donate Lost, Mislaid, and Abandoned Property – Bikes
c. Authorization to Donate Lost, Mislaid, and Abandoned Property – Clothing
d. Award of Contract – 2026 Washington Boulevard Corridor Phase II Detailed Engineering – Primera Engineers, Ltd – $167,002.00
e. Award of Contract – FY 2027 Tree Trimming – Fernandez Tree Service, Inc – $83,725.00
f. Intergovernmental Agreement Amendment #1 – Des Plaines River Trail – $85,000
g. ITEP Financial Commitment Resolution: Washington Blvd.
h. ITEP Financial Commitment Resolution: North Ave.
i. ITEP Financial Commitment Resolution: Des Plaines River Trail
j. Accounts Payable – August 2026 – $2,504,218.34.
k. August 2026 Financial Report
l. Monthly Department Reports
m. Village Board of Trustees Meeting Minutes – August 17th, 2026
n. Plat of Consolidation – 125 Park Avenue

Trustee O'Connell requested that Item E be pulled for separation consideration.

MOTION by Trustee O'Connell, seconded by Trustee Brennan, to approve Consent Agenda Items A-D and F-N.

Roll call:
Ayes: Trustees O'Connell, Bachner, Vazquez, Gillis, Brennan, and Keskitalo
Nays: None
Absent: None

Motion Passes.

8. CONSENT ITEMS FOR SEPARATE CONSIDERATION

e. Award of Contract – FY 2027 Tree Trimming – Fernandez Tree Service, Inc – $83,725.00

MOTION by Trustee Vazquez, seconded by Trustee Keskitalo, to approve a Consent Agenda Item E.

Trustee O'Connell raised concerns regarding increasing bid costs and requested that Public Works Director Jack Bielak be given appropriate authority to spend additional funds on the item.

Roll call:
Ayes: Trustees O'Connell, Vazquez, Gillis, Brennan, Bachner, and Keskitalo
Nays: None
Absent: None

Administrator Walsh clarified the total amount associated with the item.

9. RECOMMENDATIONS OF BOARDS, COMMISSIONS, AND COMMITTEES

a. Zoning Board of Appeals
    i. Request for Zoning Variations – 632 Bonnie Brae

MOTION by Trustee Vazquez, seconded by Trustee Gillis, to approve an Ordinance granting the requested setback and lot coverage variations at 632 Bonnie Brae Place, subject to the condition that the shed currently attached to the garage be removed.

Assistant Village Administrator Jessica Spencer provided background information on this agenda item.

Roll call:
Ayes: Trustees O'Connell, Bachner, Vazquez, Gillis, Brennan, and Keskitalo
Nays: None
Absent: None

Motion Passes.

10. UNFINISHED BUSINESS

None.

11. NEW BUSINESS

a. Katreina Koprowski Appointment – Finance Director

MOTION by Trustee Bachner, seconded by Trustee Vazquez, to appoint Katreina Koprowski as Finance Director, effective November 26, 2026, and appoint her to both the Police Pension Board and Firefighters' Pension Board, and to adopt a Resolution appointing her as the IMRF Authorized Agent.

Ms. Koprowski provided background information regarding her professional experience and expressed her enthusiasm about working with the Village.

Roll call:
Ayes: Trustees O'Connell, Bachner, Vazquez, Gillis, Brennan, and Keskitalo
Nays: None
Absent: None

Motion Passes.

b. Planned Unit Development (PUD) Introduction – Bonnie Brae Townhome (1101 Bonnie Brae)

Assistant Village Administrator Spencer provided background information regarding the agenda item.

The applicant introduced the proposed development and answered questions from members of the Village Board.

Administrator Walsh reminded everyone that this was an introductory discussion regarding the agenda item.

Trustee Brennan asked for clarification regarding what would happen to some of the trees on the property.

The applicant's architect, John Sheets, provided an explanation of the proposed plan for the trees.

Trustee O'Connell asked for clarification regarding portions of the site plan.

Mr. Sheets provided an explanation of the site plan, the arrangement of the proposed townhomes, and the proposed parking and building amenities.

Trustee Bachner asked whether the units would be rental or owner-occupied.

Mr. Sheets stated that the units would be owner-occupied.

President Adduci asked whether they had done any market analysis for this type of product.

An additional representative of the proposed development provided information regarding the market for the proposed townhomes.

Trustee Brennan asked for clarification regarding the property owner and the applicant.

Mr. Sheets provided an explanation of the property ownership and the parties involved.

Trustee Brennan asked why portions of the development information were redacted.

Assistant Village Administrator noted that the redactions were due to privacy concerns.

Trustee Bachner asked about the possible price of the units.

Mr. Sheets provided an estimate for the proposed units.

President Adduci asked a question regarding buyer input in the process.

A representative of the proposed development responded to the question.

12. EXECUTIVE SESSION

None.

13. ADJOURNMENT

MOTION to adjourn by Trustee Bachner, seconded by Trustee Vazquez.

Roll call:
Ayes: Trustees O'Connell, Bachner, Brennan, Vazquez, Gillis, and Keskitalo
Absent: None
Nays: None

Motion Passes.

The Village Board of Trustees Meeting adjourned at 10:17 p.m.

____
Rosa Castellano, Village Clerk

Date:____________________________________

MEMORANDUM

DATE: September 28, 2026

TO: Matt Walsh, Village Administrator

FROM: Jack Bielak, Director of Public Works & Engineering
Brian Skoczek, Superintendent of Operations

SUBJECT: Approval of Purchase – Carlton 7500 stump grinder

Issue: Staff is seeking approval to purchase a Stump Grinder.

Analysis: Staff recommends purchasing a Carlton 7500 stump grinder from Alexander Equipment Company Inc. The Village's Capital Improvement Plan includes the purchase of a stump grinder in FY 2027, and staff has obtained quotations from multiple vendors for a replacement unit.

Staff uses the stump grinder to eliminate tree stumps that remain after tree removal. The equipment functions by grinding the stump and surrounding surface roots below grade, allowing the area to be restored, replanted, or maintained without obstruction. This process is necessary to ensure safe and accessible parkways and public spaces, prevent tripping hazards, and allow new trees to be planted where removals have occurred.

Because of the Village's dense tree canopy, Public Works performs regular tree maintenance year-round, including removals of hazardous, diseased, or storm-damaged trees. A stump grinder is essential to these operations. Without it, staff cannot complete the full tree-removal process, which would leave stumps throughout the community, hinder replanting efforts, and create maintenance challenges.

The existing stump grinder, purchased in FY 2000, has exceeded its useful life. It was originally scheduled for replacement in FY 2015, but replacement was deferred while staff performed repairs as needed. The most recent failure is beyond staff's ability to repair and would be cost-prohibitive to have repaired by an outside vendor.

Staff received three quotations for stump grinders that meet departmental needs. They are listed below.

Alexander Equipment Company - $85,252.00
Carlton Professional Tree Equipment - $89,750.00
CMC North America - $89,000

After reviewing the options, staff recommends purchasing the stump grinder from Alexander Equipment Company Inc. for a cost not to exceed $85,252.00. This price includes a $2,000 credit for the Village's broken unit.

Recommendation: Motion to authorize the purchase of a Carlton 7500 stump grinder from Alexander Equipment Company Inc. in the amount of $85,252.00.

Attachments: Quotation

ALEXANDER
EQUIPMENT COMPANY INC.

Professional Arborist Equipment & Supplies

4728 Yender Avenue • Lisle, Illinois 60532 • 630/663-1400 • Fax 630/663-9754

www.alexequip.com • Email: info@alexequip.com

September 15, 2026

Mr. Brian Sloczeck
Village of River Forest

Dear Brian,

Thanks for your interest in the **Carlton 7500 Stump Grinder**, I've prepared budget quote for your review.

(1) 2026 **Carlton Model 7500 Stump Grinder** equipped with a **74HP Kohler** turbo-charged diesel engine and all standard equipment:

EQUIPMENT PRICE	**$85,752.00**
FREIGHT	**$ 1,500.00**
TRADE 1999 7500 (S.N. 67352)	**($ 2,000.00)**
TOTAL DELIVERED PRICE	**$85,252.00**

ABOVE PRICE INCLUDES:

Razor cutter wheel
Cordless remote control
Torsion suspension
Electric brakes
One year grinder warranty

Heavy duty construction
2" ball hitch
Imron paint
Engine hour meter
3-year Kohler warranty

DELIVERY:6-8 WEEKS

TERMS: Net cash

Thanks again for your interest, I will call later to answer any questions you may have.

Regards,

Samuel Marshall
Sales Representative

MEMORANDUM

DATE: September 28, 2026

TO: Matt Walsh, Village Administrator

FROM: Jack Bielak, Director of Public Works & Engineering

SUBJECT: Award of Contract – Vertex One (Watersmart)

Issue: Staff are seeking the renewal of a contract with Vertex One, (Watersmart Software Inc.) associated with the Automatic Metering Infrastructure and customer portal.

Analysis: In 2021, the Village initiated the Automatic Metering Infrastructure (AMI) project and its associated customer portal. This system significantly enhances customer service by providing real-time visibility into water consumption through daily meter reads. It also supports early detection of irregular usage patterns, such as potential leaks within homes or irrigation systems.

As part of the AMI deployment, the Village implemented WaterSmart, a web-based tool that allows each account holder to view current and historical meter reads, set customized consumption-based notifications, and receive guidance for troubleshooting leaks or identifying unusual usage. This portal is available to all residents. Additional information and access to the WaterSmart portal can be found here: https://www.vrf.us/guides/guide/41/How-to-Conserve-and-Manage-Water.html

Under the initial agreement, the Village entered a five-year contract with WaterSmart, which expires in September 2026. Staff remain satisfied with the platform's performance and continue to consider it a valuable resource for residents. VertexOne has proposed a renewal five-year agreement at an annual cost of $12,512, with the same service package and a maximum annual escalation of 3% over the term of the agreement.

Recommendation: Staff recommends approval of this contract with the following motion:

Motion to award a five-year contract to VertexOne in the amount of $12,512 annually for the WaterSmart platform, and authorize the Village Administrator to execute the contract agreement.

Attachments: Vertexone Renewal Proposal

Renewal Order Form # 1- River Forest IL, Village of

Client's Name and Address	River Forest IL, Village of 400 Park Avenue River Forest, IL 60305
Prior Agreement Reference/Description	Agreement dated 9/23/2021 between Watersmart Software, Inc. and River Forest IL, Village of.
Order Form Details	
Effective Date	Upon final signature
Renewal Term	60 months
Subscription Start Date	09/22/2026
Subscription End Date	09/21/2031
Billing Frequency	Annual
Payment Terms	30 days
Currency	USD
VertexOne Software	These Software components have been previously implemented for Client and continue to be supported under the terms of this Agreement. These systems are deployed in a SaaS environment on a private cloud that is fully hosted and managed by VertexOne. Users will utilize a computing device with an internet browser to access the VertexOne-provided services. All licenses are provided to the Client on a subscription basis and charged by metric and/or fixed fees defined below.
Active Accounts	Total number of accounts in the Client's CIS
Managed Meters	Number of meters that are uploaded into VertexOne Software.
Annual Escalation	All fees are subject to a 3% annual increase.
System Generated Communications	Predefined, automated communications triggered by business rules regarding payment actions, account actions, etc., including emails related to self-service customer activity confirmation communications (e.g., password changes, forgot password, autopay enrollment, paperless billing enrollment, profile updates, etc.). System Generated Communication will be indicated by an icon in the Utility Dashboard.
On Demand Communication	Composition of a communication, merging any variable(s) into a new or existing template, formatting the message for delivery, initiating the delivery, and archival of the electronic image. The communication is triggered by a Client user, file upload, external system trigger, or predefined communications triggered by user action.
Special Terms	This Renewal Order Form is executed concurrently with the VertexOne Master Services Agreement dated ___________ and the Data Privacy and Security Addendum and, together with any applicable attachments and/or exhibits, collectively constitutes the Agreement for the Renewal Term. Capitalized terms used but not defined in this Renewal Order Form have the meanings given to them in the VertexOne Master Services Agreement. Effective as of the Effective Date, this Renewal Order Form replaces and supersedes the prior order form, renewal order form, or other agreement governing the Services between the parties, including any prior agreement or understanding relating to the subject matter of this Renewal Order Form (collectively, the "Prior Agreement"). Client remains responsible for all amounts due or payable under the Prior Agreement for periods before the Subscription Start Date. Supersession of the Prior Agreement shall not be deemed a termination of the Prior Agreement or release either party from any claim, obligation, or liability arising before the Effective Date, which shall continue to be governed by the Prior Agreement to the extent applicable. In the event of a conflict between this Renewal Order Form and the Agreement, this Renewal Order Form controls. Except as expressly modified by this Renewal Order Form, all other terms and conditions of the Agreement remain in full force and effect. The Renewal Term specified above constitutes the Subscription Term for purposes of the General Terms.

