

AGENDA

RULES MEETING OF THE BOARD OF TRUSTEES VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS COOK AND WILL COUNTIES

Village Hall - Boardroom

7:00 p.m.

January 5, 2026

Roll Call

Adjourn to Executive Session – As permitted by the Open Meetings Act by 5 ILCS 120/2/ Section 2(c) to discuss (5) The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired

1. A Resolution revising the Rules of Order and Procedure of the Mayor and Board of Trustees and adopting the Meeting schedule for 2026
2. A Resolution Authorizing an Intergovernmental Agreement between the Village of Park Forest and the Will County Forest Preserve
3. Engineering Services Agreement with Baxter and Woodman for design of culvert replacement at 23 Thron Creek Drive
4. Purchase of a Replacement of Support Vehicle for the Fire Department
5. Purchase of a new LED sign for the Fire Department

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

Agenda Items are Available in the Lobby of Village Hall and on the Village website www.villageofparkforest.com Any individual with a disability requesting reasonable accommodation to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or (708)748-1129 or via e-mail at athurston@vopf.com. Every effort will be made to allow for meeting participation.

VILLAGE OF PARK FOREST

MEMORANDUM

**TO: Joseph A Woods, Mayor
Board of Trustees**

**FROM: Jon Kindseth,
Village Manager**

DATE: December 29, 2025

**SUBJECT: A RESOLUTION REVISING THE RULES OF ORDER AND PROCEDURE OF
THE MAYOR AND BOARD OF TRUSTEES AND A RESOLUTION ADOPTING
THE MEETING SCHEDULE FOR THE CALENDAR YEAR 2026**

BACKGROUND/DISCUSSION:

Attached is the Resolution revising the Rules of Order and Procedure of the Mayor and Board of Trustees and the proposed Village Board Meeting calendar for 2026. In accordance with the Village Board's adopted Rules of Order and Procedure, the calendar includes dates for Regular Board Meetings and Saturday Morning Rules Meetings along with holidays in which Village Hall is closed. It is understood that the Board can schedule a special meeting at any time should the need arise. The Board meeting schedule is as follows:

- 1st Monday of each month – Regular Board Meeting beginning at 7 PM
- 3rd Monday of each month – Regular Board Meeting beginning at 7 PM
- 1st Saturday of each month – Rules Meeting beginning at 10 AM

The biggest change included in this revision of the Rules and Procedure Resolution is a reduction in the number of meetings as the Rules and/or Regular meetings will only be scheduled on the second or fourth Monday as needed, upon conference between the Mayor and Village Manager. As noted above, Monday evening Board Meetings begin at 7 PM while Saturday Morning Rules Meetings begin at 10 AM. Periodically, there may be a need to adjust the start time of a meeting.

Some additional changes included in this revision also include a reduction in the amount of time a person is allowed to speak during public comment, reducing it from five minutes to three minutes, though it does expand the number of people discussing a topic from three to four. Another related change allows the Manager to operate a countdown timer, so the public speaker and the presiding officer know the amount of time a speaker has used towards this limit.

The attached meeting calendar also includes a number of regularly scheduled meetings that are postponed a day due to holidays. Village Hall is closed for 11 holidays each year and include New Year's Day, Martin Luther King Jr. Holiday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and the day after Thanksgiving, Christmas Eve and Christmas Day.

The Village Board has historically rescheduled Board Meeting dates which may conflict with holidays of the Jewish faith. In 2026, holidays of the Jewish faith, and any alteration of the Board's meeting calendar, include the following.

- Passover in 2026 will take place from April 1st - April 9th. The critical days of the Passover holiday are the starting and ending dates and does not pose a conflict with Village Board Meeting calendar.
- Rosh Hashanah occurs from September 11th to 13th and does not pose a conflict with the Board Meeting calendar.
- Yom Kippur is September 20th & 21st and does pose a conflict with the Board Meeting calendar. As Such, the meeting during the 3rd week will be Tuesday.
- Hanukkah is December 4th to 12th and does not pose a conflict.

SCHEDULE FOR CONSIDERATION:

This issue will be on the January 5, 2026 Rules and Regular Meetings for discussion and approval.

RESOLUTION No. R-

A RESOLUTION REVISING THE RULES OF ORDER AND PROCEDURE OF THE MAYOR AND BOARD OF TRUSTEES

WHEREAS, with the approval of Resolution R-10-34, and the subsequent amendments approved with Resolution R-20-32, the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of their home rule authority, adopted Rules of Order and Procedure to govern the deliberations, meetings, and functioning of the Mayor and Board of Trustees, hereinafter referred to as “Board” of the Village of Park Forest, Cook and Will Counties, Illinois, hereinafter referred to as “Village” and the Committees thereof.

WHEREAS, in order to ensure efficient handling of public business of the Village of Park Forest, the Mayor and Board of Trustees have determined that it is in the best interest of the Village of Park Forest and its residents to amend the current Rules of Order and Procedure of the Mayor and Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED that the Rules of Order and Procedure of the Mayor and Board of Trustees are hereby amended as follows:

Section 1. The Rules of Order and Procedure are amended by adding the underlined language and deleting the overstricken language to read as follows:

RULES OF ORDER

I. Meetings

- A. Regular meetings of the Board shall be held, as necessary, at the Village Hall on the first (1st) and third (3rd) ~~and fourth (4th)~~ Mondays ~~(the latter as needed upon conference of the Mayor and Village Manager)~~ of each month at 7:00 p.m. unless otherwise ordered ~~at a regular meeting~~. Meetings shall adjourn no later than 11:00 p.m. unless continued by consent of two-thirds (2/3) of the members of the Board present.
- B. Rules/Committee of the Whole Meetings of the Board shall, as necessary, be held at the Village Hall ~~on the first (1st) and fourth (4th) Mondays (the latter as needed upon conference of the Mayor and Village Manager.)~~ of each month at 7:00 p.m. ~~unless otherwise ordered at a regular meeting~~. Meetings shall adjourn no later than 11:00 p.m. unless continued by consent of two-thirds (2/3) of the members of the Board present.
- ~~C. In July and August the Rules/Committee of the Whole Meeting of the Board shall be held on the second Monday of the month and Regular meeting shall be held on the third Monday of the Month. In December the Rules/Committee of the Whole Meeting of the Board shall be held on the first Monday of the month and the Regular meeting shall be held on the second Monday of the Month~~

- D. Special meetings may be held at any time at call of the Mayor or of any two (2) Trustees. The call shall be made in writing, duly signed, and be presented to the Village Clerk or the Village Manager. The Clerk shall immediately serve, or cause to be served, written notice of the special meeting on the Mayor and Trustees. The written notice shall include the agenda of the special meeting and shall be served, except in case of emergency, at least forty-eight (48) hours before the meeting. At a special meeting, no business other than that listed on the agenda shall be in order.

All meetings of the Board shall be open to the public and news media, except that a closed executive session can be declared as provided by law. The board may invite such persons to a closed executive session as may be required for advice and information. The executive session may not take final action on any matter under discussion

- E. Saturday Morning Rules/Committee of the Whole Meetings shall generally be held on the first Saturday of each month primarily for the purpose of giving an audience to citizens. Saturday Meetings shall begin at 10:00 a.m. If citizens are present, the meeting ~~shall~~ may remain in session until noon, adjourning at that time. If no citizens are present, the meeting may adjourn at 11:00 a.m. For each meeting, an agenda shall be prepared and posted and minutes shall be taken ~~whether or not a quorum is present~~. No action may be taken at a Saturday Morning Rules/Committee of the Whole Meeting.
- F. Notice of all meetings shall be given according to the Illinois Open Meetings Act. A schedule of meeting dates shall be adopted prior to January 1 of each calendar year.

II. Presiding Officer

- A. The Village Mayor shall be the presiding officer at all meetings of the Board.
- B. The senior trustee is hereby designated Mayor *pro tempore* and shall serve as temporary chair in the absence of the Village Mayor, unless another trustee is chosen by the Board. The senior trustee shall be the trustee who has the longest current continuous term of service on the board. If a tie exists, the presiding officer shall be chosen by lot from among those senior trustees. In the absence of both the Village Mayor and the Mayor *pro tempore*, the next senior trustee who is present shall chair that meeting.
- C. In the absence of the Village Mayor, the Village Clerk shall call the meeting to order and name the appropriate officer, per paragraph B above, as the presiding officer.
- D. The presiding officer shall preserve order and decorum. The presiding officer may speak to a subject before the Board, but no more than once without relinquishing the chair. The presiding officer may speak to points of order in preference to the Trustees. The presiding officer shall decide all questions of

order, subject to appeal to the Board. When two or more Trustees request the floor, the presiding officer shall name the order in which they are to be heard. In case of any disturbance or disorderly conduct, the presiding officer shall have the power to have the meeting cleared of any or all visitors.

III. Conduct of Meetings

A. Quorum

A quorum for the transaction of business shall consist of four members of the Board.

B. Regular Meetings

The order of business shall be as set forth on the agenda. The general agenda format shall be:

1. Call to order, and in the absence of the Village Mayor, naming of the presiding officer by the Village Clerk
2. Roll Call
3. Pledge of Allegiance
4. Public Hearings
5. Reports of Village Officers
6. Reports of Trustee Liaisons to Advisory Boards and Commissions and Task Forces
7. Citizens' Comments, Observations, Petitions (Comments may be limited to ~~five~~ three minutes per speaker and no more than ~~three~~ four individuals shall address the same subject. The ~~Clerk of the Board~~ Village Manager shall operate a timing device which indicates when each allotted time period ends. The same individual is prohibited from addressing more than two subjects in one meeting. Public comment on a topic may be restricted to a time limit of 30 minutes unless otherwise specifically granted by Presiding Officer).
8. Approval of the Consent Agenda including approving the minutes of the previous Board meeting or meetings and executive sessions.
9. Debatable Agenda
 - (a) Second Reading of Ordinances
 - (b) Unfinished Business
 - (c) New Business, including the introduction of ordinances, resolutions, motions
10. Executive Session
11. Adjournment

C. Rules/Committee of the Whole Meetings

The order of business for Rules/Committee of the Whole Meetings shall be as set forth on the agenda. The general agenda format shall be:

1. Call to order, and, in the absence of the Mayor, naming of the presiding officer by the Village Clerk
2. Roll Call
3. Items for Discussion
4. Citizens' Comments, Observations, Petitions on matters on the meeting agenda (Comments may be limited to ~~five~~ three minutes per speaker and no more than ~~three~~ four individuals shall address the same subject. The ~~Clerk of the Board~~ Village Manager shall operate a timing device which indicates when each allotted time period ends. The same individual is prohibited from addressing more than two subjects in one meeting. Public comment on a topic may be restricted to a time limit of 30 minutes unless otherwise specifically granted by Presiding Officer).
5. Reports of Village Officers: Manager, Trustees, Mayor, Clerk, Attorney
6. Executive Session
7. Adjournment

D. Disruptions

Disruptive behavior during any public comment or any other time during a Board meeting shall not be permitted.

1. "Disruption" Defined

Disruptions shall include:

- a. Speaking when not recognized by the Presiding Officer.
- b. Abusive comments and/or "personal attacks" directed to or relating to the Board, and Supervisor, any Village staff or Village employee.
- c. Profanity, threats, or displays, including unauthorized "show of hands", placards, use of noise makers, applauding, jeers, "cat-calls" and similar demonstrative conduct.
- d. Off topic discussions. Disruption includes public comment on a topic other than that under the jurisdiction of the Board, discussion on items other than that under the Agenda item under consideration by the Board.

E. Handling Disruptions

When a disruption occurs, the presiding officer shall first warn the party making the disruption of (1) the nature of the disruption, (2) that the disruption is not permitted, and, when appropriate, (3) if the disruption continue that such party may be ejected from the meeting. Repeated disruptions shall not be tolerated and any party or group which continues disruptive behavior after admonition shall be

ejected by the Police Chief or his/her designee, or the meeting may be adjourned to a future date and time.

F. Saturday Morning Rules/Committee of the Whole Meetings

The primary order of business at a Saturday Morning Rules/Committee of the Whole Meeting shall be to give an audience to citizens for their comments, observations, and petitions. However, the agenda may include other matters for discussion as long as the audience to citizens is given precedence.

G. Agendas

1. The following agenda format shall be in force at regular board meetings:

(a) The Consent Agenda shall contain matters which are repetitive in nature, purchases which have been authorized by budget and accompanied by adequate documentation as to conformance with budgetary and purchasing policy, appointments, and other routine matters. Any item on the Consent Agenda may be removed at the request of any member of the Board at any time. There shall be no debate or discussion regarding consent agenda items.

(b) The Debatable Agenda shall contain ~~all~~ ordinances and matters requiring further amplification or discussion.

2. The Village Manager shall, after consultation with the Village Mayor, prepare agendas for Regular and Rules/Committee of the Whole meetings in accordance with paragraphs III B and III C and shall distribute the printed agenda with all supporting documents not later than 48 hours before the meeting. Priority of business shall follow the printed agenda unless changed by the presiding officer, subject to approval of the Board of Trustees. The Village Mayor or any trustee may place a matter on the agenda for consideration by filing a written request with the Village Manager.

3. The Village Manager shall be responsible for ensuring that no item is deleted from a ~~Rules/Committee of the Whole~~ Board agenda and is listed in the appropriate order ~~received~~.

H. Appointments to volunteer boards, commissions or committees shall be submitted by the Mayor for advice and consent by the Board. Prior to any appointment being listed on a Regular Meeting agenda for vote, the application for such appointment will be shared with the Village Trustees a minimum of 14 days in advance.

Recommended appointments of chairs and vice-chairs for volunteer boards, commissions or committees shall take into consideration board/commission/committee member recommendations and shall be shared with

Village Trustees at least 14 days in advance of being listed on a Regular Meeting agenda for vote.

Where possible, approved appointees to volunteer boards, commissions or committees will be encouraged to attend Village Board Meetings for introduction.

IV. Duties of Members of the Board

- A. While the presiding officer is putting the question or while business is being transacted, no Trustee shall leave the room except ~~by~~ with the consent of the presiding officer. No trustee shall speak or offer a motion without first addressing the chair and being recognized.
- B. In speaking during the discussion of any question, members of the Board shall confine their remarks to the question under debate, avoiding personalities and refraining from impugning the motives of any other member of the Board or the staff. Members of the Board shall not speak more than once upon any subject until other members of the Board who wish to speak shall have relinquished the floor. Members of the Board shall not make comments that violate any law or village ordinance, particularly comments such as those related to a political campaign that violate Section 2-605 of the Village Code.
- C. Every Trustee present when a question is stated shall vote thereon, unless he or she abstains.

V. Motions

- A. No motion shall be debated unless it has been seconded. Any motion shall be submitted in writing, if requested by the presiding officer or any Trustee. If any motion or question contains two or more distinct propositions, the presiding officer or any Trustee may have it divided with the consent of the Board.
- B. After a motion or resolution is stated by the presiding officer, it may not be withdrawn from consideration except by unanimous consent of the Trustees present.
- C. When a blank is to be filled and different sums or times proposed, the question shall be taken first on the least sum or the longest time.
- D. A motion to approve the consent agenda shall not be debatable.
- E. A motion to reconsider may be introduced by any member of the Board on the prevailing side of the question at the same meeting at which the question was voted upon or at the next Regular Meeting of the Board. A motion to reconsider may only be presented at a Special Meeting at which there are present at least as many members of the Board as were present when the original vote was taken.

VI. Precedence of Motions

A. When a question is under debate, the following motions are in order and shall have preference over each other in the order listed:

1. Adjournment to a day certain
2. Adjournment
3. To take a recess
4. To declare an executive session
5. To lay on the table
6. The previous questions
7. To refer to committee
8. To amend
9. To substitute
10. To defer or postpone to a time certain
11. To postpone

B. Number 2, 4, 5, and 6 are not debatable.

VII. Resumption of Business after Recess

A. The Board shall, at all recessed meetings, resume business at the same order on which it was engaged immediately preceding the last recess, with the exception of orders numbers 1 and 2 of Rule III B and C.

VIII. Voting

A. The yeas and nays upon all ordinances, contracts and expenditures of money shall be taken and entered on the minutes. The yeas and nays on any other questions acted upon by the Board shall be taken and entered on the minutes upon the request of any member of the Board made previous to such a vote, or immediately following.

B. The result of all votes shall be announced by the Village Clerk and no vote shall be changed after such announcement.

C. Except as provided by state law, the passage of all ordinances for whatever purpose, and of any resolution or motion (i) to create any liability against the village or (ii) for the expenditure or appropriation of its money shall require the concurrence of a majority of all members then holding office on the village board, including the Village Mayor.

IX. Standing Committees

A. Standing committees of the Board shall be Committees A, B, and C. The Village Mayor shall be an ex-officio, non-voting member of each standing committee and shall not count toward the presence of a quorum. Each standing committee shall have four members and each trustee shall serve on two standing committees.

B. With the advice and consent of the Board, the Mayor shall appoint the committee chairs and assign Trustees to committees every two years, with the goal that each trustee serve as a committee chair at least once during his or her four-year term. Standing committee assignments shall be made following each election, but no later than at the first regular meeting in May of each year. Each committee shall enlist such assistance from other Trustees as the Committee or Board may find desirable. All committees may utilize staff in their deliberations and discuss assigned items with all interested parties including citizens, civic and service organizations, commissions, developers, other governmental units, and commerce and industry groups. No committee shall obligate the Village for the expenditure of any money in connection with the outside assistance, except with prior and proper authorization of the Board. The committee will keep the Board aware of the committee activities and will report any policy matters to the Board before any action, publicity or opinions are presented to the public.

C. Matters shall be assigned to standing committees as needed.

X. Committee Procedure

A. The Committee Chair shall schedule meetings on an “as needed basis.”

B. All committees shall hold meetings in accordance with law.

C. Upon motion, the Board may, by a majority vote, discharge a committee of further consideration of a matter referred to it, and order the matter placed on the Board’s agenda

D. The Village Mayor shall review all potential agenda items to determine if such matters should be assigned to a committee or included on the agenda of the Board of Trustees.

E. When a committee to which a matter has been referred, with instructions to report at a time named in the order of reference, is not ready to report at such time, the matter so referred shall, unless further time is warranted, be considered as though reported back without recommendation.

XI. Ordinances and Resolutions

A. All ordinances, resolutions, and motions shall be introduced to the Board in printed or written form.

B. Any proposed ordinances may be prepared or reviewed by the Village Manager or the Village Attorney as directed by the Board.

C. The Village Manager shall prepare copies of all proposed ordinances and resolutions, together with copies of the attachments and shall distribute these to the Board.

- D. At least 48 hours before the first reading of an ordinance or presentation for adoption of a resolution or motion, all information concerning language and purpose of the ordinance, resolution or motion, as proposed, shall be distributed to the Board. With respect to resolutions or motions, the full text need not be submitted if a reasonable explanation of its contents is presented within the required period.
- E. The first reading of any ordinance shall be for information and assignment as required for study by the appropriate committee and/or advisory boards. There shall be no vote at first reading. A staff presentation of the proposed ordinance shall be made at first reading, and brief discussion and questions may be allowed at the pleasure of the presiding officer. The proposed ordinance will be placed on the agenda of the next ~~rules~~ Board meeting or can be assigned to the appropriate committee for full examination and discussion.
- F. The second reading of an ordinance calls for final action. A roll-call vote shall be taken.
- G. If an ordinance is amended in committee, it shall be reported in such revised form. Each Trustee shall be furnished with a copy of the revised ordinance.
- H. Unless these rules are waived by the Board, Ordinances shall not be passed until they have had first reading at a regular or special meeting, ~~discussion at a Rules/Committee of the Whole meeting,~~ and second/final reading at a regular or a special meeting on ~~three (3)~~ two (2) separate days. A discussion of the Ordinances can be had at either or both readings.
- I. Except as otherwise provided by state law, any ordinance which contains a statement of its urgency in the preamble or body thereof, other than an ordinance adopted under Article 8 of the Illinois Municipal Code, may take effect immediately upon its passage provided that the corporate authorities, by a vote of 2/3 of all the members then holding office, so direct.

