

**AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE, PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

September 21, 2020

Roll Call

Reports of Village Officers

Mayor

Village Attorney

Village Manager

Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions*

Motion: Approval of Consent

CONSENT:

1. Motion: A Motion to approve the minutes of the Special Rules meeting of August 17, 2020, the Regular meeting of August 17, 2020, and the Rules meeting of September 8, 2020
2. Motion: A Motion to approving storm clean-up costs from August 10, 2020 Derecho Storm
3. Motion: A Motion to award a Contract for Well Maintenance, Well No. 2
4. Motion: A Motion approving an Engineering Service Agreement for Woodland Glen Storm Sewer
5. Motion: A Motion to approve a Contract for lot clearing in the Eastgate Neighborhood.

DEBATABLE:

6. Ordinance: An Ordinance Amending Ordinance No. 1633, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area by Extending the Term of the Redevelopment Plan from 23 Years to 35 Years (Final Reading)
7. Ordinance: An Ordinance Approving a Zoning Text Amendment to Article III-4.C.3 of the Unified Development Ordinance to Amend the Use Standards for Chicken Coops in the Village of Park Forest, Illinois (Final Reading)

8. Ordinance: An Ordinance Authorizing the sale of Real Estate commonly known as 336 Early Street in the Village of Park Forest, Cook and Will Counties, Illinois (First Reading)

9. Ordinance: An Ordinance Authorizing the sale of Real Estate commonly known as 305 Sauganash Street in the Village of Park Forest, Cook and Will Counties, Illinois (First Reading)

Adjournment

NOTE – DUE TO COVID-19

THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL

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NOTE: Copies of Agenda Items are Available on the Village website at www.villageofparkforest.com

MOTIONS

MOVED that the Consent Agenda and each item contained therein be hereby approved:

1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Special Rules meeting of August 17, 2020, the Regular meeting of August 17, 2020 and the Rules meeting of September 8, 2020.
2. MOVED, that the Mayor and Board of Trustees approve payment to Storm Tree Services Inc. in the amount of \$50,470 for August 10, 2020 Derecho Storm emergency work.
3. MOVED, that the Mayor and Board of Trustees award the Well Maintenance Contract- Well No. 2 to Great Lakes Water Resources, in the amount of \$154,074 with an additional 15% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$177,185.10.
4. MOVED, that the Mayor and Board of Trustees authorize the Village Manager to enter into an agreement with Baxter and Woodman Engineering for storm sewer improvements near 34 Woodland Glen in the amount of \$29,084 with a \$5,000 contingency for construction engineering, if needed, for a total cost not to exceed \$34,084.
5. MOVED, that the Mayor and Board of Trustees authorize the Village Manager to sign a contract with Bode Tree Care in the amount of \$26,493 for lot clearing in the Eastgate Neighborhood.

September 21, 2020

VILLAGE OF PARK FOREST

**SPECIAL RULES MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

August 17, 2020

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Candyce Herron

ABSENT: Trustee Glenna Hennessy

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Personnel Denyse Carreras, Director of Economic Development and Planning Hildy Kingma, Assistant Director of Recreation and Parks Kevin Adams, Director of Public Relations Jason Miller, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

Roll Call

The meeting was called to order at 7:00 pm by Mayor Vanderbilt. Roll was called by Clerk McGann

Mayor Vanderbilt read a resolution of August 17, 2020, remembering the Civil Rights Leader, John Lewis. His numerous accomplishments and awards were listed committing himself to a lifetime civil rights activism, both local and federal, noting that he once spoke at the Park Forest Black History Month program. Representative Lewis will be remembered as the “conscience of Congress.” Mayor Vanderbilt thanked former Human Relations Commissioner Karen Ertly, Trustee Hardy, and the other Commissioners for authoring the resolution.

1. Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds and Authorizing Execution of said Agreement and all related documentation.

Manager Mick said this item is out of the Village Manager’s Office. He explained that the CARES Act allows for relief assistance from the federal government. This is one step of the process in submitting the necessary requirements before any assistance would be considered or received. He will keep the Board informed on the progress. Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight’s regular meeting.

2. Resolution approving a Master Pole Attachment Agreement with Chicago SMSA Limited Partnership D/B/A Verizon Wireless

Manager Mick said this item is out of the Economic Development and Planning Department and asked Director Kingma to explain the resolution. A year ago, the Board passed an ordinance a year ago regarding small cell wireless facilities. This is similar, as an agreement with Verizon to document the integrity for each of the poles, fees involved, and is in the Unified Development Ordinance (UDA). Verizon will get the master pole in place with the Village and look for locations where there are gaps in their coverage. Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight's regular meeting.

3. Resolution to appropriate an additional \$70,000 in Motor Fuel Tax Funds for Construction and Construction Engineering costs associated with improvements for Blackhawk Drive

Manager Mick said items three and four are out of the Public Works Department. Director Ysaguirre said Motor Fuel Tax (MFT) funds are being used on these two projects. He explained the process of the MFT audit which must show how all funds are paid out, not just the statements. This resolution is to amend the original resolution per Illinois Department of Transportation (IDOT). Mayor Vanderbilt asked if there were any questions or comments. Hearing none, this item will be on the agenda for action at tonight's regular meeting.

4. Resolution to appropriate an additional \$111,040 in Motor Fuel Tax Funds for Construction and Construction Engineering costs associated with improvements for Illinois St.

5. Indianwood Blvd. Sanitary Sewer Replacement Contract

Manager Mick said this item is out of the Public Works Department regarding improvements on the south end of the Village. Director Ysaguirre explained how the April contract was for sewer lining and this contract is for those sewers which were not able to be relined and how to address them. As phase one is complete, this is phase two. He detailed the bid process which followed protocol. The lowest bid was M/J Underground in Monee. Staff recommends awarding them the contract as they have done numerous underground contracts with the Village and they are satisfied with their previous work. Mayor Vanderbilt asked if there were any questions or comments. When asked by Trustee Settles if the same amount of sewer would be replaced with this contract, Director Ysaguirre said yes, the same amount would be replaced. Hearing no other questions, Mayor Vanderbilt said this item will be on the agenda for action at tonight's regular meeting.

6. Well 2 Raw Water Main Repair Contract

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre explained that the water line is broken under Western Avenue in the Eastgate area. As IDOT will not allow for the closure of Western Avenue for the repair, staff recommends a trenchless repair. The Village used this method for a water main lining in the past on Sangamon Street. The bid process followed protocol receiving five bids. The lowest bid was M/J Underground in Monee who has done work in Park Forest in the past. Their subcontractor is Fer-Pal Construction who had performed the underground work on Sangamon Street. Mayor Vanderbilt asked if there were any questions or comments. When asked by Trustee Woods if this repair

would help residents with leaks on Hemlock, Director Ysaguirre explained that this leak is raw water going to the water plant, not drinkable water. Any leakage on Hemlock is from a different system. Hearing no other questions by the Board, Mayor Vanderbilt said this items will be on the agenda for action at tonight's regular meeting.

Mayor's Comments

Mayor Vanderbilt thanked those who contributed to the resolution that paid tribute to Representative John Lewis. A letter from Crete-Monee 201-U was received in gratitude to the Park Forest Police Department to insure the safety of our schools. He appreciates the good partnership with the schools. The Mayor thanked all the village services that came together for the cleanup after the storm. There will be early voting in Village Hall for Cook County residents. He also reported on the new committee assignments for the Board: Committee B with Trustees Hennessey, Woods and Herron working on the revision of the change of occupancy inspections with a report to the Board by December; Committee C with Trustees Settles, Graham, Herron, and Hardy working on possible rededication of street names from the Civil War and a possible Underground Railroad Park in Memorial Park with a results to Board in January with a possible ceremony in February; Committee A Trustees Hardy, Graham, Woods, Settles, and Hennessey and who will be working on police and fire non-founded complaint review board with results expected in January 2021 to improve relationships between the Police and Fire Departments and the residents.

Manager's Comments

Manager Mick noted a follow up to comments on social media recently related to early voting. He noted that the Village does not have jurisdiction over the early voting sites. The County Clerk makes this decision. Park Forest has preliminary approval from Cook County but the Cook County Clerk's Office has not made it official. The same is true for Will County. Voting sites are determined at the discretion of the Will County Clerk's Office. Manager Mick reported on the storm/tornado damage in Park Forest. The tree damage left many streets unpassable, but residents, Public Works and Recreation and Parks crews worked together to clear the streets. While the tornado left 50% of the Village without power, ComEd is continuing to work on restoring power to all residents. He also reported that Park Forest's Census 2020 response rate is at 68.3%. He encouraged all residents and their neighbors to fill out the forms from their mail, online, at any of the local popup events, or when the census worker comes to your home. Manager Mick thanked the AmeriCorps volunteers who will be in Park Forest until October. They were appreciated for their community service in cleaning up storm debris as well as the other projects planned for them. Beginning September 8, the Board will return to their usual schedule of meetings with the next Rules Meeting of Tuesday, September 8 due to Labor Day holiday, Monday, September 7.

Trustee's Comments

All of Trustees present complimented the Commission on Human Relations for the resolution honoring Representative John Lewis and his legacy. They each thanked the AmeriCorps volunteers for their contribution in the clean-up efforts and welcomed a new business to Park Forest, Body by Magic Touch. The Trustees also commended the Police, Fire, Public Works, and Recreation and Park for their professionalism after the storm and for the updates from Manager Mick.

Trustee Hardy reported that the Commission on Human Relations met via Zoom on Tuesday, August 11. She also thanked the donors to the Park Forest Community Cares Fund. She encouraged residents to contact Respond Now for various assistant programs available for those affected by Covid-19.

Trustee Settles said the Senior Citizen Advisory Commission did not meet in July but will meet Thursday, August 6. The Veterans Commission met on Saturday, August 8 to discuss the November 7 veterans' celebration.

Trustee Woods encouraged all residents to complete the forms for the 2020 Census.

Trustee Herron said the Housing Authority will meet Thursday, August 20 via Zoom.

Trustee Graham was having technical difficulties and Trustee Hennessy was not at the meeting due to the power outage.

Attorney's Comments

Attorney Secler said the ordinance to extend the TIF on the Debatable Agenda at the Regular meeting has taken many months and the coordination of local and statewide officials to reach this point. Attorney Secler also commended Mayor Vanderbilt and Manager Mick for their coordinated efforts along with staff and all Village employees for continuing to provide services to the residents after the storm damage.

Clerk Comments

No report

Audience to Visitors

As per the agenda posting, public comment was to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Adjournment

This concluded the Special Rules Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Hardy and passed unanimously by voice vote.

Mayor Vanderbilt adjourned the special rules meeting at 8:22 p.m.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Woods, seconded by Trustee Hardy and passed unanimously by roll call vote. Trustee Graham was having audio/technical difficulties and responded "aye" via her computer. The meeting was adjourned following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The meeting was adjourned with six (6) ayes, no (0) nays, and one (1) absent.

Respectfully submitted,
Sheila McGann
Village Clerk

NOTE – DUE TO COVID-19

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**REGULAR MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE, PARK FOREST, ILLINOIS**

CONFERENCE CALL

7:00 p.m.

August 17, 2020

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Joseph Woods, Trustee Maya Hardy, and Trustee Candyce Herron

ABSENT: Trustee Tiffani Graham and Trustee Glenna Hennessy

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Ross Secler, Finance Director Mark Pries, Director of Economic Development Hildy Kingma, Assistant Director of Recreation and Parks Kevin Adams, Director of Public Relations Jason Miller, Director of Public Works Roderick Ysaguirre, IT Coordinator Craig Kaufman, and Code Enforcement Manager Jerry Martin

Roll Call

The meeting was called to order at 8:23 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

Reports of Village Officers

Mayor

Mayor Vanderbilt dispensed with the reports as they were covered during the Special Rules Meeting.

Village Attorney

Village Manager

Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions*

As per the agenda posting, public comments were to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Motion: Approval of Consent

Mayor Vanderbilt called for a motion to approve the consent agenda. Trustee Herron asked that the two appointments be moved from the Consent Agenda to the Debatable Agenda for further discussion. Attorney Secler said that no roll call vote is required when an item is asked to be moved to the Debatable Agenda.

The consent agenda included the following items:

CONSENT:

MOVED that the Consent Agenda and each item contained therein be hereby approved:

- 1. MOVED, that the Mayor and Board of Trustees approve the minutes of the Rules meeting of July 13, 2020, and the Regular meeting of July 20, 2020.**
- 2. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Recognizing Congressman John Robert Lewis.**
- 3. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Approving an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds and Authorizing the Execution of Said Agreement and all Related Documents.**
- 4. MOVED, that the Mayor and Board of Trustees Adopt a Resolution Approving a Master Pole Attachment Agreement with Chicago SMSA Limited Partnership D/B/A Verizon Wireless.**
- 5. MOVED, that the Mayor and Board of Trustees Approve a Resolution Amending the original Resolution to appropriate an additional \$70,000 in Motor Fuel Tax Funds for Construction and Construction Engineering costs related to improvements to Blackhawk Drive.**
- 6. MOVED, that the Mayor and Board of Trustees Approve a Resolution Amending the original Resolution to appropriate an additional \$111,040 in Motor Fuel Tax Funds for Construction and Construction Engineering costs related to improvements to Illinois Street.**
- 7. MOVED, that the Village Manager is authorized to Award the Indianwood Blvd. Sanitary Sewer Replacement Contract to M/J Underground, located in Monee, IL, for the amount of \$258,618 with a 10% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$284,479.80.**
- 8. MOVED, that the Village Manager is authorized to Award the Well 2 Raw Water Main Repair Contract to M/J Underground, located in Monee, IL, for the amount of \$95,618 with a 10% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$105,179.80.**

Approval of the consent agenda was moved by Trustee Settles and seconded by Trustee Herron. Mayor Vanderbilt asked if anyone wished any other items be removed from the consent agenda for further discussion. Hearing none other, a roll call vote was called by Mayor Vanderbilt on the motion to approve the consent agenda. The consent agenda was approved with the following results:

Ayes: 5
Nays: 0
Absent: 2

The consent agenda was adopted with five (5) ayes, no (0) nays and two (2) absent.

DEBATABLE:

APPOINTMENTS (moved from the Consent Agenda)

MOVED, that the Mayor and Board of Trustees appoint Vicki Intoe, 224 Marquette Street, to the Senior Citizens Advisory Commission for a term to expire on December 31, 2022.

MOVED, that the Mayor and Board of Trustees appoint Jason Long, 133 Warwick

Mayor Vanderbilt called for a motion to approve the two appointments. Motion was moved by Trustee Herron and seconded by Trustee Woods. Mayor Vanderbilt and Attorney Secler clarified that the motion needed to be moved and seconded to allow for discussion with the vote after the debate. Mayor Vanderbilt called on Trustee Herron to begin the debate. Trustee Herron explained she and other trustees in the past had requested more time to review the applications and the applicants for any appointments to the Commissions. Mayor Vanderbilt said the application was in the Friday update but some trustees did not see them due to the power outage. Trustee Woods added that he would like to have the applications two weeks before a vote of any appointment to meet the applicant. He suggested this item to be tabled for a future meeting. When Trustee Hardy asked if there were any other applicants in the pool, Mayor Vanderbilt said no. She felt two to four weeks was a long enough time for everyone to review the applications. Trustee Settles said she did not receive the applications due to the power outage. Trustee Settles and Trustee Herron agreed that additional time to review was important. Manager Mick said he could take direction from the Board to develop a process by which applications for potential appointment would be shared with the full Board up to thirty days before the appointment is on the agenda for a vote.

Mayor Vanderbilt called for a roll call vote on the motion to approve the appointments. The motion to approve failed with the following results:

Ayes: 0

Nays: 5

Absent: 2

The motion failed with zero (0) ayes, five (5) nays and two (2) absent.

Attorney Secler added clarification regarding the two appointments. They can be voted down with nays or they can be considered at a later meeting. Also, to be considered separately, would be an item to put in writing how the Board would like to be informed of applicants in a timely fashion. This would then be discussed at a subsequent board meeting. Manager Mick noted that the next Meeting of September 8 is a rules meeting for discussion. The September 21 regular meeting is an action meeting for voting.

9. Ordinance: An Ordinance Amending Ordinance No. 1633, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area by Extending the Term of the Redevelopment Plan from 23 Years to 35 Years (First Reading)

Manager Mick read Item #9 on the debatable Agenda. This item has had first reading and will be up for discussion at the next rules meeting, and will be on the agenda for action at a subsequent board meeting.

Mayor Vanderbilt asked for a motion to consider postponement of the two appointments until the September 21 board meeting. Motion was moved by Trustee Settles and seconded by Trustee Woods. A roll call vote was called by Mayor Vanderbilt on the motion to postpone the appointments. The motion was approved with the following results:

Ayes: 5
Nays: 0
Absent: 2

The motion was approved with five (5) ayes, no (0) nays and two (2) absent

Adjournment

This concluded the regular Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee Woods and passed unanimously by roll call vote. The meeting was adjourned following a roll call vote with the following results:

Ayes: 5
Nays: 0
Absent: 2

The meeting was adjourned with five (5) ayes, no (0) nays, and two (2) absent.

Mayor Vanderbilt adjourned the regular meeting at 8:49 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

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**RULES MEETING OF THE BOARD OF TRUSTEES
HELD REMOTELY
PUBLIC NOTICE POSTED AT THE VILLAGE HALL
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

Village Hall- Boardroom

7:00 p.m.

September 8, 2020

IN ATTENDANCE: Mayor Jonathan Vanderbilt, Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Joseph Woods, Trustee Maya Hardy, Trustee Candyce Herron, and Trustee Glenna Hennessy

ABSENT: none

STAFF IN ATTENDANCE: Village Manager Tom Mick, Police Chief Christopher Mannino, Fire Chief Tracy Natyshok, Village Attorney Leslie Kennedy, Finance Director Mark Pries, Director of Recreation and Parks Rob Gunther, Director of Building and Community Development Larrie Kerestes, Director of Public Works Roderick Ysaguirre, Director of Public Relations Jason Miller, and IT Coordinator Craig Kaufman

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Sharon Durling, Northern Illinois Municipalities Electric Collaborative (NIMEC); Chuck Sutton, MC Squared Energy Services (both via Zoom); and Carrie Malfeo and Haley Crim, former sustainability coordinators

Roll Call

The meeting was called to order at 7:02 pm by Mayor Vanderbilt. Roll was called by Clerk McGann.

Mayor Vanderbilt introduced Ms. Durling and Mr. Sutton who have been working with the Village on electric aggregation for many years. With their efforts, the Village and residents have saved money and 32 million pounds of coal. Ms. Durling shared details about the Village's history in aggregation and how several years ago a program with NIMEC saved residents about \$2,000,000 over a two-year period on their residential electric bills.

Manager Mick talked about NIMEC's history with Park Forest and the Village's sustainability program. With combined efforts, the Village moved forward in the process and Park Forest has been recognized as the 13th most renewable community in the country. Manager Mick commended staff, the partnership with MC Squared, and the all those involved with the sustainability program. The Mayor thanked Carrie Malfeo and Haley Crim, former sustainability coordinators and accepted the plaque and award for Park Forest. In the current renewable energy aggregation program, Park Forest's energy is supplied from wind energy from Iowa, Minnesota, Wisconsin, and Illinois.

1. Approval of storm clean-up costs from August 10, 2020 Derecho Storm

Manager Mick said this item is out of the Public Works Department. Due to the tornado of August 10, outside contractors were brought in to help with the cleanup of destroyed mature trees. The village needed extra resources, staff, and equipment. This contractor expense is above his spending authority. Director Ysaguirre was impressed with the amount of work that was one in two days, August 13 and August 14, everything south of Sauk Trail. Mayor Vanderbilt asked the Board if there were any questions or comments. When Trustee Settles asked if the wood chips would be available to residents, Director Ysaguirre said yes, the wood chips are free for pick up in the Marshall Field's lot. Manager Mick added that there was so much debris, there were a number of drop off points for residents. Hearing no other questions, this item will be on the agenda at a subsequent meeting.

2. Award of Contract: Well Maintenance, Well No. 2

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre reviewed the bid process and the project in detail. He noted that Great Lakes Water Resources of Joliet had the lowest bid. Staff recommends award the contract to them as they have had work previously in the Village and were satisfied with their work. He explained that items 1-19 were on the base bid on all the bids. The optional item, to be considered separately, was the lining/bowl assembly cases. Mayor Vanderbilt asked the Board if there were any questions or comments. Trustee Settles asked the difference between the cast iron bowl and the bronze bowl. Director Ysaguirre explained that the bronze bowl would hold up longer and costs more. But it would be determined later if the current one needs to be replaced. If replacement is needed, it would be decided then which one would be used. Hearing no other questions, this item will be on the agenda at a subsequent meeting.

3. Engineering Service Agreement: Woodland Glen Storm Sewer

Manager Mick said this item is out of the Public Works Department. Director Ysaguirre gave the history on the drainage study of 2017 in the hilly forest preserve area with three main flow ways. This plan is for the west side to upside the storm sewer to 48 inches. There are funds in the sewer fund to support this work. Staff recommends awarding the contract to Baxter and Woodman Engineers. Mayor Vanderbilt asked the Board if there were any questions or comments. Hearing none, this item will be on the agenda at a subsequent meeting.

4. Approval of a Contract with Bode Tree Care for lot clearing in the Eastgate Neighborhood and Authorization for the Village Manager to Sign

Manager Mick said this item is out the Economic Development and Planning Department. Director Kingma is at another meeting. Manager Mick stated that the Village and the South Suburban Land Bank own between 80-100 lots in the Eastgate area. The trees and growth need to be removed to allow for upkeep. To do that, the cleanup of 13 lots went out to bid. Only one bid was received from Bode Tree Care which staff feels is reasonable with good references as checked by staff. As there were no other bids, this was checked and approved by legal counsel. Mayor Vanderbilt asked if the Board if there were any questions or comments. Trustee Hardy asked if this was cleanup from the storm or trees and over growth. Manager Mick said it was not storm related and the long range plan for Eastgate will be determined later with input from the

public. Trustee Hennessy asked if chemicals would be used for this project. Manager Mick did not think chemicals would be used when taking down trees and removal of growth. Hearing no other questions, this item will be on the agenda for action at a subsequent meeting.

5. An Ordinance Amending Ordinance No. 1633, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area by Extending the Term of the Redevelopment Plan from 23 Years to 35 Years

Manager Mick said this item is out of the Manager’s office, with background of the Finance Department and the Economic Planning and Development Department. He explained the purpose of TIFs and that the durations are usually 23 years with the potential for a 12-year extension. Around 2016, the Village explored what would be needed for an extension. To pursue the extension, all impacted taxing bodies must send letters of support. The Village received letters or agreements of support from the following taxing districts: Park Forest Library, School District 163, School District 227, Rich Township, Prairie State College, Cook County, and Cook County Mosquito Abatement District. Staff then worked with the legislature in Springfield with assistance being provided by State Representative Anthony Deluca, and State Senator Patrick Joyce. In May, both chambers approved the extension and in June, Governor Pritzker signed it into law. Finally, the Village has to amend the local ordinances to extend the TIF duration to 35 years. Assuming the Board approves the ordinance with the September 21st Board Meeting, the impacted taxing bodies will be notified. Director Pries said everything was covered and he had nothing to add regarding the TIF extension. Mayor Vanderbilt said that the extension will help to revitalize the downtown area. He thanked the legislature, staff, and all the other taxing bodies involved to see this through. Hearing no questions or comments, this item will be on the agenda for action at the next regular meeting.

Mayor’s Comments

Mayor Vanderbilt attended a discussion about workforce programs with various municipalities to discuss requirements for Amazon’s new facilities in the area. He thanked Chuck Sabey for arranging the Illinois Philharmonic Orchestra to play at the Park Forest’s Main Street Market. He welcomed two new businesses in Park Forest, D.Vine Boutique and Dolce by Dori. He thanked IBEW Local 134 for donating their services at 336 Early Street in honor of Labor Day.

Manager’s Comments

Manager Mick was happy to see Park Forest being recognized with a ranking of 13th most sustainable community in the country. In other great news, the Finance Department received the Certificate of Excellence in finance reporting. This is the 24th consecutive year that Park Forest has received this recognition. He commended Director Pries, Assistant Director Sharon Floyd, Accounting Supervisor Terrie McAvoy, and the entire department for their continued efforts to achieve this distinction. Mick offer congratulations to Chief Natyshok and the Fire Department on two grants recently awarded to them. The first one, in the amount of \$800,000, will pay for the salary and benefits for 2 new firefighters over a 3-year period with no local match required. The second grant, \$300,000, will pay for a bariatric ambulance which will meet the needs of heavier patients. The Village’s response rate for the 2020 Census is currently at 69.6%. Residents are reminded to complete their forms, online or at a popup events being coordinated by the Village. A complete count will benefit Park Forest. Park Forest is sponsoring a Recycle Fest

on September 26. Check the Village website or Facebook page for a list items accepted. Early voting for Cook County residents at Village Hall will begin October 19th and will be open seven days a week. Specific hours are listed on the village website.

Trustee's Comments

All the Trustees wished Tracy Mick a very happy birthday.

Trustee Settles reported that the Veterans Commission will meet Saturday, September 12 at Village Hall and via Zoom. She reminded residents to support two new Park Forest businesses, D.Vine Boutique and Dolce by Dori.

Trustee Hardy thanked Respond Now noting that a number of residents are being helped with their water bills. The Commission on Human Relations is planning a virtual job fair on Saturday, September 19. For more information, check the Village's website or Facebook. Thank you to Roderick and staff for the debris cleanup.

Trustee Herron was excited to hear about the Finance's Certificate of Excellence in Reporting Award. She thanked all the crews involved in the storm clean-up and welcomed the two new businesses. She thanked staff for keeping the village up and running and congratulated the Fire Department on the grants they recently received.

Trustee Graham noted that the League of Women Voters is having a meeting Tuesday, September 9 to discuss two concerns: mail in ballots and the fair tax proposal.

Trustee Hennessey wished all the best for those who came down with Covid-19. She was proud and grateful of Public Works Department who made the Village streets safe and passable. The community came together. She reported that the Beautification Committee had their final meeting in August and awarded over 300 awards to Park Forest residents.

Trustee Woods echoed the previously mentioned sentiments of the clean-up of debris after the storm. Last Wednesday, there was a meeting with Representative Robin Kelly with local school board members about returning to school and to keep up what is going on in Washington, D.C. The Complete Count Committee met and continues to work in various areas before the current deadline in September. Representative Kelly is trying to get the deadline extended for the 2020 Census to October 31.

Attorney's Comments

No formal report

Clerk Comments

Clerk McGann gave information regarding voter registration for Cook and Will County residents.

Audience to Visitors

As per the agenda posting, public comments were to be sent to Manager Mick by 3p.m. of the day of the meeting and would be read at the meeting. None were received. (See below)

Adjournment

This concluded the Rules Board meeting.

There being no further business. Mayor Vanderbilt called for a motion to adjourn. Motion was made by Trustee Settles, seconded by Trustee Graham and passed unanimously. The meeting was adjourned following a roll call vote with the following results:

Ayes: 7

Nays: 0

Absent: 0

The meeting was adjourned with seven (7) ayes, no (0) nays, and no (0) absent.