Subscription Fees

Client shall pay VertexOne the SaaS Fees according to the Subscription Fee schedule below. The SaaS Fees for the first year of the Renewal Term are due upon the Effective Date of this Renewal Order Form, and the SaaS Fees for each remaining year of the Renewal Term will be invoiced annually in accordance with the annual escalation set forth in this Renewal Order Form.

If the usage exceeds the contracted units, the Client will be invoiced monthly in arrears based on the actual usage and unit price listed in the table below ("Per Unit Price") for each unit above the contracted amount. Except as expressly provided otherwise, SaaS Fees are not cancelable, and Fees paid are not refundable.

Annual Fees	SKU	Fixed Fee	Units	Unit Price	Annual Fee
VXconnect Platform Fee	EF12010	$ 7,000.00	1	n/a	$ 7,000.00
Consumption Analytics & Reporting Platform Fee	EF12011	$ 5,000.00	1	n/a	$ 5,000.00
Annual meter SaaS fees	EV12104	n/a	3,200	$ 0.1600	$ 512.00
TOTAL ANNUAL SAAS LICENSE FEES					**$ 12,512.00**

The above fees are subject to annual escalation

Transaction Fees

The tables below describe VertexOne's Transaction Fees & charges for work activities related to the provision of VertexOne's Software and Services for Client, in addition to the SaaS Fees listed in the Subscription Fee Schedule above. Transaction Fees are subject to Annual Escalation.

For this Order Form, Transactional Fees shall be subject to the following terms:

1. Transactional Fees are determined by the volume of Services consumed and will be invoiced on the first full business day of the month, or the first full business day of the month following the Effective Date required to determine the payment amount. Annual Transaction SaaS Fees for the licensed monthly quantity will continue to be billed on each Agreement anniversary consistent with Client's existing billing schedule.
2. If usage exceeds the licensed monthly quantity ("Monthly Transactional Fee"), an invoice will be issued in the following month based on the overage defined in the table below ("Unit Price").
3. Except as expressly provided otherwise, Transactional Fees are not cancelable, and Fees paid are not refundable.
4. As an express condition of the Client's use of Services, the Client agrees to pay the Transaction Fees. Any undisputed amount owing under this section not paid in accordance with its due date shall be a default and subject to the rights and remedies set out in the Agreement.

Transaction SaaS Fees

Transactional SaaS Fees		Monthly QTY	Annual Fee
Outbound .PDF Letter Composition	ET12210	Up to 25,000	Included
Outbound Email	ET12230	Up to 25,000	Included
Outbound SMS	ET12250	Up to 1,000	Included
Outbound Dialer (phone call)	ET12270	Up to 100	Included
TOTAL ANNUAL TRANSACTIONAL SAAS FEES			$ -

Monthly Transactional Fees

Transactional per Item & Overage Fees					
Document Archival	ET12200	Up to 24 months	$	0.0050	per unit
Outbound .PDF Letter Composition	ET12225	Over 25,000	$	0.0050	per unit
Per Email Overage Fee	ET12245	Over 25,000	$	0.0035	per unit
Per SMS Overage Fee	ET12265	Over 1,000	$	0.0500	per unit
Dialer per Call Overage Fee	ET12285	Over 100	$	0.1050	per unit

Expenses; Passthrough Fees

Each party will bear their own expense and costs for the Agreement unless specifically agreed in the Agreement or any SOW.

It is acknowledged by the Parties that VertexOne will incur certain expenses while performing the Services which will be paid and administered by VertexOne, and which will be passed through to Client at actual cost on VertexOne's invoices. These pass-through expenses ("Pass-Through Fees") are identified and listed below:

- Implementation and ongoing operations travel and living expenses, in accordance with VertexOne's then-current travel policy
- Travel and living expenses incurred in connection with additional work performed under the Rate Card (Exhibit A, Change Management Policy), in accordance with VertexOne's then-current travel policy.

Additions or deletions to Pass-Through Fees shall be addressed through the Change Management Policy.

Rate Card

Additional requested work that falls under Exhibit A (Change Management Policy) will be billed, at the following hourly rate and do not include any requisite travel expenses, which are billed separately in accordance with the Passthrough Fees section above. Blended rate prices are subject to Annual Escalation increases based on the terms of the Agreement.

Rate Card	Price	Note
VertexOne Blended Rate	$225.00	Per hour for professional services

Invoicing

VertexOne is responsible for invoicing Client for Services performed pursuant to the Agreement. Itemized invoices shall include the following information (if applicable): contract number, purchase order number, description of supplies or services, quantities, unit prices, and total charges. Itemized invoices will continue to be delivered to Client in accordance with VertexOne's then-current invoicing procedures and Client's existing billing setup.

Pricing Assumptions

Usage	
	VertexOne reserves the right to audit the applicable usage metrics for the VertexOne Software up to once per calendar year (or more frequently if a prior audit revealed a discrepancy) to ensure accurate measurement and billing. If Client's usage exceeds the units or quantities specified in this Order Form, Client shall be invoiced for such excess usage at the applicable Unit Price or then-current rates, as applicable. This audit right is in addition to, and not in lieu of, the Audit Rights set forth in the Agreement.
Emails	
	Client has the ability to send On Demand email communications. If Client chooses to send On Demand email communications, the On Demand communication fees outlined above apply. If the Client chooses not to send On Demand communications, no fees apply.

	There is no charge for emails related to self-service customer activity confirmation communications (password changes, forgot password, autopay enrollment, paperless billing enrollment, profile updates, etc.).
	The On Demand email fees apply for any emails composed by VertexOne resulting from the receipt and processing of a file or transaction originating outside of the self-service application.
Document Archival	
	Client has the ability to store documents using the VertexOne Software. If Client chooses to store documents in the VertexOne Software, the document archival fees outlined above will apply. The VertexOne Software fee is a one-time fee for any items archived in the VertexOne Software. The fee is incurred at the point an item is archived and covers archival for up to 24 months. Documents not extended beyond the applicable archival period through the Change Management Policy may be deleted or made inaccessible by VertexOne without further notice.
	For performance reasons, a size limit of 20 MB per document applies to documents loaded into VertexOne Software. Any requested increase in the max file size will be addressed through the Change Management Policy.
	Client can extend the archive period beyond 24-months through the Change Management Policy.

Signatures

IN WITNESS WHEREOF, the parties, through their authorized representatives, have executed this Renewal Order Form as of the dates set forth below, to be effective as of the Effective Date.

VertexOne Software, LLC:	River Forest IL, Village of:
By:	By:
Name:	Name:
Title:	Title:
Date:	Date:

Exhibit A – Change Management Policy

1. Definitions

"Change" and Changes" means a change/changes to a Statement of Work, Attachment or Order Form**.**

"Change Request Proposal" means a proposed solution and estimate sent to Client after a request for a Change has been received.

2. Purpose

Where either Party sees the need for a Change, Client may at any time request, and VertexOne may at any time recommend, such Change in accordance with the Change Management Process as set out in this Change Management Policy. Either Party may request further information or reasonable modifications to the Change proposed by the other Party.

3. Change Management Process

3.1 Client Change Requests

3.1.1 Client shall submit a request for a Change in writing using VertexOne's ticketing system.

3.1.2 When a request for a Change is received from Client, if VertexOne approves of the Change submitted by the Client, VertexOne shall submit a Change Request Proposal, which includes a proposed solution and estimate, as soon as reasonably possible. Client will review the Change Request Proposal. Once agreed upon, Parties will execute the Change Request Proposal. VertexOne shall schedule the approved change upon the execution of the Change Request Proposal by both Parties.

3.2 Product Enhancement Request

3.2.1 A Product Enhancement Request, referred to as a 'Base product change' requires development and is not guaranteed to be implemented.

3.2.2 Product Enhancement Requests are submitted through the VertexOne ticketing system by creating a ticket with the category "Enhancement Request" and completing all the required fields. VertexOne shall evaluate the business objectives of the request to assess if it can be achieved through existing functionality or requires product enhancement.

3.2.3 VertexOne will also review the Product Roadmap with Client to ensure that enhancement requests from the Client are not present or planned in future releases.

3.2.4 Any Product Enhancement Request not on the Product Roadmap shall be reviewed by VertexOne for Product Roadmap consideration.

3.2.5 Should Client wish to accelerate the timeframe of a Product Enhancement Request, VertexOne shall evaluate the current product roadmap, prioritization, and chargeability.

3.3 VertexOne Recommendations to Change

3.3.1 A recommendation for a Change by VertexOne shall follow the Change Management Process, excluding product changes.

3.3.2 Product changes are exclusive to VertexOne's determination.

3.4 General

3.4.1 Any request not approved or rejected directly by the Party receiving the request within twenty (20) business days after receipt, shall automatically be deemed rejected.

3.4.2 Any request approved by VertexOne will be reviewed to determine the delivery plan for the approved Change Request. VertexOne has sole discretion to determine when the delivery plan of the Change Request will be delivered.

4. Costs

The costs incurred to prepare and to review a proposed Change Request Proposal shall be borne by the Party requesting the change. Such costs will not be paid by or reimbursed by the other Party.

MEMORANDUM

DATE: September 28, 2026
TO: Matt Walsh, Village Administrator
FROM: Jessica Spencer, Assistant Village Administrator

SUBJECT: Approval - LAMA Software Renewal

Issue: Staff is requesting approval to pay an invoice in the amount of $32,239.07.

Background: The Village purchased software, known as LAMA, to manage the building permits, business licenses and registrations, event permits, and contractor registrations prior to the COVID pandemic. This software has streamlined submittals and approvals, assured that deadlines can be properly tracked, and, most importantly, has eased the burden on residents and their contractors to better understand the requirements of the governing codes. Staff recommends renewing with The Davenport Group to continue to utilize LAMA going forward.

This invoice reflects an annual increase equal to CPI, per the terms of the Village's original agreement. For the 2026-2027 term, that increase is 2.7%. Below is a table detailing the annual fees paid each year for this software from the original purchase and implementation:

TERM	AMOUNT	INCREASE
2026-2027 – 19 users	$ 32,239.07	2.70%
2025-2026 – 19 users	$ 31,391.50	3%
2024-2025* - 19 users	$ 30,477.18	3.10%
2023-2024 – 13 users	$ 24,579.22	3%
2022-2023 – 14 users	$ 24,719.32	3%
2021-2022 (Original Implementation)	$ 83,664.00	

* Added the Work Order Module in Nov. 2024, which required additional users.

Budget Implications: This invoice will continue to be paid primarily out of the General Fund and 25% from Water & Sewer Fund.

Request for Board Action: If the Village Board wishes to approve the invoice, the following motion would be appropriate: *Motion to approve a payment in the amount of $32,239.07 to The Davenport Group USA, Ltd for the purchase of software licenses and support.*

Documents Attached:

- Invoice #2604A-ILRF

INVOICE

Village of River Forest
400 Park Ave
RIVER FOREST IL 60305
USA

Invoice Date
Feb 3, 2026

Invoice Number
2604A-ILRF

The Davenport Group
102 S Tejon St, Ste 870
Colorado Springs, CO
80903

Description	Amount USD
2026-2027 Annual Services Subscription and Support (Apr 1)	15,127.50
2026-2027 User CALs (19 @ $856)	16,264.00
2026-2027 CPI-U Adjustment (Apr) 2.7%	847.57
INCLUDES TAX	0.00
TOTAL USD	**32,239.07**

Due Date: Mar 31, 2026

We would like to thank you for your continued support of our company and the LAMA software! The annual subscription includes software updates, hosting fees, and support per the Terms of the Agreement. This renewal term starts on the day after the Due Date above and is valid for the specified term. A 1% monthly late fee shall be applied to your account balance if payment is not received within 30 days the Due Date. Related services shall be suspended if payment is not received within 60 days after the Due Date. Please email accounts@davengis.net with any questions or concerns.

PAYMENT ADVICE

To: The Davenport Group
102 S Tejon St, Ste 870
Colorado Springs, CO 80903

Customer	Village of River Forest
Invoice Number	2604A-ILRF
Amount Due	**32,239.07**
Due Date	Mar 31, 2026
Amount Enclosed	

Enter the amount you are paying above

RIVER FOREST
Proud Heritage • Bright Future

MEMORANDUM

DATE: September 28, 2026
TO: Matt Walsh, Village Administrator
FROM: Jessica Spencer, Assistant Village Administrator

SUBJECT: SafeBuilt Professional Services Contract Amendment

Issue: Staff is requesting approval of the Seventh Amendment to the Village's Professional Services Agreement with SAFEbuilt Illinois, LLC to establish project-specific plan review, civil engineering, and fire plan review services associated with the 7620 Madison Street redevelopment project.

Background: The Village has contracted with SAFEbuilt Illinois, LLC for professional building and development services since March 2021. The agreement has been amended periodically to extend the contract term, revise the applicable fee schedule, and add services as needed. Most recently, the Village approved the Sixth Amendment in March 2026, which extended the agreement and revised the fee schedule.

With the approval of the 7620 Madison Street redevelopment project, staff anticipates the need for substantial plan review and specialized technical review services during the permitting process. Because of the size and complexity of the project, staff requested that SAFEbuilt provide a project-specific fee structure for these services.

