



VILLAGE OF RIVER FOREST VILLAGE BOARD MEETING

Monday, October 27th, 2025 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

You may submit your written public comments via email in advance of the meeting to: ybot@vrf.us. If you would like to speak during public comment, please email lmaseila@vrf.us by 4:00 PM on Monday, October 27th, 2025. Anyone may listen to the meeting by participating in a Zoom conference call as follows: dial-in number: 312-626-6799 with meeting ID: 820 6367 6956 or by clicking the link here: <https://us02web.zoom.us/j/82063676956>. To watch the livestream and access the meeting materials, please go to the Village website: <https://www.vrf.us/events/event/2834>

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcement
5. Consent Agenda
 - a. Village Board of Trustees Meeting Minutes – October 13th, 2025
 - b. Administration Department Report
 - c. Purchase Approval – Public Works Sewer Truck Repair – Wigit's Truck Center, Inc – \$21,445.68
6. Consent Agenda Items for Separate Consideration
7. Recommendations of Boards, Commissions, and Committees
 - a. Zoning Board of Appeals
 - i. Proposed Text Amendments – Update to Section 10-24 Regarding Tree Preservation – Ordinance
8. Unfinished Business
9. New Business
10. Executive Session
11. 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: mwalsh@vrf.us. Every effort will be made to allow for meeting participation.

**VILLAGE OF RIVER FOREST
VILLAGE BOARD OF TRUSTEES MINUTES
October 13th, 2025**

A regular meeting of the Village of River Forest Board of Trustees was held on October 13th at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Brennan, Bachner, Keskitalo, Vazquez (Zoom,) O’Connell, and Village Clerk Castellano

Absent: None

Also Present: Village Attorney Lance Malina, Village Administrator Matt Walsh, Assistant Village Administrator Jessica Spencer, Deputy Fire Chief Dave Bochenek, Director of Public Works and Engineering Jack Bielak, Deputy Police Chief Michael Swierczynski, Finance Director Rosemary McAdams, Assistant Finance Director KeKe Boyer, and Deputy Clerk Luke Masella

MOTION by Trustee O’Connell to permit Trustee Vazquez to participate virtually in tonight’s meeting due to work obligations. Seconded by Trustee Bachner.

Roll call:

Ayes: Trustee O’Connell, Brennan, Gillis, Bachner and Keskitalo

Absent: None.

Nays: None

Motion Passes

2. PLEDGE OF ALLEGIANCE

President Adduci led the Pledge of Allegiance.

3.SPECIAL PRESENTATION

a. Presentation of FY2025 Annual Comprehensive Financial Report

Finance Director Rosemary McAdams provided an overview of the Village's finances and shared key highlights from the report included on that evening's consent agenda.

Martha Trotter, of Sikich Accounting, presented the results of the Fiscal Year 2025 Financial Audit.

4.CITIZEN COMMENTS

Margie Cekander provided public comment regarding the recent term limit referendum, requesting that the Village share its legal opinion on the matter with the public. She spoke in favor of term limits and encouraged the Village to take the necessary steps to codify the results of the referendum.

Dan Lauber provided public comment regarding the term limit referendum. He expressed concerns about the Village's handling of the matter and stated his belief that the Village already has the constitutional authority to implement the referendum. He requested that the Village Attorney provide a detailed explanation, including legal citations, outlining why the referendum cannot be adopted as written. He encouraged the Village to pass an ordinance codifying the referendum.

Patty Henek provided public comment regarding the term limit referendum, stating that the results clearly reflect the views of residents and that the Board should regard its passage as the community's decision on the matter. She also questioned why the Village has not shared its legal opinion on the referendum and expressed concern about the quality of the legal advice provided.

Debbie Borman provided public comment regarding the term limit referendum and noted that while many speakers had addressed the topic previously, new memos and developments since that time warranted further discussion. She highlighted legal concerns with the Village's position and requested legal citations and case law supporting the Village's interpretation of the referendum.

Phyllis Rubin provided public comment regarding the term limit referendum, urging the Village Board to codify the results and not spend further time on the

matter, noting that the referendum was clearly approved by voters. She also requested that the Village provide a summary of its legal opinion so residents can understand the Village's position. She then raised concerns surrounding the implications of the referendum going back on the ballot.

Stephanie Petersmarck provided public comment regarding the term limit referendum and questioned the Village's intentions in handling the matter. She encouraged the Village to implement term limits.

5. ELECTED OFFICIAL COMMENTS & ANNOUNCEMENTS

Trustee O'Connell had no comments.

Trustee Keskitalo began her comments with a land acknowledgment and shared some background on the founding of River Forest. She also reminded attendees that River Forest is a welcoming community for all.

Trustee Brennan reminded attendees that the day marked Indigenous Peoples Day and shared remarks on recent federal immigration developments affecting both the country and the local community.

Clerk Castellano thanked the Village staff for their work on the Annual Comprehensive Financial Report.

Trustee Vazquez thanked the Village Staff for their work on the report.

Trustee Gillis echoed the comments made by Trustees Brennan and Keskitalo, as well as Clerk Castellano.

Trustee Bachner wished everyone a happy Indigenous Peoples Day and expressed her support for the comments made by Trustees Keskitalo and Brennan. She then requested information and clarification on how the Village stores and secures footage from the various cameras throughout town.

Administrator Walsh provided an overview of the Village's camera infrastructure.

Trustee Brennan inquired whether the Village's data is shared with other local agencies and if those agencies have access to it.