Mayor Vanderbilt adjourned the regular meeting at 8:20 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

NOTE – DUE TO COVID-19

THE BOARD MEETING WILL BE HELD VIA CONFERENCE CALL

***Public, in-person attendance of the Meeting has been deemed unfeasible; All public comment can be sent prior to the phone conference Board Meeting, via email to tmick@vopf.com, by 3 pm the day of the meeting; Public comments received via email will be read during the public meeting.**

****A record (verbatim recording) of all action (if any) taken during the Board Meeting in open session will be made available upon request.**

*****This meeting will be broadcast live, and recorded, on the local cable access channels in Park Forest (channel 4 for Comcast subscribers & channel 4 for AT&T U-Verse subscribers) and will be streamed live, and subsequently archived, on the Village website at www.villageofparkforest.comNOTE: Copies of Agenda Items are Available on the Village website at www.villageofparkforest.com**

AGENDA BRIEFING

DATE: September 8, 2020

TO: Mayor Jon Vanderbilt
Board of Trustees

FROM: Roderick Ysaguirre - Director of Public Works/Village Engineer

RE: Approval of storm clean-up costs from August 10, 2020 Derecho Storm

BACKGROUND/DISCUSSION:

On Monday, August 10th, a derecho storm passed through Iowa, northern Illinois, and northern Indiana resulting in severe wind damage. It has also been reported that an EF-0 tornado with winds up to 85 mph passed through Park Forest. As a result, numerous public and private property trees were damaged, up rooted, and/or numerous branches have broken off the main trunk. In addition, numerous homes in Park Forest have also incurred damage.

In response to the numerous public and private property branches that have fallen, Public Works and Recreation and Parks departments were tasked with branch pick-up and branch chipping. Recreation and Parks picked up branches in public parks and spaces while DPW picked up branches in public Right of Way. Staff has instructed residents to bring any fallen branches to the front curb and DPW crews would come by and pick up or chip those branches. The village owns 1 chipper and needed the assistance of a tree removal contractor.

This agenda item consists of approval of an invoice for payment for hiring Storm Tree Services Inc., from Frankfort, IL, to help with two 10-hour days of emergency cleanup work. This company provided resources/equipment (see attached) that do not exist in the Village's fleet inventory which helped address the widespread damaged tree removal needs. Were it not for the use of contractor resources, the Village's efforts toward storm damage clean up would have been severely hampered. Payment of \$50,470 will come from any savings which might be available in the Public Works General Fund. Should sufficient savings not exist in the PW General Fund, a budget amendment can be considered tapping into fund balance reserve.

RECOMMENDATION: Approve payment to Storm Tree Services Inc. in the amount of \$50,470 for this emergency work.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular Meeting of September 21, 2020 for your approval.



Storm Tree Services, Inc.

PO Box 1804
Frankfort, IL 60423
stormtrees@gmail.com | www.StormTreeServices.com



RECIPIENT:

Village of Park Forest Public Works Department

350 Victory Drive
Park Forest, Illinois 60466

Invoice #728	
Issued	Aug 17, 2020
Due	Aug 17, 2020
Total	\$50,470.00
Account Balance	\$50,470.00

Invoice attached, we appreciated your prompt payment

PRODUCT / SERVICE	DESCRIPTION	QTY.	UNIT COST	TOTAL
Aug 13, 2020				
Municipal Bush Cleanup	Haulage and disposal of storm cleanup brush from village parkways. \$14/ per cubic yard of debris. Total volume to be determined. No fine cleanup. Only what loader operator can load. One 10 hour day Minimum. Additional days by request as schedule allows. Final price to be calculated upon completion of work.	3605	\$14.00	\$50,470.00
<hr/>				
8/13/20 - Collected 1,680 Cubic Yards of Brush LT5-140 yds x 5 loads = 700yds LT4-115 yds x 4 loads =460 yds LT1-130yds x 4 loads = 520yds				
8/14/20 - Collected 1,925 Cubic Yards of Brush LT5-140 yds x 5 loads = 700yds LT4-115 yds x 5 loads =575yds LT1-130yds x 5 loads = 650yds				
3,605 total cubic yards collected				

Storm Tree Services, Inc.

PO Box 1804
Frankfort, IL 60423
stormtrees@gmail.com | www.StormTreeServices.com



Thank you for your business. Please contact us with any questions regarding this invoice.

We appreciate your prompt payment.

Total	\$50,470.00
Account balance	\$50,470.00

Village of Park Forest Public Works Department
350 Victory Drive
Park Forest, Illinois 60466

Invoice attached, we appreciated your prompt payment

Invoice #: 728
Due date: Aug 17, 2020
Amount due: \$50,470.00
Amount enclosed: _____

Mail to:
Storm Tree Services, Inc.
PO Box 1804
Frankfort, IL 60423

AGENDA BRIEFING

DATE: September 9, 2020

TO: Mayor Jon Vanderbilt
Board of Trustees

FROM: Nicholas Christie, Assistant Village Engineer

SUBJECT: Award of Contract: Well Maintenance, Well No. 2

BACKGROUND/DISCUSSION:

On Tuesday, August 25, 2020, at 2:00 p.m., the Department of Public Works opened 5 bids for well maintenance on Well No. 2. The bid was advertised in the *Daily Southtown* Newspaper, Village Website, and mailed to 6 known bidders. Please see attached tabulation for bid results.

This maintenance project will consist of pulling the pump and pumping components completely to the surface; conducting a T.V. survey of the well; sandblasting pump component parts that may be considered for reinstallation; inspection; protective column coating; furnishing repair parts as needed; reinstalling the pump after repair; chlorinating the well and pump to EPA regulations and performing a two hour performance test. Services will also include installing and variable frequency drive (VFD) on the motor to better control water flow from the Well and save on energy costs.

Great Lakes Water Resources of Joliet, IL had the low base bid in the amount of \$89,874.00, see attached bid tabulation. Additionally, our past experience notes that it is unlikely, but possible, that the Well will need to be lined, requiring a new bowl and motor. With this in mind, the bid asked for a few optional items. The extended bid price assuming lining work with a new motor and cast iron bowl result in Great Lakes Water Resources of Joliet, IL had the low total bid in the amount of \$154,074.00. Note that we are choosing a cast iron bowl vs. a bronze bowl for the sake of this comparison. Great Lakes last worked on Well #3 in 2019 and we were satisfied with their work. This project will be paid from the Water Fund – Supply and Purification-Capital Outlays in the Fiscal 2021 Budget where \$250,000 has been allocated.

RECOMMENDATION: Award the Well Maintenance – Well No. 2 contract in the amount of \$154,074.00 to Great Lakes Water Resources with an additional 15% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$177,185.10.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of September 21, 2020 for your approval.

No.	Item	Quantity	Unit	Engineers Estimate		Water Well Solutions		Great Lakes Water Resource		Municipal Well and Pump		Cahoy Pump		Layne Christensen	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Pump, Motor, Bowl Assembly, Column Pipe, and Appurtenances Removal, Inspection, Report	1	LS	\$10,000.00	\$10,000.00	\$11,140.00	\$11,140.00	\$9,300.00	\$9,300.00	\$15,085.00	\$15,085.00	\$23,384.00	\$23,384.00	\$11,531.00	\$11,531.00
2	Plueger Motor Service	1	LS	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$150.00	\$150.00	\$690.00	\$690.00	\$134.00	\$134.00	\$1,400.00	\$1,400.00
3	New Airline	1	LS	\$500.00	\$500.00	\$300.00	\$300.00	\$400.00	\$400.00	\$670.00	\$670.00	\$585.00	\$585.00	\$2,000.00	\$2,000.00
4	New Electrical Cable	1	LS	\$2,000.00	\$2,000.00	\$1,900.00	\$1,900.00	\$1,100.00	\$1,100.00	\$1,200.00	\$1,200.00	\$1,081.00	\$1,081.00	\$2,720.00	\$2,720.00
5	8 Inch Spring Loaded Check Valve, if needed	1	EACH	\$1,500.00	\$1,500.00	\$2,760.00	\$2,760.00	\$1,600.00	\$1,600.00	\$1,760.00	\$1,760.00	\$1,410.00	\$1,410.00	\$1,850.00	\$1,850.00
6	Pipe Corrosion Protection	1	LS	\$5,000.00	\$5,000.00	\$11,600.00	\$11,600.00	\$6,200.00	\$6,200.00	\$6,240.00	\$6,240.00	\$4,675.00	\$4,675.00	\$5,000.00	\$5,000.00
7	New Column Pipe, as needed	100	FT.	\$55.00	\$5,500.00	\$80.00	\$8,000.00	\$36.00	\$3,600.00	\$74.00	\$7,400.00	\$33.00	\$3,300.00	\$83.00	\$8,300.00
8	Cutting and rethreading ends column pipe, as needed	10	EACH	\$150.00	\$1,500.00	\$200.00	\$2,000.00	\$150.00	\$1,500.00	\$214.00	\$2,140.00	\$50.00	\$500.00	\$182.00	\$1,820.00
9	Pipe Coupling, as needed	10	EACH	\$150.00	\$1,500.00	\$260.00	\$2,600.00	\$165.00	\$1,650.00	\$228.00	\$2,280.00	\$99.00	\$990.00	\$198.00	\$1,980.00
10	Install zinc sleeves	18	EACH	\$150.00	\$2,700.00	\$220.00	\$3,960.00	\$185.00	\$3,330.00	\$126.00	\$2,268.00	\$185.00	\$3,330.00	\$180.00	\$3,240.00
11	Rebuild bowl assembly/repairs, if needed	1	LS	\$10,000.00	\$10,000.00	\$9,100.00	\$9,100.00	\$5,800.00	\$5,800.00	\$6,130.00	\$6,130.00	\$3,475.00	\$3,475.00	\$6,750.00	\$6,750.00
12	Discharge Head Inspection	1	LS	\$500.00	\$500.00	\$700.00	\$700.00	\$100.00	\$100.00	\$230.00	\$230.00	\$60.00	\$60.00	\$1,250.00	\$1,250.00
13	Video Survey of Well	1	LS	\$1,500.00	\$1,500.00	\$1,900.00	\$1,900.00	\$1,800.00	\$1,800.00	\$3,280.00	\$3,280.00	\$1,925.00	\$1,925.00	\$1,800.00	\$1,800.00
14	Bailing Well, if needed	8	HR	\$350.00	\$2,800.00	\$450.00	\$3,600.00	\$280.00	\$2,240.00	\$470.00	\$3,760.00	\$355.00	\$2,840.00	\$575.00	\$4,600.00
15	Reinstallation	1	LS	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$15,200.00	\$15,200.00	\$8,605.00	\$8,605.00	\$15,375.00	\$15,375.00
16	Testing	1	LS	\$1,000.00	\$1,000.00	\$3,200.00	\$3,200.00	\$525.00	\$525.00	\$1,040.00	\$1,040.00	\$1,396.00	\$1,396.00	\$2,898.00	\$2,898.00
17	Chlorination	3	EACH	\$1,000.00	\$3,000.00	\$5,400.00	\$16,200.00	\$1,000.00	\$3,000.00	\$3,933.00	\$11,799.00	\$1,300.00	\$3,900.00	\$2,802.00	\$8,406.00
18	Piping Discharge Reconfiguration	1	LS	\$10,000.00	\$10,000.00	\$4,800.00	\$4,800.00	\$1,700.00	\$1,700.00	\$7,610.00	\$7,610.00	\$3,466.00	\$3,466.00	\$8,800.00	\$8,800.00
19	Variable Frequency Drive (VFD) Upgrade	1	Allowance	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00	\$37,879.00
				Total Base Bid	\$104,379.00	Total Base Bid	\$130,639.00	Total Base Bid	\$89,874.00	Total Base Bid	\$126,661.00	Total Base Bid	\$102,935.00	Total Base Bid	\$127,599.00
	<u>Optional Items</u>														
A.	New Motor	1	LS	\$30,000	\$30,000	\$41,000.00	\$41,000.00	\$25,300.00	\$25,300.00	\$23,450.00	\$23,450.00	\$23,879.00	\$23,879.00	\$26,000.00	\$26,000.00
B.	New Standard Cast Iron Bowl	1	LS	\$10,000	\$10,000	\$18,000.00	\$18,000.00	\$7,900.00	\$7,900.00	\$8,330.00	\$8,330.00	\$8,755.00	\$8,755.00	\$8,900.00	\$8,900.00
C.	New Bronze Bowl	1	LS	\$35,000	\$35,000	\$99,790.00	\$99,790.00	No Bid	No Bid	\$34,920.00	\$34,920.00	\$14,620.00	\$14,620.00	\$35,911.00	\$35,911.00
												* Bid as Stainless Steel			
D.	Well Lining	1	LS	\$35,000	\$35,000	\$68,000.00	\$68,000.00	\$31,000.00	\$31,000.00	\$32,600.00	\$32,600.00	\$24,827.00	\$24,827.00	\$80,000.00	\$80,000.00
Total of A, B, and D. (Eliminating Bronze Bowl from Consideration)					\$214,379.00		\$257,639.00		\$154,074.00		\$225,961.00		\$160,396.00		\$242,499.00

AGENDA BRIEFING

DATE: September 9, 2020

TO: Mayor Jon Vanderbilt
Board of Trustees

FROM: Nicholas Christie, Assistant Village Engineer

SUBJECT: Engineering Service Agreement: Woodland Glen Storm Sewer

BACKGROUND/DISCUSSION:

The Thorn Creek Subdivision is an area that is subject to repetitive flooding. In 2011, Christopher Burke Engineering was hired through a Will County grant to study the drainage issues in the subdivision and provide recommendations. Their report, attached, outlined improvements that could be made in 3 separate drainage basins, noted as the east, middle, and west. Recommendations noted for the west basin were constructed utilizing a Will County grant in 2017. The remaining 2 improvement areas have remained in the Village's capital plan under "Thorn Creek Subdivision Storm Water Management Improvements".

The Fiscal 2021 did not budget for drainage improvements in the Thorn Creek Subdivision. However, \$200,000 was budgeted for storm sewer improvements that was intended to improve sewer on roads DPW planned to resurface using its general fund allocation. Since Fiscal 2021 general fund capital projects, including the road resurfacing program, were put on hold due to the ongoing pandemic, DPW sought to reallocate the sewer capital budget.

Ongoing flooding issues in the east drainage basin continue to be a concern. The issue centers around a 36" diameter storm sewer having an upstream inlet just south of 34 Woodland Glen. During heavy rainfall events, a tremendous amount of water is directed through the forest preserve to this storm sewer. Traveling through the forest, flood waters also tend to carry an abundance of silt, logs, and other debris. This sewer will often become clogged during the storm event from the debris and severely limit the carrying capacity. Additionally, 34 Woodland Glen has a walk out basement facing the channel, making it extremely susceptible to flooding.

DPW requested a proposal from Baxter and Woodman Engineers, see attached, to provide a design to upsize the storm sewer (about 355 feet) to 48" diameter per the Christopher Burke recommendation. Please note Exhibit 6, page 14 from the study for an illustration of the work. Additionally, we requested improvements to the inlet, including a secondary entry point, and channel fortification to better control for silt erosion. The proposal also includes permitting required by the Army Corps of Engineers.

RECOMMENDATION: Authorize the Village Manager to enter into an agreement with Baxter and Woodman Engineering for design services in relation to storm sewer improvements near 34 Woodland Glen in the amount of \$29,084 with a \$5,000 contingency for construction engineering, if needed, for a total cost not to exceed \$34,084.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of September 21, 2020 for your approval.

July 27, 2020

Mr. Roderick Ysaguirre
Director of Public Works and Village Engineer
Village of Park Forest
350 Victory Drive
Park Forest, IL 60466

***Subject: Village of Park Forest – Woodland Culvert Improvements
Proposal for Engineering Design Services***

Dear Mr. Ysaguirre:

Baxter & Woodman understands that the Village of Park Forest would like to improve rear yard drainage at the culvert behind 34 Woodland Court. The existing rear yard ditch receives drainage from the Thorn Creek Forest Preserve to the east, causing erosion and carrying large debris during storm events. The existing 18" culvert fills with sediment and restricts flow. The headwater at the culvert crossing has left visible watermarks on the structure foundation at 34 Woodland Court and the Village wishes to remedy the situation. To our knowledge, the home has not flooded.

We are pleased to submit this Proposal to provide engineering design services related to analysis of the existing culvert and design of rear yard drainage improvements. The proposed improvements will likely include a modification to the existing structure to provide a secondary point of inflow. Additionally, stabilization and armoring of upstream areas will reduce sediment flow adjacent to the culvert. Limits of work and stabilization include excavation from behind curblin on Woodland Court and continuing down to the culvert inlet. Stabilization and restoration at the culvert inlet will not exceed 100' from the culvert inlet and disturbance of private property will be kept to a minimum. A detailed summary of our proposed scope of services and engineering fee is provided below.

Scope of Services

1. PROJECT COORDINATION
 - a) PROJECT MANAGEMENT - Plan, schedule, and control activities to complete the Project. These activities include, but are not limited to budget, schedule, and scope. Submit a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month.

- b) PROJECT MEETINGS - Conduct one (1) meeting with Village Staff during the design of the Project to clarify Village Staff wishes, design questions, and/or construction methods.
2. INITIAL DATA COLLECTION
- a) COLLECT EXISTING FILES - Obtain, review, and evaluate available information for use in design, which may include: utility atlases; GIS shape files surrounding the Project limits; aerial photography; engineering plans; as-built drawings; environmental studies; maintenance and flooding records; drainage studies; hydrologic and hydraulic information and calculations; County and/or Village topography; and geotechnical data.
 - b) TOPOGRAPHIC SURVEY
 - Perform topographic survey of the Project limits of natural and man-made features in order to develop base sheets for Project plan drawings. State plane coordinates and NAVD 88 will be used for horizontal and vertical controls.
 - Develop base sheets of natural and man-made features from topographic survey data, including creating lists of deficient items for clarification at future site visits.
 - c) SITE VISITS FOR DESIGNERS - Conduct one (1) site visit to familiarize the designer(s) with the site, clarify any discrepancies on the Drawings, and identify the layout of proposed improvements.
 - d) UTILITY LOCATES
 - Complete a Design Stage Request with JULIE, which consists of obtaining names and phone numbers of utilities located within the work area.
 - Contact utilities, obtain atlases where available, and provide preliminary plan sheets to utility companies for their markup and return.
 - If utility relocations are found to be needed due to conflict with proposed improvements, work with utility company engineers to provide information and assistance as needed.
3. DESIGN
- a) CULVERT AND SWALE CAPACITY CALCULATIONS
 - Utilize HEC-HMS hydrologic modeling software to analyze culvert tributary area and determine flow rates.
 - Perform culvert hydraulic analysis using HY-8 program and consider impacts of sedimentation and debris blockage. Determine headwater elevation due to proposed improvements.

- Size the proposed orifices and swale geometry using HEC-HMS calculations referenced above.
 - Identify design constraints including drainage and excavation limitations.
- b) DESIGN DOCUMENTS
- Develop base sheets of natural and man-made features from topographic survey data.
 - Indicate the location of all utilities that can be obtained from the best available records, including utility company atlases.
 - Prepare Design Documents consisting of Drawings showing the extent and character of construction work to be furnished and performed by the Contractor(s) selected by the Owner and Specifications which will be prepared in conformance with the format of the Village's choice.
 - Prepare CADD-generated plan sheets that indicate the proposed layout of design elements, including proposed installation methods, and areas of possible problems or difficulties.
- c) PERMITS AND AGENCY COORDINATION
- Submit USACE Regional Permit Application for Regional Permits 7 (Temporary Construction Activities) and 8 (Utility Line Projects) for the impacts to the ditch and surrounding area, an assumed Waters of the U.S. and fringe wetland.
 - Submit Soil Erosion Sediment Control Review and Inspection application to Will-South Cook Soil and Water Conservation District as part of the USACE Regional Permit Process.
 - Submit an EcoCAT to IDNR for review of any natural resources, wetlands, and/or threatened and endangered species located on the project site.
 - Coordinate with permitting agencies on any comments and resubmittals of permit applications.
- d) ENGINEER'S OPINION OF PROBABLE COST - Prepare Opinions of Probable Construction and Total Project Costs (EOPC) for the Project including: construction cost; contingencies; and construction engineering services necessary for completion of the Project.
- e) PEER AND CONSTRUCTABILITY REVIEWS
- Conduct QA/QC peer reviews of drawings and specifications.
 - Utilize Construction Department personnel to provide a review of drawings and specifications.
 - Make revisions based upon comments from both engineering and construction department comments.

- f) CONTRACT DOCUMENTS - Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions, where appropriate, based upon standard Owner contract documents.
 - g) DELIVERABLES
 - Full sized For Bid Plan Sheets – Two (2) copies
 - Quarter sized For Bid Plan Sheets – Two (2) copies
 - Contract Document Book – Two (2) copies
 - Engineer’s Opinion of Probable Costs
 - Digital copy of plan sheets, contract documents, and EOPC
 - Digital copy of CAD files and hydraulic model files
4. ASSISTANCE DURING BIDDING
- a) BID ADVERTISEMENT - Answer bidders’ questions during bid period.
 - b) ADDENDUMS - Issue necessary addenda to all plan holders as necessary.
 - c) BID OPENING
 - Attend bid opening with Village Staff and assist in reviewing and checking of bid package submittals as required.
 - Tabulate all bids received and review all bid submittals to verify low bid is responsive and responsible.
 - Issue a Letter of Recommendation to Award the construction contract to the Village for their action.
5. CONSTRUCTION MANAGEMENT (OPTIONAL)
- a) PROJECT INITIATION
 - Act as the Village’s representative with duties, responsibilities, and limitations of authority as assigned in the construction contract documents.
 - Attend and prepare minutes for the preconstruction conference, and review the Contractor’s proposed construction schedule and list of subcontractors.
 - Obtain video and photographs of existing conditions.
 - b) CONSTRUCTION ADMINISTRATION
 - Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the

construction documents. Village agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Village further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. Engineer's consideration of a component does not constitute acceptance of the assembled item.

- Prepare construction contract change orders and work directives when authorized by the Village.
- Review the Contractor's requests for payments as construction work progresses, and advise the Village of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
- Research and prepare written response by Engineer to request for information from the Village and Contractor.

c) FIELD OBSERVATION – Part-Time

- Engineer's site observation shall be at the times agreed upon with the Village. Engineer will provide a Resident Project Representative at the construction site on a part-time basis of no more than eight (8) hours per week from Monday through Friday, not including legal holidays, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion.
- Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Village to address. Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract

documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. Engineer shall not be responsible for the acts of omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.

- Part-Time Field Observation provides that the Resident Project Representative will make intermittent site visits to observe the progress and quality of Contractor's executed Work. Part-Time Field Observation does not guarantee the Engineer will observe or comment on work completed by the contractor at times the Resident Project Representative is not present on site. Such visits and observations by the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment as assisted by the Resident Project Representative, if any.
 - Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
 - Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work, and provide weekly reports to the Village of the construction progress and working days charged against the Contractor's time for completion.
- d) COMPLETION OF PROJECT
- Provide construction inspection services when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.
 - Review the Contractor's written guarantees and issue a Notice of Acceptability for the Project by the Village.
 - Review the Contractor's requests for final payment, and advise the Village of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.

- e) PROJECT CLOSEOUT - Provide construction-related engineering services including, but not limited to, General Construction Administration and Resident Project Representative Services.

Engineering Fee

The Owner shall pay the Engineer for the services performed or furnished, based upon the Engineer's standard hourly billing rates for the actual work time performed, plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$29,084**.

Optional: Upon request, we can provide Construction Management for an additional fee, which in total will not exceed **\$5,000**.

Exclusions

The following items are excluded from this scope of services:

- Resident notification and coordination
- Geotechnical evaluation – Not anticipated to be necessary for design
- Wetland delineation and report – USACE Permit will assume all permanent impacts for work near the culvert inlet. Since impacts are less than 0.1 acres, no wetland mitigation is expected
- IDNR and MWRD permitting – Not anticipated to be required
- Costs for resubmittals to permitting agencies
- Right-of-way acquisitions, documentation for easements or right-of-way alterations – not anticipated to be required.
- Preparation of Notice of Intent (NOI) and Stormwater Pollution Prevention Plan (SWPPP) to obtain an NPDES General Permit No. ILR10 – Not anticipated to be required due to less than 1 acre of impact.

If you find this proposal acceptable, **please sign below and return one copy for our files**. The attached Standard Terms and Conditions apply to this proposal.

We appreciate the opportunity to work with you. If you have any questions or need additional information, please do not hesitate to call Paul Siegfried at (815) 444-3360.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Sean E. O'Dell, P.E.
Vice President

Attachment

Initial to accept:

Optional services: Construction Management Option _____

VILLAGE OF PARK FOREST

ACCEPTED BY: _____

TITLE: _____

DATE: _____

\\corp.baxwood.com\Projects\Crystal Lake\PRKFT\191207-Woodland Culvert\Contracts\191207.40_Proposal_Woodland.doc

STANDARD TERMS AND CONDITIONS

Agreement - These Standard Terms and Conditions, together with the letter proposal, constitute the entire integrated agreement between the Owner and Baxter & Woodman, Inc. (BW) and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing.

Owner's Responsibility - Provide BW with all criteria and full information for the Project. BW will rely, without liability, on the accuracy and completeness of all information provided by the Owner including its consultants, contractor, specialty contractors, manufacturers, suppliers and publishers of technical standards without independently verifying that information. The Owner warrants that all known hazardous materials on or beneath the site have been identified to BW. BW and their consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, unidentified or undisclosed hazardous materials unless this service is set forth in the proposal.

Schedule for Rendering Services - The agreed upon services shall be completed within a reasonable amount of time. If BW is hindered, delayed or prevented from performing the services as a result of any act or neglect of the Owner or force majeure, BW's work shall be extended and the rates and amounts of BW's compensation shall be equitably adjusted in writing executed by all Parties.

Invoices and Payments - The fees to perform the proposed scope of services constitute BW's estimate to perform the agreed upon scope of services. Circumstances may dictate a change in scope, and if this occurs, an equitable adjustment in compensation and time shall be made by all parties. No service for which added compensation will be charged will be provided without first obtaining written authorization from the Owner. BW invoices shall be due and owing by Owner in accordance with the terms and provisions of the Local Government Prompt Payment Act.

Opinion of Probable Construction Costs - BW's opinion of probable construction costs represents its reasonable judgment as a professional engineer. Owner acknowledges that BW has no control over construction costs of contractor's methods of determining prices, or over competitive bidding, of market conditions. BW cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from BW's opinion of probable construction costs.

Standards of Performance - (1) The standard of care for all services performed or furnished by BW, will be completed with the same care and skill ordinarily used by professionals practicing under similar circumstances, at the same time and in the same locality on similar projects. BW makes no guarantees or warranties, express or implied, in connection with its services; (2) BW shall be responsible for the technical accuracy of its services and documents; (3) BW shall use reasonable care to comply with all applicable laws and regulations and Owner-mandated standards; (4) BW may employ such sub-consultants as BW deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objection by Owner; (5) BW shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work; (6) BW neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents; (7) Engineer is not acting as a municipal advisor as defined by the Dodd-Frank Act. Engineer shall not provide advice or have any responsibility for municipal financial products or securities. (8) BW is not responsible for the acts or omissions of any contractor, subcontractor, or supplier, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work; (9) Shop drawing and submittal review by BW shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the Project work they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the construction documents. Owner further agrees that BW's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. BW's consideration of a component does not constitute acceptance of the assembled item; (10) BW's site observation during construction shall be at the times agreed upon in the Project scope. Through standard, reasonable means, BW will become generally familiar with observable completed work. If BW observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner for them to address.