The proposed Seventh Amendment establishes a $40,000 flat fee for plan review, which includes up to three reviews for each of the four primary trades: building, mechanical, plumbing, and electrical, for a total of up to twelve reviews. The amendment also establishes hourly rates of $197.00 for civil engineering services and $148.30 for fire plan review services.

The flat-fee structure provides the Village with greater cost certainty for the primary plan review associated with the development, while also establishing rates for specialized civil engineering and fire review services that may be necessary as the project progresses.

The Seventh Amendment does not otherwise modify the existing Professional Services Agreement. All other terms and conditions of the original agreement and prior amendments remain in effect.

Recommendation: Staff recommends approval of the Seventh Amendment to the Professional Services Agreement with SAFEbuilt Illinois, LLC. The amendment establishes a defined fee structure for the professional review services anticipated for the 7620 Madison Street development and will allow staff to proceed efficiently with permit and technical reviews as the project moves forward.

Request for Board Action: If the Village Board wishes to approve the contract, the following motion would be appropriate:

Motion to approve the Seventh Amendment to the Professional Services Agreement with SAFEbuilt Illinois, LLC and authorize the Village Administrator to execute the amendment pending final attorney review.

Documents Attached:

- SafeBuilt Professional Services Amendment #7

SEVENTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN VILLAGE OF RIVER FOREST, ILLINOIS AND SAFEbuilt ILLINOIS, LLC

THIS SEVENTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT is made effective as of the date of the last signature below by and between Village of River Forest, Illinois (Municipality) and SAFEbuilt Illinois, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (Consultant). Municipality and Consultant shall be jointly referred to as the "Parties".

RECITALS AND REPRESENTATIONS

WHEREAS, Parties entered into a Professional Services Agreement (Agreement), by which both Parties established the terms and conditions for service delivery on March 25, 2021; and

WHEREAS, on April 28, 2022, Parties instituted Amendment One to the Agreement to extend the term of the Agreement through March 24, 2023 and revise fee schedule; and

WHEREAS, On September 14, 2022, Parties instituted Amendment Two to the Agreement to add Health and Business License Inspection Services; and;

WHEREAS, On April 11, 2023, Parties instituted Amendment Three to the Agreement to extend the term of the Agreement through March 24, 2024 and revise fee schedule;

WHEREAS, On March 11, 2024, Parties instituted Amendment Four to the Agreement to extend the term of the Agreement through March 24, 2026 and revise fee schedule; and;

WHEREAS, On November 21, 2024, Parties instituted Amendment Five to the Agreement to add Code Transition services to the Agreement and revise fee schedule; and;

WHEREAS, On March 24, 2026, Parties instituted Amendment Six to the Agreement to extend term and revise fee schedule; and;

WHEREAS, pursuant to Section 2, changes to the Services that are mutually agreed upon between the Parties shall be made in writing as a signed and fully executed amendment to the Agreement; and

WHEREAS, Parties wish to add Services; and

WHEREAS, the Parties hereto now desire to amend the Agreement as set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, and other good and valuable consideration, the receipt and adequacy of which are acknowledged, the Parties agree as follows:

1. The above recitals are acknowledged as true and correct and are incorporated herein.
2. The below is added to Agreement, Exhibit B, 1. Fee Schedule:

Services: 7620 Madison Project	Fee:
Plan Review – Flat Fee	$40,000 – Includes up to three (3) reviews for each trade (building, mechanical, plumbing, and electrical) for a total of 12 reviews
Inspections	$97.29 per hour - one (1) hour minimum
Civil Engineering	$197.00 per hour
Fire Plan Review	$148.30 per hour

3. All other conditions and terms of the original Agreement, First Amendment, Second Amendment, Third Amendment, Fourth Amendment, Fifth Amendment, and Sixth Amendment not specifically amended herein, shall remain in full force and effect.

IN WITNESS HEREOF, the undersigned have caused this Amendment to be executed in their respective names on the dates hereinafter enumerated.

SAFEbuilt Illinois, LLC	Village of River Forest, Illinois
Signature:____________________________	Signature: ___________________________
Name: Matthew K. Causley	Name: ______________________________
Title: Chief Operating Officer	Title: ________________________________
Date: August 26, 2026	Date: _______________________________

RIVER FOREST

Proud Heritage • Bright Future

MEMORANDUM

DATE: September 28, 2026

TO: Cathy Adduci, Village President and the Board of Trustees

FROM: Matt Walsh, Village Administrator and Jessica Spencer, Assistant Village Administrator

SUBJECT: Contracts – Professional Services Agreements Regarding the O'Hare Flyer: Jasculca Terman Strategic Communications, The Prescott Group, LLC, and GKG Law, P.C.

Purpose

Staff seeks approval of professional services agreements with Jasculca Terman Strategic Communications, The Prescott Group, LLC, and GKG Law, P.C., and authorization for the Village Administrator to execute the agreements on behalf of the Village.

Background

The Village continues to monitor and respond to the proposed O'Hare Flyer, a privately funded passenger rail project that would utilize the existing rail corridor through River Forest.

On September 14, 2026, the Village President and Board of Trustees unanimously adopted a resolution opposing advancement of the O'Hare Flyer through River Forest based on the information available and concerns regarding potential impacts to the community. As part of its ongoing response, the Board directed staff to continue gathering information regarding the proposal and to investigate retaining consultants and other specialists who could assist the Village in evaluating the project and representing the Village's interests as the proposal develops.

Given the complexity of the proposal, its potential federal and regulatory implications, and the need for continued communication with residents, governmental agencies and other stakeholders, staff has worked to assemble a team of professional advisors providing complementary expertise in strategic communications, federal governmental affairs, and railroad law. As this situation evolves, staff may bring propose additional consultants and attorneys as the strategy is further developed.

Jasculca Terman Strategic Communications

Staff recommends engaging Jasculca Terman Strategic Communications (JT) to provide senior-level strategic communications and critical issues management related to the O'Hare Flyer and other significant Village matters. This work will give the Village access to experienced communications counsel as issues develop, including assistance with messaging, media relations, public information, and other communications requiring a coordinated response.

To support a consistent and streamlined communications approach, staff also recommends transitioning the Village's ongoing communications services to JT. Under the proposed agreement, JT will manage the Village's weekly e-newsletter, social media content, graphic design support, website updates, and related communications activities. Having these services handled by the same firm providing critical issues strategy will help ensure that routine Village communications and communications surrounding significant or rapidly developing issues remain coordinated and consistent.

The monthly fee for ongoing communications services is $5,775. Critical Issues Strategy and Management services are available separately at a cost of up to $5,000 per month for up to 15 hours of senior-level support and will be utilized only as Village needs warrant. In months when additional support is unnecessary, the scope and associated cost may be reduced or eliminated.

The agreement also includes payment of $30,000 for Madison Street Development communications services previously performed during June, July and August 2026.

The Prescott Group, LLC
Staff recommends engaging The Prescott Group, LLC to provide governmental affairs and advocacy services related to the O'Hare Flyer.

The firm will assist the Village in navigating the legislative and administrative environment, coordinating with officials and agencies, identifying opportunities for Village engagement, and ensuring that the Village's concerns and requests for information are effectively communicated as the proposal develops. Prescott Group will also assist seeking grant funds for the Village.

The proposed agreement provides for a monthly retainer of $6,500 for a 7-month term, for a total contract amount not to exceed $45,500.

GKG Law, P.C.
Staff recommends engaging Daniel Elliott of GKG Law, P.C. to provide specialized railroad and transportation legal counsel.

Railroad matters involve a specialized federal regulatory framework, including proceedings and jurisdiction involving the Surface Transportation Board. Specialized rail counsel will assist the Village in understanding applicable regulatory processes, evaluating filings and other information related to the proposal, and identifying legal and local regulatory options available to the Village as additional details become known. Mr. Elliott previously served on the Surface Transportation Board as an appointee of President Obama, and has represented governmental entities in the past in railroad matters.

Staff recommends authorizing services under the agreement in an amount not to exceed $25,000 without additional Village Board approval.

Fiscal Impact

The costs associated with the O'Hare Flyer response were not included in the adopted budget because the proposal and the resulting need for specialized professional assistance were not anticipated when the budget was prepared. The Village's historically prudent financial management has allowed it to maintain a healthy reserve balance that can be utilized to address unforeseen and time-sensitive matters such as this. Staff therefore recommends funding the O'Hare Flyer-related professional services from available reserves without affecting currently budgeted Village programs or services.

The ongoing JT communications services will replace the Village's existing outside communications support and will be administered in accordance with the proposed agreement.

Recommendation
Staff recommends approval of the three professional services agreements. Collectively, the firms will provide the Village with strategic communications, federal governmental affairs, and specialized railroad legal expertise as the Village continues to evaluate and respond to the proposed O'Hare Flyer.

Motion:
Move to approve the professional services agreements with Jasculca Terman Strategic Communications for Critical Issues Strategy and Management services and ongoing Village communications services through April 30, 2027; The Prescott Group, LLC for federal governmental affairs services related to the O'Hare Flyer at a rate of $6,500 per month for 7 months, in a total amount not to exceed $45,500; and GKG Law, P.C. for specialized railroad and transportation legal services related to the O'Hare Flyer in an amount not to exceed $25,000; and authorize the Village Administrator to execute the agreements and any necessary related documents on behalf of the Village pending final attorney review.

Attachments
- Jasculca Terman Professional Services Agreement
- The Prescott Group, LLC Professional Services Agreement
- GKG Law Engagement Agreement

JASCULCA TERMAN

STRATEGIC COMMUNICATIONS

September 1, 2026

Mr. Matt Walsh, Village Administrator &
Jessica Spencer, Assistant Village Administrator
Village of River Forest
400 Park Avenue
River Forest, IL 60305

Dear Matt & Jessica:

Jasculca Terman Strategic Communications (JT) welcomes the opportunity to continue our work on behalf of the Village of River Forest (VRF). This letter of agreement establishes ongoing communications support and project-based support for the Madison Street Development together under a single scope of work. The following represents the terms of our standard working agreement.

OVERVIEW

JT will provide the Village of River Forest with two complementary sets of communications services: (1) ongoing, retainer-based strategic communications support for the Village's day-to-day and Village-wide communications needs; and (2) focused communications and engagement support for the Madison Street Development project as it moves forward through post-Village Board approval implementation (including conditions added by the Board), groundbreaking and the construction process.

SCOPE OF WORK

JT's scope of work under this agreement includes the following:

Ongoing Communications Services

- **Weekly Meetings:** weekly meeting between JT and Village staff, and the Village President as requested, to develop content for E-newsletters, social media, press releases, graphics and other resident, business and news media communications.
- **Weekly E-Newsletters:** 54 weekly newsletters a year distributed via Constant Contact (normally on Thursdays, unless otherwise directed by VRF staff), shared to the Village's social media channels and published on the VRF website.

- **Social Media Management:** Approximately five (5) posts per week across the Village's social media channels (Facebook, Instagram and Nextdoor). Monthly analytics via Sprout Social.
- **Graphic Design:** As needed to accompany written and digital communications — up to five (5) hours per month.
- **Website Management:** Updates to the "In the News" section of the Village website.
- **Strategic Counsel:** Senior strategic counsel with Chairman on emerging Village issues – up to 5 hours a month
- **Critical Issues Strategy and Management:** JT will provide senior-level issues strategy and management, at the direction of the Village Administrator, regarding issues related to the O'Hare Flyer, Madison Street Development, etc.* *This work will be billed separately, up to 15 hours a month.*

PROFESSIONAL FEES

To perform the daily communications scope of work described herein, JT will charge a monthly fee of $5,775 beginning September 2026 through April 30, 2027.

For critical issues strategy and management scope of work, JT will charge a monthly fee of $5,000 beginning September 2026 through April 30, 2027.

In addition, the $30,000 for Madison Street Development communications work already performed in June, July and August 2026 attendant to both DRB and Village Board consideration (at $10,000 per month) will be invoiced upon execution of this agreement.

The above professional fees are based on the scope of work outlined in this letter of agreement and on the assumption that this engagement will run through April 30, 2027. JT and VRF will revisit the scope of work and professional fees in late February/early March 2027 to discuss any updates for the period thereafter. Should the scope of work change dramatically and/or our work extend beyond this term, JT will work with VRF to revise our scope of work and professional fees accordingly.

EXPENSES

Authorized expenses are in addition to our professional fees and are billed monthly.

Authorized expenses include expenditures for outside vendor services and out-of-pocket costs. Outside vendor services include such items as large print jobs, photography, equipment rental, catering, the cost to purchase digital ads, etc. We assess a 15 percent handling charge on these outside vendor expenses billed through our office. We can arrange for you to avoid these handling charges by having vendors bill you directly or pre-pay for such expenses. JT will notify the Village of any expected authorized expenses to offer arrangements for direct billing.

Additional out-of-pocket expenses include meals, mileage, parking, travel, overnight mail and messenger services, newswire distribution, purchase of broadcast media clips, web domain name search and purchase, etc. and do not incur handling charges.

PAYMENT

Clients have the option to pay via check, credit card or automatic clearing house (ACH)/electronic wire transfer of funds.