XII. Privileges of Floor

- A. No persons, other than the presiding officer, trustees, village officers, or persons invited by the presiding officer or the Board, shall have the privilege of the floor, except as provided under Rules I and III of these Rules.
- B. Persons other than the presiding officer, trustees, and village officers shall not be permitted to address the Board except upon introduction by the presiding officer or by the Chair of the appropriate committee.

XIII. Suspension of Rules

- A. Any provision of these Rules other than article XVI, not governed by state law or Village ordinance, may be temporarily suspended at any meeting of the Board, by an affirmative vote of two-thirds (2/3) of the members of the Board present.

XIV. Appeal from Decisions of the Presiding Officer

- A. Any Trustee may appeal a ruling of the presiding officer to the Board. If the appeal is seconded, the Trustee making the appeal may make a brief statement of the reasons for the appeal, and the presiding officer may briefly explain the ruling, but there shall be no debate on appeal and no other Trustee shall participate in the discussion. The presiding officer shall then put the question, "Shall the decision of the chair be sustained?" If the majority of the Trustees present vote "Aye," the ruling of the chair is sustained, otherwise it is overruled.

XV. Parliamentary Authority.

- A. The parliamentary authority shall be *Robert's Rules of Order, Newly Revised*, 10th Edition, Perseus Publishing.

XVI. Amendment of Rules

These rules may not be amended except by a resolution submitted in writing and placed on the agenda of a regular meeting under the order of new business. This requirement shall be waived only by a unanimous roll call vote of those present.

Section 2. **Effective Date.** This resolution shall be in effect as of January 6th, 2026.

ADOPTED this 5th day of January, 2026

APPROVED:

ATTEST:

Mayor

Village Clerk

RESOLUTION No. _____

**A RESOLUTION ADOPTING THE
MEETING SCHEDULE FOR THE CALENDAR YEAR 2026**

WHEREAS, the Mayor and Board of Trustees of the Village of Park Forest establishes a meeting schedule of Regular and Rules meetings each year so as to alert the public of when it will be convening; and

WHEREAS, the Board of Trustees will meet two Monday evenings per month and one Saturday morning per month; and

WHEREAS, the Personnel Manual establishes a list of annual holidays for employees including New Years Day, Dr. Martin Luther King, Jr.'s Birthday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, the day after Thanksgiving, the day before Christmas and Christmas; and

WHEREAS, if a holiday falls on a Monday, the regularly-scheduled meeting traditionally has been delayed until Tuesday of the same week.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois that the holiday and meeting schedule attached hereto shall be officially adopted for the calendar year 2026.

ADOPTED this _____ day of January, 2026.

APPROVED:

ATTEST:

Mayor/Village President

Village Clerk

2026 Holiday and Meeting Schedule

	<u>Regular</u>	<u>Regular</u>	<u>Saturday Rules</u>
January	5	20 (Tues.) (M.L. King, Jr. Holiday)	3
February	2	16	7
March	2	16	7
April	6	20	4
May	4	18	2
June	1	15	6
July	6	20	11 (Independence Day)
August	3	17	1
September	8 (Tues.) (Labor Day)	22 (Tues.) (Yom Kippur)	5
October	5	19	3
November	2	16	7
December	7	14	5

2026 Holidays When Village Hall Will Be Closed: (previously approved on 12/8/25)

Thursday, January 1, 2026	New Year's Day
Monday, January 19	Martin Luther King, Jr. Holiday
Monday, May 25	Memorial Day
Friday, June 19	Juneteenth
Friday, July 3	Independence Day
Monday, September 7	Labor Day
Wednesday, November 11	Veteran's Day
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day after Thanksgiving
Thursday, December 24	Christmas Eve
Friday, December 25	Christmas Day

AGENDA BRIEFING

DATE: December 15, 2025

TO: Mayor Woods
Board of Trustees

FROM: Nicholas Christie, P.E.
Assistant Director of Public Works

RE: Resolution Authorizing an Intergovernmental Agreement between the Village of Park Forest and the Will County Forest Preserve

BACKGROUND/DISCUSSION:

The Thorn Creek Woods Nature Preserve was established in 1974. The Preserve is owned primarily by the Will County Forest Preserve with additional parcels owned by the Villages of Park Forest and University Park. The municipal parcels are managed by the Will County Forest Preserve, effectively giving properties equal protection as the Forest Preserve properties. See attached exhibit map. However, as the Forest Preserve property ownership has grown, it has caused a few conflicts for Park Forest owned utilities, including:

- 1) The two-24" storm sewer outlets across from 174 Monee Road. These storm sewers run approximately 90 feet into the Preserve and serve to drain approximately 50 acres of Park Forest residential neighborhoods. The Village has no easement or license agreement to maintain these sewers that lie in the Preserve.
- 2) 12" Water Main south of 242 Monee Road. This water main is a distribution main for potable water of the entire south side of the Community. The water main was installed in 1984 as a distribution connection between Blackhawk Tower and Tamarack Standpipe. Construction of the utility was placed on the common property line of an undeveloped area. After construction, the southern property was purchased by the Will County Forest Preserve. In the past 40 years, the area had become overgrown. Two years ago, the Village need to clear the area over its water main for maintenance purposes. In so doing, several trees needed to be cut on the property line that were owned by the Will County Forest Preserve. The trees cut on the Forest Preserve property would require the Village to pay damages, per Preserve Ordinance.

The maintenance actions on the Village owned water main necessitated Village staff and the Will County Forest Preserve to negotiate an agreement that allowed the Village to maintain its utilities while still enabling Forest Preserve to protect their holdings. The following agreement was reviewed by the Village attorney and is recommended by staff:

- 1) Transfer 94.60 Acres of Park Forest owned property currently established within the Thorn Creek Woods Nature Preserve to the Will County Forest Preserve. The Village will continue to maintain ownership of the approximately 9.63-acre parcel containing and including the Thorn Creek Nature Center. Park Forest will continue to serve as a member on Thorn Creek Woods Management Commission. The Village municipal boundaries will not be affected.

- 2) The Will County Forest preserve will grant a 99-year license agreement to the Village in order for it to maintain its storm sewers across from 174 Monee Road.
- 3) All damage from the clearing of the area over the Park Forest water main will be waived by the Will County Forest Preserve.

Village staff believe this agreement is mutually beneficial to both the Village and the Forest Preserve. The Will County Forest Preserve will own more of the Preserve, making it easier for them to acquire funding for proper preservation maintenance. The Village will obtain rights to maintain its utilities and any prior damages will be waived. Additionally, the land being transferred will continue to be managed by the Will County Forest Preserve as it currently is. Finally, the Village will continue to be a member of the Thorn Creek Woods Management Commission.

RECOMMENDATION: Authorize the Mayor or Village Manager to sign the attached enabling resolution, Intergovernmental Agreement, and License Agreement with the Will County Forest Preserve.

SCHEDULE FOR CONSIDERATION: This item will appear on the agendas of the Board's Rules and Regular meetings on January 5, 2026 for discussion and approval.

Resolution No. _____

A Resolution Authorizing an Intergovernmental Agreement between the Village of Park Forest and the Will County Forest Preserve District

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et. seq.) authorize units of local government to contract or otherwise associate among themselves to obtain or share services, do, exercise, combine or transfer any power or function in any manner not prohibited by law to use their credit, revenues, and other reserves to pay costs and to service debt related to intergovernmental activities; and;

WHEREAS, the DISTRICT is a body corporate and politic with powers and authority granted pursuant to the Downstate Forest Preserve District Act (70 ILCS 805 et. seq.); and

WHEREAS, the VILLAGE is a municipal corporation and unit of local government with powers and authority granted pursuant to the Illinois Municipal Code; and

WHEREAS, the PARTIES each own portions of the property commonly known as Thorn Creek Woods Nature Preserve ("PRESERVE"), located in Will County, Illinois; and

WHEREAS, the VILLAGE, in the course of maintaining and clearing a watermain line, caused damages to trees and other vegetation on the DISTRICT's portion of PRESERVE; and

WHEREAS, the PARTIES desire to resolve the costs associated with such damages through the transfer of land, rather than monetary reimbursement, that will provide mutual benefits to the long-term management of the PRESERVE; and

WHEREAS, the VILLAGE agrees to convey to the DISTRICT 94.60 acres of the PRESERVE including parcels THOR1A1, A2, A3, A4, A5, A6, and A7 and legally described in Exhibit A; and

WHEREAS, in conjunction with such conveyance, the DISTRICT agrees to grant to the VILLAGE one (1) license area within the property to be conveyed for the continued use, operation, maintenance, and repair of existing stormwater facilities ("FACILITIES"), for a term of ninety-nine (99) years; and

NOW, THEREFORE, BE IT RESOLVED by Mayor and the Board of Trustees of the Village of Park Forest, Cook and Will Counties that the Mayor or Village Manager is hereby authorized to execute said Agreement.

ADOPTED this _____ day of _____ 2026.

ATTEST:

APPROVED:

Mayor/Village President

Village Clerk

**Forest Preserve District of Will County
Thorn Creek Woods Nature Preserve
Ownership of Parcels**

Park Forest 12" Water Main

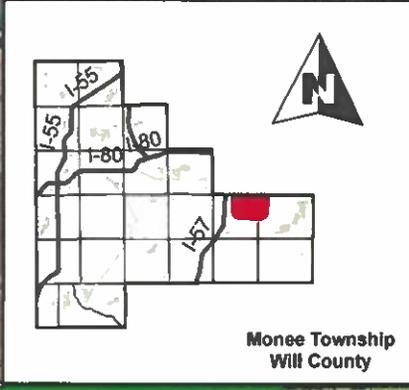
Park Forest Twin-24" Storm Sewers

Transfer to WCFP

PF Maintain Ownership. (Thorn Creek Nature Center Building)

Transfer to WCFP

-  Thorn Creek Woods Nature Preserve Limits
-  Parcels Owned by FPDWC
-  Parcels Owned by Village of Park Forest
-  Parcels Owned by University Park



Q:\Planning\REM-MB\
TCNPParcelOwnersMoneeRd.mxd

0 500 1,000 1,500 2,000 Feet

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE FOREST PRESERVE DISTRICT OF WILL COUNTY
AND THE VILLAGE OF PARK FOREST FOR A LAND TRANSFER AND LICENSE
AGREEMENT AT THORN CREEK WOODS NATURE PRESERVE**

THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”) by and between the FOREST PRESERVE DISTRICT OF WILL COUNTY (“DISTRICT”) and the VILLAGE OF PARK FOREST (“VILLAGE”), collectively (“PARTIES”) and individually (“PARTY”), is entered into this 13th day of November, 2025.

WITNESSETH

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act (5 ILCS 220/1 et. seq.) authorize units of local government to contract or otherwise associate among themselves to obtain or share services, do, exercise, combine or transfer any power or function in any manner not prohibited by law to use their credit, revenues, and other reserves to pay costs and to service debt related to intergovernmental activities; and

WHEREAS, the DISTRICT is a body corporate and politic with powers and authority granted pursuant to the Downstate Forest Preserve District Act (70 ILCS 805 et. seq.); and

WHEREAS, the VILLAGE is a municipal corporation and unit of local government with powers and authority granted pursuant to the Illinois Municipal Code; and

WHEREAS, the PARTIES each own portions of the property commonly known as Thorn Creek Woods Nature Preserve (“PRESERVE”), located in Will County, Illinois; and

WHEREAS, the VILLAGE, in the course of maintaining and clearing a watermain line, caused damages to trees and other vegetation on the DISTRICT’s portion of PRESERVE; and

WHEREAS, the PARTIES desire to resolve the costs associated with such damages through the transfer of land, rather than monetary reimbursement, that will provide mutual benefits to the long-term management of the PRESERVE; and

WHEREAS, the VILLAGE agrees to convey to the DISTRICT 94.60 acres of the PRESERVE including parcels THOR1A1, A2, A3, A4, A5, A6, and A7 and legally described in Exhibit A; and

WHEREAS, in conjunction with such conveyance, the DISTRICT agrees to grant to the VILLAGE one (1) license area within the property to be conveyed for the continued use, operation, maintenance, and repair of existing stormwater facilities (“FACILITIES”), for a term of ninety-nine (99) years; and

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement and other good and valuable consideration acknowledged by the PARTIES upon execution hereof, the PARTIES agree as follows:

1. **INCORPORATION OF RECITALS**

1.01 **Incorporation of Preambles.** The recitals contained in the Preamble hereto are material and are hereby incorporated as part of this Agreement. The PARTIES shall fully cooperate with each other in carrying out the terms of this Agreement and represent that they have full authority to enter into this Agreement pursuant to law.

1.02 **License.** Following approval of Ordinance No. 696 by the Board of Commissioners of the DISTRICT, the PARTIES shall execute Public Utility License No. 25-23 shown in Exhibit B.

2. **PARTY RESPONSIBILITIES**

VILLAGE OF PARK FOREST:

2.01 The VILLAGE agrees to convey a fee simple title of approximately 94.60 acres of land through a quit claim deed as legally described in Exhibit A within the PRESERVE to the DISTRICT.

2.02 The VILLAGE agrees to enter into license agreement 25-23 for the use, operation, maintenance, and repair of the FACILITIES within the defined license area.

2.03 The VILLAGE agrees to retain ownership of Parcel Identification Number (PIN) 21-14-02-403-016-0000, consisting of approximately 9.63 acres, containing the Thorn Creek Nature Center.

2.04 The VILLAGE agrees to continue its participation as a member of the Thorn Creek Woods Management Commission.

FOREST PRESERVE DISTRICT:

2.05 The DISTRICT agrees to accept the conveyance of 94.60 acres of land, as legally described in Exhibit A within the PRESERVE, as full and final satisfaction of all fees related to tree and other vegetation damages.

2.06 The DISTRICT agrees to grant the VILLAGE License Agreement No. 25-23 for a ninety-nine (99) year term, authorizing the use, operation, maintenance, and repair of the FACILITIES within the defined license area.

2.07 The DISTRICT shall waive any license fees associated with License No. 25-23, acknowledging that the FACILITIES are already in place prior to the land conveyance.

2.08 The DISTRICT agrees to preserve all existing annexations associated with the property to be conveyed.

3. **NOTICES**

Any notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, or by personal service, to the persons and addresses indicated below:

Forest Preserve District of Will County

Executive Director
Forest Preserve District of Will County
17540 W. Laraway Road
Joliet, IL 60433

Village of Park Forest
350 Victory Drive
Park Forest, IL 60466

4. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representatives of the PARTIES.

5. If any provision of this Agreement is held illegal or unenforceable in a judicial proceeding, such provision shall be severed and shall be inoperative, and, provided that the fundamental terms and conditions of this Agreement remain legal and enforceable, the remainder of this Agreement shall remain operative and binding on the PARTIES.

6. This Agreement constitutes the sole agreement of the PARTIES with respect to its subject matter. It supersedes any prior written or oral agreements or communications between the PARTIES.

7. If either PARTY fails to require the other to perform any term of this Agreement, that failure does not prevent the PARTY from later enforcing that term. If either PARTY waives the other's breach of a term, that waiver is not treated as waiving a later breach of the same term.

8. If the services of an attorney are required by any PARTY to secure the performance under this Agreement or otherwise upon the breach or default of the other PARTY to this Agreement, or if any judicial remedy is necessary to enforce or interpret any provision of this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees, costs and other expenses, in addition to any other relief to which such prevailing party may be entitled.

IN WITNESS HEREOF, the PARTIES hereto have executed this Agreement on date indicated above.

{signature page to follow}

**FOREST PRESERVE DISTRICT OF
WILL COUNTY**

VILLAGE OF PARK FOREST

Representative: Destinee Ortiz

Representative: _____

Title: President

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

Witnessed By: Mica Carnahan-Freeman

Witnessed By: _____

Title: Secretary

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

EXHIBIT A
Legal Description

PARCEL 1:

LOT 8 (EXCEPT THE SOUTH 378 FEET THEREOF) IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN IN WILL COUNTY, ILLINOIS.

PARCEL 2:

THAT PART OF THE NORTHEAST 1/4 LYING SOUTH OF MONEE ROAD, BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.

PARCEL 3:

THE EAST PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST, LYING SOUTH AND EAST OF THE ROAD (EXCEPT THAT PART TAKEN BY DOCUMENT NO. 885351 TO BISHOP MCNAMARA DESCRIBED AS FOLLOWS: PART OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 2, LYING EASTERLY OF MONEE ROAD DESCRIBED AS FOLLOWS: BEGINNING 1375 FEET WEST OF THE SOUTHEAST 1/4 AND 200 FEET NORTH OF THE SOUTH LINE OF THE NORTH 1/2 OF THE SOUTHEAST 1/4 OF SECTION 2, THENCE WEST 531.91 FEET, THENCE NORTHWESTERLY ON A LINE DRAWN NORMAL TO THE EAST LINE OF MONEE ROAD (EASTERLY LINE IS 40 FEET EAST OF THE CENTERLINE) TO A POINT ON SAID LINE THAT IS 330 FEET NORTHEASTERLY, MEASURED ALONG THE EAST LINE OF MONEE ROAD, 159.9 FEET TO AN ANGLE POINT, THENCE CONTINUING ON EASTERLY LINE 677.59 FEET, THENCE SOUTHEASTERLY 288.51 FEET TO A LINE 1375 FEET WEST OF AND PARALLEL TO THE EAST LINE OF THE SOUTHEAST 1/4, THENCE SOUTH 621.56 FEET TO THE POINT OF BEGINNING).

PARCEL 4:

THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.

PARCEL 5:

THE SOUTH 653 FEET OF THE EAST 495 FEET OF THE WEST 2145 FEET OF THE NORTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.

ALSO

THE WEST 50 FEET OF THE EAST 495 FEET OF THE WEST 2145 FEET OF THE NORTH 1/2 OF THE NORTHWEST 1/4 (EXCEPT THEREFROM THE SOUTH 653 FEET IN SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST AND EXCEPT THE NORTH 50 FEET THEREOF PER PLAT DEDICATION R77-4448 FOR ROADWAY PURPOSES), IN WILL COUNTY, ILLINOIS.

PARCEL 6:

THE NORTH 1/2 OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13), IN WILL COUNTY, ILLINOIS.

PARCEL 7:

THE NORTH 1/2 OF THE WEST 1/2 OF LOT 4 IN THE SOUTHWEST 1/4 OF THE NORTHEAST OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.

EXHIBIT B
License No. 25-23

PUBLIC UTILITY LICENSE AGREEMENT

LICENSE NO. 25-23

ORDINANCE 696

TRACT NO. 633

Village of Park Forest

Thorn Creek Woods Nature Preserve

This Agreement made and entered into this November day of 13, 2025, by Board approval, Ordinance No. 696 and by signature of both parties, by and between the Forest Preserve District of Will County (“LICENSOR”), a body corporate and politic, with principal offices at 17540 West Laraway Road, Joliet, Illinois 60433, and the Village of Park Forest (“LICENSEE”), an Illinois municipal corporation, with principal offices at 350 Victory Drive, Park Forest, IL 60466.

WHEREAS, the LICENSOR is the owner of the property known as Tract 633 in Thorn Creek Woods Nature Preserve (“PRESERVE”), within Parcel Identification Number 21-14-02-220-001-0000 and is authorized by State Statute (70 ILCS 805/6) to grant licenses “for the construction, operation and maintenance upon, under or across any property of such District of facilities for water, sewage, telephone, telegraph, electric, gas or other public service, subject to such terms and conditions as may be determined by such District.” LICENSOR’s Ordinances and Policies allow the granting of utility, transportation, and ingress/egress licenses which do not contradict its mandate, ordinances, or policies, and which provide a public benefit; and

WHEREAS, the LICENSEE requires a license from the LICENSOR to continue using, operating, maintaining, and repairing its two (2) twenty-four (24) inch gravity storm drain pipes and outlet located within the defined license area (“FACILITIES”) within the PRESERVE, legally described on the attached Plat of License with legal descriptions (Exhibit A), identified as “LICENSE AREA” of 3,401 square feet.

WHEREAS, the LICENSOR is willing to grant such license upon the terms and conditions set forth as follows.