Insurance - BW will maintain insurance coverage with the following limits and Certificates of Insurance will be provided to the Owner upon written request:

Worker's Compensation:	Statutory Limits	Excess Umbrella Liability:	\$5 million per claim and aggregate
General Liability:	\$1 million per claim	Professional Liability:	\$5 million per claim
	\$2 million aggregate		\$5 million aggregate
Automobile Liability:	\$1 million combined single limit		

BW's liability under this Agreement, based on any theory of liability or for any cause of action, shall not exceed the total amount of BW's contract amount for the project. Any claim against BW arising out of this Agreement may be asserted by the Owner, but only against the entity and not against BW's directors, officers, shareholders or employees, none of whom shall bear any liability and may not be subject to any claim.

Indemnification and Mutual Waiver – (1) To the fullest extent permitted by law, BW shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages arising out of or relating to the Project, provided that such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of BW or its officers, directors, employees, agents, or consultants; (2) Owner shall indemnify and hold harmless BW and its officers, directors, employees, agents and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death of to injury or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or its officers, directors, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Project; (3) To the fullest extent permitted by law, Owner and BW waive against each other, and the other's employees, officers, directors, insurers, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project; (4) In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the ENGINEER and OWNER, they shall be borne by each party in proportion to its negligence; (5) The Owner acknowledges that BW is a business corporation and not a professional service corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees. The Owner and BW agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.

Termination - Either party may terminate this Agreement upon ten (10) business days' written notice to the other party in the event of failure by the other party to perform with the terms of the Agreement through no fault of the terminating party. A condition precedent to termination shall be an opportunity for the Parties to meet. If this Agreement is terminated, Owner shall receive reproducible copies of drawings, developed applications and other completed documents. Owner shall be liable for, and promptly pay for all services and reimbursable expenses rendered to the date of suspension/termination of services.

Use of Documents - BW documents are instruments of service and BW retains ownership and property interest (including copyright and right of reuse). Client shall not rely on such documents unless in printed form, signed or sealed by BW or its consultant. Electronic format of BW's design documents may differ from the printed version and BW bears no liability for errors, omissions or discrepancies. Reuse of BW's design documents is prohibited and Client shall defend and indemnify BW from all claims, damages, losses and expenses, including attorney's fees, consultant/expert fees, and costs arising out of or resulting from said reuse. BW's document retention policy will be followed upon Project closeout, and project documents will be kept for a period of 14 years after Project closeout.

Successors, Assigns, and Beneficiaries – Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or BW to any third party, including any lender, Contractor, Contractor's subcontractor, supplier, manufacturer, other individual, entity or public body, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement are for the sole and exclusive benefit of the Client and BW and not for the benefit (intended, unintended, direct or indirect) of any other entity or person.

Dispute Resolution - All disputes between the Parties shall first be negotiated between them for a period of thirty (30) days. If unresolved, disputes shall be then submitted to mediation as a condition precedent to litigation. If mediation is unsuccessful, litigation in the county where the Project is pending shall be pursued.

Miscellaneous Provisions – (1) This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located. (2) All notices must be in writing and shall be deemed effectively served upon the other party when sent by certified mail, return receipt requested; (3) All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason; (4) Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and BW, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close to expressing the intention of the stricken provision; (5) A party's non-enforcement of any provision shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement; (6) To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of substantial completion, which is the point where the Project can be utilized for the purposes for which it was intended.



PARK FOREST FLOOD ANALYSIS
Preliminary Engineering Report

Prepared for

Will County Stormwater Management Planning Committee
58 E. Clinton Street, Suite 500
Joliet, Illinois 60432

November 28, 2011

Prepared by

Christopher B. Burke Engineering, Ltd.
9575 West Higgins Road
Rosemont, Illinois 60018

CBBEL Project No. 04-0099.2011

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LIST OF EXHIBITS

- Exhibit 1: Location Map
- Exhibit 2: FIRM
- Exhibit 3: Drainage Area Exhibit
- Exhibit 4: Park Forest West Study Area
- Exhibit 5: Park Forest Middle Study Area
- Exhibit 6: Park Forest East Study Area

LIST OF APPENDICES

- 1. Preliminary Engineer’s Estimate of Probable Costs

EXECUTIVE SUMMARY

At the request of the Will County Stormwater Management Planning Committee (Committee), Christopher B. Burke Engineering, Ltd. (CBBEL) has studied three areas within the Village of Park Forest (Village) that the Committee identified as having experienced flooding. The purpose of this report is to identify the key flooding issues and provide alternatives to reduce the flooding risk for each area. Conceptual plans will also be provided for the recommended alternatives.

The three problem areas, identified as the East, Middle, and West problem areas, are located south of Monee Road between Indianwood Boulevard and Western Avenue within the Village as shown on the Location Map included as Exhibit 1. Each problem area consists of a culvert or system of culverts under a roadway or driveway that conveys flow from an upstream ravine. The West and Middle problem areas experience roadway flooding of Thorn Creek Drive while the culvert in the East problem area causes backwater that impacts an adjacent residence.

For all three problem areas, we recommend continued maintenance of the culverts to remove debris collecting upstream of all the culverts from the densely forested ravine areas upstream. The Forest Preserve District of Will County (Forest Preserve) should be contacted and maintenance should be coordinated with the Forest Preserve. The investigation analyzed upsizing the existing culverts and recommends upsizing the existing 36-inch culverts to 48-inch culverts in the East and West problem areas. This will reduce the risk of flooding during the 100-year critical duration storm event. The recommendation for the Middle problem area is the replacement of the existing twin 42-inch culverts with a 4 feet high by 10 feet wide box culvert to reduce the risk of overland flooding onto Thorn Creek Drive. Additionally, the existing culverts at three driveway crossings downstream of the Middle problem area will need to be replaced with a 4 feet high by 10 feet wide box culvert. The ditches need to be analyzed to insure they have adequate capacity to convey the flow increase from the enlarged culverts. This analysis can be done at the design stage of the project.

INTRODUCTION

The Committee has identified 3 flooding problem areas within the Village in Will County that they would like CBBEL to review and provide alternatives to alleviate flooding. The three problem areas within the Park Forest study area are located south of Monee Road between Indianwood Boulevard and Western Avenue as shown on Exhibit 1.

The Park Forest study area consists of a three street subdivision that is surrounded by land owned by the Forest Preserve with one access road to the north that crosses Thorn Creek. There is much topographic relief in the area and flow becomes concentrated in 3 ravines that flow north from the Forest Preserve and weave their way through the subdivision into Thorn Creek. As the upstream area consists of dense forest preserve, the ravines convey branches, leaves, and other debris to the upstream end of the subdivision drainage system, which becomes clogged. The debris jams require consistent maintenance and have caused road and structure flooding. This study evaluates the cause of the flooding and presents potential alternatives to help reduce debris jams and flooding.

EXISTING CONDITIONS

The Park Forest study area is broken into 3 problem areas: West, Middle, and East problem areas as shown on Exhibit 3.

According to the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM), the Park Forest study areas are not located within regulatory floodplain or floodway as shown on Exhibit 2; however, the 10-, 50-, and 100-year elevations of Thorn Creek from the Flood Insurance Study (FIS) Profiles show that water from Thorn Creek will backup through the existing 72-inch CMP under Woodland Glen and also impact the downstream end of the East problem area. A tailwater elevation of 696.3 feet (NAVD 88), corresponding to the 100-year flood elevation of Thorn Creek, was used in the analysis of the west and east problem areas.

The West problem area is located in the area of the Thorn Creek Drive circle drive just south of Braeburn Drive. A ravine flows into an existing 36-inch storm sewer which conveys flow under the circle drive. Severe debris jams occur at the entrance to the 36-inch storm sewer, and the road overtops during the 100-year storm event. The 36-inch outlets into an existing channel on the east side of Thorn Creek Drive, then flow is conveyed north through twin 36-inch pipes, continues north and is conveyed through a 72-inch CMP under Woodland Glen into Thorn Creek.

The Middle problem area is located on the east side, at the south end of Thorn Creek Drive, where a ravine flows under a driveway culvert causing debris jams. The existing driveway crossing is comprised of twin 42-inch diameter Reinforced Concrete Pipe (RCP). The existing twin 42-inch RCPs do not have the capacity to convey large storm events; therefore, flow overtops onto Thorn Creek Drive.

The East problem area is located along the east side of Woodland Glen where an existing ravine flows east to west under the road. The existing 36-inch culvert under Woodland Glen has silted in approximately 3 feet and debris jams occur at the upstream side of the culvert. The existing road profile is approximately 10 feet above the top of the existing pipe; however, stormwater backup on the east side of Woodland Glen has flooded an adjacent residence.

An existing conditions hydrologic analysis consisting of developing the 100-year peak flowrate and an HY-8 hydraulic culvert analysis was performed for each of the three problem areas. The existing conditions

drainage area was delineated to each of the culvert crossings using the Will County 2-foot aerial topographic survey as shown on Exhibit 3. The existing conditions Runoff Curve Number (CN) and Time of Concentration (T_c) values were determined for each subbasin in accordance with TR-55 methodology and entered into a TR-20 hydrologic model. The 100-year storm event was run for the 1-hour through the 24-hour duration storms to determine the critical storm event yielding the 100-year peak flowrate. The critical duration for the 100-year storm event was found to be the 3-hour duration.

The results of the existing conditions analysis are summarized in Table 1.

Study Area ID	Subbasin Drainage Area (acres)	100-Year Peak Flowrate (cfs)	Culvert Diameter (in)	Culvert Flowrate (cfs)	Road Overtop Elevation NAVD 88 (ft)	Road Overflow (cfs)	WSEL at 100-Year Peak Flowrate NAVD 88 (ft)	Tailwater Elevation Used NAVD 88 (ft)
West	52	70	36	38	701.1	32	702.3	696.3
Middle	148	173	Twin, 36	85	705.1	88	705.9	N/A
East	95	94	36	69	711.8	25	712.3	696.3

Table 1 Existing Conditions Summary

PROPOSED ALTERNATIVE ANALYSIS

The following section reviews the proposed alternatives analysis for each of the three problem areas.

1.0 PARK FOREST WEST PROBLEM AREA

Park Forest West Problem Area has approximately 52 acres tributary to an existing 36-inch storm sewer. The upstream and downstream invert elevations of the existing 36-inch pipe were surveyed along with supplemental overland flow cross-sections. An HY-8 hydraulic analysis was performed to evaluate proposed increase in pipe diameter that will reduce the risk of road overflow during the critical duration 100-year storm event. The results of the HY-8 analysis show that a 48-inch diameter RCP will have capacity to convey the existing flow of approximately 70 cfs without overtopping the roadway. The twin 36-inch CMPs just north of the downstream outlet of the existing 36-inch storm sewer will also be need to upsized and are discussed under Section 2.0. The ditches downstream of the proposed 48-inch RCP will need to be analyzed to insure there is adequate capacity to convey the increased flow to Thorn Creek. This analysis can be performed during the design stage. A comparison of the existing and proposed alternative conditions for the West Problem Area is summarized in Table 2. An exhibit showing the existing conditions and a preliminary proposed alternative is provided as Exhibit 4.

	100-Year Peak Flowrate (cfs)	Road Overtop Elevation NAVD 88 (ft)	Culvert Diameter (in)	Culvert Flowrate (cfs)	Road Overflow (cfs)	WSEL at 100-Year Peak Flowrate (ft)
Existing	70	701.1	36	38	32	702.3
Proposed	70	701.1	48	70	0	700.6

Table 2 West Problem Area Existing Versus Proposed Alternative Summary

2.0 PARK FOREST MIDDLE PROBLEM AREA

Park Forest Middle Problem Area has approximately 148 acres tributary to existing twin 42-inch RCPs. The upstream and downstream invert elevations of the existing 42-inch RCPs were surveyed along with supplemental overland flow information. An HY-8 hydraulic analysis was performed to evaluate a proposed increase in pipe size that will reduce the risk of road overflow during the 100-year storm event. The results of the HY-8 analysis show that a 4 ft high by 10 ft wide Reinforced Concrete Box Culvert (RCBC) will have capacity to convey existing flow of approximately 173 cfs without overtopping the roadway. The results are summarized in Table 3.

	100-Year Peak Flowrate (cfs)	Road Overtop Elevation NAVD 88 (ft)	Culvert Size	Culvert Flowrate (cfs)	Road Overflow (cfs)	WSEL at 100-Year Peak Flowrate (ft)
Existing	173	705.1	Twin, 36" Diameter	85	88	705.9
Proposed	173	705.1	4' x 10'	173	0	705.1

Table 3 Middle Problem Area Existing Versus Proposed Alternative Summary

In addition to replacing the twin 42-inch RCPs at the most upstream end of the study area, the twin 42-inch RCP culverts located under the next driveway to the north and the two sets of twin 36-inch CMP culverts located south of Woodland Glen just east of Thorn Creek Drive will also need to be upsized to 4 ft high by 10 ft wide RCBC. Cover over these pipes should be verified during final engineering as current estimates appear to provide between 1.7 and 2.0 feet of cover over the 4 ft high by 10 ft wide RCBCs that would replace the two existing crossings with twin 36-inch diameter CMPs. The ditches downstream of the proposed culvert replacement will need to be analyzed to insure there is adequate capacity to convey the increased flow to Thorn Creek. This analysis can be performed during the design stage. The existing 72-inch CMP under Woodland Glen, just east of Thorn Creek Drive can remain, as it is inundated by backwater from Thorn Creek during the 10-year storm event. An existing conditions and preliminary proposed alternative plan is provided as Exhibit 5.

3.0 PARK FOREST EAST PROBLEM AREA

Approximately 95 acres is tributary to the Park Forest East Problem Area existing 36-inch CMP that was surveyed by CBBEL. Under existing conditions, the 100-year peak flowrate of approximately 94 cfs results in an upstream water surface elevation that impacts residence to the north of the culvert inlet. An HY-8 hydraulic analysis was performed to evaluate proposed increase in pipe diameter that will reduce the flooding risk to the adjacent residence to the north. The results of the HY-8 analysis show that a 48-inch diameter RCP will lower the 100-year upstream water surface elevation to approximately 702.5 feet. This is lower than the finished floor elevation of the adjacent residence by over one foot. The results of the analysis are summarized in Table 4. An existing conditions and preliminary proposed alternative plan is provided as Exhibit 6.

	100-Year Peak Flowrate (cfs)	Road Overtop Elevation NAVD 88 (ft)	Culvert Diameter (in)	Culvert Flowrate (cfs)	Road Overflow (cfs)	WSEL at 100-Year Peak Flowrate (ft)	Estimated F/F Elevation of Adjacent Residence
Existing	94	711.8	36	69	25	712.3	704.3
Proposed	94	711.8	48	94	0	702.5	704.3

Table 4 East Problem Area Existing Versus Proposed Alternative Summary

PROJECT ESTIMATE OF PROBABLE COSTS

An engineer's estimate of probable costs for each alternative was prepared and is summarized in Table 5. The cost estimate includes construction costs but does not include design engineering, permitting or land acquisition. A 20% contingency has been included. The supporting calculations for the estimates is provided in Appendix 1.

Study Area ID	Description of Recommended Alternatives	Engineer's Estimate of Probable Costs (\$)
West	Upsize 36" pipe to 48" pipe	28,800
Middle	Upsize twin 42" pipes to 4 foot by 10 foot box culvert	292,800
East	Upsize 36" pipe to 48" pipe	56,160

Table 5 Summary of Engineer's Estimate of Probable Costs

PROJECT RECOMMENDATIONS

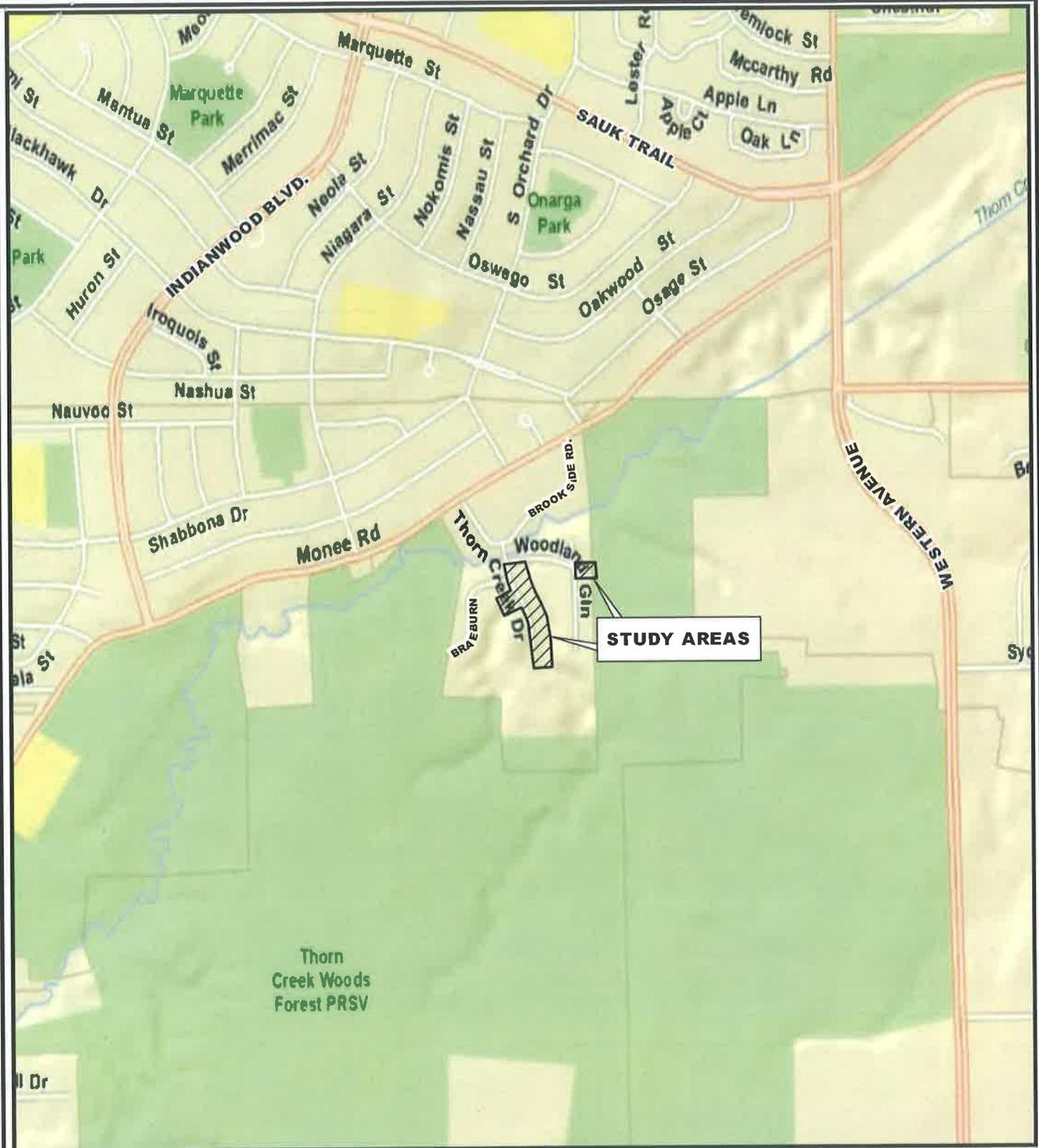
Continued maintenance of the culverts is the primary project recommendation. The Forest Preserve should be contacted to coordinate maintenance responsibilities. Much of the debris clogging the culverts

is from the Forest Preserve upstream of the subdivision, outside the Village limits. Maintenance-sharing should be pursued. The hydraulic modeling prepared for the alternative analysis assumed “unclogged” conditions for the culverts. The recommended alternatives may not provide the results noted in this report if the proposed culverts become clogged.

The recommended projects are listed below in Table 6.

Study Area ID	Existing Culvert Size	Proposed Culvert Size	Upstream Invert Elevation NAVD 88 (ft)	Downstream Invert Elevation NAVD 88 (ft)	Approximate Culvert Length (ft)	Catch Basin/Manhole to be Upgraded	
West	36" CMP	48" RCP	696.71	694.70	195	Yes	
Middle	Twin, 42" RCP	4'x10' RCBC	700.28	700.25	56	No	
East	36" CMP	48" RCP	697.63	691.72	355	Yes	
Downstream of Middle Problem Area	Northeast of Thorn Creek Dr Circle Drive	Twin, 36" CMP	4'x10' RCBC	693.81	693.77	15	No
	Southeast of Thorn Creek Dr Circle Drive	Twin, 36" CMP	4'x10' RCBC	695.92	695.87	21	No
	North of Middle Problem Area	Twin, 42" RCP	4'x10' RCBC	699.53	699.22	19	No

Table 6 Proposed Alternative Summary



APPROXIMATE SCALE: 1" = 1,000'



Christopher B. Burke Engineering, Ltd.
 9575 West Higgins Road, Suite 600
 Rosemont, IL 60018
 (847) 823-0500 / FAX (847) 823-0520

CLIENT
 WILL COUNTY STORMWATER
 MGMT. PLANNING COMMITTEE

DSGN.	KEK	CHKD.	TJK
JOB#			040099



TITLE
 LOCATION MAP

DATE
 9/13/11
EXHIBIT 1



NOTE: TAKEN FROM THE FLOOD INSURANCE RATE MAP(FIRM), WILL COUNTY AND INCORPORATED AREAS, ILLINOIS, MAP NUMBER 17197C0358F, EFFECTIVE DATE: SEPTEMBER 6, 1995

LEGEND

 100 YEAR FLOODPLAIN

APPROXIMATE SCALE: 1" = 150'

DSGN.	KEK	CHKD.	TJK
-------	-----	-------	-----

JOB#	040099
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Christopher B. Burke Engineering, Ltd.
 9575 West Higgins Road, Suite 600
 Rosemont, IL 60018
 (847) 823-0500 / FAX (847) 823-0520

CLIENT
 WILL COUNTY STORMWATER
 MGMT. PLANNING COMMITTEE

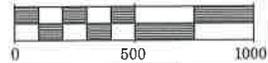
TITLE	FLOOD INSURANCE RATE MAP
-------	-----------------------------

DATE	9/13/11
EXHIBIT	2



11/25/2011
 WILL COUNTY P. 482411 TOPOGRAPHIC SURVEY
 SUBSISTY BOUNDARY
 NOTE: SEE EXHIBITS 1, 2, 3, 4 & 5 FOR
 DETAILED LOCATION DRAWING
 OF EACH TRIBUTARY AREA

SCALE 1" = 500'



CB CHRISTOPHER B. BURKE ENGINEERING, LTD.
 1575 W. Higgins Road, Suite 600
 Rosemont, Illinois 60018
 (647) 823-0500

CLIENT: **WILL COUNTY
 STORMWATER MANAGEMENT
 PLANNING COMMITTEE**

DESIGN	
DRAWN	
CHECKED	
SCALE	300'
PLLOT DATE	12/1/2011
CAD SYSTEM	PROLISE
FILEL. NUMBER	WILL Drainage Area 611
MOODS	DefTact

TITLE: **PARK FOREST FLOOD ANALYSIS
 DRAINAGE AREA EXHIBIT**

PROJ. NO.	040099.02011
DATE	12/1/2011
SHEET	OF
DRAWING NO.	
EXHIBIT 3	



CB CHRISTOPHER B. BURKE ENGINEERING, LTD.
 6575 W. Higgins Road, Suite 600
 Rosemont, Illinois 60018
 (847) 823-0500

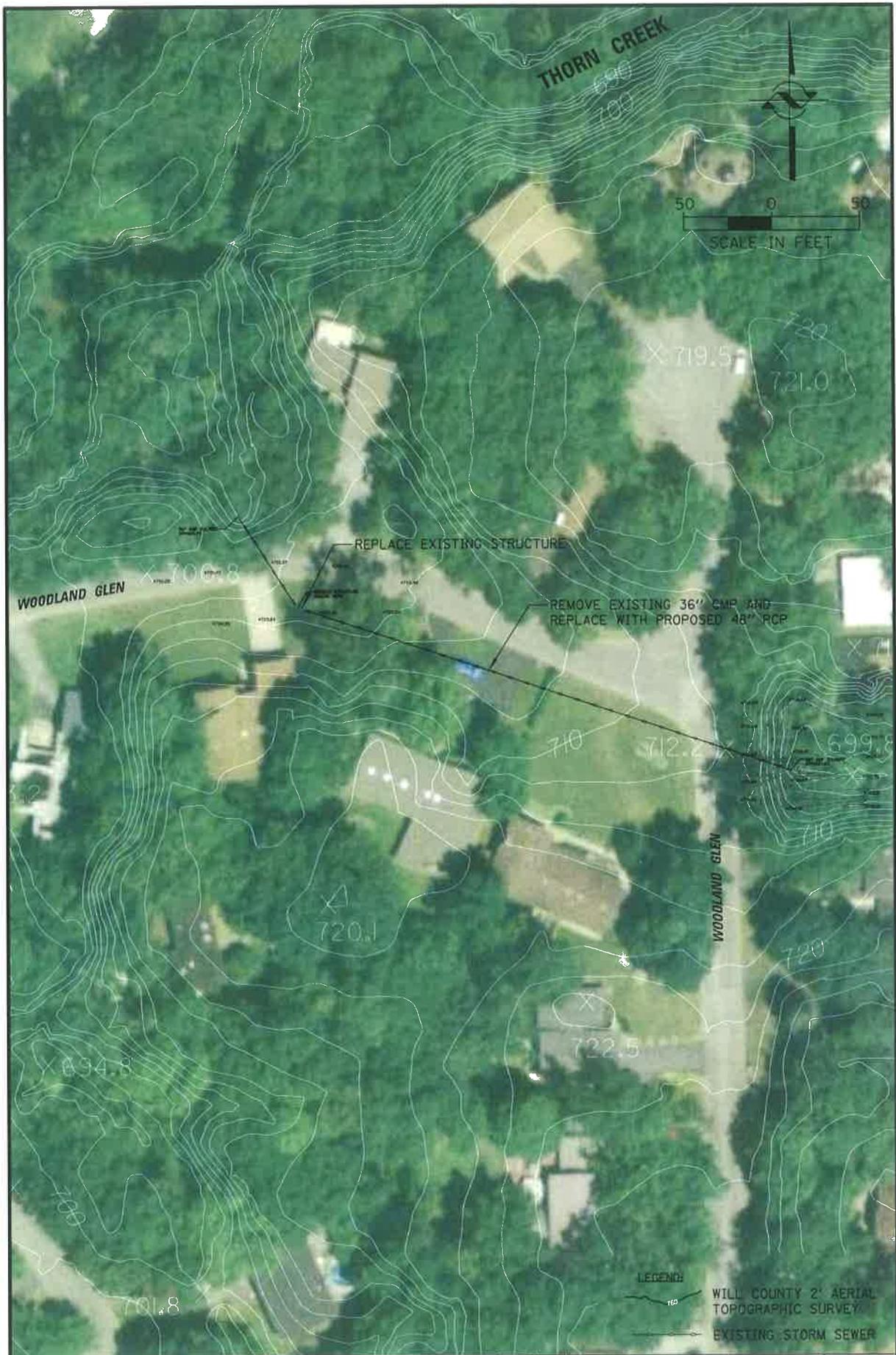
CLIENT: **WILL COUNTY
 STORMWATER MANAGEMENT
 PLANNING COMMITTEE**

DATE:	11/20/2011	TITLE:	

**PARK FOREST
 MIDDLE PROBLEM AREA**

PROJ. NO.	040099.0001
DATE:	11/30/2011
SHEET	OF
DRAWING NO.	
EXHIBIT	5

FILE NAME: \\S:\PROJECTS\2011\040099\040099_Park Forest\040099_0001\040099_Park Forest Middle Problem Area Study Area.dwg



WOODLAND GLEN

THORN CREEK

SCALE IN FEET

REPLACE EXISTING STRUCTURE

REMOVE EXISTING 36" CMP AND REPLACE WITH PROPOSED 48" RCP

LEGEND

WILL COUNTY 2' AERIAL TOPOGRAPHIC SURVEY

EXISTING STORM SEWER

CB CHRISTOPHER B. BURKE ENGINEERING, LTD.
 6575 W. Higgins Road, Suite 600
 Rosemont, Illinois 60018
 (847) 823-0500

CLIENT: **WILL COUNTY STORMWATER MANAGEMENT PLANNING COMMITTEE**

DESIGN		TITLE	
DRAWN			
CHECKED			
SCALE	AS SHOWN		
PLANT DATE	11/30/2011		
DATE PLOTTED	11/30/2011		
DATE CHECKED			
PROJECT NO.	10100000000000000000	STUDY AREA	
PROJECT NAME	WILL COUNTY PARK FOREST EAST		
PROJECT LOCATION	Deerfield		

PARK FOREST EAST PROBLEM AREA

PROJ. NO.	040099.0200
DATE	11/30/2011
SHEET	OF
DRAWING NO.	
EXHIBIT 6	

APPENDIX 1

PRELIMINARY ENGINEER'S ESTIMATE OF PROBABLE COSTS

Park Forest Estimate of Probable Costs		
West Problem Area		
<u>Item</u>		<u>Cost</u>
R & R Storm Sewer		\$20,000.00
R & R Driveway		\$1,000.00
Restore Yards		\$2,250.00
Erosion Control		\$250.00
M.O.T.		\$500.00
Subtotal		\$24,000
20% contingency		\$4,800.0
Total		\$28,800.0
Middle Problem Area		
<u>Item</u>		<u>Cost</u>
Remove Storm Sewer - Replace w/ 4' x 10' Box Culvert		\$196,350
R & R Driveway		\$18,000
Landscape		\$24,000
M.O.T.		\$1,000
Erosion Control		\$4,650
Subtotal		\$244,000
20% contingency		\$48,800
Total		\$292,800
East Problem Area		
<u>Item</u>		<u>Cost</u>
Remove 36" RCP replace with 48" RCP		\$35,500
72" Manhole		\$4,000
R & R Roadway		\$3,000
Restore Yards		\$3,500
Erosion Control		\$300
M.O.T.		\$500
Subtotal		\$46,800
20% contingency		\$9,360
Total		\$56,160

AGENDA BRIEFING

DATE: September 9, 2020

TO: Mayor Vanderbilt
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Approval of a Contract with Bode Tree Care for lot clearing in the Eastgate Neighborhood and Authorization for the Village Manager to Sign

BACKGROUND/DISCUSSION:

At this time there are 81 vacant lots in the Eastgate neighborhood, resulting from a concerted effort to remove the vacant, blighted houses in that area. Most of the vacant lots are owned by the Village or the South Suburban Land Bank and Development Authority. When the Village has demolished houses, an effort is made to remove any clearly dead or dying trees, but all vegetation has not been removed. The Village has taken responsibility for mowing all vacant lots (other than those owned by the Land Bank), even if the Village does not own them in order to reduce the blighting effect of overgrown properties. However, many of the lots are still getting overgrown at side and rear lot lines, especially where a fence still exists, or where tree branches have fallen. This creates unsightly overgrown areas where adjacent lots are vacant, encourages fly dumping, and is a potential public safety risk. Therefore, the Village has taken on the task of gradually clearing all vacant lots in the Eastgate neighborhood of all trees and vegetation. This will make mowing easier and improve the appearance of the lots. Note that most of these trees are not healthy or are creating a nuisance for adjacent property owners.