Payment of all invoices is due within 30 days of receipt.

INDEMNIFICATION

The Village of River Forest agrees to indemnify and hold JT harmless for, from, and against any and all actions, suits, claims, damages, judgments, costs and expenses (including reasonable attorneys' fees) and the like arising out of, or in any way relating to (a) action or inaction by JT taken or not taken while working on behalf of Village of River Forest, except for gross negligence or willful misconduct or, (b) information, data, representations and reports (whether oral or written) furnished and/or approved by the Village of River Forest or its authorized representative(s) for use and/or release by JT. Notwithstanding anything contained herein to the contrary Village of River Forest agrees to pay JT at the rates set forth in this letter of agreement and/or reimburse JT for expenses (including reasonable attorneys' fees) incurred, as the case may be, in the event JT or any of its personnel shall be required to participate in any litigation, proceedings or the like involving Village of River Forest (i.e. response to or appearance in connection with a document or deposition subpoena.)

The above indemnification shall not cover actions that arise out of negligence or intentional wrongdoing on the part of JT.

CONFIDENTIALITY

It is understood and agreed that certain information and knowledge divulged to JT by Village of River Forest shall be regarded by JT as confidential. JT will keep all such information as confidential and refrain from using, publishing, or revealing such confidential information without the express permission of Village of River Forest.

TERMINATION

This agreement may be terminated by either party with written notice provided no less than 30 days in advance of the termination date.

* * * *

Jasculca Terman Strategic Communications is an equal opportunity employer. All employment decisions, with respect to all aspects of our operations, are made without regard to race, color, religion, gender (including pregnancy status), age, national origin, physical or mental disability, or any other characteristics protected by applicable federal or state law.

If this agreement is acceptable to you, please sign a copy of this letter and return it to me. If you have any questions, don't hesitate to give me a call.

Sincerely,

Lauren M. Foley
Chief Operating Officer and Managing Partner
Jasculca Terman Strategic Communications

ACCEPTED:
Village of River Forest

By:____

Date:____

SERVICES AGREEMENT

THIS SERVICES AGREEMENT (the "Agreement") is made and entered into this 1st day of October 2026, by and between the Village of River Forest, Illinois ("Client" and/or "Village"), and Prescott Group LLC ("Prescott Group" and/or the "Services Provider").

RECITALS

WHEREAS the Client is of the opinion that the Services Provider has the necessary qualifications, experience, and abilities to provide required services to the Client;

WHEREAS the Services Provider is agreeable to providing such Services to the Client on the terms and conditions set out in this Agreement.

AGREEMENT TERMS

NOW, THEREFORE, the Parties incorporate the above Recitals as though fully set forth herein, and in consideration of the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Services Provider (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

1) PROVIDED SERVICES
   a) The Client hereby agrees to engage the Services Provider to provide the following Services to the Client:
      i) Advocate on behalf of and consult with the Client in connection with activities that will result in positive outcomes for the Client, as demonstrated by direct State funding to the Village or achievement of positive legislative, regulatory, or project-specific outcomes on behalf of the Village.
      ii) Outreach to state and federal legislative delegation representatives, other state legislators and elected offices, and state agencies to communicate, cultivate relationships, and advocate on behalf of the Village's interests concerning funding, regulatory, legislative, program and project priorities.

iii) Outreach to philanthropic and private corporations to communicate, cultivate relationships, and advocate for the creation of public-private partnerships to advance the Village's interests and priorities.

iv) Testimony at legislative hearings and public meetings on behalf of the Village, as approved by the Village.

v) Facilitate stakeholder meetings with federal, state and county officials and staff concerning Village interests and priorities.

vi) Review and monitor proposed laws and regulations, State agency and department regulations, guidelines, directives, and other instruments of administrative policy that affect the interests and priorities of the Village.

vii) Secure and release funding by the State of Illinois that has been appropriated to the Village but not released or disbursed.

viii) Advocate on behalf of the Village in connection with state government policy issues, legislation and administrative functions that would facilitate the release of the appropriated state funding.

ix) Advocate on behalf of the Village and represent it with state government offices and agencies in connection with efforts to release the appropriated state funding.

x) Prepare and submit a monthly report summarizing services performed on behalf of the Village during the previous month.

xi) Meet on a monthly basis with the Village Manager and Village President and on an as-needed basis to discuss the status of ongoing projects and priorities.

xii) Register Prescott Group as the Village’s contract lobbyist with the Illinois Secretary State and comply with all registration and expenditure reporting requirements.

2) TERM OF THIS AGREEMENT

a) The term of this Agreement (the “Term”) will begin on the 1st day of October 2026 and will remain in full force and effect until the 30th day of April, 2027, subject to earlier termination as provided in this Agreement.

b) The Term of this Agreement may be extended by mutual written agreement of the Parties.

3) PERFORMANCE

a) The parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

4) FEES, COSTS, AND TAXES

a) Fees for Services Provider's Services: For the Services rendered by the Services Provider as required by this Agreement, the Client will pay the Services Provider a fee (the "Fee):

i) Monthly Fee: The Services Provider will invoice the Client a monthly fee of $6,500 per month.

ii) Invoices: Invoices will be issued on or near the first day of the calendar month.

iii) Payment Due Date: All fees and costs charged under this Agreement are due within thirty (30) calendar days of the invoice date (the "Payment Due Date"). Payment can be made via electronic transfer, check, or through a payment app.

iv) Interest and Late Fees: If the Client fails to pay any amount by the due date, a late charge of five percent (5%) of the overdue amount will be assessed. This late charge will be applied on a monthly basis until the overdue amount, including the accrued late charges, is paid in full. The Parties agree that this late charge represents a reasonable calculation of the administrative costs and other losses incurred by the Services Provider due to late payment and is not a penalty.

b) Costs: In addition to any fees charged under this Agreement, Client shall be responsible for payment of costs incurred by Services Provider in rendering Services for the Client including, but not limited to:

i) Costs for routine expenses such as messenger and overnight delivery, postage, copying, telefaxes, and telephone are billed without markup or commission charges.

ii) Additional services and/or expenses beyond routine costs will be obtained and submitted to the Client for approval before proceeding.

iii) Standard IRS mileage rate and/or actual rail/air travel plus overnight accommodations and Village-approved per diem for travel to and from Springfield, Illinois.

iv) State of Illinois, City of Chicago and/or Cook County ethics and lobbyist registration fees are pass-through expenses and shall be billed to the Client.

c) Taxes: In addition to Services fees and costs, Client shall be responsible for all applicable local, state, or federal taxes, if applicable.

d) Currency: All monetary amounts referred to in this Agreement are in U.S. Dollars.

5) OBLIGATIONS OF SERVICES PROVIDER AND CLIENT

   a) Client will provide to the Services Provider available information and data both Parties determine to be needed to perform the Provided Services. Subject to that Standard, Services Provider may reasonably rely upon the accuracy, timeliness and completeness of the information provided by the Client. Services Provider shall be entitled to additional compensation and time to complete the Services to the extent the cost or time to complete the Services are increased due to the timeliness of the information and data provided by the Client and/or any inaccurate technical data or any inaccurate information provided by the Client.

6) PROMPT NOTICE

   a) Client will give prompt written notice to the Services Provider whenever the Client observes or becomes aware of any development that affects the scope or timing of Provided Services or any Subcontracted Services, or any defect in the Services or Subcontracted Services of the Services Provider, including the Client's personnel; provided, however, that the Client's failure to comply with its obligations under this paragraph shall not be construed to adversely affect any liability responsibility or obligation of the Services Provider to the Client under this Agreement. The Services Provider will give prompt written notice to the Client whenever the Services Provider observes or becomes aware of any development that affects the scope or timing of Provided Services, or any defect in the Services or Subcontracted Services of the Services Provider, including the Client's personnel.

7) CHANGES

   a) No changes in the general scope of the Provided Services or Subcontracted Services and no amendment may be made to any Task Order (collectively, "Changes") unless first agreed to by the Client and Services Provider in writing.
   b) If any approved Changes affect the Services Provider's cost of or time required for performance of the Services, an equitable adjustment will be made through a written amendment to this Agreement or Task Order signed by the Client and Services Provider within seven (7) days after the Change.

8) TERMINATION

a) If either Party wishes to terminate this Agreement prior to the completion of the Services, that Party will be required to provide at least 30 days' written notice to the other Party. Services can only be terminated at the end of the calendar month. The Client will be responsible for payment of Services Provider fees for Services performed through date of termination.

9) FORCE MAJEURE

a) Neither party shall be liable to the other party for any failure to perform any of its obligations under this Agreement during any period in which such performance is delayed by circumstances beyond its reasonable control including, but not limited to, fire, flood, war, catastrophic weather event (tornado, hurricane, blizzard), terrorist strike, embargo, strike, riot, or the intervention of any governmental authority (a "Force Majeure"). In such event, however, the delayed party must promptly provide the other party with written notice of the Force Majeure.

10) CONFIDENTIALITY

a) Confidential Information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be proprietary to the Client including, but not limited to, accounting records, business processes, and Client records that are not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.

b) The Services Provider will not, nor will it allow any person under its control or direction, at any time during the Term of this Agreement and for two years thereafter, or that time period during which the Client is bound by any written agreement to keep such information confidential, make any unauthorized disclosure of any confidential information or trade secrets of the Client.

c) Services Provider shall not use such information for any other purpose other than as required to serve the intention of this Agreement.

d) Services Provider agrees not to disclose such information to subcontractors or to third Parties until Services Provider receives the written consent of the Client and such time as said third Parties have agreed to be bound by the confidentiality provisions of this Agreement.

e) Services Provider agrees to restrict access to such information to employees and others within its organization whose access is reasonably necessary to further the intentions of this Agreement.

f) The restrictions contained in Section 9 (a), (b), (c), (d), (e) or (f) shall not apply to information that:

   i) Is contained in a printed and distributed publication bearing a date before the date of this Agreement.

   ii) Is, or becomes, publicly known otherwise than through neglect or a wrongful act of the Services Provider.

   iii) Is rightfully in the possession of Services Provider before receipt from the Client or is independently developed by the Services Provider or its agents, provided that the person or persons developing same have not had access to such information.

   iv) Becomes rightfully known to the Services Provider without confidential restrictions.

   v) Is approved in writing by the Client for disclosure to a third party.

   vi) Is required to be disclosed by law or during legal proceedings.

11) INDEMNIFICATION

a) Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective affiliates, officers, members, directors, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, members, directors, agents, employees, and permitted successors and assigns that occur in connection with this Agreement. This indemnification shall survive the termination of this Agreement.

12) INSURANCE

a) The Services Provider will be required to maintain general liability insurance including coverage for bodily injury and property damage at a level that would be considered reasonable in the industry of the Services Provider based on the risk associated with the characteristics of this Agreement and only to the extent permitted by law. All insurance policies will remain materially unchanged for the duration of this Agreement.

13) CAPACITY/INDEPENDENT CONTRACTOR

a) The Parties expressly agree that the Services Provider is acting as an independent contractor, and not as an employee. The Services Provider and the Client acknowledge that this Agreement does not create a partnership or joint venture between them and is exclusively a contract for Services.

14) SERVICES PROVIDER'S WORK FOR OTHERS AND CONFLICT OF INTEREST

a) The Parties specifically acknowledge that the Services Provider may provide Services to other organizations during the term of this Agreement; provided, however, that the Services Provider shall maintain the confidentiality of Confidential Information.

   i) The Parties agree the Services Provider may perform work for and on behalf of others, provided that the performance of such work does not create a conflict of interest that breaches or may breach the Services Provider's responsibilities and obligations under this agreement.

   ii) The Services Provider shall exercise reasonable care and diligence to prevent any actions or conditions which could result in a conflict with the Client's reasonable interests and shall in any event provide prompt written notice thereof upon its discovery of any such conflict.

15) LEGAL EXPENSES

a) If legal action is brought to enforce or interpret any term of this Agreement, the prevailing Party will be entitled to recover, in addition to any other damages or award, all reasonable legal costs and fees associated with the action.

16) MODIFICATION OF AGREEMENT

a) Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

17) NOTICE

a) All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties of this Agreement as follows:

   i) Matt Walsh, Village Administrator, Village of River Forest, 400 Park Avenue, River Forest IL 60305

ii) James Prescott, Managing Director, Prescott Group LLC, 429 N. Marion St., Suite 205, Oak Park IL 60302

18) ENTIRE AGREEMENT

a) This Agreement constitutes the entire agreement between the parties relating to the subject matter hereof and shall supersede all prior agreements and understandings between the Client and Services Provider regarding these subjects. If any signature is delivered by email delivery or ".pdf" format file, such signature shall create a valid and binding obligation of the party executing with the same force and effect as if such ".pdf" signature page was an original thereof.

19) TITLES/HEADINGS

a) Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

20) GOVERNING LAW

a) The validity, interpretation, performance and enforcement of this Agreement shall, in all respects, be governed by and in accordance with the laws of the State of Illinois, without giving effect to its conflict of law principles, regardless of where the Parties reside. In this regard, the Parties hereby irrevocably and unconditionally submit to the jurisdiction of the federal or state courts of such State, for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. Each party irrevocably waives any objection that it may now or hereafter have to the laying of venue or any such proceeding in any such court and further waives any claim that any proceeding brought in any such court has been brought in an inconvenient forum.