Administrator Walsh offered an explanation on how information is shared between local agencies.

President Adduci extended wishes for a happy Indigenous Peoples Day and Columbus Day, highlighted the results of the audit, and expressed appreciation to Village staff for their efforts. She also noted attending the memorial service for David Raino-Ogden, a Commissioner on the Village's Historic Preservation Commission who recently passed away.

6.CONSENT AGENDA

- a. Village Board of Trustees Executive Session Meeting Minutes – August 25th, 2025
- b. Village Board of Trustees Meeting Minutes – September 22nd, 2025
- c. Village Board of Trustees Executive Session Meeting Minutes – September 22nd, 2025
- d. Monthly Department Reports
- e. August & September 2025 Financial Reports
- f. Accounts Payable – September 2025 – \$2,187,866.86
- g. Administration Department Report
- h. Acceptance of FY2025 Annual Comprehensive Financial Report
- i. Purchase Approval – Public Works Aerial Truck – Versalift – \$222,605.00 – Resolution
- j. Authorization to Sell Surplus Vehicles – 2003 International 4400 Aerial Truck, 2015 Ford Explorer, 2011 Ford Escape, 2015 Dodge Charger Police Pursuit Vehicle – Ordinance
- k. Award of Contract – 2025 Public Works Garage Rooftop Solar Design Build – Windfree Wind and Solar Energy Design Co. – \$159,668.00 (net Village cost \$16,695.00 after rebates and credits)
- l. Award of Contract – Women's Police Locker Room – Futurity 19, Inc – \$73,000.00
- m. Adoption of Municipal Grocery Tax – Ordinance
- n. Contract Approval – Economic Development Consulting Services – Ryan, LLC, \$27,500.00

Multiple Trustees requested that items A, B, C, and N be pulled for separate consideration.

MOTION by Trustee O’Connell to approve consent agenda items D through M. Seconded by Trustee Brennan.

Trustee Keskitalo highlighted the cost savings associated with the Public Works Rooftop Solar Project and thanked staff for their efforts.

Roll call:

Ayes: Trustee Vazquez, Gillis, O’Connell, Brennan, Bachner and Keskitalo

Absent: None

Nays: None

Motion Passes.

7.CONSENT ITEMS FOR SPEARATE CONSIDERATION

- a. Village Board of Trustees Executive Session Meeting Minutes – August 25th, 2025

MOTION by Trustee O’Connell to approve consent agenda item A. Seconded by Trustee Gillis.

Roll call:

Ayes: Trustee Vazquez, O’Connell, Gillis, Vazquez and Keskitalo

Abstain: Trustees Bachner and Brennan

Nays: None

Motion Passes.

- b. Village Board of Trustees Meeting Minutes – September 22nd, 2025
- c. Village Board of Trustees Executive Session Meeting Minutes – September 22nd, 2025

MOTION by Trustee O’Connell to approve consent agenda items B and C. Seconded by Trustee Keskitalo.

Roll call:

Ayes: Trustee Vazquez, Bachner, Brennan, O’Connell, and Keskitalo

Abstain: Trustee Gillis

Nays: None

Motion Passes.

- n. 2025 Contract Approval – Economic Development Consulting Services – Ryan, LLC, \$27,500.00

MOTION by Trustee O’Connell to approve consent agenda item N. Seconded by Trustee Gillis.

Trustee Brennan asked why this contract did not go out for public bidding.

Administrator Walsh stated that the Village has partnered with this contractor for many years, and because the contract involves professional services, it is not required to undergo a bidding process.

Roll call:

Ayes: Trustee Vazquez, Gillis O’Connell, Brennan, Bachner and Keskitalo

Absent: None

Nays: None

Motion Passes.

8. RECOMMENDATIONS OF BOARDS, COMMISSIONS, AND COMMITTEES

None.

9. UNFINISHED BUSINESS

- a. Discussion Regarding Term Limit Referendum

Administrator Walsh offered background on the agenda item and indicated that staff are requesting guidance from the Village Board on the next steps.

Village Attorney Malina explained the legal context regarding the term limit referendum and addressed questions from the Village Board members.

The Village Board, along with Attorney Malina, discussed the possibility of

enacting an ordinance to codify the referendum results, including the potential processes and formats for doing so, as well as the associated legal implications.

Attorney Malina provided legal opinions on matters distinguishing binding versus advisory referenda and outlined the next possible actions the Village could take, explaining the legality and potential consequences of each option.

In response to a question from Trustee Brennan, Village Attorney Malina noted that while the Board could pass an ordinance implementing term limits, due to the legal circumstances surrounding the term limit referendum, the ordinance would have no legal effect. He then provided a legal explanation for his reasoning.

Trustee Bachner noted that she believes there is language in the Illinois State Statutes supporting the idea that the Board can establish term limits without a binding referendum.

Attorney Malina provided further explanations surrounding the term limit referendum.

Trustee Brennan inquired whether there is any precedent regarding the legal context of the term limits referendum.

Attorney Malina stated that there are not any direct precedents but offered an analogous example to help explain the situation.

Trustee Brennan noted that, to her understanding, the term limit issue is a case of first impression.

Attorney Malina concurred.

Trustee Bachner requested an explanation of why term limits can only be enacted through binding referendum.

Attorney Malina explained how term limits are implemented under the Illinois State Statutes and the Illinois Constitution.

Trustee Bachner noted that she believes certain sections of the Illinois State Statutes grant the Village the authority to implement term limits through an

ordinance, without the need for a referendum.