In July 2020, Village Staff issued a request for bids to remove trees, other vegetation, and debris on 13 lots in the Eastgate neighborhood. These lots include 226 to 232 Allegheny Street, 229 to 235 Allegheny Street, 240 to 246 Allegheny Street, and 18 Apache Street. The request for bids was posted on the Bids/RFP page of the Village website, and specific information was emailed directly to three tree removal companies with which the Village has worked in the past. When bids were opened on August 14, only one bid was received from Bode Tree Care in the amount of \$26,493.00. This bid is equivalent to \$2,038 per lot, and is very reasonable.

Funding for this project is from the Abandoned Property Program grant received from the Illinois Housing Development Authority. This grant was awarded in 2019 in the amount of \$250,000 for projects to include housing demolition and rehabilitation and lot clearing. To date, funds have been spent on rehabilitation of 336 Early Street and demolition of 6 Arrowhead Court. The grant will be used for continued rehabilitation at a new South Suburban Trades Initiative house and demolition of at least three additional houses. If funds remain in the spring, additional lot clearing will be completed.

The Board of Trustees is asked to approve the contract with Bode Tree Care and authorize the Village Manager to sign the contract.

SCHEDULE FOR CONSIDERATION: This item will appear on the Regular Agenda of September 21, 2020, for approval.

BODE TREE CARE

P.O. Box 612, Barrington, IL 60011

eric@bodetreecare.com

www.bodetreecare.com



Cell: 847-909-2100

Fax: 847-381-7350



*opened
2:03 pm
8-14-20
H EK*

Client: VILLAGE OF PARK FOREST	Date: 8/10/2020
Address: 350 VICTORY DRIVE	Primary Phone: 708-283-5622
City, State, zip: PARK FOREST, IL 60466	Contact: HILDY KINGMA
Job Site: SPECIFIED VACANT LOTS	Email: hkingma@vopf.com

Work Proposal

Item	Description	Price
1).	226 ALLEGHENY STREET – 232 ALLEGHENY STREET - Vegetation clearing, trash removal, and all specific requirements and special mentions included in bid packet.	\$8,320.00
2).	229 ALLEGHENY STREET – 235 ALLEGHENY STREET - Vegetation clearing, trash removal, and all specific requirements and special mentions included in bid packet.	\$8,874.00
3).	240 ALLEGHENY STREET – 246 ALLEGHENY STREET - Vegetation clearing, trash removal, and all specific requirements and special mentions included in bid packet.	\$5,849.00
4).	18 APACHE STREET - Vegetation clearing, trash removal, and all specific requirements and special mentions included in bid packet.	\$3,450.00
Notes: BODE TREE CARE WILL ADHERE TO ALL RULES, GUIDELINES AND REQUIREMENTS LISTED IN THE BID PACKET ATTACHED.		\$26,493.00
		Total

NO % Deposit required upon acceptance
 Deposit amt. \$ 0
 Check # N/A
 Completion amt. \$26,493.00
 Deposit Rcvd. N/A

ACCEPTANCE OF PROPOSAL : The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. I agree to the conditions on the reverse side. All deletions have been noted. I understand that once accepted, this proposal constitutes a binding contract. (See Over)	Working Terms and Conditions are listed on the reverse. Our workers are fully covered by Workers Compensation Insurance. Our company is insured for personal injury and property damage liability.
	To Accept this proposal, please sign on the line below and return the white copy. Upon invoice, your prompt payment is appreciated.
Signature: _____	Date: _____

Contractual Terms and Conditions

- Insurance** - Our workers are fully insured for your protection. All workers are covered by worker's compensation and Bode Tree Care is covered for liability resulting from injury or damage to property. An insurance certificate from the insurer is provided with this estimate upon request.
- Standards of Work** - All work is performed in compliance with ANSI A300 and safe work practices are utilized at all times.
- Ownership and Access to quoted work** - "Client" as stated on this contract guarantees all work contained within this contract is either owned or in direct control of "Client." Any work that is not directly owned by "Client" will have written permission on the extent of the scope of work to be performed. "Client" will indemnify and hold harmless for any breach of this guarantee.
- Tree Removal** - Tree removal will be performed without damage to improved structures and to minimize turf damage. Additional charges may be incurred for any unseen foreign obstacles including concrete and steel.
- Stump Removal** - Stump removal will be performed by grinding the stump below grade. Stump grindings will be backfilled into the hole unless clean-up is specified in the contract. Surfaced roots will only be ground if directly stated in the contract. Protection of private utilities will be the responsibility of the "Client".
- Cabling and Bracing** - Cabling and bracing reduces the hazard associated with a tree, but does not guarantee against failure. Cabling and bracing will be installed on an as needed basis in accordance with ANSI A300 specifications. Additional cabling will be charged for by unit price.
- Cancellation** - Cancellation request must be made in writing 48 hours in advance. A minimum charge will occur to cover time and materials scheduled for the completion of this contract.
- Clean up** - Clean-up will be performed to remove debris associated with work outlined in this contract. Efforts will be made to remove saw dust and small debris, but some may remain after clean-up.
- Pruning** - Pruning will be performed to ANSI A300 specifications and to specifications laid out in this contract and will include removing dead, crossing branches and branches with defects. Additional concerns must be specifically outlined in the contract.
- Payment** - Payment balance is due upon completion. All outstanding monies over 30 days will be subject to late charges and interest. All collection fees incurred to collect outstanding payments will be added to the invoice. This includes, but is not limited to legal fees, court costs, attorney fees, and collection agency costs.
- Equipment Access** - Equipment used to perform contracted work may include, but is not limited to truck mounted cranes, truck mounted aerial devices, debris loaders, wheeled or tracked stump grinders or any other equipment required to complete work. Care will be taken to minimize turf disturbance through accessing the site during dry conditions and using plywood.
- Scheduling** - Scheduling of jobs is dependent on weather, site condition, and work-loads. Unless specified by this contract, the work may be performed unscheduled.
- Tree Risk and Elevated Risk Conditions** - Trees are a living dynamic organism under constant change. Any elevated risk or failure or decline including but not limited to: pruning of branches with defects, removal of trees with defects, cabling or bracing trees with defects, and providing plant health care will be addressed as quickly as possible. Liability will not be assumed for any damages, accidents or injuries prior to the start of work on any elevated risk item.
- Plant Health Care** - Plant health care programs outlined in this contract are recommended on existing conditions of the plant, immediate surrounding environment, and regional health concerns. Fertilization programs will be based on a representative soil sample with amendments based directly on improving the soil. Disease and pest management programs will be based on species, disease or pest pressure, regional concerns, and management goals. Due to the dynamic nature of trees, plant health care programs may need to be modified based upon changing conditions. Costs associated with these changes will be assessed to the client.
- Time and Material Billing** - Time and material billing will be based on a port to port time and other associated materials or services.
- Work Site Access** - Due to the many dangers of tree work operations, the work accesses must be limited to Bode Tree Care personnel only. All other bystanders must stay clear of the work area. Pets must be restrained from entering the work area.

AGENDA BRIEFING

TO: Mayor Jonathan Vanderbilt
Board of Trustees

FROM: Thomas K. Mick, Village Manager

DATE: September 9, 2020

RE: **An Ordinance Amending Ordinance No. 1633, Approving a Tax Increment Redevelopment Plan and Redevelopment Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area by Extending the Term of the Redevelopment Plan from 23 Years to 35 Years**

BACKGROUND/DISCUSSION:

The Village established a Tax Increment Financing District in 1997 as a tool to help redevelop a struggling central business district. As an outdoor mall for several decades, it was failing in competition with indoor malls across the southland. TIF Districts are typically 23 years in duration and the District in Downtown Park Forest will expire in November 2020. While the Village has undertaken numerous projects in the TIF, there is still much more to be done. The tax increment tool will aid in this work and help level the playing field as the Village works to attract new economic investment. An extension of the term would assist the Village with increasing long term property valuations. The Downtown has additional infrastructure needs to create developable parcels. The opportunity to provide assistance to businesses to undertake the infrastructure and other improvements needed to increase redevelopment would create a more sustainable Downtown area over the long term.

State law allows for a one-time 12-year extension of TIF Districts. However, such extensions have to be approved by the general assembly and the governor. In early 2017, Village Staff began working on a requirement of such extensions: letters or agreements of support from all impacted taxing bodies need to be provided for any TIF extensions to be approved by the State. The Downtown TIF is located in the following taxing districts:

- Park Forest Library
- School District 163
- School District 227
- Rich Township
- Prairie State College
- Cook County
- Cook County Mosquito Abatement District

Letters of support were petitioned for, and received, from all of the above entities plus Governors State University. In the case of School District 227, an intergovernmental agreement

demonstrated their support with the stipulation that the increment from the Legacy Square residential subdivision be shared with all taxing bodies for the duration of the 12-year extension. As part of the Village's presentations to these various taxing bodies, it was noted that all entities will benefit from a fuller redevelopment of the Downtown.

Once the written approvals of support were obtained, State Representative Anthony DeLuca was approached for sponsoring a legislative proposal to grant the TIF extension. Staff worked collaboratively with Representative DeLuca and the Legislative Reference Bureau in Springfield to craft the TIF legislation amendment. While Representative DeLuca sponsored the initiative in the House, State Senator Patrick Joyce assisted with legislation in the Senate. The various committee processes in both chambers culminated with approval back in late-May. The legislation was signed by Governor JB Pritzker in mid-June.

The remaining steps in the TIF extension process will include the Village taking official action to extend the duration. The attached ordinance was developed by Village legal counsel. The other remaining step is to officially communicate the TIF extension to each of the impacted taxing bodies.

SCHEDULE FOR CONSIDERATION:

This item will appear on the Regular Meeting agenda September 21, 2020 for Final Reading.

**THE VILLAGE OF PARK FOREST
COOK AND WILL COUNTIES, ILLINOIS**

ORDINANCE NO. 2145

**AN ORDINANCE OF THE VILLAGE OF PARK FOREST, COOK AND WILL
COUNTIES, ILLINOIS, AMENDING ORDINANCE NO. 1633, AN ORDINANCE
APPROVING A TAX INCREMENT REDEVELOPMENT PLAN AND
REDEVELOPMENT PROJECT FOR THE VILLAGE OF PARK FOREST
DOWNTOWN TAX INCREMENT REDEVELOPMENT PROJECT AREA, BY
EXTENDING THE TERM OF THE REDEVELOPMENT PLAN FROM 23 YEARS TO
35 YEARS**

**JONATHAN VANDERBILT, President
SHEILA MCGANN, Clerk**

**TIFFANI GRAHAM
MAYA HARDY
CANDYCE HERRON
GLENN HENNESSY
THERESA SETTLES
JOSEPH WOODS**

TRUSTEES

ORDINANCE NO. 2145

AN ORDINANCE OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS, AMENDING ORDINANCE NO. 1633, AN ORDINANCE APPROVING A TAX INCREMENT REDEVELOPMENT PLAN AND REDEVELOPMENT PROJECT FOR THE VILLAGE OF PARK FOREST DOWNTOWN TAX INCREMENT REDEVELOPMENT PROJECT AREA, BY EXTENDING THE TERM OF THE REDEVELOPMENT PLAN FROM 23 YEARS TO 35 YEARS

WHEREAS, the Village of Park Forest, Cook County and Will County, Illinois (the “Village”) is a home rule municipality duly organized and existing under the laws and Constitution of the State of Illinois;

WHEREAS, on November 10, 1997, the Village adopted Ordinance No. 1633, An Ordinance Approving a Tax Increment Redevelopment Plan and Redevelopment Project (the “Redevelopment Plan”) for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area (the “Redevelopment Project Area” or the “Downtown TIF District”), Ordinance No. 1634, An Ordinance Designating the Redevelopment Project Area, and Ordinance No. 1635, An Ordinance Adopting Tax Increment Allocation Financing for the Redevelopment Project Area, under and pursuant to provisions of 65 ILCS 5/11-74.4-1, *et seq.* (the “TIF Act”);

WHEREAS, the Illinois General Assembly, by and through Public Act 101-0647, authorized the Village to increase the number of years that tax increment allocation financing may exist for the Redevelopment Project Area, being otherwise legally described in Exhibit “A,” from 23 years to 35 years;

WHEREAS, the Redevelopment Plan provides that the total number of years that the Downtown TIF District will exist is 23 years;

WHEREAS, it is necessary, desirable, and in the best interest of the Village to increase the number of years the Downtown TIF District shall exist, making it necessary to amend the

Redevelopment Plan by changing all references to the length of time that the Downtown TIF District shall exist from 23 years to 35 years; and,

WHEREAS, the amendment will not: (a) add additional parcels of property to the Redevelopment Project Area; (b) substantially affect the general land uses in the Redevelopment Plan; (c) substantially change the nature of the redevelopment project; (d) increase the total estimated redevelopment project costs set out in the Redevelopment Plan by more than five (5%) percent after adjustment for inflation from the date the Redevelopment Plan was adopted; (e) add additional redevelopment project costs to the itemized list of redevelopment costs set out in the Redevelopment Plan; or (f) increase the number of inhabited residential units to be displaced from the Redevelopment Project Area;

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

Section 1. Amendment. Ordinance No. 1633, An Ordinance of the Village of Park Forest, Cook and Will Counties, Illinois, Approving a Tax Increment Redevelopment Plan and Project for the Village of Park Forest Downtown Tax Increment Redevelopment Project Area, and the Redevelopment Plan approved thereby and being attached hereto as Exhibit “B,” are hereby amended by increasing the number of years that the Downtown TIF District shall exist. All references to “January 1, 2019” are changed to “January 1, 2033” and all references to the length of time or term of the Downtown TIF District are changed from “23 years” to “35 years” throughout Ordinance No. 1633 and the Redevelopment Plan.

Section 2. Severability. If any section, paragraph, clause, or provision of this ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this ordinance.

Section 3. Repealer. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed insofar as they conflict herewith.

Section 4. Effective Date. This ordinance shall be immediately in full force and effect after passage and approval as provided by law.

ADOPTED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois this _____ day of September, 2020, pursuant to roll call vote, as follows:

	Yes	No	Absent	Present
Tiffani Graham				
Maya Hardy				
Candyce Herron				
Glenna Hennessy				
Theresa Settles				
Joseph Woods				
TOTAL:				

APPROVED by the Mayor of the Village of Park Forest, Cook and Will Counties, Illinois on this _____ day of September, 2020.

Jonathan Vanderbilt, Mayor

ATTEST:

Sheila McGann, Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF REDEVELOPMENT PROJECT AREA

That part of the South 1/2 of Section 25 and the North 1/2 of Section 36 in Township 35 North, Range 13 East of the Third Principal Meridian boundary and described as follows:

Beginning at a point on the East line of said Section 36, 184.62 ft. South of the Northeast corner thereof; thence South 68° 50' 30" West along the Southerly line and said Southerly line extended Easterly of a public street dedicated by Plat recorded October 3, 1962 as Document No. 18608144 to its point of intersection with the Easterly line of Forest Road; thence Southerly along said Easterly line to its point of intersection with the Northerly line of Indianwood Boulevard; thence Southeasterly along said Northerly line to its point of intersection with the Northwesterly line extended North of P.I.N. 31-36-200-009-0000; thence Southwesterly along said extended Northwesterly line and said Northwesterly line extended Southwesterly of said P.I.N. to its point of intersection with the Southerly line of Leims Road; thence Westerly along said Southerly line of said Leims Road to its point of intersection with the West line of the East 1/2 of the Northeast 1/4 of Section 36 aforesaid; thence Westerly along the South line and said South line extended east of P.I.N. 31-36-200-022-0000 to the Southwest corner of said P.I.N.; thence Northerly along the Westerly line of said P.I.N., 167.83 feet to the Southerly line of Indianwood Boulevard; thence Westerly along said Southerly line and said Southerly line extended Westerly to its point of intersection with the Easterly line, extended Southerly of P.I.N. 31-36-102-020-0000; thence Northerly along said extended Easterly line and the Easterly line of said P.I.N. to the Northeast Corner of said P.I.N., thence Westerly along the Northerly line of said P.I.N. 18 ft. to the Westerly line of Orchard Drive; thence Northerly along said Westerly line and said Westerly line extended North to the North line extended Westerly of Lakewood Boulevard; thence Easterly along said extended North line and the North line of said Lakewood Boulevard to its point of intersection with the Westerly line of P.I.N. 31-25-400-009-0000; thence Northerly along said Westerly line to the Northerly line of said P.I.N.; thence Easterly along said Northerly line and said Northerly line extended Easterly to the Easterly line of Forest Boulevard; thence Southerly along said Easterly line to its point of intersection with the Northerly line of Lakewood Boulevard (said Lakewood Boulevard being dedicated by Plat recorded October 3, 1962 as Document No. 18608144), thence North 68 ° 40' 30" East along said Northerly line and said Northerly line extended Northeasterly to a point on the East line of Section 25 aforesaid; thence South along East line and the aforesaid East line of Section 36 to the place of beginning, Cook County, Illinois.

EXHIBIT B
REDEVELOPMENT PLAN

CERTIFICATION

State of Illinois)
) ss.
County of Cook)

I, Sheila McGann, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Park Forest, Cook and Will Counties, Illinois, and as such official I am the keeper of the records and files of the Village of Park Forest.

I further certify that the foregoing or attached is a complete, true and correct copy of Ordinance No. _____, entitled:

AN ORDINANCE OF THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS, AMENDING ORDINANCE NO. 1633, AN ORDINANCE APPROVING A TAX INCREMENT REDEVELOPMENT PLAN AND REDEVELOPMENT PROJECT FOR THE VILLAGE OF PARK FOREST DOWNTOWN TAX INCREMENT REDEVELOPMENT PROJECT AREA, BY EXTENDING THE TERM OF THE REDEVELOPMENT PLAN FROM 23 YEARS TO 35 YEARS

which was adopted by the Mayor and Board of Trustees on September 21, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand in the County of Cook, and State of Illinois, on September 21, 2020.

Sheila McGann, Village Clerk

(CORPORATE SEAL)

VILLAGE OF PARK FOREST
DOWNTOWN
PROPOSED REDEVELOPMENT PLAN AND PROJECT

Jointly Prepared By:

Village of Park Forest

and

Kane, McKenna and Associates, Inc.

October, 1996

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- Appendix A - Legal Description
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I. INTRODUCTION

General Background - Village of Park Forest

The Village of Park Forest, Illinois is a home-rule unit of government pursuant to authority granted under Section 6, Article VII of the 1970 Constitution of the State of Illinois. The Village, located in both Cook and Will Counties, is situated approximately thirty (30) miles south of downtown Chicago and is generally bordered by the Villages of Chicago Heights and South Chicago Heights on the east, by Matteson and Richton Park on the west, on the north by Olympia Fields and on the south, which is in Will County, by University Park. The Village currently encompasses approximately 4.62 square miles.

Incorporated in 1949, the Village of Park Forest's population, according to the 1990 Census, is approximately 24,656. The Village has experienced a decline of approximately 19.5% in overall population since the 1970's, however, the number of households has increased at a rate of approximately 9%. The Northeastern Illinois Planning Commission estimates that the Village's population will be approximately 26,000 by the year 2000.

Park Forest has a network of transportation facilities with METRA commuter rail service (Illinois Central Gulf) connecting the Village with the Chicago central business district. Access to and from the Village and to the regional highway system is provided via direct connections with Lincoln Highway (U.S. Route 30) at the north end of the Village and Sauk Trail, which runs east and west through the southern portion of the Village. Both of these major roadways connect to Interstate Highways I-57 and I-94/394 to the west and east of the Village.

The Village, unlike many Illinois municipalities, provides a full range of municipal services. These include: public safety (both Police and Fire), highway and street maintenance and reconstruction, waste disposal, planning and zoning, code enforcement, water and sewer services, public and home health, library and parks and recreation. The Parks Department operates a municipal pool complex, 18 hole golf course, indoor tennis and health club and a cultural arts facility. The school districts are separate taxing districts.

The Village operates under strong Village Manager form of government with a Board of Trustees and a President serving as the legislative body. The Board of six (6) Trustees (the "Village Board") each serve three (3) year overlapping terms. The President serves a four (4) year term.

A. The Redevelopment Project Area

The proposed Redevelopment Project Area (RPA), formerly known as the Park Forest Plaza shopping center in the 1960's and 1970's, and then as the Village's Town Centre for the past decade, is generally located in the central portion of the Village and is now commonly referred to as Downtown Park Forest. The RPA is generally bordered by Lakewood Boulevard on the north, Western Avenue on the east, Orchard Drive to the west, and Indianwood and Victory Boulevard to the south. The Village, as the recently established owner of the majority of the property within the proposed RPA, has provided the following characteristics regarding the property as it exists today.

Downtown Total	653,173 s.f.
Former Sears Bldg./Automotive	213,500 s.f.
Former Goldblatts' Bldg./Retail	81,394 s.f.
Marshall Field's Bldg.	116,817 s.f.
All the Making's Bldg.	21,986 s.f.
North wing shops (including bowling alley & First Chicago Bank)	101,748 s.f.
South wing shops	71,180 s.f.
Village Hall	18,528 s.f.
Rogers & Hollands/Restaurant	24,752 s.f.
Former McDonald's	3,268 s.f.

(Note: Estimates do not include parking)

The proposed RPA would include the improved area of Park Forest's Downtown, as described above. Additional users would also include institutional uses (Village pump station, old Village Hall, Bank, Bank Parking Lot and post office) and a vacant parcel adjacent to the uses. Peripheral uses such as the Thorncreek rental residential developments (which were once a part of the original Park Forest TIF District) have now been excluded from this proposed new Downtown RPA.

B. Summary of History of Problems in the RPA

The original Park Forest Plaza shopping center was built in the 1950's as part of the birth of the Village of Park Forest, shortly after World War II. At first, the shopping center, recognized as a modernized "town square" for the Village, made national news and attracted shoppers from a much wider area than the standard market radius. The Village became a model for other postwar communities. For the Village, and many south suburban communities, it was literally the heart and center of social, cultural, political, recreational and commercial activity, until about 1973, when competition from regional shopping centers adjacent to high traffic areas such as I-57 contributed to the Plaza's slow and continuous decline.

It is the opinion of Village officials and many planning experts that as a regional mall, the Plaza was doomed from the time when neighboring malls began to be established along higher traffic thoroughfares. The Plaza's poor location was a primary factor in its ultimate demise. Another significant factor was that the original partnership that developed the Plaza eventually split up. The commercial development partner received Old Orchard in Skokie and the residential developer received the Park Forest Plaza to continue to own and operate. This developer placed a \$10,000,000 lien on the property and subsequently sold it, in the early 1970's, with this substantial debt as a burden on the property.

According to Village officials, no developer following this transaction could afford to service the debt, maintain the infrastructure of the shopping center and/or market it properly. By the early 1980s, the Plaza had begun to deteriorate and was viewed as obsolete having excessive vacancies. In 1985, the shopping center was purchased by Cordish and Embry Associates from Baltimore and renamed The Centre. The Village became a partner in the proposed redevelopment project by creating a Tax Increment Financing (TIF) District for this Developer and issued approximately \$5,295,000 million in bonds to help rehabilitate the Centre. The rehabilitation included substantial facade and landscaping improvements, however, no basic maintenance was performed on the "hidden infrastructure" (i.e. HVAC, roofs, and other important systems within the Centre, etc.). Additionally, no attention was paid to the shifting market patterns inherent within the area. After a few short years, this Developer continued the pattern of abuse and neglect begun by its predecessors. While several new national tenants were added to the Centre, many smaller retailers were forced to leave as the result of unrealistic expectations placed upon them by the Owner/Developer.

In 1993, another development entity, Parkside Land Co. purchased the shopping center. The Village provided the Developer \$3.8 million to purchase a building to be utilized as a new Village Hall, with sufficient parking, 50% participation in the annual net operating income, release and satisfaction of any and all obligations previously undertaken by the Village as incentive to the previous Developer. Once again, the Village was attempting to create a partnership with incentive that should have been sufficient to assist the Developer in turning the once - regional mall into a downtown.