21) SEVERABILITY

a) If any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

22) NON-SOLICITATION

a) During the Term of this Agreement and for a period of one year following the end of the Agreement, the Parties will not in any way directly or indirectly engage in the following activities:

i) Discuss employment opportunities, induce, or attempt to induce any employee to quit employment with the other Party.
ii) Interfere with the other Party's relationship with its employees or other Services Providers.
iii) Solicit, entice, or hire any employee of the other Party.

23) WAIVER

a) The waiver by either Party of a breach, default, delay, or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF, the Parties have executed this Services Agreement as of the later of the dates set forth below.

AGREED AND ACCEPTED:

VILLAGE OF RIVER FOREST IL

By: ______________________________

Printed Name: Matt Walsh

Title: Village Administrator

Date: October 1, 2026

Email Address: mwalsh@vrf.us

Phone Number: 708 366 8500

PRESCOTT GROUP LLC

By: ______________________________

Printed Name: James Prescott

Title: Managing Director

Date: October 1, 2026

Email Address: [redacted]

Phone Number:

GKG LAW
a professional corporation

ATTORNEYS AT LAW
THE FOUNDRY ♦ 1055 THOMAS JEFFERSON STREET, NW ♦ SUITE 620 ♦ WASHINGTON, DC 20007-4492
TELEPHONE: 202-342-5200
FACSIMILE: 202-342-5299

[redacted]RITER'S DIRECT E-MAIL ADDRESS
[redacted]

WRITER'S DIRECT DIAL NUMBER
[redacted]

September 25, 2026

<u>VIA E-MAIL</u>

Jessica Spencer
Assistant Village Administrator
Village of River Forest
jspencer@vrf.us
(708) 714-3520

Re: **<u>Engagement Agreement</u>**

Greetings:

Thank you for retaining GKG Law, P.C. ("GKG") to represent the Village of River Forest, IL (referred to as "you" and "your") regarding a rail line that runs through your community.

In accordance with the Canons of Ethics of the District of Columbia Bar, I am required to formally set forth the basis of our fees in writing.

1. <u>Fees</u>

In connection with the legal representation contemplated by this Engagement Agreement, we will not require an engagement fee for the aforementioned services.

GKG charges for all time involved in any matter. This includes time expended in conducting needed investigation and research, reviewing and drafting correspondence and documents, conferring with you, or other parties connected with your matters personally or by telephone, travel, and all other time required to handle your matters. Time is kept in increments of one tenth of an hour.

GKG's fees are based on our standard hourly rates in effect at the time legal services are rendered. My hourly rate currently is **$450.00** per hour. At present, our hourly rates range is as follows:

Staff Level	Hourly Rate
Partners	$450 to $1,050
Associates	$325 to $595
Paralegals	$125 to $180

GKG's total fees will not exceed $25,000 without authorization from you.

2. Reimbursable Expenses

In addition to fees for services, GKG will also charge for filing fees, third party copying costs, printing costs, travel expenses, transcript costs, binding costs, mailing costs, courier services, court filing and recording fees, witness fees, staff overtime and night secretarial services, computer research facilities (e.g., LEXIS, WESTLAW and other online services), and other similar costs incident to our representation of you. We do not charge for photocopying, faxing or telephone calls we perform in-house.

We sometimes refer to the costs described above as "disbursements," although some of these "disbursements" are not direct expenditures that we pay to third parties, but rather are amounts we believe reasonable and appropriate that we charge our clients for certain of the services involved. Certain of these items may be charged at more than our direct costs to cover the overhead cost of providing that service. Attachment A to this letter is a list of GKG current standard cost charges.

In addition, certain fees and expenses of third parties (such as deposition stenographers, local counsel, expert witnesses or accountants) may not be paid by us and will, in that case, be the responsibility of, and billed to you. Major expenses such as deposition costs and expert witness fees may be required in certain types of matters but will not be incurred without prior client approval. You agree to pay costs directly to third party vendors upon request of GKG.

3. Billing Statements

GKG will provide to you, on a monthly basis, descriptive billing statements reflecting amounts due for services rendered and costs incurred.

4. Time of Payment of Billing Statements; Accrual of Interest

Our monthly billing statements are payable on receipt. You agree to be responsible for, and to fully and promptly reimburse to GKG, any costs or expenses (including reasonable attorneys' fees and the normal hourly rates of in-house counsel) incident to collection of any amount(s) you owed to GKG.

You also agree that if we need to institute any legal proceedings in order to recover unpaid balances due this firm, you waive all objections to venue and jurisdiction in a court of competent jurisdiction in the District of Columbia. In addition, you agree to accept service of process by facsimile or by any means reasonably calculated to effect notice on you.

5. Privacy Policy

GKG is compliant with the European Union's ("EU") General Data Protection Regulation ("GDPR"). The personal information that we requested as part of the consultation and any personal information that we will request as part of our representation is necessary for us to be able to provide legal services and counsel. Please note that any information we receive in the course of our representation, including information about natural persons in the EU, will be treated in accordance with the duty of confidentiality owed to our clients under the District of Columbia Bar Association's Rules of Professional Conduct. You can learn more about GKG's Privacy Policy by visiting https://www.gkglaw.com/info/privacy-policy.

6. Termination of Representation

You have the right to terminate our services at any time. We also reserve the right to withdraw from this representation. We will be entitled to recover from you our actual fees for our services rendered prior to the termination or withdrawal. Finally, although you will be entitled to and will receive our best efforts, we cannot guarantee the outcome of any particular matter.

* * * * *

If the above terms meet with your approval, please sign and date where indicated below and return it to me. Again, thank you for retaining GKG Law, P.C. I look forward to working with you and establishing a long-term beneficial relationship.

Sincerely,

GKG Law, P.C.

By: ______________________________
Daniel R. Elliott

The terms of the Engagement Agreement are agreed to and accepted this 28th day of September 2026.

Village of River Forest, IL

Signature: ______________________________

Print Name: ______________________________

Title: ______________________________

Enclosure

ATTACHMENT "A"

DISBURSEMENTS AND CHARGES

Outlined below are the bases for the most common services charged to our clients (as well as those for which no charge is levied). These are subject to change without notice.

In-House Photocopy:	No charge
Outside Photocopy:	Actual vendor invoice
Facsimile:	No charge
Telephone:	Telephone cellular charges, if applicable
Secretarial Overtime:	Actual secretarial overtime compensation plus FICA
Online Research Services: (Westlaw, Lexis, etc.)	Based on data base search charge
Courier:	Actual vendor invoice
Postage:	Actual U.S. and foreign postal service rates
Travel:	Actual vendor invoice plus actual out-of-pocket Expense

INCORPORATED 1880
RIVER FOREST
Proud Heritage
Bright Future

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

MEMORANDUM

Date: September 28, 2026
To: Catherine Adduci, Village President
Village Board of Trustees
From: Matt Walsh, Village Administrator
Subj: Resolution Accepting the Responsibilities and Functions of the Civic Center Authority

Executive Summary:

- The River Forest Civic Center Authority (RFCCA) seeks to transfer all functions and assets of the Civic Center to the Village due to long-term building maintenance concerns and the RFCCA's lack of independent funding.
- Approval of the proposed resolution would make the Village the building owner and lessor, assuming all RFCCA assets, liabilities, and lease obligations, and initiating tenant discussions for longer-term stability.
- The Civic Center currently generates rental revenue that modestly exceeds operating costs, and Village staff anticipates additional efficiencies once operations are absorbed. This was not always the case, and the Authority does not have funds for capital improvements.
- Deferred maintenance is significant: priority capital needs include roof replacement, HVAC replacement, and tuckpointing, with preliminary costs approaching $2–3 million.
- Renovations are eligible for Madison Street TIF funding; staff prepared funding scenarios showing that the TIF can support priority improvements alongside existing commitments.
- Staff recommends approving the resolution to ensure the long-term viability of the civic center building and the valuable services provided by its tenants.

Overview: The River Forest Civic Center Authority (RFCCA) currently owns and manages the Civic Center building at 8020 West Madison Street. Earlier this year, the RFCCA approached the Village regarding a potential transfer of its functions and assets to the Village. The request stems from concerns about the long-term viability of the Civic Center building due to significant outstanding repairs and deferred maintenance.

The RFCCA is a public body sharing its board with the River Forest Township, but was established with no independent taxing authority to support operations or capital improvements. On August 4, the RFCCA unanimously approved a resolution initiating consolidation (attached). To complete the transfer, the Village Board must take separate action.

Board Action Requested: The proposed resolution would finalize the transfer and allow the Village to assume all assets, liabilities, and obligations of the RFCCA. If the Village Board does not approve the resolution, the RFCCA will continue to operate independently and manage the Civic Center.

Upon approval, the Village would become the building's lessor and honor all existing lease terms. The resolution further directs staff to begin discussions with current tenants about potential lease extensions to promote stability and predictability.

RFCCA Functions and Responsibilities: The RFCCA owns the Civic Center building and leases space primarily to nonprofit and governmental entities. It has no employees and provides no programming or direct services. The RFCCA currently has five long-term tenants, with all current leases beginning in 2026:

- River Forest Community Center (1/1/2026–12/31/2029)
- Opportunity Knocks (1/1/2026–6/30/2028)
- CAYR Connections (1/15/2026–6/30/2027)
- River Forest Township (1/1/2026–6/30/2028)
- Oak Park Township (2/1/2026–12/31/2026; plans to vacate at end of lease)

The RFCCA also rents the dance studio space to organizations for weekly or monthly meetings.

If the Village Board approves the consolidation, the Village will assume all landlord responsibilities and begin conversations with tenants about future lease terms.

Operating Budget: Initial analysis of RFCCA finances indicates that rental revenues modestly exceed current operational costs. Staff anticipates additional efficiencies in insurance, landscaping, and maintenance, with landscaping and maintenance savings achieved through use of existing contracts and village personnel. Water fees will be absorbed by the Village's Water & Sewer Fund. The modest surplus is not sufficient to pay for large-scale capital needs. Upon approval of the resolution, the RFCCA will transfer their current account balances of $149,221.56 to the Village. These funds will be used to operate or make repairs to the building.

A formal budget amendment incorporating Civic Center operations as a division of the General Fund will be presented for Board consideration at a future meeting. The operating budget will include funds for minor repairs that may not be eligible for TIF fund use, such as plumbing or lighting fixture replacement. Large-scale improvements will require capital expenditures.

Staffing Impact and Considerations: The RFCCA currently has no employees. Administrative functions are performed by RFCCA Board members, who also serve as Township board members. The RFCCA contracts with the River Forest Park District for certain building management and maintenance tasks.

Upon transfer, administrative duties and tenant relations will be absorbed primarily by Village Administration staff. Daily cleaning of the Civic Center, currently provided by tenants under agreement, will continue.

The Village's Building Maintenance Technician handles cleaning and maintenance at Village Hall and supports repairs at other Village facilities. This position, supplemented by Public Works staff, will provide maintenance support at the Civic Center. Staff expects current workflows to absorb initial operational needs but will monitor workload and may recommend additional staffing or support as part of the FY28 budget process. Personnel costs for existing or future employees may be paid from the Civic Center portion of the General Fund.

Capital Project Needs: The RFCCA pursued consolidation largely due to substantial deferred maintenance. Since opening, the Civic Center has received minimal capital investment. A 2019 building assessment estimated $3.4 million in improvements needed over 10 years. Earlier this year, the RFCCA commissioned an updated assessment from FGM Architects, which proposed repair work in three phases. FGM's estimates were developed without budget parameters and are therefore high-level conceptual figures.

This month, the Village commissioned its own structural evaluation and engaged contractors for additional input. Based on expert recommendations, staff is prioritizing improvements to the building envelope: roof replacement, HVAC replacement, and tuckpointing. The roof has repeatedly failed and required patching, and two HVAC units are no longer functional. Securing the building envelope will help prevent future deterioration and support planned interior improvements.

Preliminary cost estimates (not yet competitively bid) include:

- Roof Replacement: $870,000–$986,000 (cooperative pricing estimate)
- HVAC Replacement: $1,160,000 (FGM estimate)
- Masonry Repairs & Tuckpointing: $130,000 (FGM estimate)

Staff will continue evaluating other recommendations and prioritize any interior improvements, including accessibility, plumbing, electrical upgrades as part of future capital budgets. Improvements regarding safety, accessibility and functionality will be prioritized.

Capital Funding Sources: The Civic Center is located within the Madison Street TIF District, making Civic Center renovations eligible for TIF funding. Staff prepared a projection of the Madison Street TIF Fund. Operation costs are not eligible for TIF funds.

The TIF currently collects over $800,000 annually, and has a $3.7 million fund balance. The fund balance will continue to grow each year. Funds not obligated to other projects and programs can be used for Civic Center renovations, if needed and the Board approves. As shown in the projection worksheet, the TIF can support up to $4 million in initial Civic Center renovations through FY29 while still meeting other future commitments.