1. The recitals and preambles to this agreement are hereby incorporated as if fully set forth in this Paragraph 1.
2. The LICENSOR hereby grants to the LICENSEE a renewable, non-exclusive license for a term of ninety-nine (99) years, commencing the 13th day of November, 2025 (“COMMENCEMENT DATE”) for the purpose of using, operating, maintaining, repairing, and removing the FACILITIES within the LICENSE AREA, and this Agreement shall terminate on the 13th day of November, 2124 (“TERMINATION DATE”).
3. No license fees will be charged, acknowledging that the FACILITIES were in place prior to the LICENSOR owning the property where the FACILITIES are located.

4. (a) It is understood and agreed to by the parties that the LICENSEE is responsible for the safe and efficient provision of the FACILITIES which are intended to remain in place for the duration of this Agreement. For this reason, upon expiration of this Agreement, the parties will make reasonable efforts to renegotiate this Agreement according to the then-existing policies of the LICENSOR and the LICENSEE, respectively, and under reasonable terms and conditions. If LICENSEE desires to renew this Agreement, the LICENSEE shall contact the LICENSOR no less than One Hundred Twenty (120) days prior to the Termination Date of this Agreement.

(b) Should this Agreement not be renewed, the LICENSEE will peaceably quit and surrender the License Area to the LICENSOR and will, at LICENSEE's sole cost and expense, and unless otherwise approved in writing by LICENSOR, remove all the LICENSEE's FACILITIES (including all installations, improvements, etc.), and will restore any and all damaged property caused by the removal of the FACILITIES to the reasonable satisfaction of the LICENSOR. Removal and restoration shall be completed by the LICENSEE within One Hundred Twenty (120) days of the termination of this Agreement, unless otherwise authorized in writing by the LICENSOR. If removal and restoration is not completed within this time, then the LICENSOR may complete the removal and restoration, and LICENSEE shall reimburse LICENSOR for all costs and expenses in connection with such removal and/or restoration, including but not limited to employee compensation, cost of supplies and labor, and contractors total expenses. This section shall survive the termination of this Agreement.

5. The LICENSEE shall assume all risks and liabilities for damages, injuries, or loss to either property or persons which may be incurred by the LICENSEE or its agents, contractors, subcontractors and invitees and any employees of each of them on LICENSOR's property, including but not limited to the PRESERVE and LICENSE AREA, except for those risks and liabilities caused by the intentional acts or omissions of LICENSOR.

6. This non-exclusive License as herein granted may be used by the LICENSEE solely for the purpose using, operating, maintaining, and repairing its FACILITIES within the LICENSE AREA. The LICENSEE does not have the right to license or otherwise grant or assign rights in, on, under, or across the LICENSE AREA to other parties.

7. The LICENSEE shall always conduct its activities within the LICENSE AREA in such a manner as not to unreasonably interfere with or otherwise impede the LICENSOR's use, management, maintenance, and development of the PRESERVE.

8. The LICENSEE agrees to indemnify, defend and hold harmless the LICENSOR, its officers, directors, agents and employees from and against all claims, demands, actions, or suits in law or in equity (including costs and expenses such as reasonable attorney's fees and expert witness fees incident thereto) for, or on account of, injury, damage or loss to the person, including death, or property of others caused or allegedly caused by the LICENSEE or its agents, contractors, subcontractors, and invitees and any employees of each of them within or on LICENSOR's property (not limited to the

License #25-23

License Area) while using, maintaining, operating, repairing, and removing the FACILITIES or otherwise exercising any of its rights granted under this Agreement, including, but not limited to any claims, demands, actions or suits brought by employees of LICENSEE, its agents, contractors, and subcontractors. Additionally, LICENSEE agrees to indemnify, defend and hold harmless the LICENSOR, its officers, directors, agents and employees from and against all claims, demands, actions, or suits in law or in equity or pursuant to statute (including costs and expenses such as reasonable attorney's fees and expert witness fees incident thereto) for, or on account of, any mechanic's lien or claim against District property or District funds brought by, on behalf of, or through LICENSEE or its agents, contractors, subcontractors, and any of their employees, agents, subcontractors and invitees as a result of using, constructing, maintaining, operating, repairing, removing, restoring the FACILITIES, or any other activity otherwise done at the request, direction, or instruction of or for LICENSEE in its exercise of the rights granted herein.

9. If the services of an attorney are required by any party to secure the performance under this Agreement or otherwise upon the breach or default of the other party to the Agreement, or if any judicial remedy is necessary to enforce or interpret any provision of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs and other expenses, in addition to any other relief to which such prevailing party may be entitled.

10. Special Use Permits shall be secured from the LICENSOR by the LICENSEE, its contractors, subcontractors, and any others doing work at the request, direction or instruction of or for LICENSEE prior to any and all work within or on LICENSOR property, including the LICENSE AREA. Except in emergencies, the LICENSEE shall provide the LICENSOR with any request involving the need to remove any tree more than two (2) inches diameter at four (4) feet above ground level at least three (3) business days prior to any excavation or vegetation removal conducted in connection with the use, construction, maintenance, operation, inspection, repair, removal, or restoration within the License Area.

11. Except in emergencies, the LICENSEE shall provide the LICENSOR with forty-eight (48) hours advance notice prior to any activity within the LICENSE AREA which is being taken pursuant to the LICENSEE's rights granted herein. LICENSEE will use commercially reasonable efforts to notify (via telephone or electronic mail) LICENSOR of any emergency work necessary to prevent imminent injury, death, or loss of service and in such cases may proceed to correct/address such emergent work and shall contact LICENSOR after completion of such work and will submit an application for a Special Use Permit in accordance with Paragraph 10 within forty-eight 48-hours after work commences for any emergency activities.

12. The provisions of any of the LICENSOR's currently existing agreements with respect to the LICENSE AREA, and all rights, powers, privileges, duties, obligations, and liabilities created thereby, shall remain in full force and effect, and are not affected hereby except to the extent and in the manner set forth herein. LICENSEE's rights and

obligations hereunder are subject to the rights, powers, privileges, duties, obligation, and liabilities under such existing agreements.

13. Except as provided in paragraph 15, should the LICENSEE cause any damage to the PRESERVE in the carrying out its rights and obligations under this Agreement, then the LICENSEE shall restore the PRESERVE or District property to the LICENSOR's sole, but reasonable satisfaction. LICENSEE shall do so at its own cost and expense. Should damage to the Preserve or to any fixture or to any tree in excess of two (2) inches diameter (when measured four (4) feet above ground level) on LICENSOR's property occur due to LICENSEE's using, operating, maintaining, and repairing its FACILITIES, the LICENSEE shall restore the LICENSOR's property to the reasonable satisfaction of the LICENSOR upon completion of construction, installation, operation, maintenance, repair, removal, or other activities.

14. The LICENSEE is responsible for procuring all necessary Federal, State, County, and municipal permits, variances, signoffs, etc., required to use, construct, install, operate, remove, repair, or maintain the fixtures, appliances, etc., for the purpose of this Agreement. Should the LICENSEE perform any grading, leveling, digging or excavation on the License Area, the LICENSEE shall comply with all notice requirements of J.U.L.I.E. The LICENSEE shall provide copies of all applications, baseline information, natural and cultural resource data reports, Environmental Impact Statements, and Environmental Assessment Reports required by any permitting or reviewing agencies for the LICENSOR's review and comment prior to performance of any work under this Agreement in the LICENSE AREA. Proof of permits and signoffs will be required prior to excavation, earthwork or clearing.

15. Special Conditions:

- A. LICENSEE shall ensure that construction warning signs, fences, and erosion control measures are installed prior to any work being performed within the LICENSE AREA.
- B. LICENSEE understands and agrees that prior to entering onto the license area LICENSEE, its employees, contractors, and subcontractors must apply for and be awarded a Special Use Permit by the LICENSOR.
- C. LICENSEE understands and agrees that neither the contractor nor any subcontractors shall drive on or otherwise use the recreational trail to access the license area.
- D. LICENSEE understands and agrees that should any portion of the property be impacted by any work done by or on its behalf pursuant to the rights granted by this Agreement, that portion shall be restored to the original condition, including topsoil placement, turf seeding, and excelsior blanket installation, all to the satisfaction of LICENSOR.

License #25-23

- E. The LICENSEE must obtain a permit from the Illinois Nature Preserves Commission (INPC) before performing any work within the PRESERVE.

16. This Agreement and the covenants contained herein shall extend to and be binding upon the successors and assigns of the parties hereto. Failure to comply with any of the conditions of this Agreement after notice and reasonable opportunity to cure shall make it null and void and require removal of all LICENSEE's FACILITIES and restoration by the LICENSEE of the License Area in conformity with the requirement of Paragraph 4(b), above. Nothing herein shall be construed to give LICENSEE any rights in the License Area other than as specifically set forth in this Agreement.

17. If any provision of this Agreement is held illegal or unenforceable in a judicial proceeding, such provision shall be severed and shall be inoperative, and, provided that the fundamental terms and conditions of this Agreement (including, without limitation, Paragraph 4 and Paragraph 13) remain legal and enforceable, the remainder of this Agreement shall remain operative and binding on the Parties

IN WITNESS WHEREOF, the parties have executed this instrument the day and year first referenced above.

LICENSEE:
Village of Park Forest

LICENSOR:
Forest Preserve District of Will County

Representative: _____
Title: _____
Representing: _____

Representative: Destinee Ortiz
Title: President, Board of Commissioners
Representing: Forest Preserve District of Will County

Signature: _____

Signature: _____

Date: _____

Date: _____

Witnessed by: _____
Title: _____

Witnessed by: Mica Carnahan-Freeman
Title: Secretary, Board of Commissioners

Signature: _____

Signature: _____

Date: _____

Date: _____

Notarization:

State of Illinois)
) ss.
County of Will)

I, the undersigned, a Notary Public in, and for said County, in the State aforesaid, DO HEREBY CERTIFY that Destinee Ortiz and Mica Carnahan-Freeman, personally known to me to be the President and Secretary, respectively, of the **Forest Preserve District of Will County Board of Commissioners**, and to be the same persons whose names are subscribed to the foregoing instrument as such President and Secretary, respectively, appeared before me this day in person and acknowledged that they signed, sealed, and delivered the said instrument as their free and voluntary act and as the free and voluntary act of said entity for the uses and purposes therein set forth; and on their respective oaths stated that ___ were duly authorized to executed said instrument, and that the seal affixed thereto is the seal of said entity.

Witness my hand and official seal, this ___ day of _____, ___ at ___.

Notary Public in and for said County

My Commission Expires:_____

After recording, return a copy of the recorded License to:

Angie Potter - Real Estate Manager
Forest Preserve District of Will County
17540 West Laraway Road
Joliet, Illinois 60433

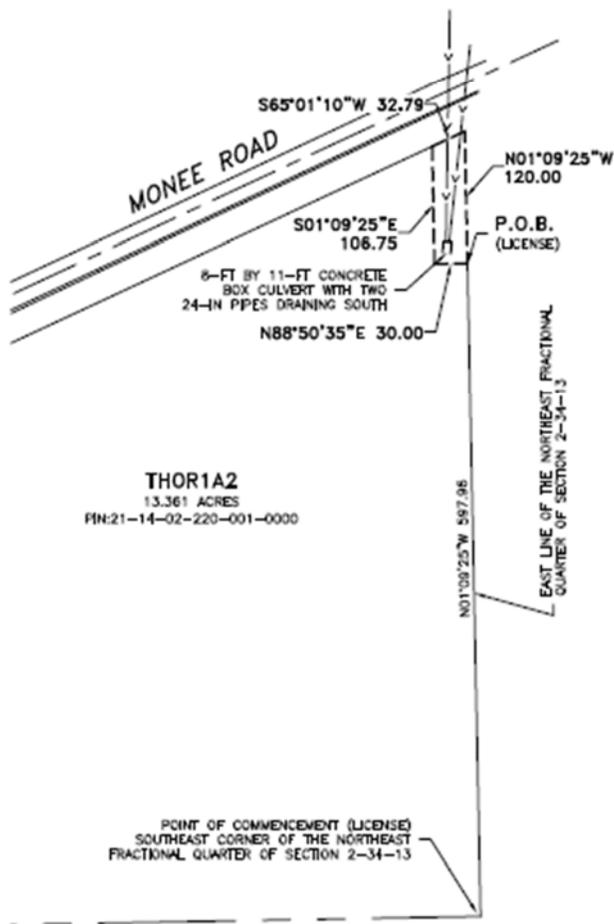
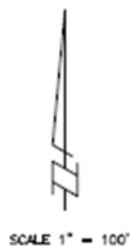
PLAT OF LICENSE

(FPDWC TRACT 633)

P.I.N.:
21-14-02-220-001-0000
ADDRESS:
MONEE ROAD
PARK FOREST, ILLINOIS

LEGAL DESCRIPTION - LICENSE AREA

THAT PART OF THE NORTHEAST FRACTIONAL QUARTER OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID NORTHEAST FRACTIONAL QUARTER; THENCE NORTH 01 DEGREES 09 MINUTES 25 SECONDS WEST ALONG THE EAST LINE OF SAID NORTHEAST FRACTIONAL QUARTER, 597.96 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 01 DEGREES 09 MINUTES 25 SECONDS WEST ALONG SAID EAST LINE, 120.00 FEET; THENCE SOUTH 65 DEGREES 01 MINUTES 10 SECONDS WEST ALONG THE SOUTHEASTERLY LINE OF MONEE ROAD, 32.79 FEET TO A POINT ON THE WEST LINE OF THE EAST 30.00 FEET OF AFORESAID NORTHEAST FRACTIONAL QUARTER; THENCE SOUTH 01 DEGREES 09 MINUTES 25 SECONDS EAST ALONG SAID WEST LINE, 106.75 FEET; THENCE NORTH 88 DEGREES 50 MINUTES 35 SECONDS EAST 30.00 FEET TO THE POINT OF BEGINNING, IN WILL COUNTY, ILLINOIS. Containing 0.078 acres (3,401 square feet) more or less.



STATE OF ILLINOIS)
COUNTY OF WILL) SS

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE PREPARED THE FORGOING PLAT FOR THE PURPOSES OF GRANTING A LICENSE ACROSS THE ABOVE DESCRIBED LAND TO THE VILLAGE OF PARK FOREST AND THAT THE PLAT IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST HILL, ILLINOIS.

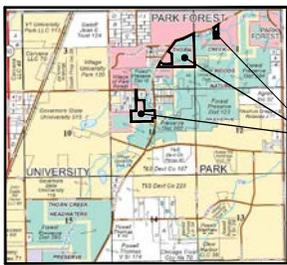
THIS 22th DAY OF September 2025, A.D.

Christopher M. Papesh

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
LICENSE EXPIRATION DATE: 11/30/2028
cpapesh@geotechincorp.com



GEOTECH INC.			
CONSULTING ENGINEERS - LAND SURVEYORS			
1207 CEDARWOOD DRIVE		CREST HILL, ILLINOIS 60403	
		815/730-1010	
PROJECT: FPDWC - PLAT OF LICENSE	FIELD BOOK #:		
DRAWN BY: CP	DATE: 09.22.25	SCALE: 1"=100'	JOB NO. 21913
COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES.			



LOCATION MAP

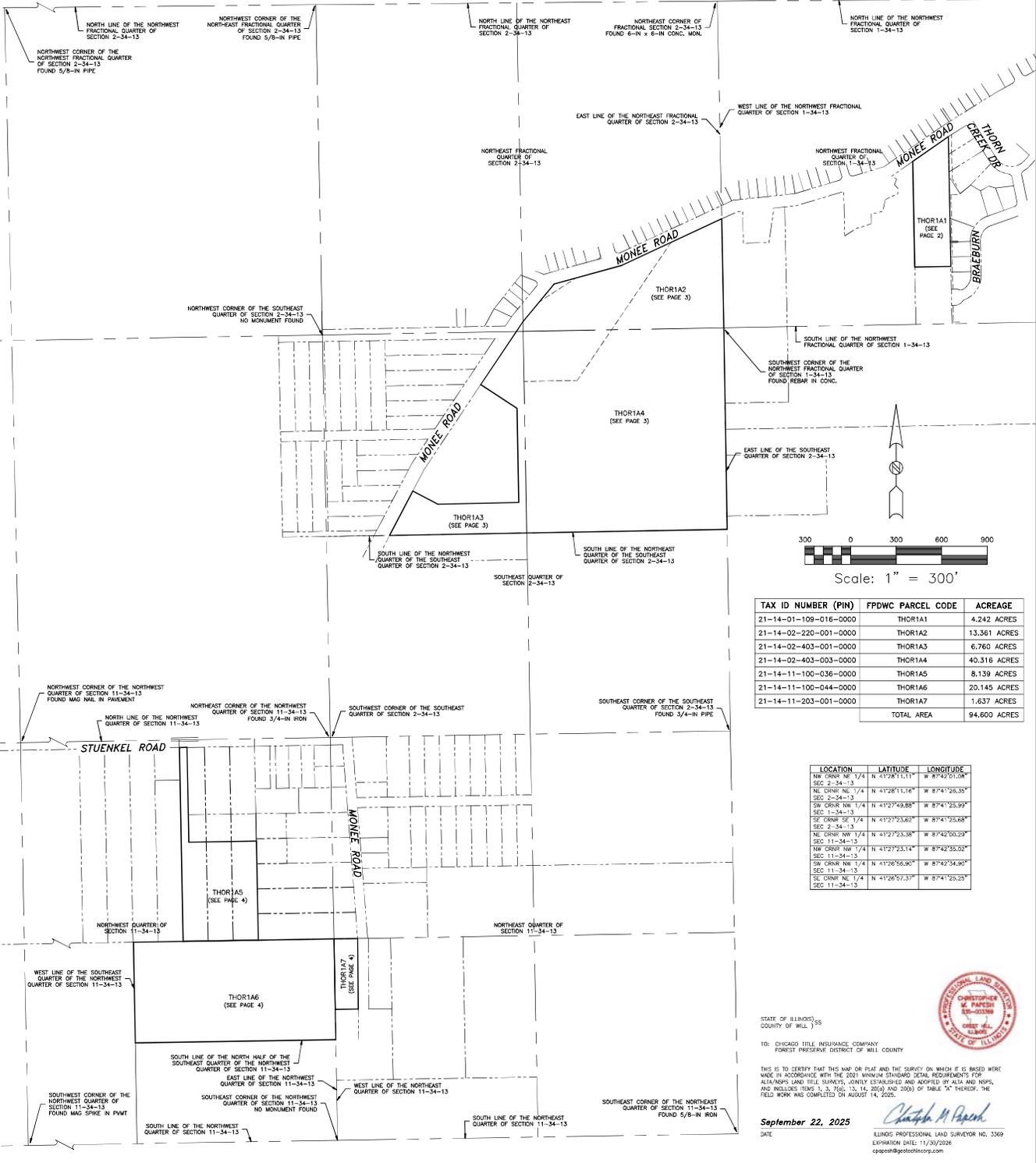
ALTA/NSPS LAND TITLE SURVEY

(FPDWC TRACT 633 - 94.600 ACRES)
(PARCELS THOR1A1, A2, A3, A4, A5, A6, & A7)

P.L.N.
21-14-01-109-016-0000 (P1)
21-14-02-220-001-0000 (P2)
21-14-02-403-001-0000 (P3)
21-14-02-403-003-0000 (P4)
21-14-11-100-036-0000 (P5)
21-14-11-100-044-0000 (P6)
21-14-11-203-001-0000 (P7)

SURVEYED PROPERTIES

PARCEL 1: LOT 8 (EXCEPT THE SOUTH 378 FEET THEREOF) IN THE SUBDIVISION OF THE NORTHWEST 1/4 OF SECTION 1, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN IN WILL COUNTY, ILLINOIS.
PARCEL 2: THAT PART OF THE NORTHEAST 1/4 LYING SOUTH OF MONEE ROAD, BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.
PARCEL 3: THE EAST PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST, LYING SOUTH AND EAST OF THE ROAD (EXCEPT THAT PART TAKEN BY DOCUMENT NO. 885351 TO BISHOP MONAMARA DESCRIBED AS FOLLOWS: PART OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 2, LYING EASTERLY OF MONEE ROAD DESCRIBED AS FOLLOWS: BEGINNING 1376 FEET WEST OF THE SOUTHWEST 1/4 AND 200 FEET NORTH OF THE SOUTH LINE OF THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 2, THENCE WEST 531.91 FEET, THENCE NORTHWESTERLY ON A LINE DRAWN NORMAL TO THE EAST LINE OF MONEE ROAD (EASTERLY LINE IS 40 FEET EAST OF THE CENTERLINE) TO A POINT ON SAID LINE THAT IS 330 FEET NORTHEASTERLY, MEASURED ALONG THE EAST LINE OF MONEE ROAD, 1958.9 FEET TO AN ANGLE POINT, THENCE CONTINUING ON EASTERLY LINE 477.54 FEET, THENCE SOUTHWESTERLY 288.51 FEET TO A LINE 1376 FEET WEST OF AND PARALLEL TO THE EAST LINE OF THE SOUTHWEST 1/4, THENCE SOUTH 821.56 FEET TO THE POINT OF BEGINNING).
PARCEL 4: THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.
PARCEL 5: THE SOUTH 653 FEET OF THE EAST 495 FEET OF THE WEST 2145 FEET OF THE NORTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.
PARCEL 6: THE WEST 50 FEET OF THE EAST 495 FEET OF THE WEST 2145 FEET OF THE NORTH 1/2 OF THE NORTHWEST 1/4 (EXCEPT THEREFROM THE SOUTH 653 FEET IN SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST AND EXCEPT THE NORTH 50 FEET THEREOF PER PLAT DEDICATION R70-4448 FOR ROADWAY PURPOSES), IN WILL COUNTY, ILLINOIS.
PARCEL 7: THE NORTH 1/2 OF THE SOUTH 1/2 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPT THE NORTH 1/2 OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13), IN WILL COUNTY, ILLINOIS.
PARCEL 8: THE NORTH 1/2 OF THE WEST 1/2 OF LOT 4 IN THE SOUTHWEST 1/4 OF THE NORTHEAST OF SECTION 11, TOWNSHIP 34 NORTH, RANGE 13 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN WILL COUNTY, ILLINOIS.