At the end of the first year, no progress had been made. By the middle of the second year, the Village learned the Developer had not paid real estate taxes on the Centre and there had been no progress towards the implementation of the "downtown" plan. The Village sued. Concurrently, the Village was able to purchase the back taxes which placed the Village in a minor ownership position. As an owner, the Village went into court and asked the judge to protect the value of the property from being depleted by having it placed in receivership. When that occurred, the Developer requested that the Village purchase the shopping center for \$100,000 along with the outstanding tax liability. The Village negotiated a purchase contract for the Downtown shortly thereafter.

For the past several years, there has been a consistent decline in the occupancy in the Downtown. The nadir occurred in the last few months of ownership by Parkside when vacancies exceeded 50%. The previous owners represented that it had been sustaining net operating losses for at least the last two (2) years, with no signs of improvement. When the Village purchased the Property, property managers were retained by the Village to manage and lease the property, but occupancy levels have not improved. In view of the property's history (e.g., continued deterioration of the Centre's structural condition, numerous transfers of ownership in ten (10) years, persistent low occupancy with several major departures, (including Sears and Goldblatt's), and the failure of the project to become economically viable), the Village has been actively exploring redevelopment options.

There are several strategically located buildings which are vacant and deteriorating and/or dilapidated (some for many years) due to neglect or lack of occupancy which are slated for demolition by the Village. Two (2) such structures are the former Sears and Goldblatt's/May's sites. These two facilities represent over 300,000 s.f. of unoccupied space which have in the past anchored the Downtown. These buildings have now been deemed unsafe, uninhabitable structures, and/or are regarded as obsolete by officials and business interests familiar with the Downtown.

Since at least 1994, various experts and consultants have been retained by or have been contacted to advise the Village to explore the feasibility of redevelopment of the area and, if feasible, to assist with the implementation of the very much need renovation of the Downtown facilities. All have agreed that the Downtown will never again be regarded a regional mall. But with careful planning, it has been determined that the area could successfully be converted into a traditional, linear downtown. There are many factors that could lead to a successful conclusion of potential success for this dilemma. Located near the Downtown are the Post Office, the Police and Fire Departments, the Park Forest Library, a cultural arts center, a swimming pool complex an additional bank, and two senior citizen high rises. Located in the heart of downtown are a successful movie theater (whose operator has indicated an intent to buy his building and invest in the future of the community), First Chicago Bank, which also wishes to buy its building, the Park Forest Health Department and the Village Hall. The physical configuration can be easily converted from an auto friendly mall to a pedestrian/bike/auto friendly downtown.

As stated above, the Downtown has experienced ongoing difficulties since at least 1973. While there are a variety of reasons why the area has experienced problems contributing to the blighted conditions, various factors have been identified. Since the original TIF District was established in 1985, several significant efforts have been initiated to rejuvenate the Plaza, however, for the most part, growth and development by private enterprise has fallen far short of what was envisioned for this area. Factors contributing to the overall lack of development include: 1) inability of private developers/investors to sustain the necessary capital to promote the expansion/upgrading of the original and rehabilitated Plaza and its' adjacent uses; 2) a lack of cohesive community planning for the area; 3) the failure of major retailers to view the Plaza as a viable location for expansion or to be attracted to the Plaza (Sears, for example, recently departed and moved to another south suburban location); and

4) the obsolescence, excessive vacancies, deterioration and depreciation of physical maintenance already apparent in the early 1980's have not been addressed in a substantive manner, thereby permeating a negative perception about this strategic portion of the Village.

In evaluating the southern and southwest suburban market, the Village and its consultants has determined if the Downtown is to be successfully redeveloped, it must be converted to a downtown-oriented mixed use concept that can compliment the existing market's retail alignment, rather than try to compete with it, and build upon the Village's position as a destination shopping and service area. It must be recognized that the Village can no longer support 600,000+ s.f. of retail and that a more reasonable estimate would be in the 300,000+ range. Additionally, certain physical improvements must be undertaken in order to address certain problem aspects of the property (as described in Appendix B to this Plan). There are still positive aspects regarding the Downtown Park Forest which help to support the prospects for a redeveloped, complimentary "town square" with complimentary mixed uses, and which could potentially generate higher sales volumes, if properly positioned.

C. The Redevelopment Plan

After considerable review and analyses, the Village has reached a determination that it is desirable to continue to promote the redevelopment of the above described proposed RPA, which is a considerable reduction in size and value compared to the original TIF District established in 1985, more than a decade ago. It is presumed that the property may experience the further loss of certain anchor and complimentary tenants if current conditions are not addressed by redevelopment. Circumstances of continuing vacancy have led to the area's continued depreciation, deterioration and obsolescence. The proposed Redevelopment Plan identifies the physical/design deficiencies associated with the RPA as it exists and would serve to stabilize the RPA and increase its real estate taxes as well as sales tax generation.

Elements of the proposed Redevelopment Plan have already been initiated and are continuing to be developed with the assistance of various planning firms and advisors and are based on the following principles:

- o opening up the middle of the shopping center by creating a new main street through it,
- o encouraging mixed use development and a higher concentration of residents around a central retail core,
- o developing new residential development on a portion of the parking lot,
- o creating new mixed use development closer to Western Avenue, the street with the higher traffic count, and
- o creating (and programming) good public spaces.

- o encouraging the types of services/stores/activities which keep pedestrians moving through the Downtown at all hours.
- o creating sheltered bike and pedestrian paths into the Downtown.

To accomplish this plan, several buildings will be demolished and the Village intends to create the beginning of the road system.

The Park Forest Village Board of Trustees has committed to Phase I of the creation of Downtown, which includes:

- o demolition of the existing bowling alley, (located in the north wing of shops);
- o demolition of the existing Sears retail store structure;
- o re-connection of Forest Boulevard, north to south,
- o construction of a new east/west main street from Forest Boulevard to just west of the movie theater,
- o construction of a new north-south street from Lakewood Boulevard to the new main street.

Further, Western Avenue is viewed as an attractive location for new commercial development but requires a signalized intersection. Clear zoning standards and a development-friendly environment must be created to ensure a streamlined process for improvements to the area.

It is clear that the Village has already devoted a significant amount of resources to the sustaining of and rejuvenation of the Downtown. Currently, the Village is facing a \$300,000 annual loss in maintaining the Centre, as is. This does not even take into account the reduced level of increment that is expected following the departure of Sears, which will negatively affect the Village's ability to meet debt service requirements established under the Original TIF District. The Village is now prepared to embark upon a strategy which has resulted from numerous studies and analyses of the area designed to resolve the many problematic issues facing the Downtown, yet it is desirous of proceeding in a prudent manner so as to preserve its remaining resources at this important juncture.

The Village now intends to terminate the original TIF District and establish a new TIF District for the area. The area, though once characterized as part of a blighted conservation area, can now be viewed as an improved blighted area given the number of depreciating existing improvements and the area-wide blighting factors that prevail within the proposed RPA.

The Village is considering the adoption of a new, revised and condensed TIF district, encompassing only the property described above. Properties that were once part of the original and which will not be included in the proposed Downtown Park Forest TIF District include all three (3) townhome/rental developments and a bank parcel. These parcels will now become tax revenue generators for overlapping jurisdictions. The establishment of this new TIF District will assist the Village's overall redevelopment plans for the area so as to eliminate economic disadvantages and certain blighting conditions which impede property in the area from improving.

The Village is desirous of improving its tax base - both sales and property taxes, as well as the long-term viability of the Downtown Park Forest location. Given the likelihood that an expanded and renewed commercial district in the heart of the Village as well as its residential areas could favorably impact current employment and property and/or sales tax levels, to the extent possible, it is determined to address these concerns.

The needed public investment will be possible only if tax increment financing is adopted pursuant to the terms of the Tax Increment Allocation Redevelopment Act (the "Act"). The qualification of the entire area as "blighted improved" makes possible future developments not now anticipated, carrying out the intention of the Act. Such blighting factors, together and in combination, have restrained or prevented successful development from occurring within the area. Other public resources may have to be made available to attract the very needed private investment to develop the proposed area. The public resources would be required to address blight factors. Property and potential other tax incremental revenue generated by the development may play a decisive role in encouraging the private development of the RPA.

Conditions relating to age, excessive vacancies, deterioration, code violations, depreciation of physical maintenance, obsolescence, deleterious land use/layout, and lack of community planning, that have precluded and/or retarded intensive private investment in the past will be addressed. Through this proposed Redevelopment Plan and Project, the Village will serve as the central force for marshalling the assets and energies of the private sector for a unified cooperative public-private redevelopment effort. In this regard, the Village will serve as a catalyst for coordinating a successful redevelopment of the area. Ultimately, the implementation of the Redevelopment Plan and Project will benefit the Village and all the taxing districts which encompass the RPA in the form of a significantly expanded tax base.

The adoption of this Redevelopment Plan and Project makes possible the implementation of a comprehensive program for the economic redevelopment of the area. By means of public investment, the RPA will become an improved, more viable environment that will attract private investment and diversify the Village's tax base.

Pursuant to the Act, the RPA includes only those contiguous parcels of real property and improvements thereon substantially benefitted by the redevelopment project. Also pursuant to the Act, and which can be evidenced above, the RPA is not less in the aggregate than 1 ½ acres.

II. REDEVELOPMENT PROJECT AREA LEGAL DESCRIPTION

The Redevelopment Project Area is legally described in Appendix A.

III. REDEVELOPMENT PROJECT AREA GOALS AND OBJECTIVES

The goals of the Village for the RPA (as expressed in this Plan), conform to the Village's recently updated Comprehensive Plan, adopted in 1981 and amended in 1992. A broadened, diversified tax base is necessary to maintain essential public services to the Village and strengthen its economy. The Redevelopment Plan will also provide for expanded retail opportunities and developments to be undertaken within the Village.

General Goals

- 1) Strengthen the Village's economic position, thus improving the quality of life provided through services provided for residents.
- 2) Provide and maintain an attractive community that creates a positive public image and encourages individuals, families and businesses to locate and remain within the community.
- 3) Encourage development that meets the future needs of the Village and builds upon its existing tax base.
- 4) Encourage facilities for the safe and efficient movement of vehicles and pedestrians that support the economic needs of the community, promote new modes of travel, and complement the tax base of the Village.
- 5) Create community facilities and services that meet the current and future needs of the residents and businesses of the community.

Specific Objectives

- 1) Eliminate the influences, as well as the manifestations of, physical and economic deterioration and obsolescence within the proposed RPA.
- 2) Attract and retain retail and service operations which strengthen the Village's economic base.
- 3) Establish and maintain a safe, pleasant, and functional environment in the Village's downtown area while encouraging new economic development.
- 4) Provide quality public and retail services to Village residents and capture additional tax revenues for the Village.
- 5) Identify and maintain the positive physical elements of the Village which enhance the Village's visual character and serves as a focal point and symbol of the Village.

- 6) Strengthen the positive image of the community by emphasizing attention to address longstanding vacancies within the Village's downtown.
- 7) Assist in the site preparation and rehabilitation of underutilized properties in order to allow such sites to be developed in conformance with market standards and to allow the site to be considered acceptable for viable market reuses.
- 8) Create additional local job opportunities.
- 8) Create an environment within the RPA which will contribute to the health, safety and general welfare of the Village and preserve and enhance the value of properties to remain adjacent to the RPA.

Development and Design Objectives

- 1) Establish a pattern of land-use activities arranged in compact, compatible groupings to increase efficiency of operation and economic relationships.
- 2) Provide safe and efficient vehicular access to the project area from major regional highways, from neighborhoods and communities throughout the region, and from other major centers of business and employment.
- 3) Ensure safe and adequate vehicular and pedestrian circulation patterns and capacity in the project area.
- 4) Encourage coordinated development of parcels and structures in order to achieve efficient building design; multi-purpose use of sites; unified off-street parking, trucking, and service facilities; and internal pedestrian connections.

IV. EVIDENCE OF LACK OF DEVELOPMENT AND GROWTH WITHIN THE PROPOSED RPA AND ASSESSMENT OF FISCAL IMPACT ON AFFECTED TAXING DISTRICTS

A. Evidence of Lack of Development and Growth Within Redevelopment Project Area

As stated in Appendix B to this Plan, the RPA has suffered from lack of development and growth due to aspects of excessive vacancies and functional and economic obsolescence.

- Occupancy of the Downtown's retail/commercial space has been well below comparative standards for such regional retail/service centers;. Most of the facilities have continued to evidence low occupancy levels, even though they are located within the Village's once successful regional retail shopping core;
- The property has experienced substantial deterioration of certain structures and infrastructure systems, as well as area-wide depreciation of physical maintenance;
- Previous redevelopment efforts and leasing attempts have not met with success due to the characteristics of the improvements and the existing layout.
- There are several strategic parcels whereby the loss of a major tenant has impacted greatly on the Downtown's viability and various parcels have also experienced a drop in their annual increases in assessed values;

The needed public investment will be possible only if tax increment financing is adopted pursuant to the terms of the Act. Property tax incremental revenue generated by the development will play a decisive role in encouraging private development. Conditions of obsolescence, depreciation and underutilization that have precluded intensive private investment in the past will be addressed.

B. Assessment of Fiscal Impact on Affected Taxing Districts

Given the economic characteristics of the RPA, it is not anticipated that the implementation of this Plan will have a negative financial impact on affected taxing districts.

The proposed redevelopment plans for the RPA are generally retail/commercial/institutional in nature. The amount of planned new residential development will not likely have a large impact on school district operations, and may, in fact include senior independent living uses, as well as townhome/single family developments. In addition, the property is an existing retail/commercial/institutional use and the proposed redevelopment consists primarily of the significant rehabilitation and renovation of the existing uses.

Action taken by the Village to stabilize and cause growth of its tax base through the implementation of this Plan and Project will have a positive impact on the affected taxing districts.

Given the nature of uses to be promoted through this Plan and Project, it is not anticipated that the RPA will require substantially increased services from any affected taxing districts other than the Village. Strategies will be encouraged to promote growth and development of the RPA.

Part of the purpose of this Plan and Project is to assist the Village with the cost of improvements that are necessary for the property to be redeveloped.

V. BLIGHTED AREA CONDITIONS EXISTING IN THE PROPOSED REDEVELOPMENT PROJECT AREA

Findings

The proposed Redevelopment Project Area was studied to determine the factors evidenced throughout the area to qualify it as a blighted improved area as such terms are defined in the Tax Increment Allocation Redevelopment Act (the "Act"), Illinois Compiled Statutes, Section 65/11-74.4.3. Refer to Appendix B for a preliminary Qualification Report which includes a summary of blighting factors, findings for this RPA, and a list of existing qualification factors for the area. Such findings include the age factor, deleterious land use/layout, deterioration, obsolescence, depreciation of physical maintenance, structures below minimum code standards, excessive vacancies, and lack of community planning.

Eligibility Survey

The entire designated Redevelopment Project Area was evaluated from September to November, 1996, by representatives from the Village and Kane, McKenna and Associates, Inc. In such evaluation, only information was recorded which would directly aid in the determination of eligibility for a tax increment finance district.

VI. REDEVELOPMENT PROJECT

A. Redevelopment Plan and Project Objectives

The Village proposes to realize its goals and objectives of encouraging the development of the RPA and encouraging private investment in downtown-oriented redevelopment projects through public finance techniques including, but not limited, to Tax Increment Financing. The following represents the general project goals for tax increment financing districts as defined by the Act and general objectives for the Village. These components are not all inclusive yet may exceed the Village's specific actions as planned for this time.

- (1) By implementing a plan that addresses the redevelopment costs of acquisition, site preparation, rehabilitation, demolition/removals, and provision of infrastructure improvements that may be necessary for adaptation to a market oriented reuse of sites in the RPA, improving the Village's tax base and diversifying the local economy.
- (2) By improving public facilities that may include, but not be limited to:
 - i. Street improvements
 - ii. Utility improvements (including storm water management and sanitary sewer improvements, water detention/retention ponds, if necessary)
 - iii. Landscaping and/or streetscaping
 - iv. Parking improvements
 - v. Signalization, traffic control and lighting
 - vi. Public facilities
- (3) By entering into redevelopment agreements with developers for viable redevelopment projects.
- (4) By assisting in the rehabilitation of existing facilities.

- (5) By utilizing interest cost write down pursuant to provisions of the Act.
- (6) By exercising other powers set forth in the Act as the Village deems necessary.

B. Redevelopment Activities

Pursuant to the foregoing objectives, the Village will implement a coordinated program of actions, including, but not limited to acquisition, site preparation and rehabilitation, demolition/removals, infrastructure improvements and upgrading, and provision of public improvements such as landscaping or buffering, and parking, where required. The Village may directly undertake the activities described below, or when appropriate, cause such activities to be undertaken in a manner conformant with this Plan.

Public Improvements

In accordance with its estimates of tax increment and other available resources, the Village will provide public improvements in the proposed RPA to enhance the immediate area as a whole, to support the Redevelopment Project and Plan, and to serve the needs of Village residents. Appropriate public improvements may include, but are not limited to:

- acquisition and land writedown costs (including addressing any known or unknown environmental concerns);
- reconfiguration of existing rights-of-way and/or creation of new rights-of-way;
- vacation, removal, resurfacing, paving, widening, construction, construction or reconstruction of curbs and gutters, traffic signals, and other improvements to streets, pedestrianways, and pathways: including the acquisition of rights-of-ways for construction, reconstruction and/or extension of street, and pedestrian ways;
- improvements of public utilities including construction or reconstruction of water mains, as well as sanitary sewer and storm sewer, detention ponds, and streetlighting;

- beautification, landscaping, lighting, buffering, parking improvements and signage of public properties;
- public facilities expansion or relocation.

The Village may determine at a later date that certain improvements are no longer needed or appropriate. The type of public improvement and cost for each item is subject to Village Board approval and/or to the execution of a redevelopment agreement for the proposed project, in a form acceptable to the Village Board.

Rehabilitation

The Village may assist private entities to significantly rehabilitate structures in order to induce the redevelopment of problem properties and to coordinate redevelopment efforts.

Site Preparation

The Redevelopment Plan contemplates site preparation or other requirements necessary to prepare the site for new uses. The site preparation will serve to improve and enhance the site for the desired redevelopment, and render it an acceptable site for redevelopment.

Interest Cost Write-Down

Pursuant to the Act, the Village may allocate a portion of incremental tax revenues to reduce the interest cost incurred in connection with redevelopment activities, enhancing the redevelopment potential of the proposed RPA.

Job Training

Pursuant to the Act, the Village and/or other training providers, may develop training programs in conjunction with the redevelopment efforts.

Redevelopment Agreements

The Village may enter into redevelopment agreements with private developer/business enterprises in order to induce the improvement of the RPA.

C. General Land Use Plan

Existing land uses in the proposed RPA are retail/improved land, as shown in Map 3. Map 4 designates the intended general land uses identified for the Redevelopment Project Area, which includes a variety of potential reuses. The overall coordination and area wide emphasis provided by this plan shall serve to address blighted conditions present within the RPA.

The Redevelopment Project shall be subject to the provisions of the Village Zoning Ordinance as such may be amended from time to time.

D. Additional Controls and Design Criteria

Design guidelines shall be consistent with Village standards, and if feasible, may be expanded to include local concerns.

1. Pedestrian Access

Where appropriate, design layout shall facilitate internal pedestrian circulation and movement between major traffic generators and parking facilities.

2. Streetscapes/Building Facades

The Redevelopment Project Area will be designed consistent with contemporary retail/commercial facilities. Design importance will be stressed in the treatment of streetscapes, and the relationships of building facades.

3. Parking and Buffering

Development should provide for an adequate supply of appropriately located short-term and long-term parking spaces. Buffering, screening, or landscaping should be used to make parking facilities as attractive as possible.

4. Signs

The design and use of signs shall be in keeping with the Village's codes and shall be coordinated in type, size and location with those in nearby developments, all in accordance with the Village's sign ordinances.

Additional planning and design controls may be included in each land disposition and/or redevelopment agreements with developers.

E. Estimated Redevelopment Project Costs

Redevelopment project costs mean and include the sum total of all reasonable or necessary costs incurred or estimated to be incurred, as provided in the TIF statute, and any such costs incidental to this Redevelopment Plan and Project. Private investments which supplement "Redevelopment Project Costs" are expected to substantially exceed such redevelopment project costs. Eligible costs permitted under the Act which may be pertinent to this Redevelopment Plan and Project to be considered by the Village may be:

1. Costs of studies and surveys, development of plans and specifications, implementation and administration of the redevelopment plan including, but not limited to, staff and professional service costs for architectural, engineering, legal, marketing, financial, planning, other special services, provided, however, that no charges for professional services may be based on a percentage of the tax increment collected.
2. Property assembly costs, including but not limited to acquisition of land and other property, real or personal, or rights or interests therein, demolition of buildings, and the clearing and grading of land;
3. Costs of rehabilitation, reconstruction or repair or remodeling of existing buildings and fixtures;
4. Costs of the construction of public works or improvements;
5. Costs of job training and retraining projects;
6. Financing costs, including but not limited to all necessary and incidental expenses related to the issuance of obligations and which may include payment of interest on any obligations issued pursuant to the Act accruing during the estimated period of construction of any redevelopment project for which such obligations are issued and for not exceeding 36 months thereafter and including reasonable reserves related thereto;
7. All or a portion of a taxing district's capital costs resulting from the redevelopment project necessarily incurred or to be in furtherance of the objectives of the redevelopment plan and project, to the extent the Village by written agreement accepts and approves such costs;
8. Relocation costs to the extent that the Village determines that relocation costs shall be paid or is required to make payment of relocation costs by federal or state law;

9. **Costs of job training, advanced vocational education or career education, including but not limited to courses in occupational, semi-technical or technical fields leading directly to employment, incurred by one or more taxing districts, provided that such costs (i) are related to the establishment and maintenance of additional job training, advanced vocational education or career education programs for persons employed or to be employed by employers located in the Redevelopment Project Area; and (ii) when incurred by a taxing district or taxing districts other than the Village, are set forth in a written agreement by or among the Village and the taxing district or taxing districts, which agreement describes the program to be undertaken, including but not limited to the number of employees to be trained, a description of the training and services to be provided, the number and type of positions available or to be available, itemized costs of the program and sources of funds to pay for the same, and the term of the agreement. Such costs include, specifically, the payment by community college districts of costs pursuant to Sections 3-37, 3-38, 3-40 and 3-40.1 of the Public Community College Act and by school districts of costs pursuant to Sections 10-22.20a and 10-23.3a of The School Code.**

10. **If deemed prudent by the Village Board overseeing the redevelopment project, interest costs incurred by the redeveloper related to the construction, renovation or rehabilitation of the redevelopment project provided that:**
 - (a) **such costs are to be paid directly from the special tax allocation fund established pursuant to the Act; and**
 - (b) **such payments in any one year may not exceed 30% of the annual interest costs incurred by the redeveloper with regard to the redevelopment project during that year; and**
 - (c) **if there are not sufficient funds available in the special tax allocation fund to make the payment pursuant to this paragraph (10) then the amounts so due shall accrue and be payable when sufficient funds are available in the special tax allocation fund; and**
 - (d) **the total of such interest payments incurred pursuant to the Act may not exceed 30% of the total redevelopment project costs excluding any property assembly costs and any relocation costs incurred pursuant to the Act.**

11. Payments in lieu of taxes.

In the event the Village issues debt, the proceeds of which are used to pay redevelopment project costs, in any year during which said obligations are outstanding and funds in the special tax allocation fund are sufficient to pay the next due principal and interest, but it is anticipated that in subsequent years funds may be inadequate to make the current payments of principal and interest, then the Village may create such reserves from the funds as it may deem appropriate to enable it to make future payments of principal and interest under said obligations. Amounts in any such reserve shall not be deemed to be surplus funds. Real estate tax increment revenues which constitute funds in the special tax allocation fund for the purpose of this paragraph include only tax increment revenues from improved taxable lots or parcels of real property.

Estimated costs are shown in the next section. Adjustments to these cost items may be made without amendment to the Redevelopment Plan. The costs represent estimated amounts and do not represent actual Village commitments or expenditures. Rather, they are a ceiling on possible expenditures of TIF funds in the redevelopment project area.

REDEVELOPMENT PROJECT - ESTIMATED PROJECT COSTS ELIGIBLE UNDER ILLINOIS TIF STATUTE. THESE ARE POTENTIAL COSTS TO BE EXPENDED OVER A PERIOD OF 23 YEARS BUT TO BE SOLELY DETERMINED BY THE VILLAGE TO FUND AS NEEDED. (Note: This summary does not include private redevelopment costs.)

<u>Program Action/Improvement</u>	<u>Estimated Costs*</u>
1. Rehabilitation of Existing Facilities	\$2,000,000
2. Interest Costs Pursuant to the Act or other Village determined purposes which will not be included in any bond issue	1,750,000
3. Site preparation, demolition and site related improvements	1,650,000
4. Construction and reconfiguration of parking rights-of-way and street improvements/ construction, signalization, traffic control, and lighting, landscaping, buffering and streetscaping	750,000
5. Acquisition/Land Writedown	600,000
6. Utility Improvements including, but not limited to, storm, water, and sanitary sewer, as well as other necessary public improvements	150,000
7. Planning, Legal, Engineering, Administrative and Other Professional Service Costs	<u>850,000</u>
TOTAL ESTIMATED COSTS	\$7,750,000

* All project cost estimates are in 1996 dollars. In addition to the above stated costs, any bonds issued to finance a phase of the project may include an amount of proceeds sufficient to pay customary and reasonable charges associated with the issuance of such obligations as well as to provide for capitalized interest and reasonably required reserves. Adjustments to the estimated line item costs above are expected. Each individual project cost will be re-evaluated in light of the projected private development and resulting tax revenues as it is considered for public financing under the provisions of the Act.

The totals of line items set forth above are not intended to place a total limit on the described expenditures. Adjustments may be made in line items within the total, either increasing or decreasing line item costs for redevelopment.

Adjustments to these cost items may be made without amendment to the Redevelopment Plan as long as the total project expenditures remain unchanged.

F. Sources of Funds to Pay Redevelopment Project Costs Eligible Under Illinois TIF Statute

Funds necessary to pay for public improvements and other project costs eligible under the TIF statute are to be derived principally from property tax increment revenues, proceeds from municipal obligations to be retired primarily with tax increment revenues and interest earned on resources available but not immediately needed for the Redevelopment Plan and Project.

"Redevelopment Project Costs" specifically contemplate those eligible public costs set forth in the Illinois statute and do not contemplate the preponderance of the costs to redevelop the area. The majority of development costs will be privately financed, and TIF or other public sources are to be used only to leverage and commit private redevelopment activity.

The tax increment revenues which will be used to pay debt service on the tax increment obligations, if any, and to directly pay redevelopment project costs shall be the incremental increase in property taxes attributable to the increase in the equalized assessed value of each taxable lot, block, tract or parcel of real property in the proposed RPA over and above the initial equalized assessed value of each such lot, block, tract or parcel in the RPA in the 1995/96 tax year.

Among the other sources of funds which may be used to pay for redevelopment project costs and debt service on municipal obligations issued to finance project costs are the following: certain local sales taxes, special service area taxes, the proceeds of property sales, certain land lease payments, certain Motor Fuel Tax revenues, certain state and federal grants or loans, certain investment income, and such other sources of funds and revenues as the Village may from time to time deem appropriate.