This does not preclude the ability to further invest in the Civic Center beyond FY29. The second projection exhibit includes yearly investments in the Civic Center through the life of the TIF. As shown, the TIF fund maintains a positive fund balance each year even with this level of investment. This is meant to demonstrate the projected capacity of the fund, not to recommend commitment of such policy. The primary use of TIF funds should be to boost economic development and expand the property tax base. The Board will need to weigh future economic development initiatives and school district surpluses along with capital needs. It will also be important for the Village to not rely solely on TIF revenues for renovations, as those funds will not be available after its expiration.

The projection accounts for other TIF obligations, such as incentive payments for the Madison & Ashland development, Neighbor Improvement Fund expenditures, and routine administrative costs. The model includes repayment of the TIF's loan from the General Fund in the final year of the district.

Projections rely on Ryan Group LLC assumptions, including maximum student generation, which depresses available property tax revenue. If fewer students are produced by the development, additional revenue would become available for Civic Center improvements or other TIF-eligible projects.

Staff is confident the available funds are sufficient to support renovations to the Civic Center, and will seek additional funding through grants to supplement TIF funds. Staff recommends approving the resolution to protect the long-term viability of the civic center building and the valuable services provided by its tenants.

Attachments:

1. Proposed Resolution Accepting Authority
2. Resolution Adopted by the RFCCA
3. Madison Street TIF Fund Projections

RESOLUTION NO. __________

A RESOLUTION ACCEPTING THE TRANSFER OF THE FUNCTIONS OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY

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

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Authority ("Authority") is a political subdivision established pursuant to Section 23-10 of the Civic Center Code, 70 ILCS 200/230-10; and

WHEREAS, the boundaries of the Authority are coterminous with the Village; and

WHEREAS, Section 2-165(a) of the Civic Center Code authorizes a municipality to assume the functions, powers, duties, assets, liabilities, obligations, and responsibilities of a coterminous civic center authority upon approval by the governing bodies of both entities; and

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Board has unanimously approved a resolution consolidating the Authority into the Village due to a lack of resources, financial and otherwise, to maintain the Civic Center building; and

WHEREAS, the Village President and the Board of Trustees find that supporting and maintaining the services provided by the current non-profit and governmental lessees of the Civic Center building are essential and beneficial to the residents of River Forest; and

WHEREAS, the Village President and the Board of Trustees find that there are limited community and publicly accessible assets in River Forest, and there is value in maintaining and protecting assets such as the Civic Center; and

WHEREAS, the Village President and Board of Trustees find that prompt action in response to the Civic Center Authority's vote to transfer its assets is necessary to protect the safety, integrity, and long-term viability of the Civic Center building; and

WHEREAS, the Village President and the Board of Trustees find that consolidating the operations of the Authority into the Village government will promote efficient administration, reduce duplicative governmental functions, improve accountability, and serve the best interests of the residents of the Village.

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

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

SECTION 2: Assumption of Authority. Pursuant to Section 2-165(a) of the Civic Center Code, the Village hereby agrees to assume, effective at 12:01 a.m. on September 29, 2026 ("Effective Date"), all powers, duties, functions, rights, obligations, liabilities, responsibilities, assets, contracts, funds, records, and property of the River Forest Metropolitan Exposition, Auditorium and Office Building Authority as provided by law. The Village accepts and assumes all functions formerly exercised by the Authority and shall thereafter administer those functions in accordance with applicable law. On the Effective Date, the River Forest Metropolitan Exposition, Auditorium and Office Building Authority shall cease.

SECTION 3: Execution. The Village President, Village Administrator, and the Village Clerk, or their designees, are each authorized and directed to execute and deliver all agreements, deeds, bills of sale, assignments, certificates, notices, and other documents necessary or convenient to implement this Resolution and the statutory transfer.

SECTION 4: Village Administrator Authority. The Village Administrator shall have the authority to:

a. establish all accounting procedures necessary for the transfer;
b. assume custody of all Authority records;
c. transfer all employees, if applicable;
d. continue all contracts and operational activities;
e. notify all governmental agencies, financial institutions, vendors, insurers, and contractors of the transfer; and
f. take all administrative actions necessary to complete the transition.
g. pursue grant funding for capital improvements and upgrades to the civic center

SECTION 5: Lessee Stability. To demonstrate commitment to the current lessees and to maintain the valuable services they offer to the community, the Village Administrator is directed to notify current lessees that the Village is interested in potential extension of lease terms, and will engage with lessees on terms of future lease amendments so that the services can continue to be provided to the community.

SECTION 6: Severability. That if any Section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

<u>SECTION 7</u>: Repeal. That all resolutions, motions or parts thereof in conflict with this Resolution shall be and the same are hereby repealed.

<u>SECTION 8</u>: Effectiveness. That this Resolution shall be in full force and effect upon its adoption and approval according to law.

ADOPTED this ____ day of _______, 2026, pursuant to a roll call vote as follows:

AYES:____

NAYS:____

ABSENT:____

APPROVED this ____ day of ______, 2026, by the Village President of the Village of River Forest, and attested by the Village Clerk, on the same day.

____
Catherine Adduci, Village President

ATTEST:

____
, Rosa Castellano, Village Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

<u>CLERK'S CERTIFICATE</u>

I, **Rosa Castellano**, the duly elected and qualified Village Clerk of the Village of River Forest, Cook County, Illinois, do hereby certify that attached hereto is a true and correct copy of the Resolution now on file in my office, entitled:

<u>RESOLUTION NO. ___</u>

A RESOLUTION ACCEPTING THE TRANSFER OF THE FUNCTIONS OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY

which was passed by the Corporate Authorities of the Village of River Forest at a regular meeting held on the ___ day of _______, 2026, at which meeting a quorum was present, and approved by the President of the Village of River Forest on the ___ day of ______, 2026.

I further certify that the vote on the question of the passage of the said Resolution by the Corporate Authorities of the Village of River Forest was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the Corporate Authorities of the Village of River Forest, and that the result of said vote was as follows, to-wit:

AYES:____

NAYS:____

ABSENT:____

I do further certify that the original Resolution, of which the foregoing is a true copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Village of River Forest, this ______ day of __________, 2026.

____
Rosa Castellano, Village Clerk

[SEAL]

RESOLUTION NO. FY2027-01

A RESOLUTION OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY CONSOLIDATING THE AUTHORITY INTO THE VILLAGE OF RIVER FOREST

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Authority ("Authority") is a duly organized and validly existing political subdivision of the State of Illinois created by Section 230-10 of the Civic Center Code, 70 ILCS 200/230-10; and

WHEREAS, the Village of River Forest ("Village") is an Illinois municipal corporation with boundaries that are coterminous or substantially coterminous to those of the Authority; and

WHEREAS, Section 2-165(a) of the Civic Center Code, 70 ILCS 200/2-165(a), authorizes a municipality to assume the functions, powers, duties, assets, liabilities, obligations, and responsibilities of a coterminous civic center authority upon approval by the governing bodies of both entities; and

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Board ("Board") finds that consolidating the operations of the Authority into the Village government will promote efficient administration, reduce duplicative governmental functions, improve accountability, and serve the best interests of the residents of the Authority and Village.

NOW, THEREFORE, BE IT RESOLVED BY THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING BOARD, AS FOLLOWS:

<u>SECTION 1</u>: Incorporation. The preamble language above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

<u>SECTION 2</u>: Consolidation into Village. Pursuant to Section 2-165(a) of the Civic Center Code, 70 ILCS 200/2-165(a), the Board hereby approves the consolidation of the Authority into the Village of River Forest, effective at 12:01 a.m. on September 29, 2026 ("Effective Date"), at which time the Authority will be consolidated into the Village and all powers, duties, functions, rights, obligations, liabilities, responsibilities, assets, contracts, funds, records, and property of the Authority as provided by law. On the Effective Date and Time, the Authority shall cease.

<u>SECTION 3</u>: Implementation. To the broadest extent possible, John Becvar or his designee is authorized and directed to execute and deliver all agreements, deeds, bills of sale, assignments, certificates, notices, and other documents necessary or convenient to implement this Resolution and the statutory transfer, whether before or after the effective date of the consolidation including, but not limited to:

a. establish all accounting procedures necessary for the transfer;
b. transfer custody of all Authority accounts, records and physical property;
c. transfer all contracts and operational activities;
d. notify all governmental agencies, financial institutions, vendors, insurers, and contractors of the transfer; and
e. take all administrative actions necessary to complete the transition.

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

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

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

ADOPTED this 4th day of August, 2026, pursuant to a roll call vote as follows:

(5) AYES: BECVAR, BUTA, CONNOLLY, STROM, BONNER

(0) NAYS: —

(0) ABSENT: —

Helene Connolly
Primary Manager

Primary Manager

David Bonner
Manager

Manager

James Becvar
Manager

ATTEST:

Mark Hosty, Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Mark Hosty, the duly appointed and qualified Secretary of the River Forest Metropolitan Exposition, Auditorium and Office Building Board, Cook County, Illinois, do hereby certify that attached hereto is a true and correct copy of the Resolution entitled "A RESOLUTION OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY CONSOLIDATING THE AUTHORITY INTO THE VILLAGE OF RIVER FOREST" which was passed by the River Forest Metropolitan Exposition, Auditorium and Office Building Board at a special meeting held on the 4th day of August, 2026, at which meeting a quorum was present.

I further certify that the vote on the question of the passage of the said Resolution of the River Forest Metropolitan Exposition, Auditorium and Office Building Board was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the River Forest Metropolitan Exposition, Auditorium and Office Building Board and that the result of said vote was as follows, to-wit:

(5) AYES: BECVAR, BUTA, CONNOLLY, STROM, BONNER
(0) NAYS: —
(0) ABSENT: —

I do further certify that the original Resolution, of which the foregoing is a true copy, is accurate.

IN WITNESS WHEREOF, I have hereunto set my hand and executed this certification this 4th day of August, 2026.

Mark Hosty, Secretary
River Forest Metropolitan Exposition, Auditorium and Office Building Authority

RESOLUTION NO. FY2027-02

A RESOLUTION OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY AUTHORIZING ACTS RELATED TO THE CONSOLIDATION OF THE AUTHORITY INTO THE VILLAGE OF RIVER FOREST AND THE CESSATION OF OPERATIONS

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Authority ("Authority") is a duly organized and validly existing political subdivision of the State of Illinois created by Section 230-10 of the Civic Center Code, 70 ILCS 200/230-10; and

WHEREAS, the River Forest Metropolitan Exposition, Auditorium and Office Building Board ("Board") has authorized the consolidation of the Authority into the Village of River Forest; and

WHEREAS, in order to effectuate the consolidation and transfer, the Board seeks to provide a process and authority to handle the consolidation, transfer and transition in an orderly manner.

NOW, THEREFORE, BE IT RESOLVED BY THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING BOARD AS FOLLOWS:

SECTION 1: Incorporation. The preamble language above is incorporated by reference into this Section 1 and made a part hereof as material and operative provisions of this Resolution.

SECTION 2: Transfer of Assets, Leases, Contracts, and Liabilities. To the fullest extent possible, manager John Becvar shall be empowered and authorized to transfer the assets of the Authority, including the building and land at 8020 Madison Street, River Forest, Illinois (3 PINS), furniture, boiler room equipment and personal property located in the building at 8020 Madison Street, River Forest, Illinois, and the funds in all accounts, including checking and money market accounts at Byline Bank to the Village of River Forest on such schedule as shall be agreed to by and between John Becvar and the Village of River Forest to effectuate the change as of September 29, 2026. John Becvar shall also be empowered and authorized to take any and all actions necessary to transfer the Authority's leases, contracts and liabilities to the Village of River Forest to effectuate the purposes of Illinois law related to the consolidation of the Authority into the Village of River Forest. While the transfer will be effective September 29, 2026 at 12:01 a.m., should any asset, lease, contract or liability not be transferred by that time, or should any other act be required after September 29, 2026 at 12:01 a.m., John Becvar shall remain authorized and empowered to take any such action that is required to conclude the wind down of the Authority, whether prior to, or after, that date with no further action of the Board required. This grant of authority includes the to pay any bills received by the Authority between the date of this Resolution and the transfer date, without further approval by the Board.

<u>SECTION 3</u>: Authorization of Secretary and Attorney. To the broadest extent possible, in the event that any legal work or attestation or act of the Secretary is necessary to implement the purposes of the transfer, the Authority's attorneys and Secretary are empowered and authorized to undertake whatever actions should be necessary to implement the statutory transfer, whether before or after the effective date of the consolidation with no further action of the Board required.