TAX ID NUMBER (PIN)	FPDWC PARCEL CODE	ACREAGE
21-14-01-109-016-0000	THOR1A1	4.242 ACRES
21-14-02-220-001-0000	THOR1A2	13.361 ACRES
21-14-02-403-001-0000	THOR1A3	6.760 ACRES
21-14-02-403-003-0000	THOR1A4	40.316 ACRES
21-14-11-100-036-0000	THOR1A5	8.139 ACRES
21-14-11-100-044-0000	THOR1A6	20.145 ACRES
21-14-11-203-001-0000	THOR1A7	1.637 ACRES
TOTAL AREA		94.600 ACRES

LOCATION	LATITUDE	LONGITUDE
NW CORN NW 1/4 SEC 2-34-13	N 41°28'11.11"	W 87°42'01.08"
NE CORN NE 1/4 SEC 2-34-13	N 41°28'11.16"	W 87°41'58.35"
SW CORN NW 1/4 SEC 1-34-13	N 41°27'43.88"	W 87°41'53.99"
SE CORN SE 1/4 SEC 2-34-13	N 41°27'53.62"	W 87°41'55.68"
NE CORN NW 1/4 SEC 11-34-13	N 41°27'23.38"	W 87°42'00.23"
NW CORN NW 1/4 SEC 11-34-13	N 41°27'23.14"	W 87°42'35.02"
SW CORN NW 1/4 SEC 11-34-13	N 41°28'56.90"	W 87°42'34.90"
SE CORN NE 1/4 SEC 11-34-13	N 41°28'57.37"	W 87°41'53.25"



STATE OF ILLINOIS)
COUNTY OF WILL)
SS
TO: CHICAGO TITLE INSURANCE COMPANY
FOREST PRESERVE DISTRICT OF WILL COUNTY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, ZONING ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 3, 7(a), 13, 14, 20(a) AND 20(b) OF TABLE "A" THEREOF. THE FIELD WORK WAS COMPLETED ON AUGUST 14, 2025.

Christopher M. Papesh
DATE: September 22, 2025
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
EXPIRATION DATE: 11/30/2028
capesp@geotechincorp.com

1

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403 815/730-1010

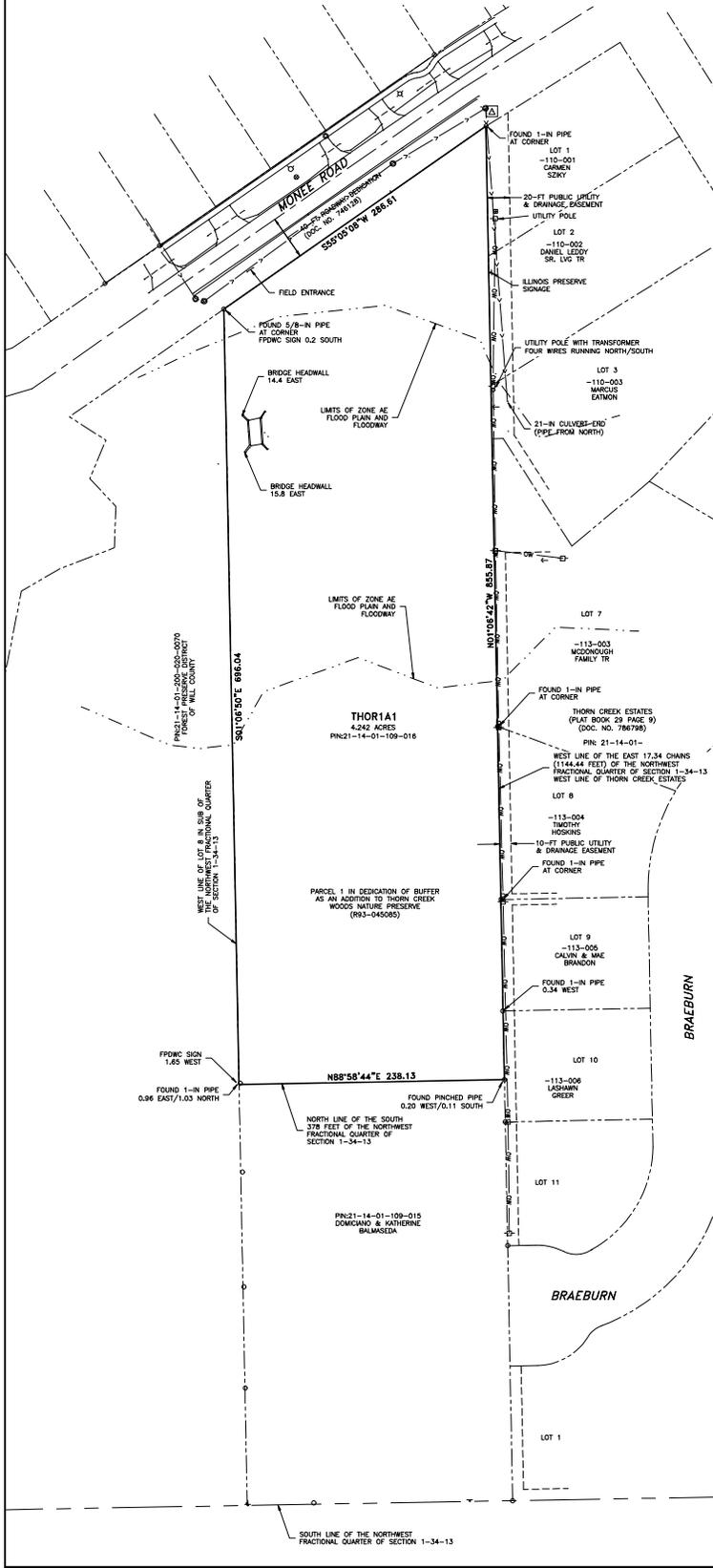
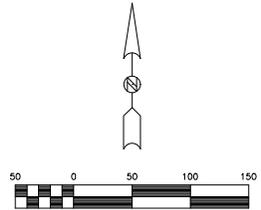
PART OF SECTIONS
1, 2, & 11-34-13

ORDERED BY:
FOREST PRESERVE DISTRICT OF WILL COUNTY
17642 W LARABY ROAD
JOLIET, IL 60433
DRAWN BY: CMP DATE: 06/28/2025
CHECKED BY: CMP/CJT JOB #: GJN21913

DATE BY REVISION

ALTA/NSPS LAND TITLE SURVEY

(FPDWC TRACT 633 - 94.600 ACRES)
(PARCELS THOR1A1, A2, A3, A4, A5, A6, & A7)



CHICAGO TITLE INSURANCE COMPANY ALTA COMMITMENT FOR TITLE INSURANCE -
SCHEDULE B, PART II COMMITMENT NO.: 24006311WJ
COMMITMENT DATE: AUGUST 14, 2024 (09.06.24)

EXCEPTIONS	DESCRIPTION OF DOCUMENT	DOC. NO.	LOCATED ON SURVEY
1	RIGHTS OF CLAIMS OF POSSESSION, NOT RECORDED	N/A	NOT SURVEY RELATED
2	ANY ENCROACHMENT, ENCUMBRANCE, ETC.	N/A	SHOWN ON SURVEY
3	EASEMENTS OR CLAIMS, NOT RECORDED	N/A	NOT SURVEY RELATED
4	ANY LIEN OR RIGHT TO LIEN, NOT RECORDED	N/A	NOT SURVEY RELATED
5	TAXES OR SPECIAL ASSESSMENTS, NOT RECORDED	N/A	NOT SURVEY RELATED
6	PROVIDE PROPERLY EXECUTED ALTA STATEMENT	N/A	NOT SURVEY RELATED
7	ANY DEFECT, LIEN, ENCUMBRANCE, ETC. AFTER COMMIT. DATE	N/A	NOT SURVEY RELATED
A	TAXES FOR 2024 - PIN: 21-14-01-109-016-0000 (P1)	N/A	NOT SURVEY RELATED
B	TAXES FOR 2024 - PIN: 21-14-02-220-001-0000 (P2)	N/A	NOT SURVEY RELATED
C	TAXES FOR 2024 - PIN: 21-14-02-403-001-0000 (P3)	N/A	NOT SURVEY RELATED
D	TAXES FOR 2024 - PIN: 21-14-02-403-001-0000 (P4)	N/A	NOT SURVEY RELATED
E	TAXES FOR 2024 - PIN: 21-14-11-100-036-0000 (P5)	N/A	NOT SURVEY RELATED
F	TAXES FOR 2024 - PIN: 21-14-11-100-044-0000 (P6)	N/A	NOT SURVEY RELATED
G	TAXES FOR 2024 - PIN: 21-14-11-203-001-0000 (P7)	N/A	NOT SURVEY RELATED
H	INFORMATION REGARDING "MAIL TO" ADDRESS ON TAX BILL	N/A	NOT SURVEY RELATED
I	SEARCH DID NOT DISCLOSE ANY OPEN MORTGAGES, ETC.	N/A	NOT SURVEY RELATED
L	COMMITMENT LEGAL DESCRIPTION IS FOR CONVENIENCE ONLY	N/A	NOT SURVEY RELATED
J	PROVIDE ORDINANCE/RESOLUTION APPROVING CONVEYANCE	N/A	NOT SURVEY RELATED
T	TERMS, PROVISIONS OF TRUST WHICH HELDS TITLE (P2-4)	N/A	NOT SURVEY RELATED
U	NOTE REGARDING TITLE HELD IN ILLINOIS LAND TRUST (P2-4)	N/A	NOT SURVEY RELATED
K	PROOF OF COMPLIANCE FOR GOVERNMENT HELD TITLE	N/A	NOT SURVEY RELATED
AS	PROVIDE TITLE COMPANY PURCHASE PRICE	N/A	NOT SURVEY RELATED
M	EXISTING UNRECORDED LEASES AND ALL RIGHTS	N/A	NOT SURVEY RELATED
AT	ADDRESS MUNICIPAL REQUIREMENTS PRIOR TO CLOSING	N/A	NOT SURVEY RELATED
N	PLAY ACT AFFIDAVIT NEEDS TO ACCOMPANY CONVEYANCE	(789 ILS 209/1 ET SEQ.)	NOT SURVEY RELATED
R	RIGHTS OF PUBLIC FOR LAND TAXES FOR ROADWAY PURPOSE	N/A	NOT SURVEY RELATED
P	RIGHTS OF WAY FOR ABOVE & BELOW GROUND DRAINAGE	N/A	NOT SURVEY RELATED
Q	RIGHTS OF ADJACENTS TO UNDEVELOPED WATER FLOW	N/A	NOT SURVEY RELATED
1	RIGHTS OF PUBLIC FOR ROADWAY DEDICATION (P1)	DOC. NO. 746128	SHOWN ON SURVEY
S	COVENANTS/RESTRICTIONS IN DEED (P1)	R71-4293	NOT SURVEY RELATED
V	RIGHTS OF PUBLIC FOR ROADWAY DEDICATION (P2-4)	DOC. NO. 960353	SHOWN & SEE SURVEY NOTES
W	GRANT TO PRIVATE PIPELINE COMPANY & ASSIGNMENT (P2-4)	DOC. NOS. 319272 & 680578	SEE SURVEY NOTES
X	AMERICAN COMMUNITY BUILDERS SEWERAGE EASEMENT (P2-4)	DOC. NO. 630378	SEE SURVEY NOTES
Y	PUBLIC SERVICE COMPANY EASEMENT (P2-4)	DOC. NO. 636239	SHOWN & SEE SURVEY NOTES
Z	TERMS/RESTRICTIONS AS INCORPORATED IN RECORD DOC. (P2-4)	R65-12334	NOT SURVEY RELATED
AA	EDUCATIONAL DEED RESTRICTIONS (P2-4)	R65-12332 & R65-12333	NOT SURVEY RELATED
AB	LIMITATIONS TO THIS TITLE POLICY, TRUST NO. 26768 (P2-4)	DOC. NO. 860709	NOT SURVEY RELATED
AD	TERMS OF ORDINANCE FOR LAND ACQUISITIONS (P2-4)	R70-5643	NOT SURVEY RELATED
AD	TERMS OF ORDINANCE FOR LAND ACQUISITIONS (P2-4)	R70-13642	NOT SURVEY RELATED
AE	COVENANTS, CONDITIONS, & RESTRICTIONS (P2-4)	R74-15223	NOT SURVEY RELATED
AF	PUBLIC ROAD AND UTILITY EASEMENT GRANT (P2)	R78-31357	SHOWN ON SURVEY
AG	DEED RESTRICTIONS RELATED TO BUILDING LOCATIONS (P5)	DOC. NOS. 695239 & 844127	NOT SURVEY RELATED
AH	GRANT TO NORTHERN ILLINOIS GAS FOR PIPELINE (P5)	DOC. NO. 913270	SHOWN ON SURVEY
AI	DEED RESTRICTIONS RELATED TO BUILDING LOCATIONS (P5)	DOC. NO. 568972	NOT SURVEY RELATED
AJ	DEED RESTRICTIONS RELATED TO BUILDING LOCATIONS (P5)	DOC. NO. 844127	NOT SURVEY RELATED
AK	TERMS OF ORDINANCE FOR PROPERTY ACQUISITION (P5)	R69-11456	NOT SURVEY RELATED
AL	TERMS OF ORDINANCE FOR PROPERTY ACQUISITION (P5)	R70-1101	NOT SURVEY RELATED
AM	RIGHTS OF PUBLIC FOR ROADWAY DEDICATION (P7)	DOC. NO. 971752	SHOWN ON SURVEY
AN	TERMS FOR DEDICATION OF NATURE PRESERVE (P6-7)	R78-26863	NOT SURVEY RELATED
AO	NORTHERN ILLINOIS GAS EASEMENT (P6-7)	R78-46632	SEE SURVEY NOTES
AP	TERMS OF ANNEXATION AGREEMENT (P6-7)	R72-18403	NOT SURVEY RELATED
AQ	ALLOW AMPLE TIME FOR ENDORSEMENT REQUESTS	N/A	NOT SURVEY RELATED
AR	NOTE REGARDING SCHEDULING CLOSINGS	N/A	NOT SURVEY RELATED

SURVEY NOTES:

- THE CHICAGO TITLE INSURANCE COMPANY, COMMITMENT FOR TITLE INSURANCE, COMMITMENT NUMBER 24006311WJ, WITH A COMMITMENT DATE OF AUGUST 14, 2024, LAST PRINT DATE 09.06.24, WAS USED DURING THE PREPARATION OF THIS PLAT AND SURVEY.
- TABLE X, OPTIONAL SURVEY RESPONSIBILITIES AND SPECIFICATIONS, ITEM 20(C) SHALL BE "ACREAGE OF EACH PARCEL WITH PARCEL NAME AND P.L.N. INSIDE THE DRAWING AREA, AND ITEM 20(D) SHALL BE "SURVEY TITLE TO INCLUDE TRACT NUMBER, TOWN, RANGE, AND PARCEL NAMES".
- THE BASIS OF BEARING FOR THE PLAT AND SURVEY, SHOWN HEREON, IS THE STATE PLANE OF ILLINOIS, ZONE EAST [NAD83 (2011)], BASED ON GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) OBSERVATIONS UTILIZING THE TRIMBLE NOW VRS NETWORK, UNMANNED AERIAL SYSTEMS (UAS) AND PHOTODIAPHRAMETRY IN CONJUNCTION WITH GNSS OBSERVATIONS AND CONVENTIONAL LAND SURVEYING METHODS. WERE USED DURING THE PREPARATION OF THIS SURVEY.
- THE SURVEYED PARCELS ARE SITUATED WITHIN ZONE X, AN "AREA OF MINIMAL FLOOD HAZARD", ZONE AE, "SPECIAL FLOOD HAZARD AREA WITH A BASE FLOOD ELEVATION" AND FLOODWAY, ACCORDING TO FEMA FLOOD INSURANCE RATE MAP NUMBERS 171970C038A AND 171970C038B WITH AN EFFECTIVE DATE OF FEBRUARY 15, 2019.
- NO EXISTING BUILDINGS WERE FOUND OR LOCATED WITHIN THE LIMITS OF THE SURVEYED PARCELS.
- ADJOINING OWNER INFORMATION IS BASED ON DATA OBTAINED FROM THE WILL COUNTY TREASURER, 2024 REAL ESTATE TAX INFORMATION.
- THE DEDICATION OF RIGHT OF WAY FOR PUBLIC ROAD PURPOSES RECORDED AS DOCUMENT NUMBER 960353, APPEARS TO DESCRIBE LANDS THAT ARE PART OF SURVEY PARCELS 3 AND 4, BUT POSSIBLY NOT PARCEL 3, (CONVEYANCE B, ITEM V).
- THE PRIVATE PIPELINE COMPANY EASEMENT RECORDED AS DOCUMENT NUMBER 319272 IS DESCRIBED AS BEING THE LAD WITHIN TEN (10) FEET OF THE NORTHWEST QUARTER OF SECTION 2, TOWNSHIP 34 NORTH, RANGE 13 EAST, WHICH IS NOT PART OF ANY OF THE SURVEYED PARCELS FOUND WITHIN THIS ALTA SURVEY. (SCHEDULE B, ITEM W)
- THE VARIOUS WASTEWATER SEWERAGE SYSTEM EASEMENT GRANTED BY AMERICAN COMMUNITY BUILDERS INC. RECORDED AS DOCUMENT NUMBER 630378 IS ENTIRELY LOCATED WITHIN COOK COUNTY EXCEPT FOR PARCEL 12(G) (IN EXHIBIT "A") WHICH FALLS INTO A PART OF SURVEYED PARCEL 3, PARCEL 12(G) (IN EXHIBIT "A") APPEARS TO NOT BE LOCATED WITHIN ANY OF THE SURVEYED PARCELS FOUND WITHIN THIS ALTA SURVEY. THE LOCATION AND WIDTH OF THE EASEMENT AS IT PERTAINS TO PARCEL 12(G) IS UNDETERMINED. (SCHEDULE B, ITEM X)
- THE PUBLIC SERVICE COMPANY EASEMENT RECORDED AS DOCUMENT NUMBER 636239 IS LOCATED ALONG THE SOUTH-WESTERLY SIDE OF MONIE ROAD AS IT RUNS ALONG SURVEY PARCELS 2, 3, AND 4, BUT ALSO INCLUDES A 100-FT BY 100-FT DISTRIBUTION EQUIPMENT ALIGNMENT TO MONIE ROAD, WEST OF WESTERN AVENUE, WHICH DOES NOT AFFECT THE SURVEYED PARCELS. (SCHEDULE B, ITEM Y)
- THE NORTHERN ILLINOIS GAS COMPANY EASEMENT RECORDED AS DOCUMENT NUMBER 979-46632 IS DESCRIBED AS BEING LOCATED ALONG THE EAST 17 FEET OF THE WEST 50 FEET OF PORTIONS OF THE NORTHWEST QUARTER OF SECTION 11-34-13, WHICH IS LOCATED ALONG THE EASTERN SIDE OF CHICAGO AVENUE, WHICH IS LOCATED TO THE WEST OF THE SURVEYED PARCEL AND DOES NOT AFFECT THE SURVEYED PARCELS. (SCHEDULE B, ITEM Z)

GENERAL NOTES:

- SECTION INCORPORATED IS PROFESSIONAL DESIGN FIRM NUMBER 184-000165.
- UNLESS OTHERWISE NOTED, ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS THEREOF.
- M OR MAS = DENOTES MEASURED ANGLES AND/OR DISTANCES.
- C OR CALC = DENOTES CALCULATED ANGLES AND/OR DISTANCES.
- R OR REC = DENOTES RECORDED ANGLES AND/OR DISTANCES.
- D = DENOTES DEED ANGLES AND/OR DISTANCES.
- DIAGRAMS OF LOCATIONS OF UNDERGROUND UTILITIES HAS BEEN LOCATED IN THE FIELD AND SHOWN ON THIS PLAT. THE LOCATION OF ALL BURIED UTILITIES MAY NOT BE SHOWN. THE OWNER SHOULD PROVIDE SURFACE MARKINGS OF ALL UNDERGROUND UTILITIES OF THE LOCATION BY THE LAND SURVEYOR. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED THAT EXCAVATION AND/OR PRIVATE UTILITY LOCATION REQUESTS MAY BE NECESSARY.