The proposed Redevelopment Project Area would not reasonably be expected to be developed without the use of the incremental revenues provided by the Act.

G. Nature and Term of Obligations to be Issued

The Village may issue obligations secured by the tax increment special tax allocation fund established for the Redevelopment Project Area pursuant to the Act or such other funds or security as are available to the Village by virtue of its powers pursuant to the Illinois State Constitution.

Any and/or all obligations issued by the Village pursuant to this Redevelopment Plan and Project and the Act shall be retired not more than twenty-three (23) years from the date of adoption of the ordinance approving the Redevelopment Project Area. However, the final maturity date of any obligations issued pursuant to the Act may not be later than twenty (20) years from their respective date of issuance. One or more series of obligations may be issued from time to time in order to implement this Redevelopment Plan and Project. The total principal and interest payable in any year on all obligations shall not exceed the amounts available in that year, or projected to be available in that year, from tax increment revenues and from bond sinking funds, capitalized interest, debt service reserve funds and all other sources of funds as may be provided by ordinance.

Those revenues not required for principal and interest payments, for required reserves, for bond sinking funds, for redevelopment project costs, for early retirement of outstanding securities, and to facilitate the economical issuance of additional bonds necessary to accomplish the Redevelopment Plan, may be declared surplus and shall then become available for distribution annually to taxing districts overlapping the RPA in the manner provided by the Act.

Such securities may be issued on either a taxable or tax-exempt basis, with either fixed rate or floating interest rates; with or without capitalized interest; with or without deferred principal retirement; with or without interest rate limits except as limited by law; and with or without redemption provisions.

H. Most Recent Equalized Assessed Valuation (EAV) of Properties in the Redevelopment Project Area

The equalized assessed valuation of the property within the proposed RPA is currently approximately \$6,813,287, which is the 1995 equalized assessed valuation, the most recent EAV available. IT is anticipated that this total EAV shall be reduced prior to the adoption of the TIF District due to actual vacation of certain structures and anticipated reductions due to the tax-exempt status of many of the parcel's owner, during 1996-1997. The Boundary Map, Map 2, shows the location of the proposed RPA.

I. Anticipated Equalized Assessed Valuation

Upon completion of the anticipated private development of the Redevelopment Project Area by 2002, it is estimated that the equalized assessed valuation of the property within the Redevelopment Project Area will be increased by approximately \$5,000,000. The estimate assumes a constant Cook County equalization factor (multiplier) of 2.1243 and 1996 dollars.

VII. SCHEDULING OF REDEVELOPMENT PROJECT

A. **Redevelopment Project**

An implementation strategy will be employed with full consideration given to the availability of both public and private funding. Such strategy will contribute to a realistic approach in funding the Project while assuring the Village the ability to fund the Projects it deems to have the highest priority.

The Redevelopment Project will require an estimated four (4) to six (6) years to complete.

The Redevelopment Project will begin immediately and will compliment ongoing efforts to improve the area based upon the previous TIF Plan. Depending upon the scope of the overall developments as well as the actual uses, the following activities may be included:

Acquisition, Demolition and Site Preparation or other requirements necessary to prepare the sites for desired redevelopment projects.

Landscaping/Buffering/Streetscaping/Parking: The Village may undertake, or cause to be undertaken, certain landscaping and parking improvements which serve to beautify and improve access to public properties or rights-of-way and provide adequate buffering between land uses.

Storm Sewer, Water, Sanitary Sewer, and Other Utility Improvements: The Village may extend or re-route certain utilities (or cause such extension) to serve or accommodate existing projects or new developments. Upgrading of existing utilities may be undertaken. The provision of necessary detention or retention ponds may also be undertaken or cause to be undertaken by the Village.

Roadway/Street/Parking Improvements: Widening of existing roads and/or vacation of roads may be undertaken or cause to be undertaken by the Village. Certain secondary streets/roads may also be improved. Related curb, gutter, and paving improvements could also be constructed as needed. Sidewalk and parking improvements ancillary to the above may also be carried out.

Rehabilitation of Existing Facilities: Improvements/upgrades to existing structures (retail/commercial) may be pursued, so as to create market-oriented facilities and encourage further private investment to be made in the area.

Traffic Control/Signalization: The Village may construct or cause to be constructed necessary traffic control or signalization improvements that improve access to the RPA and enhance its redevelopment.

Public Safety and Related Infrastructure: The Village may construct or cause to be constructed certain public safety improvements including, but not limited to, public facilities, public signage, and street lights.

Interest Cost Coverage: The Village may pay for certain interest costs incurred by the redeveloper for construction, renovation or rehabilitation of the redevelopment project(s). Such funding would be paid for out of annual tax increment revenue generated from the RPA as allowed under the Act.

Professional Services: The Village may use tax increment financing to pay necessary planning, legal, engineering, administrative, financing or other related costs during project implementation. Eligible costs undertaken on behalf of the Village may also be paid by the Village.

B. Commitment to Fair Employment Practices and Affirmative Action

As part of any Redevelopment Agreement entered into by the Village and the private developer, both will agree to establish and implement an affirmative action program that serves appropriate sectors of the Village.

With respect to a public/private development's internal operations, both entities will pursue employment practices which provide equal opportunity to all people regardless of sex, color, race or creed. Neither party will countenance discrimination against any employee or applicant because of sex, marital status, national origin, age, or the presence of physical handicaps. These nondiscriminatory practices will apply to all areas of employment, including: hiring, upgrading and promotions, terminations, compensation, benefit programs and educational opportunities.

Anyone involved with employment or contracting activities for this Project will be responsible for conformance with this policy and the compliance requirements of applicable state and federal regulations.

The Village and the private developers involved with this Project will adopt a policy of equal employment opportunity and will include or require the inclusion of this statement in all contracts and subcontracts at any level for the project initiated within the RPA. Additionally: (a) any public/private partnership established for the development project in the RPA will seek to ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which all employees are assigned to work; (b) it shall be specifically ensured that all on-site supervisory personnel are aware of and carry out the obligation to maintain such working environment, with specific attention to minority and/or female individuals; and (c) the partnership will utilize affirmative action to ensure that business opportunities are provided and that job applicants are employed and treated in a nondiscriminatory manner.

Underlying this policy is the recognition by the partnership that successful affirmative action programs are important to the continued growth and vitality of the Village.

C. Completion of Redevelopment Project and Retirement of Obligations to Finance Redevelopment Costs

This Redevelopment Project will be completed on or before a date 23 years from the adoption of the ordinance designating the Redevelopment Project Area. Actual construction activities are anticipated to be completed within approximately six (6) years.

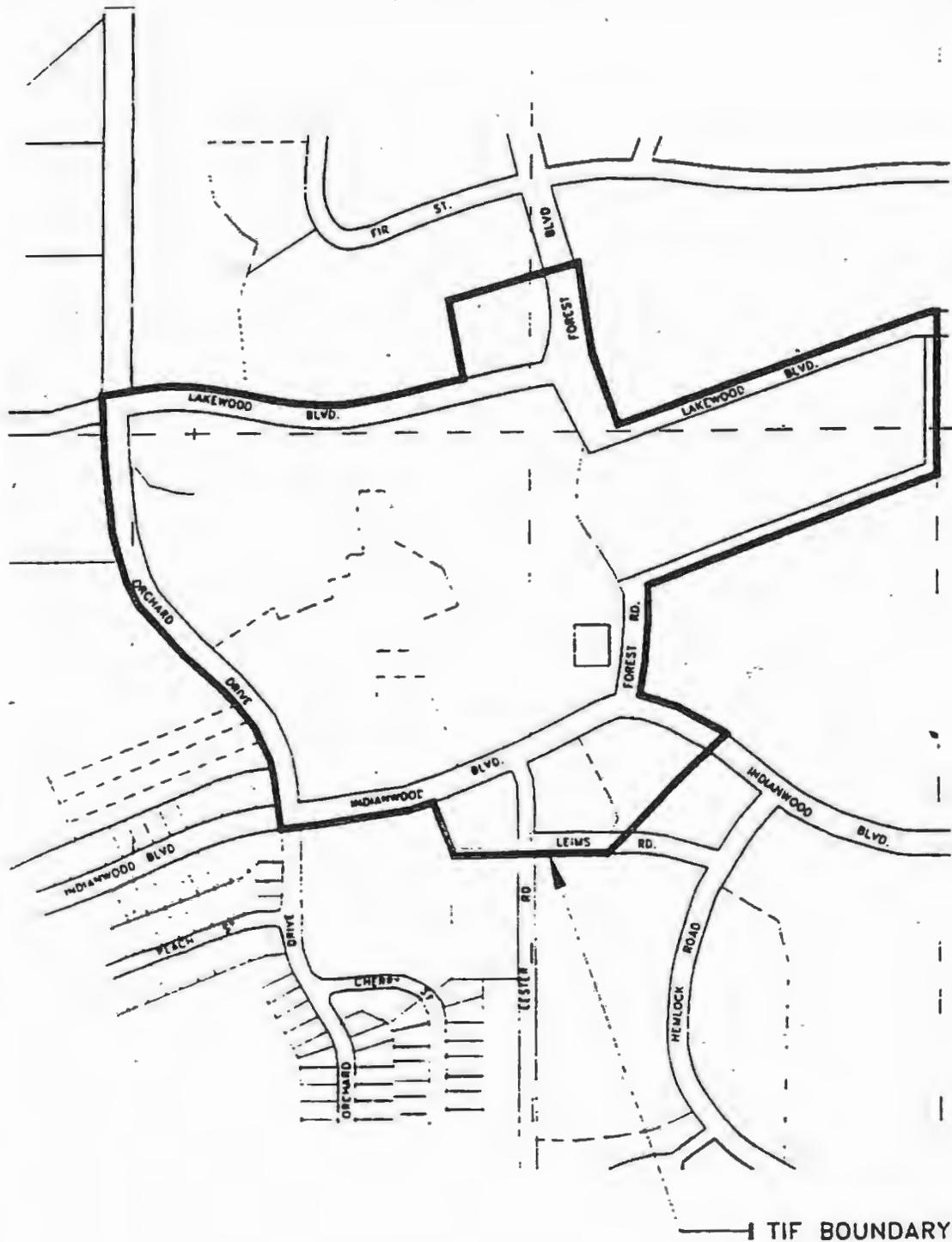
VIII. PROVISIONS FOR AMENDING THE TAX INCREMENT REDEVELOPMENT PLAN AND PROJECT

This Redevelopment Plan and Project may be amended pursuant to the provisions of the Act.

mpark fo
102396

MAP I
BOUNDARY MAP

MAP II
EXISTING LAND USE MAP



Village Of
PARK FOREST
 PROPOSED DOWNTOWN
 TIF REDEVELOPMENT AREA

TITLE
**TIF - RPA DISTRICT
 BOUNDARY MAP**

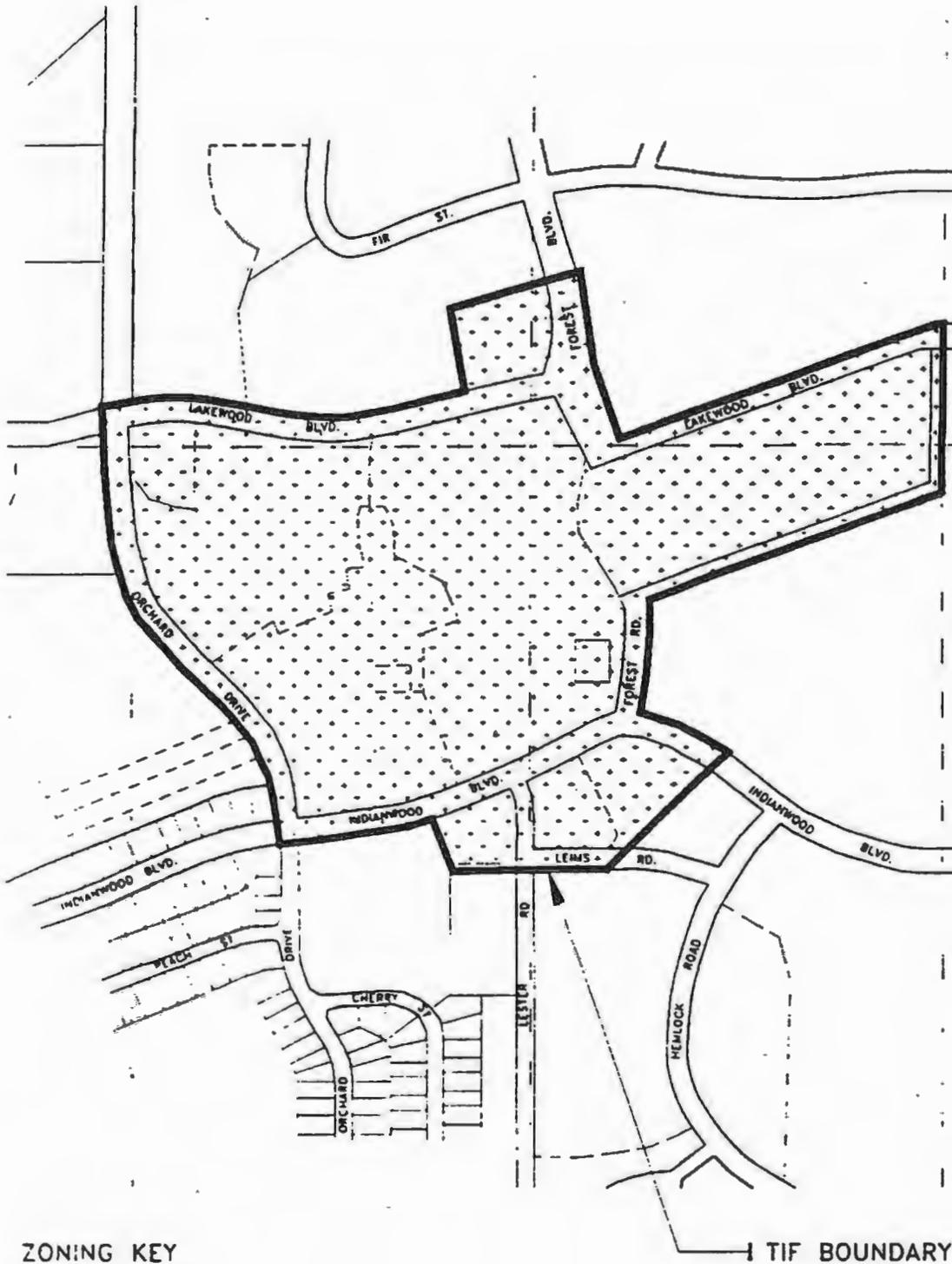
NORTH SCALE: N.T.S.

 DATE 10/23/98

1

CAPA
 Chicago Association
 Planners and Architects
 1807 West Sunnyside
 Chicago, Illinois 60640
 Phone 312 275 1807
 Fax 312 275 1828

MAP III
PROPOSED LAND USE MAP



ZONING KEY

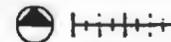
MIXED USE

TIF BOUNDARY

Village Of
PARK FOREST
 PROPOSED DOWNTOWN
 TIF REDEVELOPMENT AREA

TIF
TIF - RPA DISTRICT
 PROPOSED MAP

NORTH SCALE: N.T.S.



DATE: 10/23/96

3

CAPA

Chicago Associates
Planners and Architects

1807 West Sunnyside
Chicago, Illinois 60640

Phone: 312. 275 1807
Fax: 312. 275 1838

APPENDIX A
LEGAL DESCRIPTION

**DOWNTOWN PARK FOREST REDEVELOPMENT PROJECT AREA
LEGAL DESCRIPTION**

That part of the South $\frac{1}{2}$ of Section 25 and the North $\frac{1}{2}$ of Section 36 in Township 35 North, Range 13 East of the Third Principal Meridian boundary and described as follows:

Beginning at a point on the East line of said Section 36, 184.62 ft. South of the Northeast corner thereof; thence South $68^{\circ} 50' 30''$ West along the Southerly line and said Southerly line extended Easterly of a public St. Deducted by Plat recorded October 3, 1962 as Document No. 18608144 to its point of intersection with the Easterly line of Forest Road; thence Southerly along said Easterly line to its point of intersection with the Northerly line of Indianwood Boulevard; thence Southeasterly along said Northerly line to its point of intersection with the Northwesterly line extended North of P.I.N. 31-36-200-009-0000; thence Southwesterly along said extended Northwesterly line and said Northwesterly line extended Southwesterly of said P.I.N. to its point of intersection with the Southerly line of Leims Road; thence Westerly along said Southerly line of said Leims Road to its point of intersection with the West line of the East $\frac{1}{2}$ of the Northeast $\frac{1}{4}$ of Section 36 aforesaid; thence Westerly along the South line and said South line extended east of P.I.N. 31-36-200-022-0000 to the Southwest corner of said P.I.N.; thence Northerly along the Westerly line of said P.I.N., 167.83 feet to the Southerly line of Indianwood Boulevard; thence Westerly along said Southerly line and said

Southerly line extended Westerly to its point of intersection with the Easterly line, extended Southerly of P.I.N. 31-36-102-020-0000; thence Northerly along said extended Easterly line and the Easterly line of said P.I.N. to the Northeast Corner of said P.I.N., thence Westerly along the Northerly line of said P.I.N. 18 ft. to the Westerly line of Orchard Drive; thence Northerly along said Westerly line and said Westerly line extended North to the North line extended Westerly of Lakewood Boulevard; thence Easterly along said extended North line and the North line of said Lakewood Boulevard to its point of intersection with the Westerly line of P.I.N. 31-25-400-009-0000; thence Northerly along said Westerly line to the Northerly line of said P.I.N.; thence Easterly along said Northerly line and said Northerly line extended Easterly to the Easterly line of Forest Boulevard; thence Southerly along said Easterly line to its point of intersection with the Northerly line of Lakewood Boulevard (said Lakewood Boulevard being dedicated by Plat recorded October 3, 1962 as Document No. 18608144), thence North $68^{\circ} 40' 30''$ East along said Northerly line and said Northerly line extended Northeasterly to a point on the East line of Section 25 aforesaid; thence South along East line and the aforesaid East line of Section 36 to the place of beginning, Cook County, Illinois.

APPENDIX B
QUALIFICATION REPORT

APPENDIX B

VILLAGE OF PARK FOREST

TIF QUALIFICATION REPORT

**PROPOSED
DOWNTOWN PARK FOREST
REDEVELOPMENT PROJECT AREA**

PREPARED FOR:

**VILLAGE OF PARK FOREST
OCTOBER, 1996**

PREPARED BY:

KANE, McKENNA AND ASSOCIATES, INC.

Village of Park Forest
TIF Qualification Report
Downtown Park Forest Redevelopment Project Area

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III. METHODOLOGY OF EVALUATION	8
IV. QUALIFICATION OF AREA/FINDINGS OF ELIGIBILITY	10
V. OVERALL ASSESSMENT OF QUALIFICATION	16

Exhibits

- EXHIBIT 1 - Proposed Boundary Map - RPA
- EXHIBIT 2 - Parcel Identification Numbers

I. INTRODUCTION AND BACKGROUND

Introduction

This preliminary eligibility report focuses on approximately sixty (60) acres of currently improved property being considered as a potential Tax Increment Finance District (TIF) in the Village of Park Forest, Cook and Will Counties, Illinois (the "Village"). The area identified by the Village includes the stores and mall space comprising Downtown Park Forest (the "Downtown") and adjacent complimentary uses located generally between Western Avenue and Orchard Drive, South of Lakewood and north of Indianwood Drives. The majority of the parcels represented in this new proposed TIF District are currently included within an existing TIF District, established in 1985. The new TIF District, will, however, exclude approximately six (6) parcels from the earlier TIF District.

The purpose of this report is to document the extent to which the factors of "blight" exist for this new TIF area and to determine the eligibility of this area for such status pursuant to the Tax Increment Allocation Redevelopment Act, Section 65 ILCS/11-74.4-3, as amended (the "Act").

The Act addresses the elimination or reduction of "blighted area" factors (as defined specifically within the Act) within Illinois communities through the implementation of redevelopment measures. The Act authorizes the use of tax increment revenues derived from the tax rates of various taxing districts in a Redevelopment Project Area (the "RPA") for the payment of costs related to the undertaking of redevelopment projects. In order to qualify for redevelopment eligibility under this legislation, an RPA must contain conditions which warrant its designation as a "blighted area". The following sections of this report will describe conditions of blight which exist in the proposed RPA, conformant to the provisions of the Act.

The proposed Redevelopment Project Area, following a Kane, McKenna analysis of the Area, is generally represented in a map in Exhibit A.

The KMA survey was undertaken during September and October, 1996 and includes certain findings of previous studies, plans and inventories conducted by other firms and discussions with the Village, which were available and are pertinent to the evaluation of this area. Said studies and plans are not, however, viewed as the sole basis for the findings made herein.

Study Area Background

The proposed RPA is generally contained within the area commonly known as Downtown Park Forest.

The Village's Park Forest Plaza shopping center (eventually named the Centre of Park Forest) was once nationally recognized as the first planned, regional mall. Considered the "Town Center" for the Village, the Plaza area included the shopping center, the Village Hall, public library, police and fire departments, community center and Village recreational facilities. Adjacent uses included a community shopping center (with major grocery store as anchor) schools and over 3,000 townhomes. According to Village officials and previous planning documents, this area once functioned as a diversified and economically sound downtown for the Village.

For the past two (2) decades, however, the regional shopping center and its surrounding environs experienced a significant decline in viability. Competition from regional malls located near super highways resulted in the loss of numerous tenants. Neglect by a series of absentee owners resulted in deteriorating infrastructure systems. Additionally, there are numerous code violations and a recognized depreciation of physical maintenance apparent throughout the RPA. Manifestations of this decline include obsolescence and excessive vacancies within more than 50% of the retail and office space. The area has been examined from various planning perspectives. It is the general consensus that the various problems for the Downtown have contributed to a blighted area in need of immediate attention by both the public and private sectors.

As stated above, the Downtown has experienced disinvestment and decline since at least the mid 1970's. While there are a variety of reasons why the area has experienced problems, the Village has concluded that the following factors are prevalent and can be attributable to the area's downturn:

- 1) **Poor Layout** - The ultimate site development and traffic circulation were not well conceived with respect to automobile and pedestrian traffic needs. The ring road system, as well as access/egress points within the RPA, do not offer optimum visibility or circulation from major thoroughfares. There is too much parking and too much space between some facilities to foster easy access.
- 2) **Competition** - While the Downtown was experiencing its difficulties, numerous retail centers were being built in the surrounding area. Many of these are located at intersections of major highways. They have been successful in the interim period in attracting regional and national retailers. The appeal of these new projects, relative to the Village's Downtown, has further limited the area's ability to attract regionally-recognized retailers.

- 3) **Developer Neglect** - The previous majority of the developers/owners of the property were faced with financial difficulties resulting from the large original mortgage debt. The focus of previous ownership's energy was on staying afloat and the remedies available through the legal system. For 20-30 years, limited resources were dedicated to maintaining, marketing and or managing the property in an effective manner. In 1995, the Village was able to purchase the property as a result of a receivership action.

Redevelopment Concept

In evaluating the southern suburban market, the Village has determined that for the Park Forest shopping center to be successfully redeveloped, it must be converted to a linear-mixed use downtown that can compliment the existing market's retail alignment, rather than try to compete with it, and build upon the Village's position as a destination shopping/service area. The overall appeal of the Downtown and its existing users has tended to foster support for a redeveloped, complimentary "Town Square", which could potentially generate increased activity, if properly positioned.

The Village has reached a preliminary determination that it is necessary to redevelop the above described proposed Redevelopment Project Area (RPA). According to the Village, the property may experience the continued loss of important tenants if current conditions are not addressed by redevelopment. Circumstances of continuing vacancy have led to the facility's depreciation, deterioration and obsolescence. The Village's Redevelopment Plan identifies the following physical/design deficiencies associated with the property as it exists today:

- 1) The Downtown has marginal vehicular bike and pedestrian access in order to attract shoppers in and around the site. Through a significant rerouting of major roadways within and around the site, the Village has been able to design new access roads into the parking lot which will enable consumers to travel easily around and within the site, thereby enabling them to park nearest the retailer or service-provider of choice or most convenient entry point. New bike paths and walkways will improve pedestrian access.
- 2) Current occupancy levels are very low and the overall appearance of the mall area (on an interior/exterior basis) for prospective tenants is marginal. Retail brokers contacted by the Village have indicated that tenant interest in retail space at the Downtown has been low due to current conditions. The Plan will address the issue of rehabilitation.

- 3) A major problem is lack of visual access for the retailers in the Center of Downtown. The redevelopment plan will "open up" the middle of the Downtown to the arterial streets as much as possible, thereby providing the retailers with additional visibility from car passengers and store visitors traveling on both Western Avenue and Orchard Avenue. Visual access will also be accomplished by demolishing a major structure, the former Sears building, as well as a portion of another larger structure, the former Goldblatt's building and some additional shops.
- 4) The Downtown is comprised of slightly less than 650,000 s.f. of leasable retail/office space at the present time. The redevelopment as proposed will decrease the overall GLA to approximately 350,000 s.f., or a loss of 300,000 s.f. Much of this reduction will be accomplished through the demolition of common areas and entryways.
- 5) The current shopping center relied on a totally retail base. The redevelopment plan reflects a concept where the number of retailers will be reduced dramatically from a typical regional mall. Where one might expect to have 70 to 100 tenants in a mall-type development of the current size, the planned number of tenants is currently less than approximately 50.

The Village has spent much time and effort in evaluating its options. It believes that redevelopment projects for the Downtown are only feasible with public assistance to defray the costs of stabilizing and revitalizing this strategic portion of the Village. The creation of the TIF redevelopment plan, which this preliminary qualification report would support, is intended to assist the Village and future parties in redevelopment to address the above described deficiencies.

The use of TIF relies upon eventual redevelopment or developments which have a higher value for property taxes than the previous use, since only taxes from new value are captured. Within the proposed RPA, the current valuation could likely decrease without any added investments into the area. (Note: Several real estate tax protests have already been filed by the Village towards reducing the current level of assessment of the properties).

The proposed RPA designation is being pursued to address blighted conditions and to permit the improvement of the property. Without public intervention and a potential change in a portion of the overall land use, the property's, deterioration, obsolescence and vacancy of space would likely not be resolved (and continue to worsen).

Appropriate redevelopment of the area would prevent a continued loss of the Village's real property tax base, and new or improved reuses would create stronger retail/commercial/institutional activity for the Village, thus potentially expanding the Village's and other taxing district's property tax base. In addition, the Village would seek to prevent the erosion of property and sales taxes, and if possible, position the RPA to increase sales levels over current levels.

II. QUALIFICATION CRITERIA USED

With the assistance of Village staff, Kane, McKenna and Associates, Inc. (KMA) examined the proposed RPA to determine the presence or absence of appropriate qualifying factors listed in the Illinois TIF law (hereinafter referred to as the "Act"), as amended. The relevant sections of the Act are found below.

The Act sets out specific procedures which must be adhered to in designating a redevelopment project area. By definition, a "redevelopment project area" is:

"an area designated by the municipality, which is not less in the aggregate than 1-1/2 acres and in respect to which the municipality has made a finding that there exist conditions which cause the area to be classified as a blighted area or a conservation area, or a combination of both blighted area and conservation areas."