<u>SECTION 4</u>: Severability. If any Section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

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

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

ADOPTED this 4th day of August, 2026, pursuant to a roll call vote as follows:

(5) AYES: BECVAR, POLITA, CONNOLLY, STROM & BONNER

(0) NAYS: —

(0) ABSENT: —

Helene Connolly
Primary Manager

Primary Manager

David Bonner
Manager

Manager

Manager

ATTEST:

Mark Hosty, Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

SECRETARY'S CERTIFICATE

I, Mark Hosty, the duly appointed and qualified Secretary of the River Forest Metropolitan Exposition, Auditorium and Office Building Board, Cook County, Illinois, do hereby certify that attached hereto is a true and correct copy of the Resolution entitled "A RESOLUTION OF THE RIVER FOREST METROPOLITAN EXPOSITION, AUDITORIUM AND OFFICE BUILDING AUTHORITY AUTHORIZING ACTS RELATED TO THE CONSOLIDATION OF THE AUTHORITY INTO THE VILLAGE OF RIVER FOREST AND THE CESSATION OF OPERATIONS" which was passed by the River Forest Metropolitan Exposition, Auditorium and Office Building Board at a special meeting held on the 4th day of August, 2026, at which meeting a quorum was present.

I further certify that the vote on the question of the passage of the said Resolution of the River Forest Metropolitan Exposition, Auditorium and Office Building Board was taken by the Ayes and Nays and recorded in the Journal of Proceedings of the River Forest Metropolitan Exposition, Auditorium and Office Building Board and that the result of said vote was as follows, to-wit:

(5) **AYES:** BECVAR, BUTA, CONNOLLY, STROOT, BONNER
(0) **NAYS:** —
(0) **ABSENT:** —

I do further certify that the original Resolution, of which the foregoing is a true copy, is accurate.

IN WITNESS WHEREOF, I have hereunto set my hand and executed this certification this 4th day of August, 2026.

Mark Hosty, Secretary
River Forest Metropolitan Exposition, Auditorium and Office Building Authority

Madison Street TIF Fund Projections (Initial Investments Only)

Fiscal Year	Beginning TIF Balance	TIF Revenue	Civic Center Improvements	Neighbor Improvement Fund	Madison Developer Incentive	Other TIF Expenses	Total TIF Expenses	Net	Ending TIF Balance
2027	$ 3,521,000	$ 823,671		$ 50,000		$ 100,000	$ 150,000	$ 673,671	$ 4,194,671
2028	$ 4,194,671	$ 823,671	$ 2,500,000	$ 125,000		$ 100,000	$ 2,725,000	$ (1,901,329)	$ 2,293,342
2029	$ 2,293,342	$ 823,671	$ 1,500,000	$ 125,000	$ 1,000,000	$ 350,000	$ 2,975,000	$ (2,151,329)	$ 142,013
2030	$ 142,013	$ 1,361,511			$ 330,582	$ 100,000	$ 430,582	$ 930,929	$ 1,072,942
2031	$ 1,072,942	$ 1,361,511			$ 362,650	$ 100,000	$ 462,650	$ 898,861	$ 1,971,803
2032	$ 1,971,803	$ 1,361,511			$ 362,650	$ 100,000	$ 462,650	$ 898,861	$ 2,870,664
2033	$ 2,870,664	$ 1,571,321			$ 175,258	$ 100,000	$ 275,258	$ 1,296,063	$ 4,166,727
2034	$ 4,166,727	$ 1,571,321				$ 100,000	$ 100,000	$ 1,471,321	$ 5,638,048
2035	$ 5,638,048	$ 1,571,321				$ 100,000	$ 100,000	$ 1,471,321	$ 7,109,369
2036	$ 7,109,369	$ 1,800,586				$ 100,000	$ 100,000	$ 1,700,586	$ 8,809,955
2037	$ 8,809,955	$ 1,800,586				$ 100,000	$ 100,000	$ 1,700,586	$ 10,510,541
2038	$ 10,510,541	$ 1,800,586				$ 100,000	$ 100,000	$ 1,700,586	$ 12,211,127
2039	$ 12,211,127	$ 2,051,111				$ 100,000	$ 100,000	$ 1,951,111	$ 14,162,238
2040	$ 14,162,238	$ 2,051,111				$ 1,937,000	$ 1,937,000	$ 114,111	$ 14,276,349

Budget Notes

1. Initial expenditures to include roof and HVAC replacement, along with necessary tuckpointing and masonry upgrades. The exact construction schedule and priority for projects is to be determined, and contracts will require Village Board approval.
2. The initial developer incentive payment is due to 531 Partners upon certificate of occupancy. This is expected in late FY2029.
3. Subsequent developer incentive payments are paid as property taxes are received.
4. TIF Revenue column shows revenues expected after reducing school set aside funds.
5. Other TIF Expenses in FY29 includes construction of a green alley at the Madison & Ashland project site.
6. Other TIF Expenses in FY40 includes repayment of $1.8 million to the General Fund for property acquisition costs.
7. Other TIF Expenses includes administrative, legal, consulting costs to be incurred.

Madison Street TIF Fund Projections (Ongoing Civic Center Renovations)

Fiscal Year	Beginning TIF Balance	TIF Revenue	Civic Center Improvements	Neighbor Improvement Fund	Madison Developer Incentive	Other TIF Expenses	Total TIF Expenses	Net	Ending TIF Balance
2027	$ 3,521,000	$ 823,671		$ 50,000		$ 100,000	$ 150,000	$ 673,671	$ 4,194,671
2028	$ 4,194,671	$ 823,671	$ 2,500,000	$ 125,000		$ 100,000	$ 2,725,000	$ (1,901,329)	$ 2,293,342
2029	$ 2,293,342	$ 823,671	$ 1,500,000	$ 125,000	$ 1,000,000	$ 350,000	$ 2,975,000	$ (2,151,329)	$ 142,013
2030	$ 142,013	$ 1,361,511	$ 750,000		$ 330,582	$ 100,000	$ 1,180,582	$ 180,929	$ 322,942
2031	$ 322,942	$ 1,361,511	$ 750,000		$ 362,650	$ 100,000	$ 1,212,650	$ 148,861	$ 471,803
2032	$ 471,803	$ 1,361,511	$ 1,000,000		$ 362,650	$ 100,000	$ 1,462,650	$ (101,139)	$ 370,664
2033	$ 370,664	$ 1,571,321	$ 1,000,000		$ 175,258	$ 100,000	$ 1,275,258	$ 296,063	$ 666,727
2034	$ 666,727	$ 1,571,321	$ 1,000,000			$ 100,000	$ 1,100,000	$ 471,321	$ 1,138,048
2035	$ 1,138,048	$ 1,571,321	$ 1,000,000			$ 100,000	$ 1,100,000	$ 471,321	$ 1,609,369
2036	$ 1,609,369	$ 1,800,586	$ 1,000,000			$ 100,000	$ 1,100,000	$ 700,586	$ 2,309,955
2037	$ 2,309,955	$ 1,800,586	$ 1,000,000			$ 100,000	$ 1,100,000	$ 700,586	$ 3,010,541
2038	$ 3,010,541	$ 1,800,586	$ 1,000,000			$ 100,000	$ 1,100,000	$ 700,586	$ 3,711,127
2039	$ 3,711,127	$ 2,051,111	$ 1,000,000			$ 100,000	$ 1,100,000	$ 951,111	$ 4,662,238
2040	$ 4,662,238	$ 2,051,111	$ 1,000,000			$ 1,937,000	$ 2,937,000	$ (885,889)	$ 3,776,349

Budget Notes

1. The exact construction schedule for projects is to be determined, and contracts will require Village Board approval.
2. The initial developer incentive payment is due to 531 Partners upon certificate of occupancy. This is expected in late FY2029.
3. Subsequent developer incentive payments are paid as property taxes are received.
4. TIF Revenue column shows revenues expected after reducing school set aside funds.
5. Other TIF Expenses in FY29 includes construction of a green alley at the Madison & Ashland project site.
6. Other TIF Expenses in FY40 includes repayment of $1.8 million to the General Fund for property acquisition costs.
7. Other TIF Expenses includes administrative, legal, consulting costs to be incurred.

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

MEMORANDUM

Date: September 28, 2026
To: Catherine Adduci, Village President
Village Board of Trustees
From: Matt Walsh, Village Administrator
Subj: Ordinance Establishing Madison Street Neighborhood Improvement Grant Program

Background: On August 17, the Village Board approved a planned development permit and redevelopment agreement with Five Thirty-One Partners for the development of properties at 7620 Madison Street. The Village Board conditioned its approval on several items including the establishment of a fund for neighbors in the amount of $300,000. The proposed ordinance formally creates the program.

Eligible Properties: Seven residential properties located in the Madison Street TIF are eligible to participate. The eligible properties are: 12 Lathrop Avenue, 14 Lathrop Avenue, 13 Ashland Avenue, 15 Ashland Avenue, 12 Ashland Avenue, 14 Ashland Avenue, 18 Ashland Avenue.

Eligible Improvements: The Program allows reimbursement for a wide range of exterior building, site, garage, landscaping, lighting, security, and sustainability improvements, as well as reasonable professional design costs, provided the work complies with the TIF Act and the Redevelopment Plan. New building construction, routine maintenance, personal property, furnishings, and other non-qualifying items are not eligible.

Application & Administration: Applicants must meet Village compliance standards, obtain required permits, and sign a Program Agreement before beginning work. The Village Administrator is authorized to administer the Program, approve or deny applications, execute agreements, inspect completed work, and authorize reimbursement without further Board approval. The Ordinance also states that staff can consult with Village Attorney and Village Trustee Vazquez on oversight of the program. Reimbursement is limited to actual eligible costs and applicable property maximums.

Funding Source: The ordinance reserves and authorizes up to $300,000 in Madison Street TIF funds for the Program. No general fund dollars may be used. Developer contributions for two adjacent properties are separate and not subject to Program requirements.

Other Improvements: The approval of the Madison Ordinance also included direction to complete lead service line replacement and sidewalk repairs near the project site. These improvements will be completed separately as they are outside the scope of this Ordinance.

ORDINANCE NO. ____

AN ORDINANCE ESTABLISHING THE MADISON STREET NEIGHBORHOOD IMPROVEMENT GRANT PROGRAM AND AUTHORIZING THE EXPENDITURE OF MADISON STREET TAX INCREMENT FINANCING DISTRICT FUNDS

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

WHEREAS, the State of Illinois has adopted tax increment financing pursuant to the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1, et seq., as amended from time to time ("TIF Act"); and

WHEREAS, pursuant to its powers and in accordance with the TIF Act, and pursuant to Ordinance Nos. 3630, 3631 and 3632, adopted on November 28, 2016, the Village established the River Forest Madison Street Tax Increment Financing District ("TIF District"), approved a redevelopment plan and project for the TIF District ("Redevelopment Plan"), and adopted tax increment allocation financing for the TIF District; and

WHEREAS, pursuant to Section 4(b) of the TIF Act, 65 ILCS 5/11-74.4-4(b), the Village may make and enter into contracts with property owners and others that are necessary or incidental to the implementation and furtherance of the Redevelopment Plan, and pursuant to Section 4(j) of the TIF Act, 65 ILCS 5/11-74.4-4(j), the Village may incur redevelopment project costs and reimburse costs authorized by a redevelopment agreement, provided that such costs are consistent with the program for accomplishing the objectives of the Redevelopment Plan; and

WHEREAS, Section 3(q) of the TIF Act, 65 ILCS 5/11-74.4-3(q), includes among eligible redevelopment project costs the costs of rehabilitation, reconstruction, repair or remodeling of existing public or private buildings, fixtures and leasehold improvements, and the Redevelopment Plan contemplates Village assistance with the rehabilitation of buildings and site improvements located within the TIF District; and

WHEREAS, on August 17, 2026, the President and Board of Trustees approved a planned development permit and authorized the execution of a redevelopment agreement for a mixed-use development at 7620 Madison Street consisting of sixty-nine (69) residential units and ground-floor commercial space ("Madison Street Development"); and

WHEREAS, the President and Board of Trustees find that targeted reinvestment in the existing residential properties located nearest to the Madison Street Development will preserve and enhance the Village's housing stock, improve the appearance and character of the neighborhood, promote appropriate buffering and compatibility between residential properties and the Madison Street corridor, and further the objectives of the Redevelopment Plan; and

WHEREAS, the President and Board of Trustees have identified the seven (7) existing residential properties listed in Section 4 of this Ordinance as the residential properties located nearest to the Madison Street Development and within the TIF District (collectively, the "Eligible Properties"); and

WHEREAS, the President and Board of Trustees desire to establish the Madison Street Neighborhood Improvement Grant Program and to reserve and authorize the expenditure of an aggregate amount not to exceed Three Hundred Thousand and No/100 Dollars ($300,000.00) from the special tax allocation fund for the TIF District for the reimbursement of eligible improvements to the Eligible Properties, in accordance with the terms and limitations stated in this Ordinance; and

WHEREAS, the President and Board of Trustees find that the Program and expenditures authorized by this Ordinance are in furtherance of the Redevelopment Plan, serve a public purpose, and are in the best interests of the Village and its residents;

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

SECTION 1: Incorporation. The recitals above shall be and are hereby incorporated into this Section 1 as if restated herein and are adopted as the findings of the President and Board of Trustees.