ALTA/NSPS LAND TITLE SURVEY

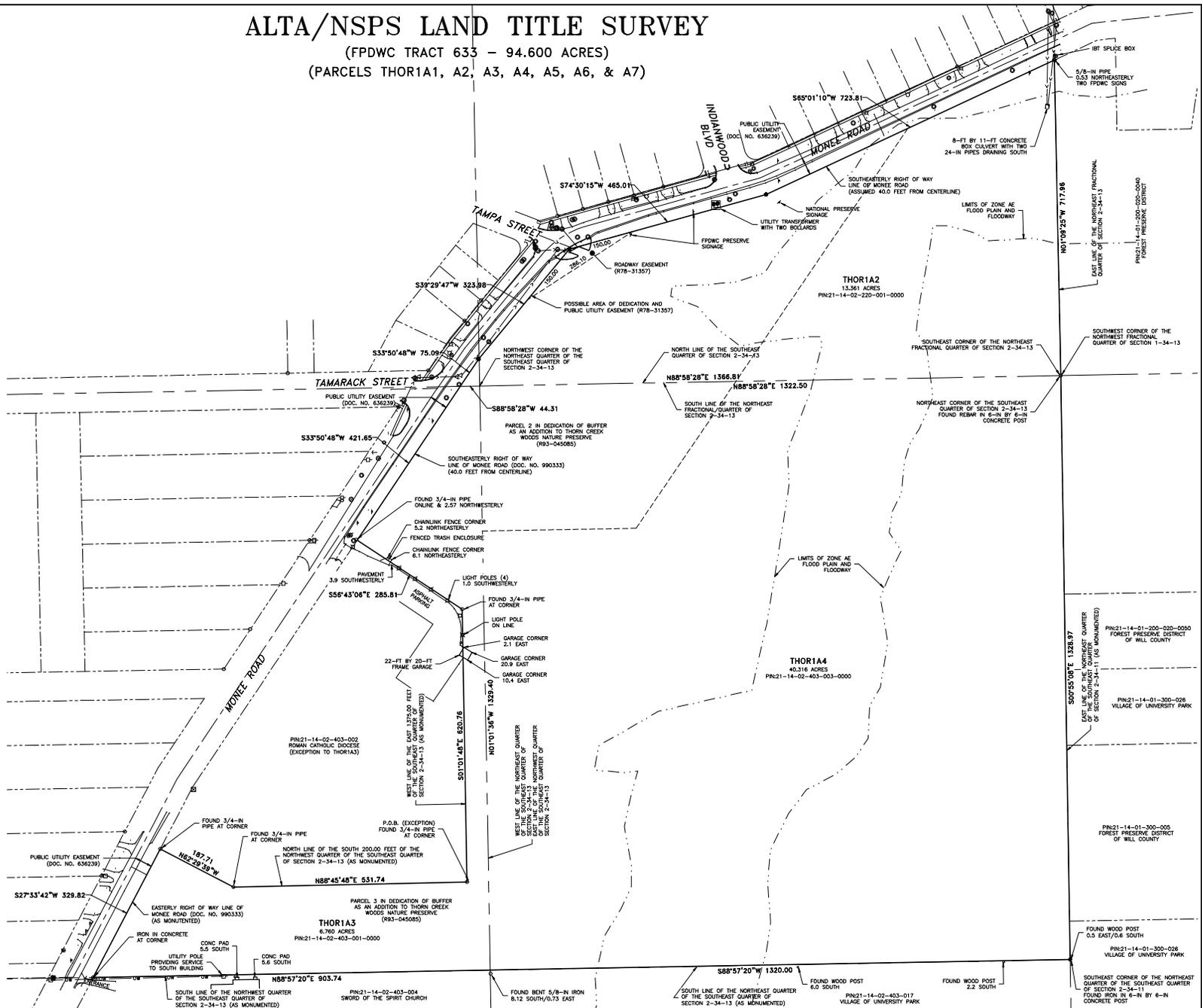
(FPDWC TRACT 633 - 94.600 ACRES)
(PARCELS THOR1A1, A2, A3, A4, A5, A6, & A7)

EXISTING SYMBOLS LEGEND

- FOUND SURVEY MONUMENT
- ⊗ SURVEY MONUMENT - R.O.W. MARKER
- ⊕ TRAFFIC SIGNAL
- TRAFFIC SIGNAL - WAST ARM
- ⊞ UTILITY CONTROL CABINET
- ⊞ UTILITY POLE GUY WIRE
- ⊞ STREET LIGHT
- ⊞ SIGN
- ⊞ UTILITY HAND HOLE
- ⊞ UTILITY DOUBLE HAND HOLE
- ⊞ UTILITY HEAVY DUTY HAND HOLE
- ⊞ UTILITY JUNCTION BOX
- ⊞ UTILITY SPLICE BOX - GENERAL
- ⊞ UTILITY SPLICE BOX - TELEPHONE
- ⊞ STORM SEWER CATCH BASIN
- ⊞ STORM SEWER FLARED END SECTION (FES)
- ⊞ STORM SEWER MANHOLE
- ⊞ STORM SEWER INLET
- ⊞ SANITARY SEWER MANHOLE
- ⊞ WATER - POST INDICATOR VALVE (PIV)
- ⊞ WATER - FIRE HYDRANT
- ⊞ WATER - VALVE BUFFALO BOX
- ⊞ WATER - VALVE BOX
- ⊞ WATER - VALVE WALT
- ⊞ WATER - SIAMISE FIRE CONNECTION
- ⊞ RAILROAD SIGNAL
- ⊞ RAILROAD SIGNAL WITH STOP GATE
- ⊞ VEGETATION - TREE STUMP
- ⊞ VEGETATION - DECIDUOUS TREE
- ⊞ VEGETATION - EVERGREEN TREE
- ⊞ VEGETATION - SHRUB/HEDGELOW
- ⊞ CONCRETE BOLLARD
- ⊞ FLAG POLE
- ⊞ MAIL BOX
- ⊞ AIR CONDITIONER UNIT
- ⊞ GENERATOR UNIT
- ⊞ ELECTRICAL TRANSFORMER
- ⊞ AUTOMATED TELLER MACHINE (ATM)

LINE LEGEND

- PRIMARY SURVEYED PARCEL
- ADDITIONALLY INSURED PARCEL (LOT)
- ADDITIONALLY INSURED PARCEL (EASEMENT)
- SECTION LINE
- OFF-SITE PARCEL LINE
- EASEMENT LINE
- ZONING ORDINANCE LIMITS
- OVERHEAD UTILITY LINES
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND TELECOM LINE
- UNDERGROUND FIBER OPTIC LINE
- WATERMAIN
- UNDERGROUND PIPELINE
- UNDERGROUND GAS LINE
- SANITARY SEWER
- STORM SEWER
- FENCE LINE
- GUARDRAIL



DATE BY REVISION

DRAWN BY: CMP
CHECKED BY: CMP/CT
JOB # G21913
DATE: 08/28/2025

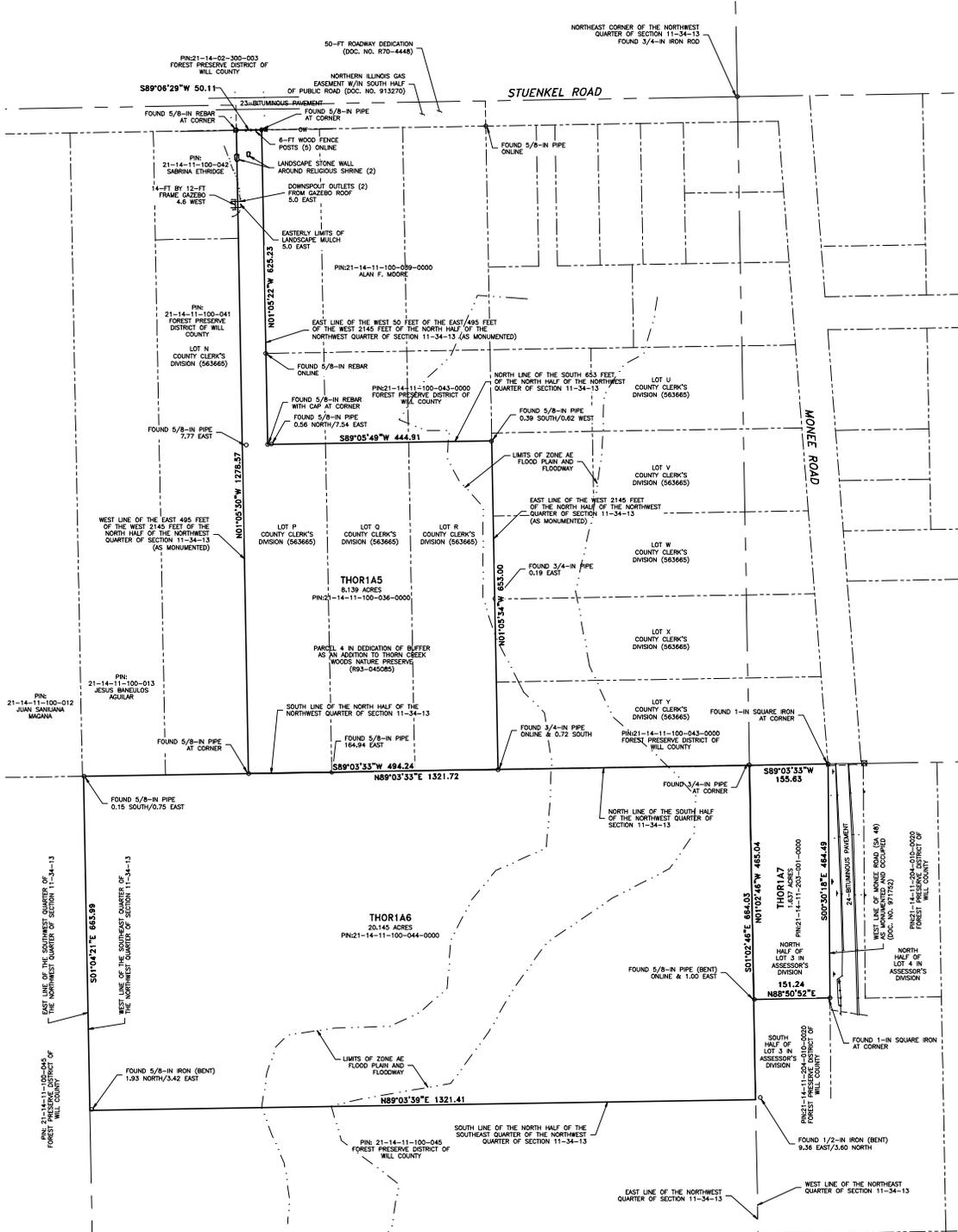
PART OF SECTIONS
1, 2, & 11-34-13

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE
CREST HILL, ILLINOIS 60403
616/730-1010

3
G21913

ALTA/NSPS LAND TITLE SURVEY

(FPDWC TRACT 633 - 94.600 ACRES)
 (PARCELS THOR1A1, A2, A3, A4, A5, A6, & A7)



AGENDA BRIEFING

DATE: December 15, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Nicholas Christie – Assistant Director of Public Works/Village Engineer

RE: Engineering Services Agreement with Baxter and Woodman for design of culvert replacement at 23 Thorn Creek Drive.

BACKGROUND/DISCUSSION:

The Thorn Creek subdivision is one of the greatest areas of need in the Village in regard to storm water conveyance. This subdivision contains Thorn Creek with a huge tributary area from the forest preserve to the south. Heavy rains create a tremendous amount of storm water that must be conveyed through the subdivision. Due to this, the Village has completed several storm water projects in this subdivision in the past decade.

One current area of concern is Thorn Creek Drive. All of the storm water for this neighborhood is conveyed to one point, where it must flow under the driveway of 23 Thorn Creek Drive within two-36" diameter culverts. These culverts are aging and need to be replaced. The new culvert is estimated to be 8' x 4' in order to convey the current 100-year rainfall event. Unfortunately, this culvert is on private property and technically the responsibility of the homeowner. That said, the cost of the replacement would be a heavy burden to place on the homeowner. Given the impacts on upstream properties, staff would like to negotiate an easement with the homeowner in order to make the improvement.

DPW has sought the services of Baxter and Woodman to design an 8'x4' box culvert in order to convey the current 100-year rainfall event. Deliverables are to include a topographic survey, design drawings, specifications, plat of easement, and engineers estimate of cost, among other items.

Funds for this work will be paid from in the Capital Outlays-Engineering Services section of the Fiscal 2026 Sewer Budget. While not specifically allocated, DPW expects savings in other items to pay for this work

RECOMMENDATION: Award the Engineering Services Agreement for design of an 8' x 4' box culvert at 23 Thorn Creek Drive to Baxter and Woodman in the amount of \$46,400 and authorize the Village Manager to enter into said contract.

SCHEDULE FOR CONSIDERATION: This item will appear on the Rules and Regular Agendas on January 5, 2026, for your discussion and approval.

December 1, 2025

Mr. Nicholas Christie
Assistant Director of Public Works/Assistant Village Engineer
Village of Park Forest
350 Victory Drive
Park Forest, IL 60466

**Subject: *Village of Park Forest – 23 Thorn Creek Drive Culvert Replacement
Proposal for Final Engineering Design Services***

Dear Mr. Christie:

The Thorn Creek neighborhood located in the Village of Park Forest has experienced flooding issues in two large drainageways, likely due to undersized culverts and the accumulation of debris from upland areas. The Village previously undertook a project to increase the capacity of a culvert on Woodland Glen and identified the need to replace existing twin 36-inch culverts at the driveway of 23 Thorn Creek Drive with a larger opening. Baxter and Woodman recently provided Preliminary Engineering design services for this project.

We are pleased to provide this Proposal for associated Final Engineering design services. A detailed summary of proposed scope of services and engineering fees is provided below.

Scope of Services

1. PROJECT COORDINATION AND DATA COLLECTION

1.1. PROJECT MANAGEMENT – Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope. Coordinate with the Village and project team to confirm the goals of the project are achieved. Submit a monthly status report via email describing tasks completed in the previous month and outlining goals for the subsequent month.

1.2. COLLECT EXISTING DATA

- A. Obtain, review, and evaluate the following information for use in design:
1. GIS Shape files surrounding the project limits
 2. Aerial Photography
 3. Environmental Studies

1.3. UTILITY LOCATES AND COORDINATION

- A. Complete a Design State Request with JULIE, which consists of obtaining names and phone numbers of utilities located within the work area.

- B. Obtain names and phone numbers of all 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.
- C. Record and maintain documentation of communications with utilities.

2. EASEMENT ACQUISITION

- 2.1. Perform research at the Will County Recorder's office to obtain recorded plats and documents necessary to prepare a plat of easement.
- 2.2. Draw linework for the existing right-of-way and property lines.
- 2.3. Coordinate with the project engineer regarding the proposed easement location and dimensions.
- 2.4. Prepare a plat of easement for the property located at 23 Thorn Creek Drive in Park Forest.

3. FINAL DESIGN DOCUMENTS

3.1. PREPARE DESIGN PLAN SHEETS

- A. Indicate the location of all utilities that can be obtained from the best available records, including utility company atlases.
- B. Prepare Pre-Final and Final Design Documents consisting of Drawings showing the extent and character of construction work to be performed by the Contractor(s) selected by the Village and Specifications that will be prepared in conformance with the format of the Village's choice.
- C. Prepare CADD-generated plan sheets that indicate the proposed layout of design elements, including proposed installation methods and areas of possible problems or difficulties.

3.2. ENGINEER'S OPINION OF PROBABLE COST – Prepare Engineer's Opinion of Probable Cost (EOPC) for the Project, including construction cost, contingencies, and construction engineering services.

3.3. PEER AND CONSTRUCTABILITY REVIEWS – Conduct QA/QC peer reviews of drawings and specifications; conduct a constructability review of drawings and specifications and make revisions to Drawings and Specifications based on comments from both engineering and construction reviews.

3.4. 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 on standard Village contract documents.

4. PERMITS AND AGENCY COORDINATION

- 4.1. PERMIT APPLICATION SUBMITTALS – No permit applications are anticipated to be required for this Project (see Assumptions).

Fee

The Owner shall pay the Engineer for the services performed or furnished, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$46,400.00**.

This proposal is valid for 90 days from the date issued.

Assumptions

This scope of services assumes the following:

1. The proposed work is covered by USACE Nationwide Permit 3 – Maintenance, which does not require a PCN to be submitted if the conditions of the permit are met.
2. No Village of Park Forest permit application will be required.
3. No submittal to the Will – South Cook Soil and Water Conservation District will be required.
4. No submittals to FEMA or IDNR-OWR will be required.

Exclusions

The following items are excluded from this scope of services:

1. Wetland delineation.

Schedule

The proposed work will be completed within 120 days of receiving a signed contract.

Standard Terms and Conditions

The attached Standard Terms and Conditions apply to this proposal.

Acceptance

If you find this proposal acceptable, please sign and return one copy for our files. If you have any questions or need additional information, please do not hesitate to contact Alana Rosenbaum at 815-444-4487 or arosenbaum@baxterwoodman.com.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Paul Siegfried, P.E., CFM, CPESC
Associate Vice President

Village of Park Forest

ACCEPTED BY:

TITLE:

DATE:

PLEASE READ THESE STANDARD TERMS AND CONDITIONS (“TERMS”) CAREFULLY BEFORE EXECUTING THE LETTER PROPOSAL PRESENTED BY BAXTER & WOODMAN, INC. (“Baxter & Woodman”). BY EXECUTING THE LETTER PROPOSAL, OWNER AGREES TO BE BOUND BY THESE TERMS, THE PROVISIONS OF THE LETTER PROPOSAL, AND THE PROVISIONS OF ANY DOCUMENT REFERRING TO THESE TERMS OR THE LETTER PROPOSAL, ALL OF WHICH SHALL COLLECTIVELY CONSTITUTE THE “AGREEMENT”.

Owner’s Responsibility – Provide Baxter & Woodman with all criteria and full information for the “Project,” which is generally otherwise identified in the Letter Proposal. Baxter & Woodman will rely, without liability, on the accuracy and completeness of all information provided by the Owner (as defined in the Letter Proposal) including its consultants, contractors, specialty contractors, subcontractors, manufacturers, suppliers and publishers of technical standards (“Owner Affiliates”) without independently verifying that information. The Owner represents and warrants that all known hazardous materials on or beneath the site have been identified to Baxter & Woodman. Baxter & Woodman 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 Letter Proposal.