Attorney Malina offered further clarification on term limits and their relation to changes in government structure under the Illinois State Statutes, citing a term limit referendum in Tinley Park as an example.

Trustee O'Connell asked whether restarting the entire referendum process would be the clearest way to proceed.

Attorney Malina provided options on the steps the Village Board could take.

Trustee O'Connell asked whether continuing without taking any action would put the Village in a legally vulnerable position.

Attorney Malina noted that while the Village may not currently be in a precarious legal position, it could potentially face legal challenges in the future regarding the validity of the referendum through the Village's Electoral Board.

Trustee Keskitalo asked whether a potential legal challenge would still exist even if the Village Board were to pass an ordinance codifying term limits.

Attorney Malina stated yes and then offered an explanation on how Village Ordinances could be challenged.

President Adduci asked if a future legal action regarding the term limits would cost the Village money.

Attorney Malina stated yes, through the legal costs associated with the Electoral Board.

Trustee Brennan expressed support for codifying the referendum results now, noting that she believes it would be the safer course of action for the Village.

Attorney Malina continued addressing questions from Board members regarding the Village's potential next steps.

Trustee Bachner reiterated her support for codifying the referendum, citing state statutes that she believes allow the Village to proceed without a referendum.

Village Attorney Malina reminded the Board that they are the authority responsible for approving the release of any legal memoranda.

Village Clerk Castellano asked whether a hypothetical legal challenge to the referendum would need to come from a candidate, or if any individual could bring such a challenge.

Village Attorney Malina outlined how different potential actions by the Village could be subject to legal challenges.

President Adduci noted that the Village Board could place a properly filed referendum on a future ballot and expressed her support for the Board taking such action.

Trustee Keskitalo reminded everyone that the Village Board had the opportunity to take that action in December but chose not to.

Trustee Gillis stated that she remembers the Village Board in December opted for a cautious approach to ensure the process was not rushed and mistakes were avoided. She then expressed her support for placing the referendum question on a future ballot to complete the process in a careful and thorough manner.

Members of the Village Board shared their perspectives on why action had not been taken in December.

Trustee Keskitalo noted that the Village has incurred significant legal expenses on this matter and expressed support for taking action sooner rather than later.

President Adduci asked members of the audience to refrain from further comments.

Trustee Brennan noted that she had supported placing the question on the ballot back in December.

President Adduci reminded everyone that during the discussions in December, there was still uncertainty about the exact wording and format of the potential ballot question.

Trustee Brennan reiterated that she had supported placing any version of the

question on the ballot at that time.

Trustee Bachner requested clarification on the process the former Village Clerk followed when filing the petition with the county.

Village Attorney Malina provided background on how the question was filed by the Village Clerk and subsequently answered questions from Board members regarding the filing process.

Trustee Bachner expressed concern over whether the Village Clerk had been given an adequate opportunity to properly file the petition.

Trustee Brennan echoed those concerns.

The Village Board and Attorney Malina then engaged in further discussion regarding the certification process.

Trustee Vazquez asked Village Attorney Malina several clarification questions.

Attorney Malina confirmed that while the Village Board could pass an ordinance codifying term limits, it would not affect the enforceability of preventing someone from seeking a third term in the future.

Trustee Vazquez raised concerns about taking that approach.

Attorney Malina offered additional examples of actions that require a binding referendum for implementation.

Trustee Bachner reiterated her view that the Village Board possesses the legal authority to enact term limits.

Attorney Malina stated that he does not agree with that interpretation.

Trustee Vazquez expressed support for placing the question on a future ballot to ensure the legal matters surrounding the term limit referendum are properly addressed.

Trustee Brennan inquired whether the Board would consider passing a resolution establishing term limits to provide guidance for the Village and potential future

candidates.

Village Attorney Malina stated that this could be possible and then offered a general explanation of the differences between ordinances and resolutions.

Trustee Bachner stated that she believes there is no issue or discrepancy that needs to be addressed by the Village, and that the referendum was conducted and passed properly. She noted being in support of passing an ordinance.

Trustee Gillis stated that she does not support passing an ordinance, citing the lack of clarity reflected in the extensive dialogue on the topic. She expressed support for placing a clearly binding question on a future ballot.

Trustee Bachner reiterated her support for passing an ordinance, emphasizing her belief that the Village has the proper legal authority and citing the state statute she believes grants the Village that power.

President Adduci stated that staff is seeking direction on the matter and asked Trustees O'Connell and Keskitalo to share their perspectives.

Trustee O'Connell expressed support for placing the question on a future ballot.

Trustee Keskitalo expressed frustration with the pace of the term limits process and asked Attorney Malina to provide a citation supporting his position that term limits cannot be implemented through ordinance alone. She further noted that the same voters who elected her also voted on the referendum question and stated that she is uncomfortable acting in opposition to that outcome.

MOTION by Trustee Brennan to direct staff to prepare an ordinance that term limits were effected by the April 1st, 2025 election. Seconded by Trustee Bachner.

Trustee Vazquez asked whether the motion was legally appropriate since the item was not listed on the agenda.

Attorney Malina stated that it was, explaining that no final action item was before the Board for a vote at this time.

President Adduci noted that the motion was legally proper but reiterated her preference to place the item on a future ballot, ideally the November General

Election ballot, given its higher voter turnout.

Trustee Brennan restated her motion, and Trustee Bachner restated her second.

The Village Board continued discussions surrounding whether this was the appropriate approach to this topic.

Village Attorney Malina reminded everyone that a vote must be taken because a motion was made and seconded.