The Act defines a "blighted" area with improvements as follows:

"any improved or vacant area within the boundaries of a redevelopment project area located within the territorial limits of the municipality where, if improved, industrial, commercial and residential buildings or improvements, because of a combination of 5 or more of the following factors: age; dilapidation; obsolescence; deterioration; illegal use of individual structures; presence of structures below minimum code standards; excessive vacancies; overcrowding of structures and community facilities; lack of ventilation, light or sanitary facilities; inadequate utilities; excessive land coverage; deleterious land use or layout; depreciation of physical maintenance; lack of community planning; is detrimental to the public safety, health, morals or welfare, or if vacant, the sound growth of the taxing districts is impaired by, (1) a combination of 2 or more of the following factors: obsolete platting of the vacant land; diversity of ownership of such land; tax and special assessment delinquencies on such land; flooding on all or part of such vacant land; deterioration of structures or site improvements in neighboring areas adjacent to the vacant land; or (2) the area immediately prior to becoming vacant qualified as a blighted improved area, or (3) the area consists of an unused quarry or unused quarries, or (4) the area consists of unused railyards, rail tracks or railroad rights-of-way, or (5) the area, prior to its designation, is

subject to chronic flooding which adversely impacts on real property in the area and such flooding is substantially caused by one or more improvements in or in proximity to the area which improvements have been in existence for at least 5 years, or (6) the area consists of an unused disposal site, containing earth, stone, building debris or similar materials, which were removed from construction, demolition, excavation or dredge sites.

The presence of factors must be reasonably distributed throughout the proposed RPA and be present to a meaningful extent. The analysis herein indicates that the identified factors are present to a meaningful extent, and distributed throughout the proposed RPA.

III. METHODOLOGY OF PRELIMINARY EVALUATION

In the evaluation of the proposed RPA's qualification, the following methodology was utilized:

- (1) Exterior site surveys of all of the structures and an interior survey of certain structures within the RPA was undertaken by representatives from Kane, McKenna and Associates, Inc. and the Village. KMA completed an evaluation of all structures, noting excessive vacancies, deleterious layout, depreciation, deterioration, obsolescence, as well as the lack of community planning. The inspections included conditions of facade, exterior walls and finishes, and other exterior site conditions and interior site conditions. A photographic analysis of the area was conducted and used to aid in this evaluation. Previous photographs of the area were also reviewed.
- (2) The entire area was studied in relation to review of plans; Village ordinances; previous and current 1995 and 1996 tax levy year information from the Cook County Clerk's Office; Sidwell tax plat maps; discussions with Village officials, its consultants, proposed developers and previous developers regarding local history; inspection reports; and an evaluation of area-wide factors that affected the area's decline (e.g., deleterious land use or layout, obsolescence, etc.). KMA reviewed the area in its entirety. Village redevelopment goals and objectives for the area were also reviewed.
- (3) The proposed RPA was examined to determine the applicability of the different factors for qualification for TIF designation under the Act. Evaluation was made by reviewing the information collected and determining how each parcel and the various structures measured as to the prevalence of potential TIF qualification factors.
- (4) Interviews were conducted with the Owner of the majority of the properties (the Village) and the onsite management relating to the operation and condition of the properties.

Summary of Area Findings

The following is a summary of relevant qualification findings:

- (1) The entire proposed RPA is comprised of approximately 60 acres (not including right-of-ways). The area is contiguous and is greater than 1-1/2 acres in size, as required by the Act.

- (2) The proposed RPA could be categorized as a "blighted improved" area pending the receipt and documentation of certain materials identified in the following section (a discussion of the basis for qualification of the RPA follows in the next section). Factors necessary to make these findings are present to a meaningful extent and reasonably distributed throughout the area as a whole.
- (3) All property in the proposed RPA would benefit by proposed redevelopment project improvements.
- (4) The sound growth of the tax base for taxing districts that are applicable to the area, including the Village, have been impaired by the blighting factors, as outlined in the Act, found present in the area.

IV. QUALIFICATION OF AREA/FINDINGS OF ELIGIBILITY

Based upon KMA's preliminary evaluation of the proposed RPA and an analysis of each of the eligibility factors summarized in Section IV, the following factors are presented on a preliminary basis to support qualification of the proposed RPA as a blighted improved area.

1) Age

Age as a blighting factor is used to document or provide a rationale for problems resulting from normal and continuous use of structures over time. Age has been determined based upon a series of aerial photos that were taken in 1940, 1945, 1955 and 1963. Of the fourteen (14) buildings comprising the proposed RPA, approximately 64% were constructed between 1948 and 1950, rendering the majority of structures as being over 40 years old. This fact has also been confirmed by site surveys, and from historical information from previous plans. Discussions with Village officials and brokers familiar with the area indicate that the age estimates are reasonable.

This factor contributes to the overall depreciation and/or deterioration of the Downtown, as well as the area's functional and economic obsolescence, despite facade improvements which occurred during the mid-1980's. Age as a factor is present to a major extent throughout the RPA.

2) Excessive Vacancies

Over 50% of the total Downtown leasable area is currently vacant. For the last several years, the RPA area has not evidenced an occupancy rate of greater than 50% of its leasable area. Two (2) out of three (3) of the original larger anchors (Sears and Goldblatt's) have departed the Downtown and the majority of larger chain retailers have also left the shopping center. These unoccupied and/or underutilized structures or spaces represent an adverse influence on the area because of the frequency of their occurrence or the duration of their vacant condition. This factor is present to a major extent throughout the RPA.

A significant portion of the remaining tenants in the Downtown are on lease terms that are below market, and compared to other retail properties of similar or greater size, the current vacancy rate is excessive.

3) Deterioration

The condition of at least 60% of the overall structures within the area is, as Village officials have described, "unsafe and uninhabitable, as well as evidencing a deplorable lack of upkeep (particularly regarding the internal heating, air conditioning; waterpipes, sprinklers, etc.). There are cited references to all of the following characteristics within the Downtown by structural engineers and Village officials, including:

- o Roof leakage, damages to roof structures, metal lath and plaster ceilings, flooring, walls, electrical, mechanical, plumbing and sprinkler systems, which evidence that little if any preventative maintenance of the roofings or flashings has occurred over the life of the structures. According to a structural engineers' evaluations, these failures have allowed water to enter the buildings unchecked for several years, thereby damaging most of the building elements and design finishes to the point where they are "beyond repair". This would include roofing, ceilings, flooding, doors/windows, electrical, heating, ventilating and air conditioning, plumbing, sprinkler systems have been determined to be in need of total replacement in at least five (5) of the fourteen (14) structures.
- o Concerns have been raised by experts familiar with certain structures that with some of the more deteriorated structures (such as the Goldblatt's, Restaurant, Bowling Alley and Laundromat buildings) because of the sharing of common walls with several other mall shops that a failure or collapse of the roof system could present hazardous conditions for workers or shopping citizens.
- o Considerable rotting of internal support systems has resulted, likely due to inadequate roof drains which allowed water to pond on certain roofs and eventually leak into the building. Failure of roof joists is another by-product of roof ponding.
- o Lack of heating in some buildings has had a detrimental effort on important building elements such as mechanical, plumbing and sprinkler systems service calls.
- o Deteriorated masonry, (due to a lack of dryvit finish) is also evidenced throughout the area.
- o At least six (6) structures have been described as being in such a state of disrepair that to attempt to restore them to a usable condition would cost more than 50% of the replacement cost of a similar building.

4) Presence of Structures Below Minimum Code Standards

There are approximately 78% of the structures within the RPA whereby standards of zoning, subdivision, building, housing fire, maintenance or other governmental codes applicable to the property are not being met. Such conditions of blight are characterized by defects or deficiencies which may threaten the health and safety of occupants of the buildings. Each of these structures have been documented as having deteriorating effects as well as any buildings cited by the Villages Building Department (or other department) for other code violations.

Commercial code violations in the Downtown currently include and/or have recently included:

- a) Broken and cracked windows;
- b) Damaged siding on masonry walls;
- c) Deteriorating soffits under the canopies;
- d) Non-operating elevators;
- e) HVAC System in disrepair;
- f) Deteriorated sidewalks; parking lot surfaces and concrete curb;
- g) Need to strip all paved areas;
- h) Landscaping in need of attention;
- i) Flaking crumbling, deterioration and stains in "
- j) Need to annunciate individual users to Fire Department;
- k) Repair and maintain fountains in proper operating manager;
- l) Lighting and canopies in need of attention;
- m) Need for new asphalt paving and concrete curb work;
- n) Exposed electrical wires;
- o) Replace sprinkler heads; expand electrical service;
- p) Roof and gutters in disrepair;
- q) Deteriorated drywall on ceiling and walls;
- r) Coping and parapet walls in disrepair;
- s) Screening of dumpsters in proper;
- t) Need for water piping and sanitary sewer to all tenant lease premises;
- u) Obstructed means of egress;
- v) Deteriorated exterior siding;
- w) Overgrowth of vegetation;
- x) Broken pipes damaged or inadequate and detection sprinkler system;
- y) Damaged and broken masonry wall sections;
- z) Cracked and deteriorated display windows; bulkheads, including seepage and boarded up windows.

This factor exists to a major extent throughout the proposed RPA.

5) Obsolescence

Elements of the proposed new Downtown project area suffer from both functional as well as economic obsolescence in that the physical utility of many of the structures and various property's ability to compete in the marketplace have been hindered due to age poor design or layout, or improper orientation of buildings on the site which detract from the overall usefulness or desirability of the property. Adverse conditions inherent within the area have also been found to affect market acceptability downwards and therefore, decreases in market values do sometimes occur. Since many of the structures are either deteriorated or depreciating (several could even be classified as dilapidated) and contain high levels of unoccupied space, it is often presumed that these are locations which may not be economically curable, resulting in net rental losses, and higher than normal repair and maintenance costs.

The shape, size and configuration of many of the land parcels in the RPA often do not have the ability to meet today's market demands. Various structures exhibit characteristics which limit the use and marketability such buildings and suffer from poor design and poor configuration of the parcel. Additionally:

- o Continued high vacancy rates are evidence of the functional obsolescence of the shopping center (area brokers have cited layout aspects as well as the depreciation of physical improvements as problematic in attracting new tenants).
- o Components of the mall, such as the HVAC and entryways, will require replacement and are economically as well as functionally obsolete.
- o The poor performance of the shopping center has contributed to its economic obsolescence in the marketplace, as indicated by recurring operating losses.

Platting characteristics that are obsolete include the fact that certain parcels appear to have been subdivided over time into varied sized and shaped parcels. Perhaps this was done to meet specific requirements for the initial owners. However, the resulting diverse platting has caused difficulties in the marketplace and could cause more problems for firms interested in expanding or deciding to locate in the area, according to Village officials.

Functional characteristics that are obsolete include several buildings which were originally constructed for specific user/owners and appear to have met original specific functional requirements. Today, however, the majority of these structures are vacant or partially vacant.

This factor is present to a major extent within the proposed RPA.

6) Depreciation of Physical Maintenance

The majority of structures and parcels which comprise the proposed RPA exhibit signs of depreciation of physical maintenance (or deferred maintenance), specifically as such factors relate to exterior facades or adjacent site improvements to individual structures. Such conditions are also evidenced by specific code citations and deficiencies for various structures noted in recent Village records.

This factor refers to the effects of deferred maintenance and/or the lack of maintenance of the structures and site improvements. The presence of this factor is evidenced by the condition of the buildings as viewed by the general passerby and by those who have to conduct their operations in and out of the Downtown. When there exists unpainted or unfinished surfaces; loose or missing materials; cracks and broken windows; loose gutters and downspouts; loose or missing shingles; accumulation of trash and debris; standing water; broken sidewalks and potholes; overgrown vegetation; and deteriorated concrete curbs, there exists depreciation of physical maintenance.

It has been noted by Village officials that many of the conditions listed above are highly representative of factors within the area, have often not been consistently addressed, and are leading to a certain perception about the District which may be impacting on the area's growth potential. Excessive land coverage, the age of many of the structures and various users over time, have also likely contributed to much of the area's overall depreciation of physical maintenance.

This factor is present to a meaningful extent throughout the RPA.

7) Deleterious Land Use/Layout

By virtue of either their size or configuration, there are sites within the RPA which cannot be more economically used unless assembly and clearance takes place. Irregular lots and building shapes are characteristic of at least 50% of the parcels in the RPA. These conditions are characteristic of the factors that either discourage reinvestment or cause disinvestment.

- o Consumer of retail stores has been hampered by existing site design (e.g., elevations of surrounding parking/landscaped areas) and exterior treatment.
- o Pedestrian and consumer access is hampered by ring road design.

There are documented testimonials attesting to the awkward and inefficient layout of the Downtown's primary structures, particularly in that the Downtown has been viewed as "clogged" with the Sears parcel historically preventing easy visibility and access to the rest of the commercial area. The network of roadways has also not served to solidify the Downtown as a destination point nor as a major development corridor. Parking has not been viewed as advantageous to the Downtown and should likely be concentrated behind stores and shops. Similarly, outlots have not historically been located and/or configured along the streets which lead to the Downtown nor along streets which provide connections to the adjoining residential neighborhoods.

Land use redevelopment is adversely affected by the presence of major parcels which now contain environmentally hazards in connection with their rehabilitation or redevelopment (e.g., asbestos removal). Such remediation costs may render these properties obsolete and have a deleterious affect on neighboring properties.

8) Lack of Community Planning

The placement of an original regional mall (the Project) with less than optimal access and visibility from major arterials has severely hampered the occupancy levels in the Downtown. The Village has pointed out that the marketplace has not been able to absorb the additional mall space since the 1980s'. Within the same market area (within one mile of the RPA) strip center development by other users serves to further undercut the property's viability and contributes to higher vacancy levels. Redevelopment of the property is expected to target uses to specific retailers/service-providers and other segments that are under-represented in the market area, complimenting existing uses. Proposed renovation to the property would include the enhancement of retailer visibility, ingress/egress related improvements, as well as other layout related improvements.

The majority of the development area was constituted as part of a 1940's scenario which has, for the most part, become outdated and outmoded given today's ever-changing retail/commercial marketplace. Very few regional centers built 40-50 years ago have been adopted to serve today's populations effectively, and although there may have been a Comprehensive Plan in place for the Village at the time of the Downtown's initial development, it is clear, given the number of problems addressed in the other factors of blight, that the Downtown is in need of a comprehensive directive to relieve its present difficulties.

V. OVERALL ASSESSMENT OF AREA QUALIFICATIONS

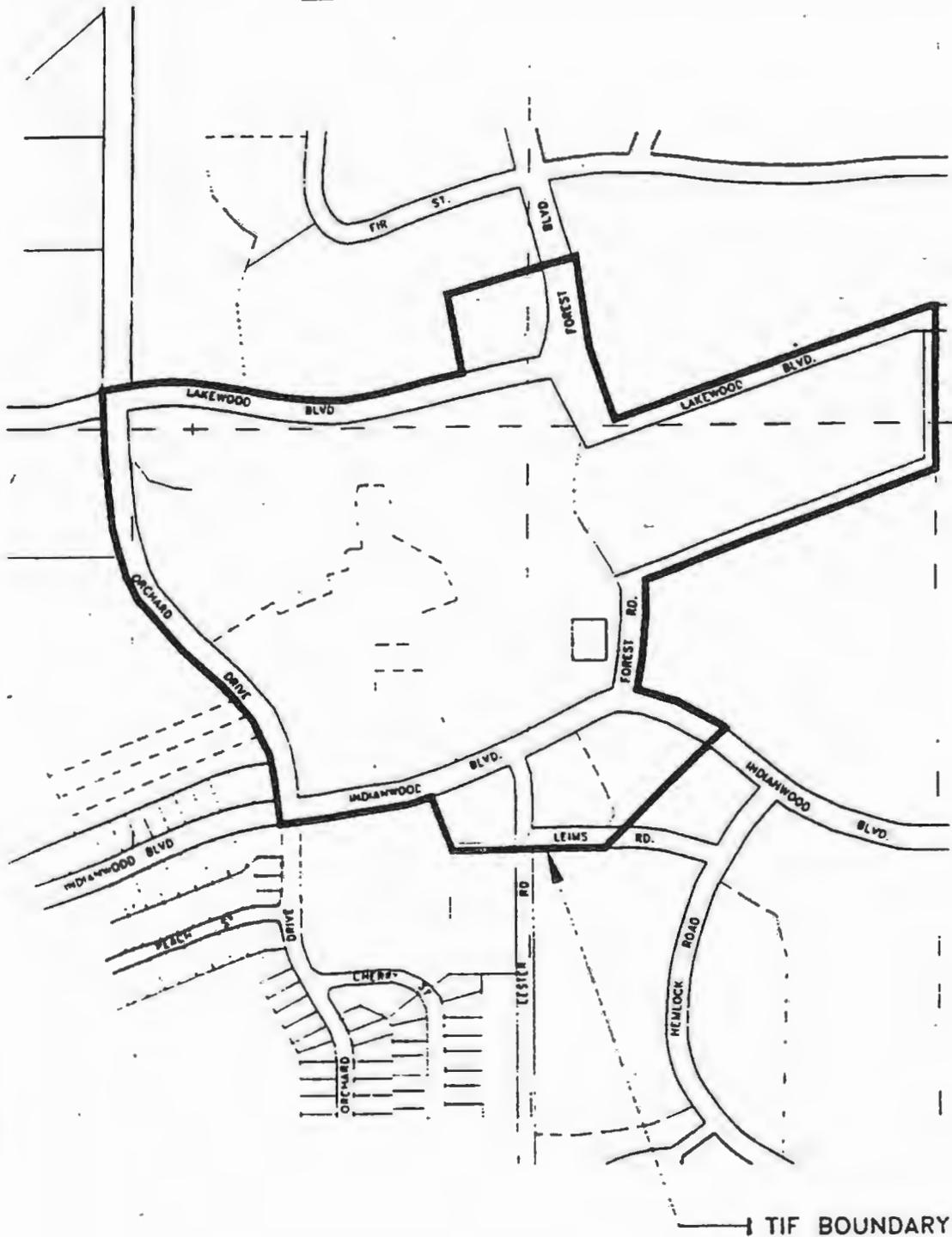
The proposed RPA is considered to be an eligible TIF District with respect to its blighted condition. Conditions exist throughout the area which, when considered as whole, would qualify the proposed RPA under Section 11-74.4-3 of the Tax Increment Allocation Redevelopment Act of the State of Illinois. The improved downtown area would be considered blighted, based upon the TIF factors identified herein. As set forth in the narrative and map provided herein, the proposed RPA meets the "blighted" requirements of the Act. The following blighted characteristics are distributed throughout the proposed RPA: (1) Age (2) Excessive Vacancies; (3) Deterioration; (4) Presence of Structures Below Minimum Code Standards (5) Obsolescence; (6) Depreciation of Physical Maintenance; (7) Deleterious Land Use/Layout; and (8) Lack of Community Planning.

The combination of these factors impedes the development of the overall proposed RPA's improvements by inhibiting their adaption to today's users. The obsolescence, depreciation and deterioration of many of the improvements themselves, coupled with the excessive vacancies apparent within the area have not and do not currently make the proposed RPA a viable location for potential redevelopers or tenants. These factors have served to reduce RPA property assessments and sales revenues resulting in a significant loss of tax revenues and employment opportunities for the Village as well as for other affected taxing districts.

Village intervention and the establishment of a TIF District on the property could reasonably be expected to halt further decline of the area and to serve as a conduit for substantial private investment and development as proposed in redevelopment concepts presented to the Village.

EXHIBIT 1

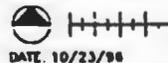
**PROPOSED REDEVELOPMENT
PROJECT AREA (RPA)
BOUNDARY MAP**



Village Of
PARK FOREST
 PROPOSED DOWNTOWN
 TIF REDEVELOPMENT AREA

TITLE
**TIF - RPA DISTRICT
 BOUNDARY MAP**

NORTH SCALE: N.T.S.



DATE: 10/23/98



CAPA
 Chicago Association
 Planners and Architects
 1807 West Sunnyside
 Chicago, Illinois 60640
 Phone 312.275.1807
 Fax 312.275.1858

AGENDA BRIEFING

DATE: September 11, 2020

TO: Mayor Vanderbilt
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Consideration of an Ordinance Approving a Zoning Text Amendment to increase the number of hens permitted to be kept in a Chicken Coop (Article III-4.C.3. of the Unified Development Ordinance)

BACKGROUND/DISCUSSION:

On June 9, 2020, the Planning and Zoning Commission conducted a public hearing to consider a request to amend the Unified Development Ordinance (UDO) to increase the number of hens permitted on a property. This hearing was in response to an application from Julie and Katharine Baker, of 512 Lakewood Boulevard. The Commission recommended approving an amendment to permit an increase from four hens to eight hens after the first 12 months of successful ownership of hens (defined as no substantiated complaints), with additional conditions related to a minimum size chicken coop/run and fencing the back yard where the coop/run is located. The Commission's recommendation also stipulated that the increase in the number of hens would only apply to the C-3 (Corridor Commercial), M (Manufacturing), R-1 (Single Family Residence), and R-2 (Single Family Estate Residence) zoning districts. The other zoning district in which chicken coops are permitted is the R-4 (Urban Residential). Because of the small lot size permitted in the R-4 zoning district, 3,000 square feet, the Commission recommended that four hens continue to be the standard.

The Ordinance to make the recommended amendments to the UDO was presented to the Board of Trustees at their June 22 Rules meeting for discussion and Regular meeting for First Reading. At this time, it is being forwarded to the Board for Final Reading with a correction to the Ordinance to address an item that was part of the Planning and Zoning Commission's recommendation. The Ordinance already considered by the Board failed to include the recommendation that the number of hens in the R-4 zoning district continue to be limited to four. Therefore, the attached Ordinance to be considered at Final Reading includes this use standard, along with the following standards:

- **Size.** The chicken coop and run, combined, must total a minimum of four square feet per hen, with a minimum of one square foot per hen allocated to the coop, and a minimum of three square feet per hen allocated to the run.
- **Number – First Year.** No more than four hens are permitted per zoning lot during the first application year (12 calendar months). Roosters are not permitted. There is no limit on the number of chicks, age six months or younger, that may be kept.
- **Number – Subsequent Years.** After one year (12 calendar months) of owning four hens, an applicant in the R-1, R-2, C-3, and M zoning districts may submit an application to increase the number of hens to no more than eight hens. The Zoning Administrator shall approve this application if no substantiated complaints have been received by the Village regarding the

applicant's hens in the previous 12-month period. The number of hens in the R-4 district may not be increased to more than four.

- Perimeter fence. The rear yard of any property where hens are kept must be fenced with a minimum four-foot high fence.

The PZC's full recommendation, including their findings regarding the required Standards for Zoning Amendments, is noted in the attached memo. The full Staff report is also attached.

The attached Ordinance has been reviewed and approved by the Village Attorney.

SCHEDULE FOR CONSIDERATION: This item will appear on the Regular Agenda of September 21, 2020, for Final Reading.

ORDINANCE NO. 2146

**AN ORDINANCE APPROVING A ZONING TEXT AMENDMENT
TO ARTICLE III-4.C.3 OF THE UNIFIED DEVELOPMENT ORDINANCE
TO AMEND THE USE STANDARDS FOR CHICKEN COOPS
IN THE VILLAGE OF PARK FOREST, ILLINOIS**

WHEREAS, Article VIII-3.E. of the Village of Park Forest Unified Development Ordinance (“UDO”) establishes a process for Zoning Text and Map Amendments after consideration by the Planning and Zoning Commission and approval by the Board of Trustees; and

WHEREAS, Julie and Katharine Baker, of 512 Lakewood Boulevard, have submitted a request to amend Article III-4.C.3 of the UDO regarding the use standards for chicken coops; and

WHEREAS, on May 24, 2020, a notice of public hearing for the Application was published in *The Daily Southtown*, a newspaper of general circulation within the Village; and

WHEREAS, the Planning and Zoning Commission conducted the public hearing to consider the Application on June 11, 2020; and

WHEREAS, upon the conclusion of the public hearing, the Planning and Zoning Commission recommended approval of revisions to the use standards for chicken coops as established by Article III-4.C.3. of the UDO, as set forth below; and

WHEREAS, the Mayor and Board of Trustees have determined that approving the Zoning Text Amendment serves a public purpose and will be in the best interests of the Village of Park Forest.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of the Village’s home rule powers, as follows:

Section 1. Recitals Incorporated. The recitals set forth above constitute a material part of this Ordinance as if set forth in their entirety in this Section 1.

Section 2. Adoption of Findings and Recommendation. The findings and recommendation of the Planning and Zoning Commission, together with all reports and exhibits submitted at the public hearing, are hereby incorporated by reference herein and are approved.

Section 3. Zoning Text Amendment Granted. Section III-4.C. Use Standards for Accessory Structures of Article III (Uses) of Chapter 118 (Unified Development Ordinance) of the Code of Ordinances of the Village of Park Forest is hereby amended by adding the following underlined text:

3. Chicken Coop. Chickens may be kept in chicken coops, chicken runs, and similar structures in accordance with the following standards.

- a. Permit. Prior to erecting a chicken coop, chicken run, or similar structure, an applicant must obtain a chicken coop permit from the Zoning Administrator and provide notice to all adjacent property owners. Such permits must be renewed annually.
- b. Height. The maximum height of a chicken coop shall be eight feet.
- c. Size. The chicken coop and run, combined, must total a minimum of four square feet per hen, with a minimum of one square foot per hen allocated to the coop, and a minimum of three square feet per hen allocated to the run.
- d. Location.
 - (1) Chicken coops, chicken runs, and similar structures are allowed in the rear yard of any single-family use in the R-1, ~~R-2~~, or R-4 District.
 - (2) Chicken coops, chicken runs, and similar structures are allowed in the rear yard of any urban agriculture use in the C-3 or M Districts.
- e. Setback. Chicken coops shall be located a minimum of 10 feet from any lot line and a minimum of 10 feet from the principal structure on the lot.
- f. Number – First Year. No more than four hens are permitted per zoning lot during the first application year (12 calendar months) in all zoning districts. Roosters are not permitted. There is no limit on the number of chicks, age six months or younger, that may be kept.
- g. Number – Subsequent Years. After one year (12 calendar months) of owning four hens, an applicant in the R-1, R-2, C-3, and M zoning districts may submit an application to increase the number of hens to no more than eight hens. The Zoning Administrator shall approve this application if no substantiated complaints have been received by the Village regarding the applicant’s hens in the previous 12-month period. Applicants in the R-4 zoning district may not have more than four hens at any time.
- h. Perimeter fence. The rear yard of any property where hens are kept must be fenced with a minimum four-foot high fence.
- i. Maintenance. Chicken coops, chicken runs, and similar structures shall be maintained in a manner that provides adequate lighting and ventilation, and protects chickens from cold weather, precipitation, rodents, predators, and trespassers. Chicken coops, chicken runs, and similar structures must be maintained in a sanitary condition and shall be cleaned of droppings, uneaten feed, feathers, and other waste so as not to become a nuisance.
- j. Sales. There shall be no retail sales of any products on-site.
- k. Slaughter. On-site slaughtering of chickens is prohibited.

Section 4. Severability. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application, that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

PASSED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois this 21st day of September, 2020 pursuant to roll call vote, as follows:

	Yes	No	Absent	Present
Tiffani Graham				
Maya Hardy				
Glenna Hennessy				
Candyce Herron				
Theresa Settles				
Joseph Woods				
Jonathan Vanderbilt				
TOTAL:				

APPROVED:

ATTEST:

Jonathan Vanderbilt, Mayor

Sheila McGann, Village Clerk

MEMORANDUM

TO: Mayor and Board of Trustees

FROM: Vernita Wickliffe-Lewis, Chair
Park Forest Planning and Zoning Commission

DATE: June 16, 2020

RE: Recommendation – Request for a Request for a Text Amendment to increase the number of hens permitted to be kept in a Chicken Coop (Article III-4.C.3. of the UDO)

Recommendation

At the regular meeting of June 11, 2020, the Planning and Zoning Commission considered a request submitted by Julie and Katharine Baker, of 512 Lakewood Boulevard, to amend Article III-4.C.3. of the Unified Development Ordinance (Use Standards for Accessory Structures/Chicken Coops) to increase the number of hens permitted on a lot from four (4) to 10 hens, once the permit holder has successfully completed one year of owning hens. Full details of this request are included in the attached Staff report.