Schedule for Rendering Services – The agreed upon services shall be completed within a reasonable amount of time. If Baxter & Woodman is hindered, delayed or prevented from performing the services as a result of any act or neglect of the Owner, any Owner Affiliate, or force majeure event, Baxter & Woodman’s work shall be extended and the rates and amounts of Baxter & Woodman’s compensation shall be equitably adjusted in a written instrument executed by all Parties.

Invoices and Payments – The fees to perform the proposed scope of services constitutes Baxter & Woodman’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 agreed upon by all Parties by written agreement. No service for which added compensation will be charged will be provided without first obtaining written authorization from the Owner. Baxter & Woodman invoices shall be due and owing by Owner in accordance with the terms and provisions of the State of Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.).

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

Standards of Performance – (1) The standard of care for all services performed or furnished by Baxter & Woodman will be 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. Baxter & Woodman makes no warranties, express or implied, in connection with its services; (2) Baxter & Woodman shall be responsible for the technical accuracy of its services and documents; (3) Baxter & Woodman shall use reasonable care to comply with applicable laws, regulations, and Owner-mandated standards; (4) Baxter & Woodman may employ such sub-consultants as Baxter & Woodman deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objection by Owner; (5) Baxter & Woodman shall not supervise, direct, control, or have authority over any contractors’ 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 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; (6) Baxter & Woodman 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; (7) Baxter & Woodman is not acting as a municipal advisor as defined by the Dodd-Frank Act. Baxter & Woodman shall not provide advice or have any responsibility for municipal financial products or securities; (8) Baxter & Woodman 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 Baxter & Woodman shall apply only to 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 contract 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 Baxter & Woodman’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. Baxter & Woodman’s consideration of a component does not constitute acceptance of the assembled item; (10) Baxter & Woodman’s site observation during construction shall be at the times agreed upon in the Project scope. Through standard, reasonable means, Baxter & Woodman will become generally familiar with observable completed work. If Baxter & Woodman observes completed work that is inconsistent with the construction documents, information shall be communicated to the contractor and Owner for them to address.

Insurance – Baxter & Woodman 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:	\$10 million per claim and aggregate
General Liability:	\$1 million per claim \$2 million aggregate	Professional Liability:	\$5 million per claim \$10 million aggregate
Automobile Liability:	\$1 million combined single limit		

In no event will Baxter & Woodman’s collective aggregate liability under or in connection with this Agreement or its subject matter, based on any legal or equitable theory of liability, including breach of contract, tort (including negligence), strict liability and otherwise, exceed the contract sum to be paid to Baxter & Woodman

under this Agreement. Any claim against Baxter & Woodman arising out of this Agreement may be asserted by the Owner, but only against the entity and not against Baxter & Woodman'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, Baxter & Woodman shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages ("Losses") arising out of or relating to the Project, provided that such Losses are 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 grossly negligent act or omission of Baxter & Woodman; (2) To the fullest extent permitted by law, Owner shall indemnify and hold harmless Baxter & Woodman and its officers, directors, employees, agents and consultants from and against any and all Losses (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 Losses are 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 arising out of or occurring in connection with the Owner's, or Owner's officers, directors, employees, consultants, agents, or others retained by or under contract to the Owner, negligent act or omission, willful misconduct, or breach of this Agreement; (3) To the fullest extent permitted by law, Owner and Baxter & Woodman 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, enhanced, punitive, or consequential damages, in each case regardless of whether such party was advised of the possibility of such losses or damages or such losses or damages were otherwise foreseeable, and notwithstanding the failure of any agreed or other remedy of its essential purpose; (4) In the event Losses or expenses are caused by the joint or concurrent fault of the Baxter & Woodman and Owner, they shall be borne by each party in proportion to its respective fault, as determined by a mediator or court of competent jurisdiction; (5) The Owner acknowledges that Baxter & Woodman 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 Baxter & Woodman 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 comply with the terms of the Agreement through no fault of the terminating party. A condition precedent to termination shall be conformance with the Dispute Resolution terms below. If this Agreement is terminated, Owner shall receive reproducible copies of drawings, developed applications and other completed documents upon written request. Owner shall be liable, and shall promptly pay Baxter & Woodman, for all services and reimbursable expenses rendered through the effective date of suspension/termination of services.

Use of Documents – All Baxter & Woodman documents (data, calculations, reports, Drawings, Specifications, Record Drawings and other deliverables, whether in printed form or electronic media format, provided by Baxter & Woodman to Owner pursuant to this Agreement) are instruments of service and Baxter & Woodman retains ownership and property interest therein (including copyright and right of reuse). Owner shall not rely on such documents unless in printed form, signed or sealed by Baxter & Woodman or its consultant. Electronic format of Baxter & Woodman's design documents may differ from the printed version and Baxter & Woodman bears no liability for errors, omissions or discrepancies. Reuse of Baxter & Woodman's design documents is prohibited, and Owner shall defend and indemnify Baxter & Woodman from all claims, damages, losses and expenses, including attorney's fees, consultant/expert fees, and costs arising out of or resulting from said reuse. Project documents will be kept for time periods set forth in Baxter & Woodman's document retention policy 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 Owner or Baxter & Woodman to any third party, including any lender, contractor, 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 Owner and Baxter & Woodman 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 executives who have authority to settle the dispute for a period of thirty (30) days. If unresolved, disputes shall be then submitted to mediation as a condition precedent to litigation. The mediation session shall be held within forty-five (45) days of the retention of the mediator, and last for at least one (1) full mediation day, before any party has the option to withdraw from the process. If mediation is unsuccessful in resolving a Dispute, then the parties may seek to have the Dispute resolved by a court of competent jurisdiction.

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 and/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 Baxter & Woodman, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses 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; (7) this Agreement, together with any other documents incorporated herein by reference, constitutes the sole and entire agreement of the parties with respect to the subject matter of this Agreement and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to such subject matter; (8) no amendment to or modification of this Agreement is effective unless it is in writing and signed by each party.

AGENDA BRIEFING

DATE: January 5, 2026
TO: Mayor Joseph Woods
Board of Trustees
FROM: Mark Cotrano, Fire Chief
RE: Replacement of Support Vehicle

BACKGROUND/DISCUSSION: At the December 8, 2025, Village Board meeting, the Fire Department received approval from the Board of Trustees to purchase a Ford F150 Lightning. Just after placing the order, staff was notified that Ford would discontinue the production of the F150 Lightning and our order would not be included in the final production run. Staff reconvened the vehicle committee and assessed several options to proceed forward. Staff assessed several different options, including a different brand EV, Hybrid option, and a used Ford Lightning.

Staff found the option to replace Car 5001 with an F150 hybrid to be the best option. This vehicle will provide us with all the necessary options as well as obtaining sustainability standards and goals. The Ford F150 Hybrid's powertrain provides improved fuel efficiency compared to traditional gasoline trucks, which will reduce long-term fuel costs for the Village. The vehicle's onboard generator capability allows it to supply electrical power at emergency scenes or at community events.

Staff believes retaining the Ford platform of vehicles in its fleet provides several maintenance benefits as well as the necessary functions including towing capacity, incident response, fire inspections, training missions, and administrative duties. Its four-wheel drive capability enhances reliability during severe weather conditions, which is critical for emergency response.

Sourcewell currently has a contract with National Auto Fleet Group that offers a F150 Hybrid. *Sourcewell* is a competitive cooperative procurement organization that streamlines the procurement process by developing RFPs for national, competitive solicitations that meet or exceed local requirements. Park Forest is a member of *Sourcewell* and has obtained pricing for the F150 Hybrid at \$58,093.46, approximately \$300 less than the previously approved Lightning.

To be used in emergency operations, this vehicle will require the purchase and installation of lights and sirens. The total cost of up-fitting this vehicle for emergency operations is \$12,533.10.

RECOMMENDATION: The Fire Department recommends moving forward with this vehicle purchase at the price of \$58,093.46 and including an additional \$12,533.10 for up-fitting for a total price not to exceed \$70,626.56. This vehicle has been pre-bided by *Sourcewell* and has the lowest possible price for the vehicle.

SCHEDULE FOR DISCUSSION: This item will appear on the Rules and Regular agenda of the Board meeting of January 5, 2026, for your discussion and consideration.



National Auto Fleet Group

A Division of Chevrolet of Watsonville

490 Auto Center Drive, Watsonville, CA 95076

(855) 289-6572 • (831) 480-8497 Fax

Fleet@NationalAutoFleetGroup.com

12/19/2025

Quote ID: **33844**

Order Cut Off Date: **TBA**

Mr Taylor Bordewyk
Village of Park Forest

75 Park St.

Park Forest, Illinois, 60466

Dear Taylor Bordewyk,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2026 Ford F-150 (W1F) XL Hybrid 4WD SuperCrew 5.5' Box 145" WB,) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Total Savings
Contract Price	\$59,990.00	\$58,093.46	3.161 %	\$1,896.54
Tax (0.0000 %)		\$0.00		
Tire fee		\$0.00		
Total		\$58,093.46		

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Standard Quoting Department
Account Manager
Fleet@NationalAutoFleetGroup.com
(855) 289-6572



Purchase Order Instructions & Resources

Once units are scheduled by OEM, no cancellations are accepted

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle: www.NAFGETA.com

Use the upfitter of your choice: www.NAFGpartner.com

Vehicle Status: ETA@NationalAutoFleetGroup.com

General Inquiries: Fleet@NationalAutoFleetGroup.com

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

ENGINE	
Code	Description
99D	Engine: 3.5L PowerBoost Full-Hybrid V6, (STD)
TRANSMISSION	
Code	Description
44H	Transmission: Hybrid Electronic 10-Speed Automatic, (STD)
TIRES	
Code	Description
___	Tires: 265/70R17 BSW A/T, (STD)
PRIMARY PAINT	
Code	Description
E4	Vermillion Red
SEAT TYPE	
Code	Description
US	Black w/Medium Dark Slate, Cloth 40/Console/40 Front Seats, -inc: manual driver lumbar and steering column mounted shifter
AXLE RATIO	
Code	Description
XL7	Max Tow Electronic Locking w/3.73 Axle Ratio
ADDITIONAL EQUIPMENT	
Code	Description
53T	Tow/Haul Package, -inc: Integrated Trailer Brake Controller
153	Front License Plate Bracket, -inc: Standard in states where required by law, optional to all others
96W	Tough Bed Spray-In Bedliner
96X	Hard Folding Tonneau Pickup Box Cover
477	Pro Power Onboard - 7.2KW
OPTION PACKAGE	
Code	Description
104A	Equipment Group 104A Hybrid, -inc: Mobile Office Package, Console Worksurface, 400W Pro Power Onboard (Cab & Bed)

2026 Fleet/Non-Retail Ford F-150 XL Hybrid 4WD SuperCrew 5.5' Box 145" WB

WINDOW STICKER

2026 Ford F-150 XL Hybrid 4WD SuperCrew 5.5' Box 145" WB		
CODE	MODEL	MSRP
W1F	2026 Ford F-150 XL Hybrid 4WD SuperCrew 5.5' Box 145" WB	\$47,820.00
OPTIONS		
99D	Engine: 3.5L PowerBoost Full-Hybrid V6, (STD)	\$0.00
44H	Transmission: Hybrid Electronic 10-Speed Automatic, (STD)	\$0.00
—	Tires: 265/70R17 BSW A/T, (STD)	\$0.00
E4	Vermillion Red	\$660.00
US	Black w/Medium Dark Slate, Cloth 40/Console/40 Front Seats, -inc: manual driver lumbar and steering column mounted shifter	\$0.00
XL7	Max Tow Electronic Locking w/3.73 Axle Ratio	\$395.00
53T	Tow/Haul Package, -inc: Integrated Trailer Brake Controller	\$1,010.00
153	Front License Plate Bracket, -inc: Standard in states where required by law, optional to all others	\$0.00
96W	Tough Bed Spray-In Bedliner	\$625.00
96X	Hard Folding Tonneau Pickup Box Cover	\$1,280.00
477	Pro Power Onboard - 7.2KW	\$850.00
104A	Equipment Group 104A Hybrid, -inc: Mobile Office Package, Console Worksurface, 400W Pro Power Onboard (Cab & Bed)	\$4,755.00
Please note selected options override standard equipment		
SUBTOTAL		\$57,395.00
Advert/ Adjustments		\$0.00
Manufacturer Destination Charge		\$2,595.00
TOTAL PRICE		\$59,990.00
Est City: N/A MPG Est Highway: N/A MPG Est Highway Cruising Range: N/A mi		

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

Standard Equipment

MECHANICAL

Engine: 3.5L PowerBoost Full-Hybrid V6 -inc: Pro Power Onboard 2.4KW and removes 36 gallon fuel tank (STD)
--

Transmission: Hybrid Electronic 10-Speed Automatic (STD)
--

Electronic Locking w/3.73 Axle Ratio (STD)
--

EXTERIOR

Tires: 265/70R17 BSW A/T (STD)

WHEELS

Wheels: 17" Silver Painted Aluminum

ADDITIONAL EQUIPMENT

Engine Auto Stop-Start Feature

Transmission w/Driver Selectable Mode and SelectShift Sequential Shift Control
--

Electronic Transfer Case

Part-Time Four-Wheel Drive

200 Amp Alternator

80-Amp/Hr 800CCA Maintenance-Free Battery w/Run Down Protection

Class IV Towing Equipment -inc: Hitch and Trailer Sway Control
--

Trailer Wiring Harness

1750# Maximum Payload

GVWR: 7,400 lbs Payload Package

HD Gas-Pressurized Shock Absorbers

Front Anti-Roll Bar

Electric Power-Assist Steering

Single Stainless Steel Exhaust

30.6 Gal. Fuel Tank

Auto Locking Hubs

Double Wishbone Front Suspension w/Coil Springs

Solid Axle Rear Suspension w/Leaf Springs

Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake

Lithium Ion (li-Ion) Traction Battery 1.5 kWh Capacity
--

Regular Box Style

Steel Spare Wheel
Full-Size Spare Tire Stored Underbody w/Crankdown
Chrome Bumpers
Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Step Bumper
Black Side Windows Trim
Black Door Handles
Black Power Heated Side Mirrors w/Manual Folding
Fixed Rear Window
Variable Intermittent Wipers
Rear Window Fixed Privacy Glass w/Defroster
Aluminum Panels
Black Grille
Tailgate Rear Cargo Access
Tailgate/Rear Door Lock Included w/Power Door Locks
Integrated Storage
Ford Co-Pilot360 - Autolamp Auto On/Off Reflector Led Low/High Beam Auto High-Beam Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cargo Lamp w/High Mount Stop Light
Perimeter/Approach Lights
Headlights-Automatic Highbeams
LED Fog Lamps
Radio w/Seek-Scan, Clock, Speed Compensated Volume Control, Steering Wheel Controls, Voice Activation, Radio Data System and External Memory Control
Radio: AM/FM Stereo w/SiriusXM 360L -inc: 6 speakers and auxiliary audio input jack, Note: includes a three (3)-month prepaid subscription, Service is not available in Alaska and Hawaii, Note: all SiriusXM services require a subscription, sold separately by SiriusXM after the trial period, Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe, If you decide to continue service, the subscription plan chosen will automatically renew and be charged according to your chosen payment method at the then-current rates, Fees and taxes apply, See the SiriusXM customer agreement & privacy policy at http://www.siriusxm.com/ www.siriusxm.com for full terms and how to cancel, which includes online methods or calling 1-866-635-2349, Available in the 48 contiguous United States, D.C, and Puerto Rico (w/coverage limits and capable receiver), Visit http://www.siriusxm.com/FAQS for most current service area information, Availability of some services and features is subject to device capabilities and location restrictions, All fees, content and features are subject to change, SiriusXM, Pandora and all related logos are trademarks of Sirius XM Radio Inc, and its respective subsidiaries
Streaming Audio
Fixed Antenna
6 Speakers
2 LCD Monitors In The Front
Cloth 40/Console/40 Front Seats -inc: manual driver lumbar and steering column mounted shifter
Driver Seat
8-Way Power Driver's Seat w/Power Lumbar

Passenger Seat
60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Trip Odometer and Trip Computer
Power Rear Windows
Front Cupholder
Rear Cupholder
Compass
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Dual-Zone Electronic Automatic Temperature Control -inc: (DEATC)
HVAC -inc: Underseat Ducts and Console Ducts
Voice Activated Automatic Air Conditioning
Locking Glove Box
Interior Trim -inc: Cabback Insulator and Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
Full Floor Console w/Locking Storage, Mini Overhead Console w/Storage, 1 12V DC Power Outlet and 2 Interior 120V AC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Cab Mounted Cargo Lights
Smart Device Remote Engine Start
SYNC 4 w/Enhanced Voice Recognition -inc: 12" center display, wireless phone connection, cloud connected, AppLink w/App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility, digital owners manual and conversational voice command recognition
Ford Connectivity Package (1-Year Included) -inc: (features may vary by make and model) unlimited Wi-Fi hotspot, audio and video streaming, voice assistant and entertainment, Included for one-year from warranty start date, Requires activation via Ford app w/credit card authorization; customer may cancel at any time, Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features, Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations, If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan
Interior Work Surfaces
Instrument Panel Bin, Dashboard Storage, Interior Concealed Storage, Driver / Passenger And Rear Door Bins
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power

Power Door Locks w/Autolock Feature
Driver Information Center
Redundant Digital Speedometer
Trip Computer
Outside Temp Gauge
Digital Appearance
Front Center Armrest
Seats w/Cloth Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Perimeter Alarm
Securilock Anti-Theft Ignition (pats) Immobilizer
Air Filtration
1 12V DC Power Outlet
1 12V DC Power Outlet and 2 Interior 120V AC Power Outlets
AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
ABS And Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Rear Parking Sensors
BLIS (Blind Spot Information System) Blind Spot
PCA with AEB and Intersection Assist
Cross-Traffic Alert with Reverse Brake Assist
Lane Keeping Alert Lane Keeping Assist
Lane Keeping Alert Lane Departure Warning
Collision Mitigation-Front
Driver Monitoring-Alert
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags
Airbag Occupancy Sensor
Safety Canopy System Curtain 1st And 2nd Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
Rear Child Safety Locks
Reverse Camera Back-Up Camera



EVT Tech
 9910 W 190th Street, Suite E
 Mokena, IL 60448

Estimate

Date	Estimate #
11/18/2025	4878

Name / Address
Park Forest Fire Department 156 Indianwood Blvd. Park Forest, IL 60466

Ship To

Vehicle Type		Unit Number	Terms	
F150 Lightning		Chief	Net 30	
Qty	Item	Description	Rate	Total
1	ETSS100J	S/O 100W Composite siren speaker	189.95	189.95
1	ETSSVBK14	S/O 100J/100U Series Speaker Bracket (no drill) for the Ford F-150 Police Responder 2021 - 2023, Frame Mount Driver Side	46.95	46.95
2	EMPS2STS4D	S/O mPower fascia light, Stud mount, Red / White ^^^ Siren speaker and grill lights ^^^	119.95	239.90
1	ENFWB01ZD5	S/O nForce front interior light bar. Red / White dual color modules. 2022-2025 F150 Lightning	949.95	949.95
1	20.1880	Strobe Tube with reflector assembly	99.95	99.95
1	NT-2500	Priority Green Nano Tube preemption power supply. ^^^ Front interior light bar with preemption emitter ^^^	271.20	271.20
4	EMPS1QMS3D	S/O mPower® 3' Fascia Light w/ Quick Mount, 8 LED, Dual Color - Red/White	104.95	419.80
2	PMP1BKUMB6	S/O Under Mirror Mount Kit, utilizes wedges only no bracket, Standard & Tow Mirrors (Tow require 2 kits) for installation on Ford F-150 Police Pursuit & Civilian Vehicles 2022 for use with 3" Quick Mount ^^^ Outside rear view mirrors ^^^	13.95	27.90
1	PMPSABK005	S/O Third brake light bexel for 2 mPower 4X2 lights. 2015 C F150	124.95	124.95
2	EMPSA05C3-5	S/O mPower Fascia.4x2 Stud Mount , Red/Amber/White ^^^ Mounted adjacent CHMSL ^^^	190.95	381.90
3	EMPS2QMS4D	S/O mPower® 4' Fascia Light w/ Quick Mount Red/White	119.95	359.85
1	PMP2BRK2LFP	S/O License plate frame mount for mPower light heads ^^^ License plate mounted ^^^	24.95	24.95
1	ENGSA5100CSR	S/O BLUEPRINT 500 SERIES 100W CONSOLE KNOB SIREN	724.95	724.95
2	ENGND04102	S/O bluePRINT remote node, 4 inputs, 10 outputs	224.95	449.90
2	ENGHNK05	S/O bluePRINT remote node harness kit	42.95	85.90
1	ENGLMK013	S/O bluePRINT Link® Micro Module and Vehicle Harness for Ford Super Duty F-250-F-550, 2023-2024 ^^^ Siren and lighting controls ^^^	320.00	320.00

THANK-YOU for Considering EVT Tech for Your Emergency Equipment and Installation Needs! We Look Forward to Working With You and Your Department!