Trustee Vazquez raised concerns about the legal standing of this motion.

Attorney Malina reminded Trustee Vazquez that the motion was only to provide direction.

President Adduci provided further clarification on the implications of the proposed vote before the roll call was taken.

The Board continued its discussion on the potential implications of the motion.

Administrator Walsh offered clarification regarding the motion on the table.

Roll call:

Ayes: Trustee Brennan, Bachner and Keskitalo

Nays: Trustees Vazquez, Gillis, O'Connell and President Adduci

Absent: None

Motion failed.

Administrator Walsh outlined a potential framework for a future motion to place a clearly binding referendum on an upcoming ballot.

Trustee Brennan expressed support for placing the question on the next available election ballot, the March 17th election, noting that the deadline to pass a resolution would be in December of this year.

President Adduci asked Administrator Walsh for information on the timeline for next general election in November.

Administrator Walsh noted that general gubernatorial election is November 3rd, 2026, with a deadline of August 17th, 2026.

President Adduci inquired about the differences in voter turnout across various elections.

Trustee O'Connell provided data detailing the voter turnout for each type of election.

Trustee Brennan stated she did not feel it was appropriate to base the decision of voter turnout.

President Adduci noted that the general election always has more voters in it.

Trustee Keskitalo reminded the Board that the election is also farther away, which could prolong the process for voters who have already cast their ballots on this topic during the April election.

The Village Board continued its discussion on selecting the most appropriate election in which to place the question.

Trustee Bachner reiterated her support for Trustee Brennan's position, noting that delaying the vote further is frustrating for residents.

MOTION by Trustee Brennan to place a binding referendum question on the ballot for the March 17th, 2026, election. Seconded by Trustee Bachner.

President Adduci reiterated her support for the November Election ballot date due to voter turnout.

Trustee Brennan reiterated her support for the March election due to its timing.

Village Attorney Malina asked if the question would be the same as the previous one from the April ballot.

Trustee Brennan and President Adduci noted their support for keeping the question the exact same.

The Village Board discussed the motion on the table, with members expressing

varying levels of support or opposition.

Roll call:

Ayes: Trustee Brennan, Bachner and Keskitalo

Nays: Trustees Vazquez, Gillis, O'Connell and President Adduci

Absent: None

Motion failed.

MOTION by Trustee O'Connell to direct staff to create a resolution that would place a binding referendum question on the ballot for the November 2026 general election. Seconded by Trustee Vazquez

Roll call:

Ayes: Trustees Vazquez, Brennan, Bachner and Keskitalo, Gillis, O'Connell

Nays: None

Absent: None

Trustees Brennan and Bachner stated that although they voted in favor of the item, they were dissatisfied with how the term limits process had been handled.

Motion passed.

10.NEW BUSINESS

None.

11.EXECUTIVE SESSION

None.

12. ADJOURNMENT

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

Roll call:

Ayes: Trustee Vazquez, Gillis, Bachner, Brennan, O'Connell, and Keskitalo

Absent: None

Nays: None

The Village Board of Trustees Meeting adjourned at 9:24 p.m.

Rosa Castellano, Village Clerk

Date:_____



MEMORANDUM

Date: October 27th, 2025

To: President Adduci & Village
Board of Trustees

From: Matt Walsh, Village Administrator

Subject: Administration Report

Upcoming Public Meetings and Closures

Wednesday, October 29 th	6:00pm	Special Meeting of the EDC
Friday, October 31 st	3:00pm–7:00pm	Halloween Trick or Treating
Thursday, November 6 th	7:30pm	Development Review Board – Tennis Club

Recent Payments of >\$10,000

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

Vendor	Amount	Description
Core & Main LP	\$ 10,345.00	Water Infrastructure Repairs
DeKind Computer Consultants	\$14,704.67	Village I.T.
VertexOne Software LLC	\$11,255.09	Watersmart Platform
Avalon Petroleum Company	\$13,802.00	Fuel
Bestco Hartford	\$10,789.32	PW Health Insurance
Cook County Sheriff's	\$17,875.00	Police Academy – 5 Recruits
LRS, LLC	\$14,561.31	Public Works Services
Swallow Construction Corp	\$11,432.00	Water Main Repair
State Treasurer	\$17,772.55	State Income Tax



MEMORANDUM

DATE: October 27, 2025

TO: Matt Walsh, Village Administrator

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

SUBJECT: Approval of Payment for Emergency Repairs to Sewer Truck

Issue: Staff is seeking payment approval to Wigit's Truck Center, Inc. for the emergency repairs made to the Village's Sewer Truck

Analysis: In 2018 the Village purchased an Aquatech B-10 Sewer Truck on a Freightliner 108SD chassis that is used for routine sewer and catch basin cleaning and responding to emergency sewer backups. This vehicle gives staff the ability to use high pressure water to jet clean and root cut sewer main lines. It is also equipped with a powerful vacuum system that removes debris from catch basins and sewer lines. It also has the ability to hydro-excavate. This is helpful when needing to dig in areas where multiple utilities exist. Aside from its normal functions the sewer truck has been critical to staff for lead service line potholing.

During routine operations staff noticed issues with the truck that were causing it not to function properly. After reaching out to a few different vendors, staff determined that Wigit's Truck Center was the most competitively priced and most knowledgeable on our truck. The Sewer truck is critical to operations and was sent in for emergency repairs. Not having the equipment prevented staff from addressing sewer and catch basin back up issues on the roadway. The Sewer truck was delivered back to the Village and is now in working order.