SECTION 2: Program Established and Purpose. The Madison Street Neighborhood Improvement Grant Program ("Program") is hereby established. The purpose of the Program is to encourage rehabilitation and enhancement of the Eligible Properties, preserve the aesthetic appearance and character of the residential neighborhood nearest to the Madison Street Development, promote appropriate screening, buffering and compatibility between the Madison Street corridor and nearby residential uses, and implement the Redevelopment Plan through reimbursement of eligible redevelopment project costs.

SECTION 3: Program Funding. The Village hereby reserves, appropriates and authorizes the expenditure of an aggregate amount not to exceed Three Hundred Thousand and No/100 Dollars ($300,000.00) from the special tax allocation fund for the TIF District to fund grants awarded under the Program ("Program Funds"). Program Funds may be expended only for costs that the Village determines are eligible redevelopment project costs under the TIF Act, are consistent with the Redevelopment Plan, and satisfy this Ordinance. No general fund revenues are authorized for the Program by this Ordinance. The developer contributions in the amount of Forty Thousand and No/100 Dollars ($40,000.00) for the two (2) adjacent properties are not subject to the requirements or maximum reimbursement amounts of this Ordinance.

SECTION 4: Eligible Properties and Property Maximums. Participation in the Program is limited to the following Eligible Properties.

A. Eligible Properties.

1. 13 Ashland Avenue
2. 12 Lathrop Avenue
3. 14 Lathrop Avenue
4. 15 Ashland Avenue
5. 12 Ashland Avenue
6. 14 Ashland Avenue
7. 18 Ashland Avenue

B. Actual Costs; No Reallocation. A property owner may be reimbursed only for actual, documented and approved eligible costs incurred for an Eligible Property. An owner has no right to receive the maximum amount assigned to an Eligible Property. Any amount not approved or reimbursed for an Eligible Property shall remain unexpended and may not be transferred to or used for additional properties unless the President and Board of Trustees amend this Ordinance.

SECTION 5: Eligible Applicants and General Requirements. Only the record owner of an Eligible Property may apply for and receive a grant under the Program. If an Eligible Property has more than one record owner, all owners shall join in the application and Program Agreement. To qualify for reimbursement:

A. the applicant shall demonstrate ownership of the Eligible Property in a form acceptable to the Village Administrator;

B. the Eligible Property and applicant shall be in good standing with the Village, including payment of all amounts then due to the Village, except that the Village Administrator may permit Program work that will correct an existing code violation;

C. the proposed work shall comply with all applicable federal, State and local laws, codes and regulations and shall receive all required permits and approvals;

D. the applicant shall enter into a written Program Agreement with the Village before commencing any work or incurring any cost for which reimbursement is sought, unless the Village Administrator expressly approves an earlier cost in writing upon determining that reimbursement is lawful and appropriate; and

E. the applicant shall satisfy all additional reasonable documentation, inspection, insurance, indemnification and compliance requirements imposed by the Village Administrator or Village Attorney consistent with this Ordinance.

No matching contribution is required under the Program; however, the Village shall reimburse only approved costs actually incurred and paid by the applicant, subject to the applicable property maximum and all other requirements of this Ordinance.

SECTION 6: Eligible Improvements and Costs. Subject in every instance to a determination that the cost is an eligible redevelopment project cost under the TIF Act and is consistent with the Redevelopment Plan, the following categories of improvements to an existing Eligible Property may be approved for reimbursement:

A. **Exterior Building and Building-Envelope Improvements.** Rehabilitation, reconstruction, repair or remodeling of exterior walls, siding, masonry, tuckpointing, painting, roofs, chimneys, windows, exterior doors, trim, fascia, soffits, gutters, downspouts and similar components of an existing principal residential building.
B. **Porches and Existing Site Improvements.** Rehabilitation, reconstruction, repair or remodeling of existing porches, decks, patios, walkways, driveways, retaining walls, fences, gates and similar site improvements.
C. **Garages and Accessory Structures.** Rehabilitation, reconstruction, repair or remodeling of an existing garage or other existing accessory structure. The construction of a new privately owned building is not eligible.
D. **Landscaping, Screening and Buffering.** Installation, rehabilitation or enhancement of trees, shrubs, plantings, landscape screening, buffering and related improvements that improve the visual relationship between an Eligible Property and the Madison Street corridor, but only to the extent such costs are eligible under the TIF Act and consistent with the Redevelopment Plan.
E. **Exterior Lighting, Privacy and Security Fixtures.** Installation, rehabilitation, reconstruction, repair or replacement of exterior lighting, privacy features, security fixtures and similar improvements that are permanently affixed to an Eligible Property.
F. **Sustainability and Energy-Efficiency Improvements.** Rehabilitation or remodeling of an existing building or fixture to improve energy efficiency, water efficiency or environmental performance, including eligible improvements to the building envelope.
G. **Design and Professional Costs.** Reasonable architectural, engineering, landscape architectural, surveying, design and permit costs that are necessary and directly related to an otherwise approved eligible improvement.
H. **Similar Eligible Improvements.** Other rehabilitation, reconstruction, repair or remodeling of an existing building, fixture or site improvement that is substantially similar to the categories above and that the Village Administrator, after consultation with the Village Attorney or the Village's TIF consultant, determines is an eligible redevelopment project cost, consistent with the Redevelopment Plan, and in furtherance of the Program's purpose.

Ineligible Costs. The following are not eligible for reimbursement: new privately owned principal or accessory buildings; additions that constitute new private building construction; movable personal property; furniture, appliances or decorative items; routine cleaning or ordinary maintenance that does not constitute rehabilitation, reconstruction, repair or remodeling; an applicant's own labor; interest, financing charges, taxes, fines or penalties; costs reimbursed from insurance or another grant or funding source; and any cost that is not eligible under the TIF Act or is inconsistent with the Redevelopment Plan.

SECTION 7: Application, Review and Approval. The Village Administrator shall establish an application form and may establish reasonable application periods, submission deadlines and administrative procedures consistent with this Ordinance. An application shall include a description of the proposed work, plans or photographs sufficient to identify the work, contractor estimates or bids, evidence of ownership, the amount requested, a proposed completion schedule, and any other information reasonably required by the Village Administrator. The Village Administrator may approve, conditionally approve, partially approve or deny an application based on the following standards:

- **A.** the proposed improvement and each cost proposed for reimbursement fall within an eligible category in Section 6 and are eligible under the TIF Act and consistent with the Redevelopment Plan;
- **B.** the proposed improvement advances the purposes stated in Section 2;
- **C.** the proposed costs are reasonable and necessary in relation to the scope and anticipated benefit of the improvement;
- **D.** the applicant has demonstrated the ability to complete the improvement in accordance with applicable requirements and within the time established by the Village Administrator;
- **E.** the application complies with this Ordinance and any Program procedures established by the Village Administrator; and
- **F.** sufficient Program Funds remain available within both the applicable property maximum and the aggregate Program authorization.

Approval of an application does not authorize reimbursement until the applicant has executed a Program Agreement and satisfied the reimbursement requirements of this Ordinance. The Village Administrator's determination on an application and the eligibility of any cost shall be final, subject to consultation with the Village Attorney regarding legal eligibility.

SECTION 8: Program Agreement and Reimbursement. Each approved applicant shall enter into a written grant and redevelopment agreement with the Village ("Program Agreement"), in a form approved by the Village Attorney. Each Program Agreement shall identify the approved scope of work and maximum reimbursement, establish a completion deadline, require compliance with all applicable laws (including the Illinois Prevailing Wage Act, if applicable), authorize Village inspection, require documentation of costs and payment, prohibit duplicate reimbursement, provide remedies for false statements or noncompliance, and include such insurance, indemnification, lien-waiver, maintenance and other terms as the Village Administrator and Village Attorney determine are reasonably necessary to protect the Village and implement this Ordinance.

Reimbursement shall be made only after the applicant has completed all or an approved portion of the work, obtained all required inspections and approvals, paid the applicable contractor or vendor, and submitted invoices, proof of payment, final lien waivers when applicable, photographs of the completed work, and any other documentation required by the Village Administrator. The Village Administrator may approve reimbursement in one payment or in installments for completed portions of an approved improvement. In no event shall reimbursement exceed the lesser of: (i) the actual eligible costs paid by the applicant; (ii) the amount approved in the Program Agreement; or (iii) the remaining property maximum stated in Section 4.

If the Village performs any eligible improvements by direct payment or procurement of services from a third-party contractor, the amount of the work shall be expended from the fund, and will be subject to the $300,000.00 maximum amount.

SECTION 9: Administrative Authority; No Further Board Approval. The Village Administrator is hereby authorized and directed to administer the Program and, without further action by the President and Board of Trustees, to receive and decide applications; determine the reasonableness and Program eligibility of proposed costs; establish forms, deadlines and procedures; approve scopes of work and reimbursement amounts; impose conditions consistent with this Ordinance; negotiate, execute, amend and enforce Program Agreements in forms approved by the Village Attorney; inspect work; approve reimbursement requests; and direct the disbursement of Program Funds. The Village Administrator may delegate ministerial Program duties to Village staff and may consult with the Village Attorney, Village Trustee Respicio Vazquez, Village's TIF consultant and other Village professionals. No individual application, grant award, Program Agreement or reimbursement that complies with this Ordinance shall be submitted to or require approval by the President and Board of Trustees.

The authority delegated by this Section does not permit the Village Administrator to add an Eligible Property, increase a property maximum, transfer an unused amount from one Eligible Property to another, increase the aggregate Program authorization, approve a cost that is not eligible under the TIF Act or inconsistent with the Redevelopment Plan, or materially expand the categories or purposes established by this Ordinance.

SECTION 10: No Entitlement; Program Duration. This Ordinance does not create a vested right or entitlement to a grant or reimbursement. All awards are subject to compliance with this Ordinance, execution of a Program Agreement, completion and verification of approved work, and the availability of lawful TIF revenues. The Program shall remain in effect until the earliest of: (i) reimbursement or other lawful disposition of all Program Funds; (ii) termination of the TIF District; or (iii) amendment or repeal of this Ordinance by the President and Board of Trustees. Termination of the Program shall not impair an applicant's rights under a Program Agreement executed before termination, except as otherwise provided in that agreement or required by law.

SECTION 11: Severability. That if any section, paragraph, clause or provision of this Ordinance shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 12: Repeal. All ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed to the extent of such conflict.

SECTION 13: Effectiveness. This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form as provided by law.

Passed on a roll call vote of the Corporate Authorities on the ___ day of ____________, 2026.
AYES: ____
NAYS: ____
ABSENT: ____

APPROVED by me this ____ day of ____________, 2026.

____
Catherine Adduci, Village President

ATTEST:

____
Rosa Castellano, Village Clerk

APPROVED and FILED in my office this ___ day of ____________, 2026 and published in pamphlet form in the Village of River Forest, Cook County, Illinois.

____
Village Clerk

INCORPORATED 1880
RIVER FOREST
Proud Heritage
Bright Future

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

MEMORANDUM

Date: September 28, 2026
To: Catherine Adduci, Village President
Village Board of Trustees
From: Matt Walsh, Village Administrator
Subj: Discussion Regarding Establishment of Finance Committee – No Action

Background: At the September 14th Village Board meeting, the Board requested an agenda item to discuss the subject of a Finance Committee. Staff researched the history of relevant committees for Board reference.

In 2009, the Village Board established a Citizens Advisory Committee on Village Finances in response to a projected deficit in the 2010 budget year. The Village Board directed the Committee to make recommendations for cutting expenditures and increasing revenues. The Committee met over several months and created a report in April 2010. The Committee was disbanded with the completion and submittal of the report. The Committee was made up of three Village Board members that also served on the Village's Finance & Administration Committee, as well as eight resident volunteers.

The Finance & Administration Committee was made up solely of Village Board Trustees. That Committee appears to have met on an as needed basis to review policy changes and budget proposals. Major topics discussed by the Committee were purchasing, financial and fund balance policies and pension funding policies. Another major topic that was addressed by the committee was the pension funding policies. In 2018, Actuarial Funding Policy Statements for the Police and Firefighters' Pension Funds were approved. With these policies in place the need for a separate committee was deemed redundant. The Village's Finance & Administration Committee was eliminated by Board vote on May 28, 2019.

All purchases over $20,000 are brought to the Village Board for approval, consistent with the Village's purchasing policy, and payments over $10,000 are included in the regular Administration Report to the Board. A monthly Financial report is prepared and included in Village Board packets, as well as detailed accounts payable reports each month. Staff has presented the budget and capital improvement program as part of a standalone Committee of the Whole meeting at certain points over the past few years to allow for additional discussion from the Board about the budget.

The 2009-2010 Advisory Council was caused by significant financial challenges facing the Village. Fortunately, the Village is in sound financial position. The general fund has operated at a surplus each of the past seven years, and the fund balance reserves exceed our fund balance policy minimum. (39.7% as opposed to 25%). The Village has also consistently presented balanced budgets and been recognized by the Illinois Government Finance Officer's Association for financial reporting and budget presentation.

The Village Board retains the authority and ability to request additional information, presentations or policy proposals as the Board sees fit. Staff believes the Village board serves the role the Finance & Administration Committee served previously and recommends those responsibilities remain with the Board.