After taking public comment and discussing this request, the Planning and Zoning Commission voted 5-1-1 (one nay and one abstention) to recommend approval of the following Text Amendment to Article III-4-C.3 of the UDO (new language is underlined):

3. Chicken Coop. Chickens may be kept in chicken coops, chicken runs, and similar structures in accordance with the following standards.
 - a. Permit. Prior to erecting a chicken coop, chicken run, or similar structure, an applicant must obtain a chicken coop permit from the Zoning Administrator and provide notice to all adjacent property owners. Such permits must be renewed annually.
 - b. Height. The maximum height of a chicken coop shall be eight feet.
 - c. Size. The chicken coop and run, combined, must total a minimum of four square feet per hen, with a minimum of one square foot per hen allocated to the coop, and a minimum of three square feet per hen allocated to the run.
 - d. Location.
 1. Chicken coops, chicken runs, and similar structures are allowed in the rear yard of any single-family use in the R-1 or R-2 District.
 2. Chicken coops, chicken runs, and similar structures are allowed in the rear yard of any urban agriculture use in the C-3 or M Districts.
 - e. Setback. Chicken coops shall be located a minimum of 10 feet from any lot line and a minimum of 10 feet from the principal structure on the lot.
 - f. Number – First Year. No more than four hens are permitted per zoning lot during the first application year (12 calendar months). Roosters are not permitted. There is no limit on the number of chicks, age six months or younger, that may be kept.
 1. Number – Subsequent Years. After one year (12 calendar months) of owning four hens, an applicant in the R-1, R-2, C-3, and M zoning districts may submit an application to

increase the number of hens to no more than eight hens. The Zoning Administrator shall approve this application if no substantiated complaints have been received by the Village regarding the applicant's hens in the previous 12-month period. Applicants in the R-4 zoning district may not have more than four hens at any time.

- g. Perimeter fence. The rear yard of any property where hens are kept must be fenced with a minimum four-foot high fence.
- h. Maintenance. Chicken coops, chicken runs, and similar structures shall be maintained in a manner that provides adequate lighting and ventilation, and protects chickens from cold weather, precipitation, rodents, predators, and trespassers. Chicken coops, chicken runs, and similar structures must be maintained in a sanitary condition and shall be cleaned of droppings, uneaten feed, feathers, and other waste so as not to become a nuisance.
- i. Sales. There shall be no retail sales of any products on-site.
- j. Slaughter. On-site slaughtering of chickens is prohibited.

Standards for Zoning Text Amendments

A Text Amendment may be granted by the Board only after the Planning and Zoning Commission and the Village Board have evaluated the application and made specific written findings based on a balance of the Standards established by Article VIII-3.E.3. The required standards are noted below, with the Commission's specific findings as related to this request. Note that four of six of the applicable standards are met based on the Commission's recommendation.

- 1) The proposed amendment will not endanger the health, safety, comfort, convenience, and general welfare of the public. *A majority of the Commission agreed that this standard is met because it will address food security for Park Forest residents.*
- 2) The proposed amendment is compatible with existing uses, character, and zoning of adjacent properties and other property within the immediate vicinity of the proposed amendment. *A majority of the Commission agreed that this standard is met.*
- 3) The proposed amendment provides a relative gain to the public, as compared to any hardship imposed upon an individual property owner. *A majority of the Commission agreed that this standard is not met based on the request for 10 chickens. However, a lesser number of chickens would meet the standard because it would provide an appropriate level of food security for the typical Park Forest household.*
- 4) The proposed amendment makes it more feasible to develop property relative to the present zoning classification of the property. *The Commission agreed that this standard is not applicable to zoning text amendments.*
- 5) The proposed amendment addresses the community need for a specific use. *The Commission unanimously agreed that this standard is not met as chicken coops have not been identified as a community need.*
- 6) The proposed amendment corrects an error, adds clarification, or reflects a change in policy. *A majority of the Commission agreed that this standard is not met.*
- 7) The proposed amendment rectifies existing nonconformities and if so, the extent of such nonconformities. *The Commission agreed that this standard is not applicable to this zoning text amendment.*
- 8) The proposed amendment is consistent with the intent of the elements of the Comprehensive Plan, the Unified Development Ordinance, and other land use policies of the Village. *The*

Commission was evenly split on whether this standard is met based on the request for 10 chickens. However, a lesser number of chickens would meet this standard because it addresses the vision for local food set out in the Sustainability Plan.

Best regards - Vernita Wickliffe-Lewis Chair

PLANNING AND ZONING COMMISSION MEMO

TO: Planning and Zoning Commission

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

DATE: May 18, 2020

RE: NEW BUSINESS – Planning & Zoning Commission Meeting June 9, 2020
Public Hearing to consider a Request for a Text Amendment to increase the number of hens permitted to be kept in a Chicken Coop (Article III-4.C.3. of the UDO)

The Village has received a petition from Julie and Katharine Baker, of 512 Lakewood Boulevard, to amend Article III-4.C.3. of the Unified Development Ordinance (Use Standards for Accessory Structures/Chicken Coops) to increase the number of hens permitted on a lot from four (4) to 10 hens, once the permit holder has successfully completed one year of owning hens.

Public Hearing Requirements

As required by the UDO, notice of this public hearing was published in the *Daily Southtown Newspaper* on May 24, 2020. No other notice is required for text amendments. As of the date of this memo, no comments have been received from the public. Any comments received prior to the Public Hearing will be reported on at the Planning and Zoning Commission meeting.

This request is being considered by the Planning and Zoning Commission (PZC) pursuant to Article VIII-3.E. of the Unified Development Ordinance (Zoning Text and Map Amendments), which provides that the PZC shall hold public hearings on all requests for text amendments and shall make its recommendations to the Board of Trustees. A text amendment may be granted by the Board only after the PZC and the Village Board have evaluated the application and made specific written findings based on the Standards for Zoning Amendments established by Article VIII-3.E.3. The required standards for zoning amendments are noted below, and a worksheet has been attached to assist the PZC in drafting its findings related to the requested amendments. Note that these standards are written to apply to both text and map amendments, and the standard for a recommendation for approval is “based on a balance of the standards”. This is a lower standard than that established for a recommendation for approval of a variation, which is “based on each of the standards”.

- a. The proposed amendment will not endanger the health, safety, comfort, convenience, and general welfare of the public.
- b. The proposed amendment is compatible with the existing uses, character, and zoning of adjacent properties and other property within the immediate vicinity of the proposed amendment.
- c. The proposed amendment provides a relative gain to the public, as compared to any hardship imposed upon an individual property owner.

- d. The proposed amendment makes it more feasible to develop property relative to the present zoning classification of the property.
- e. The proposed amendment addresses the community need for a specific use.
- f. The proposed amendment corrects an error, adds clarification, or reflects a change in policy.
- g. The proposed amendment rectifies existing nonconformities and, if so, the extent of such nonconformities.
- h. The proposed variation is consistent with the intent of the elements of the Comprehensive Plan, this Unified Development Ordinance, and the other land use policies of the Village.

Chicken Coop Accessory Use Standards

Chicken coops are a permitted use in the C-3 (Corridor Commercial), M (Manufacturing), R-1 (Single Family Residence), R-2 (Single Family Estate Residence), and R-4 (Urban Residential) zoning districts, subject to the use standards established by Article III-4.C.3 (Use Standards for Accessory Structures/Chicken Coop). In the C-3 and M zoning districts, the keeping of chickens is restricted to an urban agriculture use.

The use standards for chicken coops require a permit prior to erecting a chicken coop; require that the permit be renewed annually; establish height, location, and setback restrictions for a chicken coop; and outline maintenance standards for the coop. This Article of the UDO also states the following:

Number. No more than four hens are permitted per zoning lot. Roosters are not permitted. There is no limit on the number of chicks, age six months or younger, that may be kept.

Prior to approval of an application for a chicken coop, the applicant is required to provide notice to all adjacent property owners. This does not give the adjacent property owners the right to deny the application. A summary of Park Forest's use standards is included in Exhibit B, Comparison of Municipal Standards for Backyard Chickens.

Petitioner's Request

The petitioner's request is included in full in Exhibit A. The request addresses 1) the experience of the applicant for a chicken coop, 2) the amount of eggs typically produced by a chicken, 3) the life span of a chicken, 4) the space requirements for a chicken, and 5) the personal needs and preferences of the applicant for a chicken coop. While these are all important considerations for the individual choosing to raise chickens on their property, the Unified Development Ordinance (UDO) should reflect the community's goals, and establish standards that protect the neighborhood and adjacent property owners (see the Standards for Zoning Amendments above). The analysis that follows attempts to address the required Standards.

Local food was a priority in the *Sustainability Plan* because of the health, quality of life, economic, and environmental benefits. As a result, provisions for community gardens, backyard chickens, and apiaries for honeybees were incorporated into the UDO to make it easier for residents to produce their own food. Including chicken coops and apiaries as permitted accessory uses in the UDO implemented the following strategy in the Local Food chapter of the *Growing Green: Park Forest Sustainability Plan* - Explore the creation of standards for raising honeybees and fowl on

residential lots. However, with respect to backyard chickens in particular, the *Sustainability Plan* notes that “the public engagement process for this Plan yielded some resident concerns over safety issues or nuisances that could be created by such practices. These concerns can be addressed through the crafting of careful guidelines.” Therefore, any amendments to the guidelines already established in the UDO need to be equally carefully crafted.

Exhibit B is an inventory of guidelines established by other communities in the Chicago metropolitan area and in Illinois, with a primary focus on suburban communities. Communities with a more rural environment or large lot requirements were not included. For example, the Village of Itasca has no limit on the number of chickens, but requires chicken coops to be setback a minimum of 150 feet from a neighbor’s residence or a public street. Other communities that have similar standards that are not applicable to conditions in the Village of Park Forest were not included in the inventory.

The maximum number of hens (none of the communities surveyed permit roosters) ranges from three (Brookfield) to eight (Batavia, Naperville, Plainfield). Most ordinances do not explicitly establish a minimum lot size for chicken coops, but a minimum lot size can be derived based on the zoning districts in which these accessory uses are permitted. Park Forest has the smallest allowance for lot size, based on the minimum lot size in the R-4, Urban Residential zoning district. The only R-4 zoning district currently in the Village is the Legacy Square development. Otherwise, the minimum lot size is 7,200 square feet, based on the R-1 Single Family Residence zoning district.

Many Village’s that permit backyard hens also establish a minimum coop and/or outdoor run area per hen, or they establish a minimum size for the coop and/or outdoor run area so the minimum square footage per hen can be derived based on the maximum number of hens permitted. These requirements are included in Exhibit B. The authors of the first article linked in the table below (www.dummies.com) note “skimping on space requirements for a flock of chickens can cause stress, cannibalism, pecking, and sometimes even death. Cramped living space in a flock invites stress and potential for disease. The best thing you can do to keep a happy and healthy flock is to give it adequate space.....Please note that space requirements can vary depending on your flock age and breeds, climate, season, and management of free-range garden time.”

While not explicitly stated in the Village’s standards, Park Forest allows hens to be free range in a fenced back yard. So, the coop size requirements would be the most important factor in determining the maximum number of hens from the perspective of creating a humane living environment for the animals.

In addition to the data that can be found in Exhibit B regarding typical minimum space requirements for coops and/or outdoor space, the following sources were found on the internet. These articles also provide some interesting information on raising and caring for hens that may be helpful to the Commission’s consideration of this request.

**Suggested Space Requirements for Chicken Coops and Outside Pens
(standard large chickens)**

Source	Coop Space Requirement	Outside Space Requirement
https://www.dummies.com/home-garden/hobby-farming/raising-chickens/how-to-determine-your-flock-size-and-space-requirements/	2 sq ft per bird	8-10 sq ft per bird
https://www.thehappychickencoop.com/how-much-room-do-chickens-need/ https://www.thehappychickencoop.com/how-much-room-do-chickens-need/	3 sq ft per bird	15 sq ft per bird
https://livinghomegrown.com/day-24-biggest-concerns-about-raising-backyard-chickens/	4 sq ft per bird	10 sq ft per bird

All websites noted above were accessed May 18-20, 2020.

Currently, two property owners in the Village are permitted to have chicken coops. Both, including the petitioner, have the current maximum of four hens. Neither the Village’s Community Development staff (code enforcement), nor the Police Department have received any complaints about these properties or their hens.

Chapter 14 of the Municipal Code addresses the animals that are permitted to be kept within the Village limits. Section 14-3 prohibits the keeping or raising of cattle, pigs, sheep, horses, ducks, geese, livestock or poultry (other than chickens). Also prohibited are venomous or constricting snakes “or other animals not listed, but considered dangerous to the community according to the judgment of the police chief, upon consultation with a recognized authority degreed and experienced in such matters”. Section 14-43 of the Code limits the total number of dogs and cats that may be kept in any residential unit to three.

If the Commission is supportive of increasing the number of hens permitted on a zoning lot, the following could be considered as additional use standards to ensure that the Standards for Zoning Amendments are met:

- Establish a minimum coop size per hen. Based on the preponderance of standards in other suburban municipalities, Staff recommends a standard of four (4) square feet per hen.
- Require the yard to be fenced in order to explicitly permit free range for the hens in a manner that does not impinge on adjacent properties.
- The petitioner has suggested that the increase to 10 hens is delayed until the coop owner has completed one year of successfully owning hens. Given the significant work and commitment involved in owning hens, this suggestion has costs and benefits from the Staff perspective. On the one hand, it will help to ensure that the coop owner is truly committed and capable of managing a flock of hens. If complaints are registered with the Village while the coop owner has only four hens, an application to increase the flock size in a subsequent year would be denied. On the other hand, if the Commission recommends a minimum coop size per hen, it may mean that the coop has to be expanded or replaced at the time the coop owner increases their flock size.

Planning and Zoning Commission Action: After conducting the public hearing, the Planning and Zoning Commission is asked to consider this request for a Text Amendment to Article III-4.C.3. (Use Standards for Accessory Structures/Chicken Coops), and make a recommendation to the Board of Trustees on this request.

EXHIBIT A
PETITIONER'S REQUEST

Proposal to increase the limit on chicken flocks from 4 hens to 10 hens after the first successful year of animal husbandry of a 4 hen flock.

By Julie and Katharine Baker
Presented April 27th, 2020

We are asking the board to consider raising the flock limit from 4 hens to 10 hens once the resident has completed their first successful year owning chickens. We ask for this amendment to the ordinance for the following reasons.

1. The first two years of a hen's life are the most productive for egg-laying with a steady decline after that. Chickens are also susceptible to a variety of common illnesses that stress a chicken's natural systems so that she may not lay regularly or reliably after contracting that illness. Most recommend that backyard flocks house 2-3 chickens/every two people in the house. This varies depending on the variety of chicken breeds which some lay eggs more frequently than others. Between aging and illness, maintaining a flock of four chickens for any household larger than 2 ½ people is not sustainable. A family of five, such as our own house, should maintain a flock of 10 birds at any time given padding for our aging girls who have reduced production to one egg per bird every three days (approx). It would be wise to introduce 3 new birds on a regular rotation every year in order to keep production reliable and at a maximum expectation.
2. Egg production is not year-round. Chickens require a minimum of 14 hours of daylight in order to have regular egg production. Egg production nears to a halt during the winter months where limited light and extreme temperatures inhibit the birds' ability to produce while their energy is put to staying warm rather than producing eggs. It is often recommended but not good husbandry to hang a light in their coop in order to encourage the production of more eggs over the winter months. This stresses the chicken's bodies during a time that should be for rest.
3. Chickens are susceptible to illness and injury. Because of their habits of foraging partnered with cold winters and changing weather, bacterial infections and respiratory illnesses are quite common. While these issues may not kill a chicken immediately they directly interfere with egg production. It is up to the individual chicken owner to decide whether or not the chicken should be kept alive or euthanized at that point seeing as they are intended for livestock purposes, however, many people feel a bond with their chickens likened to dogs or cats as pets and the decision should not be mandated because of an inability to keep a sufficient flock to feed their family. Families should have the ability to choose to process their chickens or allow them to live out their natural lives.
4. The square footage to safely accommodate 10 hens is 20 square feet. Which would make the hen house 4' by 5'. With outdoor access at a maximum of 100 square feet. This is reasonable for the lot sizes of properties within the zones that allow for chicken coops in the

existing ordinance. As well as preventing the surrounding homes from being adversely affected.

5. It would be a best practice recommendation to introduce new chickens to a flock every year in order to keep regular reliable egg production occurring. This can be done more easily if a family had the flexibility of a larger flock.
6. Remember that eggs aren't just for breakfast! Eggs are used in baking and cooking throughout the day for a wide variety of foods.

Self-reliance and sustainability are practices that are encouraged and a priority for our village and its citizens not only during the current crisis but as a general guiding principle. We are seeing the impacts and implications of our industrial food systems on our health and environment as well as unequal distribution and accessibility to healthy, nutritionally dense food. This proposed amendment will not endanger the health and safety of our villagers. This proposed amendment will allow members of our community to further ensure they have food security. Many have grown up in a society where much of the old-time knowledge of do-it-yourself has been lost as we rely increasingly on government and corporations to provide for us all the while regulating where access is made and denied. Our village is recognized as having a unique foundation of available land and an understanding of sustainability which provides an incredible foundation to build a local food movement that creates food sovereignty rather than looking to others for our resources.

AGENDA BRIEFING

DATE: September 1, 2020

TO: Mayor Vanderbilt
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Approval of an Ordinance Authorizing the Sale of 336 Early Street

BACKGROUND/DISCUSSION:

The South Suburban Trades Initiative (SSTI) was created in 2018 as a collaborative effort of the Village of Park Forest, South Suburban College, and Prairie State College. It has since grown to include the participation of several trade union apprentice programs associated with plumbing, electrical, painting, and pipe-fitters. SSTI is a workforce development and neighborhood stabilization program whereby a long vacant, blighted house is rehabilitated using student and apprentice labor. The program is funded by the Illinois Housing Development Authority's Abandoned Property Program (IHDA-APP) grant for all exterior work, and the Village of Park Forest for all other work, including the services of a contract general contractor.

SSTI began rehabilitation on 336 Early Street, the second house in the program, in August 2019, and the work will be completed in early September 2020. Village Staff proposes to sell the house at this time.

The Village proposes to contract with Mr. David Huerta, a Real Estate Agent with Calumet Region Realty, for the sale of 336 Early Street and 305 Sauganash Street (additional Board agenda item). Mr. Huerta was recommended by the South Suburban Land Bank and Development Authority as one of their approved Real Estate Agents. He will assist with the sale of the two houses currently available, and a new Land Bank approved agent will be selected when the next SSTI house is ready for sale.

As documented from real estate transfer data from the Community Development Department, the real estate market in Park Forest is very healthy right now. Homes are selling quickly, and in many cases for more than the listing price. Therefore, it is important for the Village to be in a position to act quickly when an offer is made on this house. Typically, the process for sale of Village-owned property starts after a buyer is identified, and requires the approval of an Ordinance (and three Board meetings). On the recommendation of the Village Attorney, Staff is requesting prior authorization for the Village Manager to sell this house at a minimum price of \$110,000. The house will actually be listed for \$147,500, but the minimum price gives the Manager flexibility in case the offers are not as anticipated. The total rehabilitation costs for this house have been \$86,553, with \$24,334 of that amount reimbursed by the IHDA-APP grant, making the Village's investment \$62,220. Therefore, if the house sells for the list price of \$147,500, the Village will have a net gain of \$77,905 after the broker's fee and reimbursement of Village expenses, but not accounting for

other closing costs. It is anticipated that these funds will be used to continue the SSTI program on a new house starting immediately.

The Village Attorney prepared the attached Ordinance.

SCHEDULE FOR CONSIDERATION: This item will appear on the Regular Agenda of September 21, 2020, for First Reading.

ORDINANCE NO.

**A ORDINANCE AUTHORIZING THE SALE OF
REAL ESTATE COMMONLY KNOWN AS
336 EARLY STREET IN THE
VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS**

WHEREAS, Park Forest is the owner of certain real estate commonly known as 336 Early Street, Park Forest, Illinois which is legally described on Exhibit "A" hereto and incorporated herein by reference ("Property"); and

WHEREAS, the Mayor and Board of Trustees have determined that the sale of the Property will promote the economic vitality of the Village and thereby serve a corporate purpose.

NOW, THEREFORE, be it ordained by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of Park Forest's home rule powers as follows:

SECTION 1: The recitals set forth above are incorporated herein by reference and made a part hereof.

SECTION 2: The Village Manager is authorized to sell the Property for a gross sales price of not less than one hundred ten thousand dollars (\$110,000.00) subject to such terms and conditions as may be approved by the Village Manager. The Village Manager is also authorized to engage the services of a licensed real estate broker to facilitate the sale of the Property.

SECTION 3: The Village Mayor, Village Clerk, Village Manager, and Village Attorney are authorized to execute such documents as are necessary to effectuate the sale of the Property.

SECTION 4: If any section, paragraph, clause, or provision of this ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this ordinance.

SECTION 5: All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

PASSED this _____ day of _____, 2020.

APPROVED:

ATTEST:

Jonathan Vanderbilt
Village Mayor

Sheila McGann
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

LOT 16 IN BLOCK 11, IN LINCOLNWOOD SUBDIVISION, BEING A PART OF THE SOUTHEAST ¼ OF SECTION 24, TOWNSHIP 35 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N.: 31-24-435-019-0000

Common Address: 336 Early Street, Park Forest, Illinois 60466

STATE OF ILLINOIS)
) SS
COUNTIES OF COOK AND WILL)

CERTIFICATION

I, Sheila McGann, do hereby certify that I am the duly qualified and elected Clerk of the Village of Park Forest, Cook and Will Counties, Illinois, and that as such Clerk I do have charge of and custody of the books and records of the Village of Park Forest, Cook and Will Counties, Illinois.

I do hereby further certify that the foregoing is a full, true and correct copy of Ordinance No. , “AN ORDINANCE AUTHORIZING THE SALE OF REAL ESTATE COMMONLY KNOWN AS 336 EARLY STREET IN PARK FOREST, COOK COUNTY, ILLINOIS,” adopted and approved by the Mayor and Board of Trustees of the Village of Park Forest, Illinois on September ____, 2020.

IN WITNESS WHEREOF, I have hereunto affixed my hand and the Corporate Seal of the Village of Park Forest, Cook and Will Counties, Illinois this ____day of September 2020.

SHEILA MCGANN
Village Clerk
Village of Park Forest
Cook and Will Counties, Illinois

AGENDA BRIEFING

DATE: September 1, 2020

TO: Mayor Vanderbilt
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Approval of an Ordinance Authorizing the Sale of 305 Sauganash Street

BACKGROUND/DISCUSSION:

The South Suburban Trades Initiative (SSTI) was created in 2018 as a collaborative effort of the Village of Park Forest, South Suburban College, and Prairie State College. It has since grown to include the participation of several trade union apprentice programs associated with plumbing, electrical, painting, and pipe-fitters. SSTI is a workforce development and neighborhood stabilization program whereby a long vacant, blighted house is rehabilitated using student and apprentice labor. The program is funded by the Illinois Housing Development Authority's Abandoned Property Program (IHDA-APP) grant for all exterior work, and the Village of Park Forest for all other work, including the services of a contract general contractor.

The first house to be rehabilitated with SSTI was 305 Sauganash Street. Rehab was completed at that house in September 2019, and for the past year it has been the home of the Village's Greenest Region Corps Member, Haley Crim. Now that Ms. Crim has completed her year of service with the Village, the house can be sold.

The Village proposes to contract with Mr. David Huerta, a Real Estate Agent with Calumet Region Realty, for the sale of 305 Sauganash Street and 336 Early Street (additional Board agenda item). Mr. Huerta was recommended by the South Suburban Land Bank and Development Authority as one of their approved Real Estate Agents. He will assist with the sale of the two houses currently available, and a new Land Bank approved agent will be selected when the next SSTI house is ready for sale.

As documented from real estate transfer data from the Community Development Department, the real estate market in Park Forest is very healthy right now. Homes are selling quickly, and in many cases for more than the listing price. Therefore, it is important for the Village to be in a position to act quickly when an offer is made on this house. Typically, the process for sale of Village-owned property starts after a buyer is identified, and requires the approval of an Ordinance (and three Board meetings). On the recommendation of the Village Attorney, Staff is requesting prior authorization for the Village Manager to sell this house at a minimum price of \$75,000. The house will actually be listed for \$99,200, but the minimum price gives the Manager flexibility in case the offers are not as anticipated. The total rehabilitation costs for this house have been \$84,317, with \$21,903 of that amount reimbursed by the IHDA-APP grant, resulting in total costs for the Village of \$62,414. Therefore, if the house sells for the list price of \$99,200, the Village will have a net gain of \$31,826 after the broker's fee and reimbursement of Village expenses, but not including

other closing costs. It is anticipated that these funds will be used to continue the SSTI program on a new house starting immediately.

The Village Attorney prepared the attached Ordinance.

SCHEDULE FOR CONSIDERATION: This item will appear on the Regular Agenda of September 21, 2020, for First Reading.

ORDINANCE NO.

**A ORDINANCE AUTHORIZING THE SALE OF
REAL ESTATE COMMONLY KNOWN AS
305 SAUGANASH STREET IN THE
VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS**

WHEREAS, Park Forest is the owner of certain real estate commonly known as 305 Sauganash Street, Park Forest, Illinois which is legally described on Exhibit "A" hereto and incorporated herein by reference ("Property"); and

WHEREAS, the Mayor and Board of Trustees have determined that the sale of the Property will promote the economic vitality of the Village and thereby serve a corporate purpose.

NOW, THEREFORE, be it ordained by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of Park Forest's home rule powers as follows:

SECTION 1: The recitals set forth above are incorporated herein by reference and made a part hereof.

SECTION 2: The Village Manager is authorized to sell the Property for a gross sales price of not less than seventy thousand dollars (\$75,000.00) subject to such terms and conditions as may be approved by the Village Manager. The Village Manager is also authorized to engage the services of a licensed real estate broker to facilitate the sale of the Property.

SECTION 3: The Village Mayor, Village Clerk, Village Manager, and Village Attorney are authorized to execute such documents as are necessary to effectuate the sale of the Property.

SECTION 4: If any section, paragraph, clause, or provision of this ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this ordinance.

SECTION 5: All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

PASSED this _____ day of _____, 2020.

APPROVED:

ATTEST:

Jonathan Vanderbilt
Village Mayor

Sheila McGann
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

LOT 10 IN BLOCK 83, IN VILLAGE OF PARK FOREST AREA NO. 5, BEING A SUBDIVISION OF PART OF THE EAST ½ OF SECTION 35 AND THE WEST ½ OF SECTION 36, TOWNSHIP 35 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED AUGUST 3, 1951 AS DOCUMENT NUMBER 15139014 IN COOK COUNTY, ILLINOIS.

P.I.N.: 31-35-406-010-0000

Common Address: 305 Sauganash Street, Park Forest, Illinois 60466