Emergency vehicle repairs are a budgeted line item within the water & sewer account.

Recommendation: Consider a Motion to approve payment to Wigit's Truck Center, Inc. for repairs to the sewer truck in the amount of \$21,445.68

Attachment: Wigit's Truck Center, Inc. repair invoice

SEWER TRUCK REPAIR

026006533200

WIGIT'S TRUCK CENTER INC
6 NORTH 2ND AVENUE
MAYWOOD IL USA 60153
Phone #:(708) 681-0230
Fax #: (708) 450-1020

Invoice Number: 115342

Tag Number: 7843

Date and Time In: 6/24/2025 - 9:13 AM

Date and Time Out: 10/16/2025 - 9:13 AM

Promised Date - Time: 10/16/2025 - 9:13 AM

Cashed Out Date:

Date Appointment Initiated: 6/24/2025

Service Advisor: (010) LOUIS ROPPO

PO #: HRS3255

RIVER FOREST PUBLIC WORKS
400 PARK AVENUE
RIVER FOREST IL 60305

S382 Work: (708) 366-8500 Fax: (708) 366-3702
bskoczek@vrf.us

Veh Info: 7843 18 FRT 108SD

Serial Numbers: 1FVHG5FE9KHKR7843

In-Srv: Miles/Hrs In: 5025 Out: 5025 Plate #:

Repair	Hrs	VIN	Requested Repair Description	Mech #	Type	Labor	Discount	Total
	14.00	KHKR7843	CHECK PTO SYSTEM / INSPECT SYSTEM / FOUND PTO YOKE LOOSE & METAL IN CASE / R & R UNIT OUT TO BE REBUILT / ALL NEW INTERNALS INSTALLED / PTO SHAFTS SENT OUT TO BE REBUILT & BALANCED / ADJUST DRIVE BELTS & SHIM OUT AWAY FROM DRIVESHAFT	010	Retail	\$1,820.00	\$0.00	\$1,820.00

Repair	Part #	Description	Qty	Selling Price	Extended Discount	Extended Price
	20536	REBUILD & BALANCE PTO SHAFT	2.00	\$517.50	\$0.00	\$1,035.00
	PFT-PC4/3000	CHICAGOMSI PTO	1.00	\$18,448.70	\$0.00	\$18,448.70
	D	TRANSMISSION FLUID QT	6.00	\$17.83	\$0.00	\$106.98
	SS	SHOP SUPPLIES	1.00	\$35.00	\$0.00	\$35.00

I HEREBY AUTHORIZE THE ABOVE REPAIR WORK TO BE DONE ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYEES MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DELIVERY AT MY RISK. AN EXPRESS MECHANICS LIEN IS ACKNOWLEDGED ON ABOVE VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. CUSTOMERS ARE RESPONSIBLE FOR ARTICLES LEFT IN VEHICLE. FAILURE TO PAY WILL RESULT IN ATTORNEYS FEES, ALL ASSETS AGAINST YOU. SIGNATURE
DATE

Parts Total:	\$19,625.68	Ext Price:	\$21,445.68
Core Total:	\$0.00	Sales Tax:	\$0.00
Freight Total:	\$0.00	Total:	\$21,445.68
Sublet Total:	\$0.00	- Deductible:	\$0.00
Labor Total:	\$1,820.00	- Deposits:	\$0.00
- Labor Discount:	\$0.00	Amount Due:	\$21,445.68
Other Charges:	\$0.00	Amt Tendered:	\$0.00
Shop Supplies:	\$0.00	Chg Returned:	\$0.00
Sub Total:	\$21,445.68		
- Parts Discount:	\$0.00		



Village of River Forest

Village Administrator's Office

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

MEMORANDUM

Date: October 27, 2025

To: Catherine Adduci, Village President
Village Board of Trustees

From: Jessica Spencer, Assistant Village Administrator

Subj: Request for Text Amendment – Update to Section 10-24 Regarding Tree Preservation

Issue: As part of the UIC Climate Action Plans, recommendations were made to strengthen Village forestry policies and protect the tree canopy. Following community input showing strong interest in Green Spaces and Urban Forestry, the Sustainability Commission recommended focusing on preserving mature oak and elm trees greater than 20 inches in diameter, excluding invasive Siberian Elms. The proposed ordinance requires planting a replacement tree if removal does not meet existing Conditions of Approval. This aligns with Tree City USA standards and uses the Morton Arboretum's species list. The Commission and Village Board both unanimously supported moving the amendment forward to the Zoning Board of Appeals for further discussion.

Analysis: On October 9, 2025, the Zoning Board of Appeals held a public hearing and considered the application. The Zoning Board of Appeals voted 5-0 in favor of the proposed setback variation. At that same meeting, the Zoning Board of Appeals approved the findings of fact and recommendation, with a vote of 5-0.