Total

Signature _____

Phone #	Fax #
708-479-6721	708-479-6746

Web Site
www.evt.tech



EVT Tech
 9910 W 190th Street, Suite E
 Mokena, IL 60448

Estimate

Date	Estimate #
11/18/2025	4878

Name / Address
Park Forest Fire Department 156 Indianwood Blvd. Park Forest, IL 60466

Ship To

Vehicle Type		Unit Number	Terms	
F150 Lightning		Chief	Net 30	
Qty	Item	Description	Rate	Total
1	C-VSW-2000-LTNG	Havis 12.5" Wide 20" Vehicle-Specific Angled Console For 2022-2024 Ford F-150 Lightning And 2021-2024 Ford F-150 XLT Retail Pickup Vehicles	859.95	859.95
1	CUP2-1001	Havis XL Self-Adjusting Double Cup Holder	59.95	59.95
1	C-ARM-108	Havis Side Mounted Swing-Away Flip-Up Armrest	189.95	189.95
2	C-MCB	Mic clip bracket	13.95	27.90
2	MMSU-1	Magnetic Mic Single Unit	39.95	79.90
1	C-APW-1258	Havis wide console pocket.	64.95	64.95
1	C-HDM-214	Havis 8.5' Heavy Duty Telescoping Pole, Side Mount	169.95	169.95
1	C-HDM-303	Havis HD Fixed Computer Top Offset Platform, 6' Offset	79.95	79.95
1	C-MD-204	Havis Low-Profile Tilt Swivel Motion Device	79.95	79.95
1	DS-PAN-1202-2	Docking Station For Panasonic TOUGHBOOK 33 Tablet with Standard Port Replication & Dual Pass-Thru Antenna Connections & LIND Power Supply ^^^ Console, Computer mount and accessories ^^^^	1,200.00	1,200.00
1	ROOF-FT-NITI-M	Sti-Co Flexi-Whip Roof Mount Antenna, BLK	69.95	69.95
1	NMO150/450/758SF	Pulse / Larsen Tri-Band Super Flex Series 150 / 450 / 758	69.95	69.95
2	MB8U25	25' Antenna Coax, 3/4' NMO Brass Mount - Black	34.95	69.90
1	RFU-600-1	Mini-UHF Connector	4.95	4.95
1	RQA-5000-C	QMA MALE; CRIMP; SNAP-LOCK; CABLE GROUP C; WB-G-T	12.95	12.95
1	MXG943-CJC-B-180	Mobile Mark Global 8-in-1 MaxFin MIMO 5G LTE/WIFI 6E/GNSS (8 cables) ^^^ Radio and data antennas ^^^	479.95	479.95
1	Install Materials	Misc Installation Materials (Wire, In-Line Fuse Holders, Fuses, Connectors, Hole Plugs, ZipTies, Tape, Screws, Bolts, Etc)	300.00	300.00
1	LABOR	Install above listed equipment plus customer supplied radios	3,995.00	3,995.00

THANK-YOU for Considering EVT Tech for Your Emergency Equipment and Installation Needs! We Look Forward to Working With You and Your Department!

Total	\$12,533.10
--------------	-------------

Signature _____

Phone #	Fax #
708-479-6721	708-479-6746

Web Site
www.evt.tech

AGENDA BRIEFING

DATE: January 5, 2026

TO: Mayor Joseph Woods
Board of Trustees

FROM: Mark Cotrano, Fire Chief

RE: Fire Station LED Sign

BACKGROUND/DISCUSSION: On November 5, 2025, Fire Department began soliciting formal bids for an LED replacement sign. Invitations to bid were published in the Daily Southtown and on the Village's website. Additionally, a notice was sent to the entire State Directory of Minority, Women-Owned, and Veteran owned businesses inviting them to bid.

In FY 2026/2027 Capital Plan, the Fire Department is scheduled to replace its LED sign located on the south side of the building along Indianwood Boulevard. The sign is 15 years old and antiquated as we are no longer able to obtain parts for it. Currently, the sign is turned off as a message cannot be properly displayed on it. Due to savings on the Fire Department roof project, we would like to request the balance be utilized for the installation of a new sign.

A summary of requirements for the bid includes:

- Two (10mm) full color LED Sign, one on each side.
- Warranty: 5 year parts / 1 year labor
- Procurement and installation of all required components of a functional and aesthetically pleasing sign from the brick up.
- Several Green features, including: Energy Efficiency, Sustainable Materials, and a Low Maintenance Design
- sign will have the same cloud-based messaging feature as the other village sign locations

On December 4th, the bids were opened at 12:15pm. 7 total bids were received. They included:

- United Signs, \$39,923.00 (Incomplete Bid)
- DeSign Group, \$59,777.52
- KDN Signs, \$53,459.80
- Rodea, \$44,995.00
- Blink Signs, \$49,180.71(Incomplete Bid)
- Omega, \$49,909.00
- Correct Digital Displays, \$45,929.00 (Incomplete Bid)

RECOMMENDATION: The Fire Department recommends moving forward with the purchase from Rodea at the price of \$44,995.00 as they were the lowest complete bid. This will be funded from the remaining budget of the Fire Department roof replacement.

SCHEDULE FOR DISCUSSION: This item will appear on the Rules and Regular agenda of the January 5, 2026 Board meeting for your discussion and consideration.

Customer/Job Site

Park Forest Fire Dept

Specs

Existing Base to be Used

New 36" x 120" 10mm
Full Color Watchfire EMC
Auto Dimming at night

New Aluminum Fabricated
Top Cabinet w/ Energy
Efficient LED Illumination,
White Acrylic With
Decorated Red Opaque
Background and Backlit
Translucent Logo and Text

Quote

Rep.



DAYTIME



NIGHTTIME

A 50 % DEPOSIT, SIGNED PROOF, AND APPROVED PERMIT ARE NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

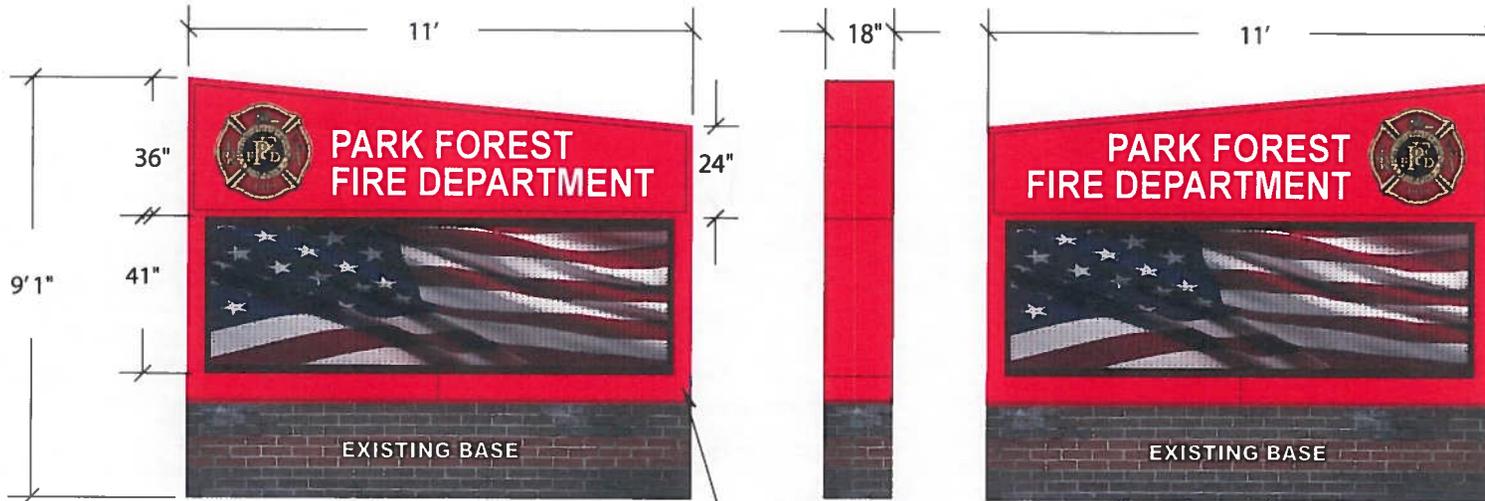
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| <input type="checkbox"/> Names, phone numbers, websites are correct | <input type="checkbox"/> OK with corrections. Revise as noted |
| <input type="checkbox"/> Print size is correct (width" x height") | <input type="checkbox"/> Revise as noted & submit a new proof |
| <input type="checkbox"/> Print color is correct | |

Notes/Revisions:

Signature: _____

Date: _____



North Elevation

SIDE VIEW

South Elevation



NEW RED ALUMINUM
FLASHING



A 50 % DEPOSIT, SIGNED PROOF, AND APPROVED PERMIT ARE NECESSARY PRIOR TO ANY ORDER BEING PUT INTO PRODUCTION.

LOOK OVER CAREFULLY.

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| <input type="checkbox"/> Names, phone numbers, websites are correct | <input type="checkbox"/> OK with corrections. Revise as noted |
| <input type="checkbox"/> Print size is correct (width" x height") | <input type="checkbox"/> Revise as noted & submit a new proof |
| <input type="checkbox"/> Print color is correct | |

Notes/Revisions:

Signature: _____

Date: _____

Customer/Job Site

Park Forest Fire Dept

Specs

Existing Base to be Used

New 36" x 120" 10mm
Full Color Watchfire EMC
Auto Dimming at night

New Aluminum Fabricated
Top Cabinet w/ Energy
Efficient LED Illumination,
White Acrylic With
Decorated Red Opaque
Background and Backlit
Translucent Logo and Text

Quote

Rep.



20530 Stoney Island Ave.
 Lynwood, IL 60411
 Phone: 708-333-3021
 info@roeda.com
 www.roeda.com

QUOTE PREPARED BY: Rod Roeda

QUOTE DATE: 12/3/25

CUSTOMER INFORMATION

Company Name	Village of Park Forest Fire Department		
Company Contact	Mark Cotrano		
Company Address	156 Indianwood Boulevard, Park Forest IL 60466		
Job Location Address	Same		
Email	mcotrano@vopf.com		
Phone Number	708-748-5605	Fax Number	

JOB DESCRIPTION

Village of Park Forest - Park Forest Fire Department LED Sign Replacement

ROEDA INC. will provide the following for a new replacement LED Message Center Monument Sign.

TO INCLUDE :

- * Take down and Disposal of Existing Monument sign and LED Message Centers.
- * Custom Fabricate and Install a new Energy Efficient LED Illuminated Top Sign Cabinet.
 With Custom Shape Cabinet, and Decorated Flat Polycarbonate Faces with Translucent Text & Logo, and Opaque Red Background.
- * Includes Two-Sided, 10'x3' Viewing area, WatchFire 10mm Full Color LED Message Centers. Ignite Graphics Software, Web Based Software Training, OPx-4G Wireless Watchfire Cellular Life-of-Sign Data Plan, Photocell & Temperature Sensor, 120V/40 Amps.
 5 Year Parts Warranty, 1 Year Labor Warranty.
- * New Fabricated Aluminum Side Panels and Flashing for Brick Base.
- * Installation of the above on Existing Brick Base and Poles, Including all wiring & conections.

Lump Sum Cost - Installed \$44,995.00.

**** IF REQUIRED :**

Permit Procurement Fee (\$200.00) And Village Permit Charge (\$TBD) ADDITIONAL.

50% Deposit Date

Please take time to look over the quote and make sure that all information presented in the above quote is accurate regarding quantity and sizing. Your quote acceptance signature makes this quote a legal contract.

Signature: _____ Date: _____

Unless otherwise stated above, the above pricing does not include shipping, handling or sales tax. The pricing for the above quote is good for 30 days from the date of this quote. **A 50% DEPOSIT IS REQUIRED TO START PRODUCTION OF A JOB WITH THE REMAINING BALANCE DUE AT JOB COMPLETION.**

THANK YOU FOR ALLOWING ROEDA TO QUOTE YOUR SIGN PROJECT!

AGENDA
SPECIAL REGULAR MEETING OF THE BOARD OF TRUSTEES
350 VICTORY DRIVE
PARK FOREST, ILLINOIS

Village Hall - Board Room

7:00 p.m.

January 5, 2026

Roll Call

Pledge of Allegiance

Reports of Village Officers

Mayor

Village Manager

Village Attorney

Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions

Motion: Approval of Consent

CONSENT:

1. Motion: A Motion approving the minutes of the Rules and Regular meeting of November 24, 2025, the Rules and Special Regular meeting of December 8, 2025
2. Resolution: A Resolution revising the Rules of Order and Procedure of the Mayor and Board of Trustees
3. Resolution: A Resolution adopting the Meeting schedule for calendar year 2026
4. Resolution: A Resolution authorizing an Intergovernmental Agreement between the Village of Park Forest and the Will County Forest Preserve transferring 94.60 acres within Thorn Creek Woods Nature Preserve to the Will County Forest Preserve
5. Motion: A Motion awarding the Engineering Services Agreement to Baxter & Woodman for the design of an 8' x 4' box culvert at 23 Thorn Creek Dr in the amount of \$46,400
6. Motion: A Motion approving the purchase of a Ford F150 Hybrid through Sourcewell cooperative procurement organization for a total cost not to exceed \$70,626.56 for the vehicle and up-fitting.
7. Motion: A Motion approving the purchase of an LED Sign from Rodea in the amount of \$44,995 to replace the current sign at the Fire Station.
8. Motion: A Motion to Approve the Emergency Work Performed and Accepting the Additional Work Proposal from CABENO Environmental Field Services, LLC for 2551 Western Ave.

DEBATABLE:

9. Ordinance: An Ordinance Amending Chapter 42, Article I, Section 42-16 of the Code of Ordinances of the Village of Park Forest, Cook and Will Counties, Illinois (Final Reading)

Adjournment .

NOTE: Copies of Agendas Available in the Lobby of Village Hall and the full Agenda packet is posted on the Village website at

<https://villageofparkforest.com/AgendaCenter>

Any individual with a disability requesting reasonable accommodation to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or (708) 748-1129 or via e-mail athurston@vopf.com Every effort will be made to allow for meeting participation

**RULES MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS
COOK AND WILL COUNTIES**

Village Hall

Boardroom 7:00 p.m.

November 24, 2025

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Erin Slone, Trustee John Moore, and Mayor Joseph Woods

ABSENT: Trustee Maya Hardy and Trustee Randall White

STAFF IN ATTENDANCE: Manager Jon Kindseth, Police Chief Brian Rzycki, Fire Chief Mark Cotrano, Village Attorney Leslie Kennedy, Assistant Village Manager Jason Miller, Director of Recreation, Parks, and Community Health Kevin Adams, Director of Economic Development and Planning Sandra Zoellner, Director of Community Relations Jerry Martin, Director of Public Works Roderick Ysaguirre, Director of Finance Mark Pries, and Communication Coordinator Joshua Vinson

OTHERS IN ATTENDANCE: Jerry Shnay, reporter and two residents

Roll Call

Mayor Woods called the meeting to order at 7:00 P.M. and asked Deputy Clerk Thurston to call the roll.

PUBLIC HEARING REGARDING PROPERTY TAX LEVY

Mayor Woods called the Public Hearing regarding the tax levy to order at 7:00. The Mayor asked if there were any comments from the public regarding the tax levy.

Resident Denise Williams Harvey said she is thankful for the 0% levy increase. She went on and complimented the Finance Department and Mark Pries as an example of municipal services. She continued to compliment all departments and all that the village does for the residents

Mayor Woods asked if there were any other comments on the tax levy, hearing none, Mayor Woods officially closed the public hearing at 7:02.

1. Ordinance Levying Taxes for all Corporate Purposes for the Fiscal Year beginning on the First day of July, 2026 and ending on the Thirtieth Day of June, 2027

Manager Kindseth said this item is out of the Finance Department and turned it over to Director Mark Pries. He said this is the 6th out of the last 9 years that there has been a 0% increase. The general fund will have a 5-month reserve. The 2025 levy covers the needs of the 2026-2027 budget. Director Pries gave background of the amounts/department to be levied for 2025. Mayor Woods asked the Board if there were any questions or comments. Trustee Moore can residents anticipate similar things on their tax bill as last year's bill. Director Pries said if all EAV's stayed the same taxpayers should not see any change on the village portion of the bill. Mayor Woods brought up concerns that Park Forest tax rates are up 43% and asked Manager Kindseth for clarity. He said that increase was in 2022, because of the

work the Board and staff has worked on and in 2023 it fell to 24%, is now at 26%. The commercial property values have declined so now more of the property tax burden has shifted to homeowners. This item will be on a future meeting agenda for action.

2. Ordinance to Abate a Portion of the 2025 Tax Levy

Manager Kindseth said this item is out of the Finance Department and turned it over to Director Mark Pries. He said every year there are outstanding bonds that have an automatic tax levy, the only bond we have that has an automatic levy is a 2021 water fund bond. We have the money to pay it and will not levy the \$1,019,200, we are abating the entire amount. Mayor Woods asked if there were any questions, hearing none he said this item will be a future meeting agenda for action.

3. A Resolution requesting the use of Transportation Development Credits Highway (TDCH) for the 2026 Surface Transportation Program (STP-L) Local Call for Projects, South Orchard Dr

Manager Kindseth said this comes from DPW and turned it over to Director Roderick Ysaguirre. He said the SSMMA 2025 call for projects for program years 2030 & 2031. Phases 1 and 2 are already planned. Director Ysaguirre explained the eligibility requirements and the Chicago Metropolitan Planning allows disadvantaged communities to have more opportunities to access federal funds. It is determined the needs by population, income and tax rates. These measurements are updated every year by CMAP. The local agency wanting to use the 20% match credits has to adopt a resolution. The next agenda item is the same thing. The request for this section of South Orchard Drive will be in the amount of \$1,950,233. Mayor Woods asked if there were any questions, hearing none this item will be on a future meeting agenda for action.

4. A Resolution requesting the use of Transportation Development Credits Highway (TDCH) for the 2026 Surface Transportation Program (STP-L) Local Call for Projects, North and South Orchard Dr

Manager Kindseth said this comes from DPW and turns it over to Director Roderick Ysaguirre. Director Ysaguirre said this is the same project as the previous agenda but for sections of North and South Orchard Drive. The local agency wanting to use the 20% match credits has to adopt a resolution. The request for this section of North and South Orchard Drive will be in the amount of \$7,218,573. Mayor Woods asked if there were any questions, hearing none this item will be on a future meeting agenda for action.

5. An Ordinance Related to Chapter 22 (“Businesses”), Article II (“Business Registration Certificates”), Division I, Sections 22-34, Fee Schedule and 22-36, Proration on New Licenses

Manager Kindseth said this is out of Economic Development and Planning, at the last meeting this was discussed as a way to review the fees within the code which haven’t been updated in the last 20 years. This item is related to Businesses and Liquor licensing fees and after a comparison of neighboring communities has been made the recommendation to raise fees will be up for adoption at the Regular meeting. Mayor Woods asked if there were any questions, hearing none this item will be on a future meeting agenda for action.