Requested Action:

If the Village Board of Trustees wishes to approve the requested variation, the following motion would be appropriate:

- *Motion to approve an Ordinance updating Chapter 24, Landscape Requirements, of Section 10, Zoning, of the Village of River Forest Village Codes.*

Document(s) Attached:

- Findings of Fact
- Minutes of the Zoning Board of Appeals Public Hearing
- Ordinance, red-lined to highlight the proposed changes

**VILLAGE OF RIVER FOREST ZONING BOARD OF APPEALS
FINDINGS OF FACT AND RECOMMENDATION REGARDING
A PROPOSED TEXT AMENDMENT TO THE
VILLAGE OF RIVER FOREST ZONING ORDINANCE REGARDING
TREE PRESERVATION**

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

1. A Text Amendment to Section 10-24 (Landscape Requirements) of the Zoning Ordinance to establish requirements for single family properties and to update terminology

WHEREAS, the Village's Zoning Board of Appeals ("ZBA") held a public hearing on October 9, 2025, regarding the question of whether the Proposed Text Amendments related to tree preservation, as required by Section 10-5-5 of the Zoning Ordinance, at which time all persons present and wishing to speak were given an opportunity to be heard and all evidence that was tendered was received and considered by the ZBA, including any correspondence to the ZBA; and

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

WHEREAS, at the public hearing, Village Staff member Seth Jansen presented the Proposed Text Amendments on behalf of the Village; and his presentation included an explanation of the proposed definitions and standards; and

WHEREAS, at the public hearing, opportunity was provided for public comments, and no Village residents or other members of the public testified for or against the Proposed Text Amendments; and

WHEREAS, after the close of the public hearing, the ZBA discussed and deliberated the Proposed Text Amendments, and offered input regarding certain amendments to clarify said proposed text amendments, and voted on recommendations regarding the Proposed Text Amendments; and

WHEREAS, the ZBA considered at length all of the issues outlined herein, and discussed the benefits to the community, the parameters of use, inclusion of specific tree species, location, and other issues related to tree replacement; and

WHEREAS, having discussed the benefits of having regulations regarding tree

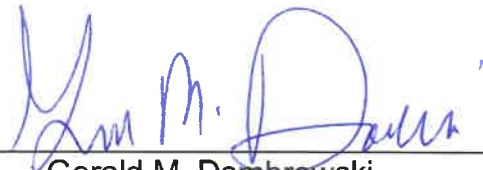
preservation and the tree canopy of the Village, the ZBA concluded that regulations establishing standards for tree preservation were in the best interests of the residents of the Village; and

WHEREAS, following discussion and deliberation, the ZBA, pursuant to Section 10-5-5(B)(2) of the Zoning Ordinance, recommended the Village President and Board of Trustees approve the Proposed Text Amendments.

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

FINDINGS OF FACT AND RECOMMENDATIONS

1. All of the recitations contained in the preamble to these findings are hereby incorporated into these findings of fact as though fully restated herein.
2. By a vote of 5-0, the ZBA recommends approval of the Proposed Text Amendments, as follows:
 1. A Text Amendment to Section 10-24 (Landscape Requirements) of the Zoning Ordinance to establish requirements for single family properties and to update terminology



Gerald M. Dombrowski
Chairman pro tem



Date

**MINUTES OF THE MEETING OF THE
VILLAGE OF RIVER FOREST
ZONING BOARD OF APPEALS**

October 9, 2025

A meeting of the River Forest Zoning Board of Appeals was held at 7:30 pm on Thursday, October 9, 2025, in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

I. CALL TO ORDER

Member Dombrowski called the meeting to order at 7:30 pm. Meeting started by calling roll. Upon a roll call the following persons were:

Present: Chairman Pro-Tem Gerry Dombrowski, Members Chris Plywacz, Mary Shoemaker, Ron Lucchesi, and Sheila Price

Absent: Chairman Frank Martin and Member Corina Davis

Also present at the meeting: Jessica Spencer, Assistant Village Administrator, Deputy Clerk Luke Masella, and Seth Jansen, Assistant to the Director of Public Works

A MOTION was made by Member Lucchesi and seconded by Member Plywacz to appoint Member Gerry Dombrowski as Chairman Pro-Tem.

By a voice vote, the motion passed.

Secretary Radatz swore in those who wished to testify.

II. APPROVAL OF THE MINUTES FROM THE MEETING OF THE ZONING BOARD OF APPEALS ON JUNE 26, 2025

Chairman Pro-Tem Dombrowski asked if there were any comments about the minutes from the last meeting, there were none.

A MOTION was made by Member Plywacz and seconded by Member Lucchesi to approve the minutes of the June 26, 2025, meeting.

Ayes: Members Dombrowski, Plywacz, Shoemaker, Price, and Lucchesi

Nays: None

Motion passed.

III. HEARING – TEXT AMENDMENT REQUEST – PUBLIC HEARING AMENDING SECTION 10-24 REGARDING TREE PRESERVATION, TO ESTABLISH REQUIREMENTS FOR SINGLE FAMILY PROPERTIES AND TO UPDATE TERMINOLOGY

Chairman Pro-Tem Dombrowski introduced the Seth Jansen, Assistant to the Director of Public Works, to present the tree preservation zoning ordinance.

Chairman Pro-Tem Dombrowski asked if there were any questions from the public, there were none. The public portion of the hearing was closed.

Member Lucchesi asked about the standards for the parkway trees. Mr. Jansen responded the Village holds itself to a “one-to-one” replacement standard, among other requirements. He clarified that the policy for parkway trees is more restrictive than the policy for single family trees.

Member Plywacz asked about how much a parkway tree can be pruned, that overhangs private property. Mr. Jansen stated that parkway trees being pruned is a different policy.

In response to Member Price’s question about healthy trees being included in this ordinance, Mr. Jansen confirmed that yes, the program is designed to replace healthy trees that otherwise wouldn’t need to be removed.

A MOTION was made by Member Plywacz and seconded by Chairman Pro-Tem Dombrowski to approve the text amendment for Section 10-24.

Ayes: Chairman Pro-Tem Dombrowski, Members Plywacz, Shoemaker, Price, and Lucchesi

Nays: None

Motion passed.

IV. APPROVAL OF FINDINGS OF FACT FOR THE AMENDMENT OF SECTION 10-24 REGARDING TREE PRESERVATION

Chairman Pro-Tem Dombrowski sought a motion to discuss the Findings of Fact.

A MOTION was made by Chairman Pro-Tem Dombrowski and seconded by Member Price to approve the text amendment for Section 10-24.

Ayes: Chairman Pro-Tem Dombrowski, Members Plywacz, Shoemaker, Price, and Lucchesi

Nays: None

Motion passed.

V. PUBLIC COMMENT

There was none.

VI. ADJOURNMENT

A MOTION was made by Chairman Pro-Tem Dombrowski to dismiss the meeting, seconded by Member Plywacz to adjourn. A unanimous voice vote passed the motion.

Meeting Adjourned at 7:45 p.m.

Submitted:

Clifford E. Radatz, Secretary

Date: _____

Frank Martin, Chairman
Zoning Board of Appeals

DRAFT

ORDINANCE NO. ____

**AN ORDINANCE AMENDING THE RIVER FOREST VILLAGE CODE
RELATIVE TO LANDSCAPE REQUIREMENTS AND TREE PRESERVATION**

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, Chapter 24 (Landscape Requirements) of Title 10 (Zoning) of the River Forest Village Code (the "Village Code") provides various sections regulating landscaping requirements intended to preserve the appearance, character, general health, safety and welfare of the Village; and

WHEREAS, pursuant to the Illinois Municipal Code, 65 ILCS 5/11-1-1, the corporate authorities of each municipality may pass and enforce all necessary ordinances to promote public health, safety and welfare; and

WHEREAS, the Village has determined that amending the Village Code to provide for amended regulations relative to tree preservation within the Village is in the best interests of the Village and its residents; and

WHEREAS, in order to best serve and promote the public health, safety and welfare of the Village and its residents, the President and Board of Trustees desire to make certain amendments to the Village Code regarding tree preservation, as set forth below.

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

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

SECTION 2: Code Amendment. That Title 10 (Zoning) Chapter 24 (Landscape Requirements) Section 10-24-3 (Applicability) of the Village Code is hereby amended to read in its entirety as follows, with additions underlined and deletions to existing text marked using strikethrough:

"10-24-3: APPLICABILITY:

The requirements of this chapter shall apply to multi-family residential buildings, commercial establishments, institutions and government buildings, where the building footprint covers five thousand square feet or more of land area. Only those provisions of this chapter related to subsection 10-24-4B, "Parkway Landscaping", and Section 10-24-5, "Tree Preservation", of this chapter shall apply to single- family residential properties.

Planned development applications which have been approved before April 18, 2002, are hereby exempt from the requirements of this chapter."

SECTION 3: Code Amendment. That Title 10 (Zoning) Chapter 24 (Landscape Requirements) Section 10-24-5 (Tree Preservation) of the Village Code is hereby amended to

read in its entirety as follows, with additions underlined and deletions to existing text marked using strikethrough:

“10-24-5: TREE PRESERVATION:

It is the purpose and intent of this section to establish regulations limiting the removal and ensuring the replacement of trees from single-family, multi-family residential, commercial, institutional and governmental property within the village and, in doing so, safeguard the ecological and aesthetic environment of the community. These regulations are further intended to serve to dissuade the unnecessary clearing and disturbing of land so as to preserve, insofar as practical, the existing natural trees, and preserve existing landscaping buffers to minimize the impact of adjoining differing land uses, enhance and protect the integrity of roadway corridors, and reduce the surface heat and negative visual impact of vehicular use areas.

A. Tree Removal:

1. Approval Required: No tree having a trunk size of six inches or greater in diameter at breast-height, as measured four feet six ~~twelve~~ inches above the established ground levels, shall be removed from any multi-family residential, commercial, institutional and governmental property requiring building permit approval as set forth in this code, or which is the subject of a petition for a zoning variation or subdivision in the village, without written approval from the zoning administrator or his or her authorized designee. For single-family residential properties, no Oak tree or Elm tree, except for a Siberian Elm, having a trunk size of 20 inches or greater in diameter at breast-height, as measured four feet six inches above the established ground level, shall be removed without written approval from the zoning administrator or his or her authorized designee; such trees meeting the conditions for approval established in 10-24-5(A)(2) shall not be subject to the replacement requirements of 10-24-5(A)(3). In cases where only a zoning variation is sought, only those trees that are to be removed as a result of the construction that requires the variation shall be subject to these regulations. Undesirable species of trees such as those described in section 10-24-10 of this chapter shall be exempt from these regulations. A written statement indicating the reasons for removal of trees and a general description of the trees to be removed shall accompany the application for tree removal.

2. Conditions Of Approval: The zoning administrator or his or her authorized designee shall approve all requests for tree removal if one or more of the following conditions is present:

a. Safety Hazard To Pedestrians Or Vehicular Traffic: Necessity to remove trees that pose a safety hazard to pedestrian or vehicular traffic or threaten to cause a disruption of public safety.

b. Safety Hazard To Buildings: Necessity to remove trees which pose a safety hazard to a building.

c. Diseased Or Weakened Trees: Necessity to remove diseased trees or trees weakened by age, storm, fire or other injury.

d. Observe Good Forestry Practice: Necessity to observe good forestry practice, i.e., the number of healthy trees a given parcel of land will support.

e. Location Of Proposed Structure: Necessity to remove trees in order to locate proposed structure(s) without causing unreasonable economic hardship.

f. Grade Changes: Necessity to remove trees in order to provide for essential grade changes.