6. An Ordinance Establishing Life Assist fees

Manager Kindseth said this item comes from Fire Department to establish lift assist fees. This is something more communities are establishing, to recuperate costs the Fire Department receives repetitive calls from a single facility. This is not intended for a single-family homes but at nursing homes and assisted living facilities. Trustee Slone asked for the number of calls that are coming in for facilities for this exact reason. Chief Mark Cotrano said this year there have been about 6 calls and last year were 11. Trustee Moore asked if the fee will be significant enough to get the facilities to change their behavior. Manager Kindseth said the goal is not to create revenue but to change the behavior. Mayor Woods asked if there were any other questions, hearing none this item will be on a future meeting agenda for action.

Mayor's Comments

Mayor Woods suspended the comments section of the agenda until the special regular meeting.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

This concluded the Rules Meeting of the Board of Trustees Meeting.

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

The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 5

Nays: 0

Absent: 2

Mayor Woods adjourned the Rules Meeting at 7:21 p.m.

Respectfully submitted,
Angela Thurston
Village Deputy Clerk

**REGULAR MEETING OF THE BOARD OF TRUSTEES
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

Village Hall

Board Room 7:00 p.m.

November 24, 2025

IN ATTENDANCE: Trustee Theresa Settles, Trustee Tiffani Graham, Trustee Erin Slone, Trustee John Moore, and Mayor Joseph Woods

ABSENT: Trustee Maya Hardy and Trustee Randall White

STAFF IN ATTENDANCE: Village Manager Jon Kindseth, Police Chief Brian Rzyski, Fire Chief Mark Cotrano, Village Attorney Leslie Kennedy, Assistant Village Manager Jason Miller, Director of Recreation, Parks, and Community Health Kevin Adams, Director of Finance Mark Pries, Director of Public Works Roderick Ysaguirre, Director of Community Development Jerry Martin, Assistant Director of Economic Development and Planning Andrew Brown and IT coordinator Mark Geising,

OTHERS IN ATTENDANCE: Jerry Shnay, reporter; two residents

Roll Call

Mayor Woods called the meeting to order at 7:21 P.M. and asked Deputy Clerk Thurston to call the roll.

Pledge of Allegiance

Mayor Woods led the Board and the audience in the Pledge of Allegiance.

Reports of Village Officers

Mayor

Mayor Woods read a Proclamation for Anita W. Healy of Flossmoor. He also read a Proclamation for Ronald Bean, the 1st African American Mayor of Park Forest.

Village Attorney

No report

Village Manager

No report

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

Trustee Settles offered her condolences to Ron Beans family and said he was a trailblazer in the community. She also gave her condolences to Anita Healy's family. She attended the IPO Night movies concert at Governors State University. She attended the Funk Legend: Lakeside commends Freedom Hall Victor Blackful for the amazing shows.

Trustee Graham gave her condolences to Ron Beans family. She mentioned that Commission of Human Relations will meet next week to finish wrapping gifts for over 100 families that will receive gifts. She thanked the Finance Department for keeping us financially stable.

Trustee Slone offered her condolences to Ron Bean and Anita Healy's families

Trustee Moore gave his condolences to Ron Beans family.

Mayor Woods extended his condolence to Ron Beans family and said he was a wonderful human

Citizens Comments, Observations, Petitions

None

Motion: Approval of Consent

CONSENT:

1. Resolution: A Resolution outlining an agreement with South Suburban Mayors and Managers Association for South Orchard Drive Road Improvement Project, from Sauk Trail to Blackhawk Drive, in the amount of \$1,950,233

2. Resolution: A Resolution outlining an agreement with South Suburban Mayors and Managers Association for North and South Orchard Drive Road Improvement Project, from RT 30 to Sauk Trail, in the amount \$7,218,573

Approval of the consent agenda was moved by Trustee Moore and seconded by Trustee Graham. Mayor Woods asked if anyone wished any item be removed from the consent agenda for further discussion. Hearing none, a roll call vote was called by Mayor Woods 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:

3. Final Reading: An Ordinance Related to Chapter 22 ("Businesses"), Article II ("Business Registration Certificates"), Division I, Sections 22-34, Fee Schedule and 22-36, Proration on New Licenses

Move for adoption of the ordinance was motioned by Trustee Settles and seconded by Trustee Slone. The ordinance was moved and seconded to adopt this ordinance at final reading. Mayor Woods asked if there were any questions or comments. Hearing none, Mayor Woods called for a roll call vote by Deputy Clerk Thurston. The ordinance was approved following a roll call vote with the following results:

Ayes: 5
Nays: 0
Absent: 2

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

4. First Reading: An Ordinance Establishing Lift Assist Fees

This item has had first reading and will be on the agenda at a future meeting.

Adjournment

This concluded the Regular Meeting of the Board of Trustees.

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

Ayes: 5
Nays: 0
Absent: 2

Mayor Woods adjourned the Regular Meeting at 7:38 p.m.

Respectfully submitted,
Angela Thurston
Village Deputy Clerk

**RULES MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST, 350 VICTORY DRIVE, PARK FOREST, ILLINOIS
COOK AND WILL COUNTIES**

Village Hall

Boardroom 7:00 p.m.

December 8, 2025

IN ATTENDANCE: Trustee Theresa Settles, Trustee Erin Slone, Trustee Maya Hardy, Trustee Randall White, Trustee John Moore, and Mayor Joseph Woods

ABSENT: Trustee Tiffani Graham

STAFF IN ATTENDANCE: Village Manager Jon Kindseth, Police Chief Brian Rzycki, Fire Chief Mark Cotrano, Village Attorney Leslie Kennedy (7:07), Assistant Village Manager Jason Miller, Director of Finance Mark Pries, Director of Economic Development and Planning Sandra Zoellner, Director of Recreation, Parks, and Community Health Kevin Adams, Director of Public Works Roderick Ysaguirre, Director of Community Development Jerry Martin, IT Coordinator Mark Geising, and Sustainability Coordinator Carrie Malfeo

OTHERS IN ATTENDANCE: Mae Brandon, former trustee and resident; Mr. Covington, resident; and two others

Roll Call

Mayor Woods called the meeting to order at 7:00 P.M. and asked Clerk McGann to call the roll.

1. A Resolution Authorizing the Execution of the 2026 Paratransit Service Provider Agreement to Engage in Public Transportation Services with PACE

Manager Kindseth said this item is an annual renewal of the agreement with PACE. Director Ysaguirre explained the agreement and listed the services provides with details and dates. Staff recommends approval of the contract. Mayor Woods asked if there were any questions or comments from the Board. When Trustee Moore asked about payment options, Director Ysaguirre said Pace accepts cash only. Hearing no other questions or comments, this item will be on the agenda for action at tonight’s regular meeting.

2. The Low-income Energy Efficiency Outreach and Engagement (LIEEOE) Grant Award.

Manager Kindseth asked Sustainability Coordinator Malfeo to talk about the recent \$25,000 grant received through the Low-Income Energy Efficiency Accountability Committee and ComEd. She explained the benefits and how residents may apply. Mayor Woods asked if there were any questions or comments from the Board. Hearing none, this item will be on the agenda for action at tonight’s regular meeting.

3. Replacement of Support Vehicle

Manager Kindseth asked Chief Cotrano to explain the suggested early replacement of the support Fire Department. Chief Cotrano said the Village could take advantage of EV credits/rebates if they order the vehicle now as opposed to waiting till 2029. An EV vehicle is new to the Fire Department and will be used as a support vehicle, not a primary vehicle for responding to calls. Mayor Woods asked if there were any questions or comments from the Board. When Trustee

Slone asked how it would be funded in this budget, Director Pries said each department has funds available. Also, there are cash reserves in the Fire Department's budget. There would be a budget amendment in Spring. Trustee Moore said he would like to share with the residents what the projected costs and savings would be with involved with the new EV vehicle. Hearing no other questions or comments, this item will be on the agenda for action at tonight's regular meeting.

Mayor's Comments

Mayor Woods dispensed with the comments section of the agenda until the regular meeting.

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

This concluded the Rules Meeting of the Board of Trustees Meeting. There being no further business. Mayor Woods called for a motion to adjourn. Motion was made by Trustee Hardy, seconded by Trustee Slone and passed unanimously by voice vote.

The meeting was adjourned unanimously with a voice vote with the following results:

Ayes: 6

Nays: 0

Absent: 1

Mayor Woods adjourned the Special Rules Meeting at 7:12 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

**SPECIAL REGULAR MEETING OF THE BOARD OF TRUSTEES
350 VICTORY DRIVE
PARK FOREST, ILLINOIS**

Village Hall

Board Room 7:00 p.m.

December 8, 2025

IN ATTENDANCE: Trustee Theresa Settles, Trustee Erin Slone, Trustee Maya Hardy, Trustee Randall White, Trustee John Moore, and Mayor Joseph Woods

ABSENT: Trustee Tiffani Graham

STAFF IN ATTENDANCE: Village Manager Jon Kindseth, Police Chief Brian Rzyski, Fire Chief Mark Cotrano, Village Attorney Leslie Kennedy, Assistant Village Manager Jason Miller, Director of Finance Mark Pries, Director of Economic Development and Planning Sandra Zoellner, Director of Recreation, Parks, and Community Health Kevin Adams, Director of Public Works Roderick Ysaguirre, Director of Community Development Jerry Martin, IT Coordinator Mark Geising, and Sustainability Coordinator Carrie Malfeo

OTHERS IN ATTENDANCE: Mae Brandon, former trustee and resident; Mr. Covington, resident; and two others

Roll Call

Mayor Woods called the meeting to order at 7:12 P.M. and asked Clerk McGann to call the roll.

Pledge of Allegiance

Mayor Woods led the Board and the audience in the Pledge of Allegiance.

Reports of Village Officers

Mayor

Mayor Woods asked for a moment of silence to honor Police Officer Tim Jones. Mayor Woods read a proclamation honoring Officer Jones as a police officer since 2015 and the years following recognizing his example of duty and personal strength. His courage and spirit will always be remembered in Park Forest and surrounding communities. The Village offers their condolence to the Jones' family.

Village Attorney

None

Village Manager

None

Village Clerk

None

Reports of Commission Liaisons and Committee Chairpersons

Each of the Trustees offered their condolences to the family of Officer Tim Jones. He gave the ultimate sacrifice and his legacy will live on. We will continue to support his family and the Police Department as we all share his loss.

Trustee Settles said the Holiday toy Drive was a success with so many kids receiving toys. Kudos to the commissioners and Evelyn Randle for the volunteerism to make the event so successful. She thanked staff and Angela Thurston for the wonderful job they did for the annual employee holiday party.

Trustee Hardy reported that the Recreation and Parks Board will meet Tuesday, December 16th.

Trustee Slone said the Economic Development Advisory Group will meet Wednesday, December 10th.

Trustee White asked for continued prayers for the Jones' family loss.

Trustee Moore thanked the Jones' family for sharing their journey with us. He noted that Officer Jones continued to serve after his passing as an organ/tissue donor through the Gift of Hope organization. Over 70 people will be impacted by his organ/tissue donations. Trustee Moore enjoyed the holiday toy give away and the fellowship of the holiday party. Trustee Moore attended Mayor Bean's funeral. He said Mayor Bean had accomplished so much with his service to Park Forest and the South Suburban community.

Citizens Comments, Observations, Petitions

Former Trustee Brandon shared her thoughts and feelings regarding the passing of Officer Jones. He will be remembered always. She invited all resident to the Tall Grass Arts Association Gallery for their holiday shopping needs. She wished the board, staff, and police and fire departments a peaceful and safe holiday.

Mr. Covington, resident, was concerned about a number of items: tax increases, especially for seniors, lack of minority hires/contractors for the new townhomes, Cook County Land Bank properties that are not being sold, and the potential use of manufactured/prefab housing on vacant lots in Park Forest. Mayor Woods suggested Mr. Covington stay after tonight's meeting to speak to department heads. He also stated that the Village's website has videos available of prior meetings regarding property taxes.

Motion: Approval of Consent

CONSENT:

1. Motion: A Motion approving the minutes of the Rules and Regular meeting of October 27, 2025, the Rules and Special Regular meeting of November 3, 2025 and the Regular meeting of November 17, 2025

2. Resolution: A Resolution Authorizing the Execution of the 2026 Paratransit Service Provider Agreement to Engage in Public Transportation Services with PACE

3. Resolution A Resolution Adopting the Holiday Schedule for the Calendar Year 2026

4. Motion: A Motion accepting the Low-income Energy Efficiency Outreach and Engagement Grant for \$25,000 for project Park Forest Energy Efficiency Education and Outreach

5. Motion: A Motion to approve the purchase of an EV Ford F150 in the amount of \$70,897.62, for the Fire Department

6. Motion: A Motion approving the appointment and reappointments to the Board and Commissions

APPOINTMENTS:

MOVED, that the Mayor and Board of Trustees reappoint Michele Johnson as Chairperson on the Board of Fire and Police Commissioners for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Mamie Rogers as Vice-Chair on the Board of Fire and Police Commissioners for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Dennis Farmer to the Board of Fire and Police Commissioners for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Susan Blatchford as Chairperson on the Beautification Awards Committee for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Atina Moore to the Beautification Awards Committee for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Jennifer Whitson to the Beautification Awards Committee for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Monray Larry as Chairperson on the Commission on Human Relations for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Ella Jones as Vice-Chair on the Commission on Human Relations for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Tiwana Wallace-Agbenyegah to the Commission on Human Relations for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Chaplain Rochelle to the Commission on Human Relations for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Gloria Parker to the Commission on Human Relations for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Phillip Perkins to the Economic Development Advisory Board for a term to expire on December 31, 2028, and as Chairperson for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Julie Baker as Chairperson on the Environment Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees appoint Allison McCray as Vice-Chair on the Environment Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Wanda Sanders to the Environment Commission for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Denise Moore to the Park Forest Housing Authority for a term to expire on December 31, 2030, and as Chairperson for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Maria Moore to the Park Forest Housing Authority for a term to expire on December 31, 2030.

MOVED, that the Mayor and Board of Trustees reappoint Vernita Wickliffe-Lewis to the Planning and Zoning Commission for a term to expire on December 31, 2028, and as Chairperson for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Marguerite Hutchins as Vice-Chair on the Planning and Zoning Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Doug Price to the Planning and Zoning Commission for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Cristina Lazard as Chairperson on the Recreation and Parks Advisory Board for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Bathsheba Robinson to the Recreation and Parks Advisory Board for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Denise Smith to the Recreation and Parks Advisory Board for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Toni Warren to the Senior Citizen Advisory Commission for a term to expire on December 31, 2028, and as Chairperson for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Barbara West to the Veterans Commission for a term to expire on December 31, 2028, and as Chairperson for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Ann LaFrance as Vice-Chair on the Veterans Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Kimberely Franklin to the Veterans Commission for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Lamekia Davis as Chairperson on the Youth Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Tammie Davis as Vice-Chair on the Youth Commission for a term to expire on December 31, 2026.

MOVED, that the Mayor and Board of Trustees reappoint Andre Hogan to the Youth Commission for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Teri Wilkerson to the Youth Commission for a term to expire on December 31, 2028.

MOVED, that the Mayor and Board of Trustees reappoint Thaddius Quails to the Youth Commission for a term to expire on December 31, 2028.

Approval of the consent agenda was moved by Trustee Sloan and seconded by Trustee Settles. Mayor Woods asked if anyone wished any item be removed from the consent agenda for further discussion. Hearing none, a roll call vote was called by Mayor Woods on the motion to approve the consent agenda.

The consent agenda was approved with the following results:

Ayes: 6

Nays: 0

Absent: 1

The consent agenda was adopted with six (6) ayes, no (0) nays and one (1) absent

DEBATABLE:

7. Ordinance: An Ordinance Levying Taxes for all Corporate Purposes for the Village of Park Forest, Cook and Will Counties, Illinois, for the Fiscal Year Beginning on the First Day of July, 2026 and Ending on the Thirtieth Day of June, 2027 (Final Reading)

Mayor Woods asked for a motion. The ordinance was moved by Trustee Hardy and seconded by Trustee Slone. Mayor Woods asked if there were any questions or comments on the final reading

on this ordinance. Hearing none, Mayor Woods called for a roll call vote by Clerk McGann. The ordinance was approved following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The ordinance was adopted six (6) ayes, no (0) nays, and one (1) absent.

8. Ordinance: An Ordinance to Abate a Portion of the 2025 Tax Levy for the Village of Park Forest, Cook and Will Counties, Illinois (Final Reading)

Mayor Woods asked for a motion. The ordinance was moved by Trustee Slone and seconded by Trustee Settles. Mayor Woods asked if there were any questions or comments on the final reading on this ordinance. Hearing none, Mayor Woods called for a roll call vote by Clerk McGann. The ordinance was approved following a roll call vote with the following results:

Ayes: 6
Nays: 0
Absent: 1

The ordinance was adopted six (6) ayes, no (0) nays, and one (1) absent.

Adjournment

This concluded the Special Regular Meeting of the Board of Trustees.

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

Ayes: 6
Nays: 0
Absent: 1

Mayor Woods adjourned the Special Regular Meeting at 7:40 p.m.

Respectfully submitted,
Sheila McGann
Village Clerk

AGENDA BRIEFING

DATE: December 4, 2025

TO: Mayor Joseph Woods
Board of Trustees

FROM: Mark Cotrano, Fire Chief

RE: Lift Assist Ordinance

BACKGROUND/DISCUSSION: Public act 104-0057 has been enacted into law. It addresses reimbursement for lift assist services. Specifically, it addresses lift-assist service provided by members of a fire department in response to an assisted living facility or nursing home. The act notes that “municipalities may fix, charge, and collect reasonable fees from an assisted living facility or nursing home facility for every lift assist service after the 6th lift assist service provided to that assisted living facility or nursing home facility that year...”. However, fees may not exceed that of actual personnel and equipment costs rendered during the service.

After surveying fire departments that provide service to assisted living facilities or nursing homes, staff has found that \$500 is a reasonable fee for providing lifting assistance. The Fire Department staff proposes adding this fee to our schedule as well as incorporating the below language to section 42-16.

Reimbursement for lift-assist services.

- a) In the event the Fire Department is called to a Nursing Home or Assisted Living Facility more than six (6) times in a calendar year, beginning January 1, to perform a Lift Assist, a fee will be assessed to the facility for each such assist.
- b) “Lift Assist” means a response to an assisted living facility or nursing home facility by personnel of the fire department, an emergency response unit, or a unit of another public safety department providing automatic or mutual aid to a municipality to lift a patient or other individual from the individual’s current position to a desired position. The act of lifting a patient or other individual during a response to a request for transportation to a health care facility (specifically such as a hospital or emergency room) shall not be considered a lift assist service.
- c) The fee to be assessed on the seventh instance, and all instances from that point forward for the remainder of the calendar year, shall be \$500 per incident.

RECOMMENDATION: Adopt the stated language in section 42-16 of the Village of Park Forest code of ordinances.

SCHEDULE FOR DISCUSSION: This item will be on the January 5, 2026 Regular agenda for Final Reading.

ORDINANCE NO. _____

**ORDINANCE AMENDING CHAPTER 42, ARTICLE I, SECTION 42-16
OF THE CODE OF ORDINANCES OF
THE VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS**

BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, that the Code of Ordinances of the Village be hereby amended by making the following changes to Chapter 42, Article I, Section 42-16 “Reimbursement for lift assist services”.

Sec. 42-16. – Reimbursement for lift assist services.

- a) In the event the Fire Department is called to a Nursing Home or Assisted Living Facility more than six (6) times in a calendar year, beginning January 1, to perform a Lift Assist, a fee will be assessed to the facility for each such assist.
- b) “Lift Assist” means a response to an assisted living facility or nursing home facility by personnel of the fire department, an emergency response unit, or a unit of another public safety department providing automatic or mutual aid to a municipality to lift a patient or other individual from the individual’s current position to a desired position. The act of lifting a patient or other individual during a response to a request for transportation to a health care facility (specifically such as a hospital or emergency room) shall not be considered a lift assist service.
- c) The fee to be assessed on the seventh instance, and all instances from that point forward for the remainder of the calendar year, shall be \$500 per incident.

Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Passed this _____ day of January, 2026

APPROVED:

Joseph A. Woods, Mayor

ATTEST:

Sheila McGann, Village Clerk

Ayes
Nays
Absent