3. Replacement Trees: Any trees that have been identified for removal must be replaced in accordance with the following criteria:

a. Replacement trees shall either:

(1) Equal or exceed the same size caliper as the tree removed; or

(2) Consist of smaller trees, not less than three inches in caliper, which add up to the caliper of the original tree.

b. All replacement trees shall be selected from the village's recommended species list (see section [10-24-10](#) of this chapter).

c. Replacement trees shall be documented on the final landscape plan.

d. Replacement trees may be used for required perimeter yard landscaping and screening on the subject property.

B. Protection Of Existing Trees During Construction:

1. Tree Survey: A tree survey shall be submitted at the time of an application for building permit approval indicating the location, size and species (both scientific and common) of all trees located on the parcel with a trunk size of six inches or greater in diameter at breast-height, as measured four feet six-twelve inches above the established ground level.

2. Integration Of Existing Trees Into Site And Landscape Plans: Subject to the determination of the zoning administrator, every reasonable effort shall be made to retain existing trees on the aforementioned trees survey through the integration of those trees surveyed into the site and landscape plan for the proposed development. Removal of trees designed for preservation shall only be allowed by amendment to the approved landscape plan.

3. Tree Preservation Plan: A tree preservation plan shall be submitted at the time of an application for site plan and architectural approval indicating, at a minimum, the location of those trees to be preserved and the methods which are to be used to preserve such trees. The tree preservation plan shall specify the following preservation techniques:

a. Grading, Construction Equipment And Materials: All grading and construction equipment and materials shall be forbidden from encroaching upon the tree's drip line.

b. Materials Detrimental To Trees: Crushed limestone or any other materials that may be detrimental to trees shall not be dumped within the drip line of any trees nor shall be located at any higher location where drainage toward the tree(s) could conceivably affect the health of said tree(s).

c. Storage Of Vehicles: No materials or vehicles shall be stored, driven or parked within the drip line of any trees.

d. Installation Of Snow Fencing: Snow fencing, or an alternative temporary barrier, with the written approval of the zoning administrator or his or her authorized designee, shall be installed at the periphery of the tree's drip line to protect trees from root compaction by the storage of materials or vehicles.

e. Pruning: Identification of any trees which have to be saved, but which could be negatively affected during the construction process. All such trees shall be pruned by a qualified arborist to compensate for root loss during construction.

f. Preservation Methodology: The methods that are to be used to preserve those trees shall be clearly specified. If, in the opinion of the zoning administrator, or his or her authorized designee the necessary precautions, as specified in the tree preservation plan for the development, were not undertaken before or during construction to ensure the preservation of those trees, the site development permit for the parcel shall not be issued, or if previously issued, may be revoked until such time as compliance with the precautions is achieved.

g. Consultant: The village shall, at its discretion, have the right to retain a professional tree consultant/forester to review the preservation plans and to submit a written report to the zoning administrator. All expenses incurred by the village shall be reimbursed by the developer.

h. Village Right To Inspection: The village shall have the right to inspect the subject property at any time during the construction process, in order to verify that the developer and contractor have protected trees in accordance with the approved tree preservation plan.

4. Removal Of Trees Designated For Preservation: If it is determined by the village that a tree designated for preservation is destroyed or razed during the construction process by a deliberate action in violation of the approved tree preservation plan, such tree shall be replaced with new trees in accordance with the following exchange rate. Village staff may, with just cause, waive the following exchange rate due to accidental damage to protected trees:

a. Exchange Rate for multi-family residential, commercial, institutional and governmental property:

Existing Trees (In Caliper Inches)	Number Of Replacement Trees
36+	1" for each 1" of tree removal
30-35	11
26-29	10
20-25	9
13-19	8
6-12	7

b. Exchange rate for single-family property: The removal of any tree designated for preservation on a single-family residential property, as outlined in subsection 10-24-5(A)(1), shall require a replacement tree to be planted. The replacement tree shall meet the minimum size requirement established in subsection 10-24-5(D) and shall be a tree species identified as well-suited for a residential planting site, based on the Morton Arboretum Northern Illinois Tree Species List. A payment in lieu of replacement may be made as established in subsection 10-24-5(E).

C. Trunk Size: Trunk size means diameter at breast-height, as measured four feet six inches at twelve inches above the established ground. For the above, in the event of a fraction of an inch, if the fraction is less than one-half inch, it may be disregarded. If the fraction is one-half or greater, it shall be counted as one inch.

D. Minimum Size Of Replacement Trees: All replacement trees shall be a minimum trunk size of three inches in diameter at breast-height, as measured four feet six inches above the established ground.

E. Payment In Lieu Of Replacement Trees: If it is determined by the village that an insufficient area exists which would support any or all of the replacement trees, the property owner shall contribute one hundred percent of the dollar value (as determined by the most recent valuations of the International Society of Arboriculture) of the replacement trees to the village. Said funds shall be used for the sole purpose of planting trees at locations determined by the village.”

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

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

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

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

Passed on a roll call vote of the Corporate Authorities on the 27th day of October, 2025.

AYES:

NAYS:

ABSENT:

APPROVED by me this 27th day of October, 2025

Village President

ATTEST:

Village Clerk

APPROVED and FILED in my office this ____ day of _____, 2025 and published in pamphlet form in the Village of River Forest, Cook County, Illinois.

Village Clerk