

AGENDA
PARK FOREST PLANNING AND ZONING COMMISSION

Park Forest Village Hall
Via Conference Call

7:00 P.M.

TUESDAY
April 13, 2021

1. Planning and Zoning Commission Call to Order
2. Review of Minutes
 - a. March 9, 2021, Regular Planning and Zoning Commission Meeting
3. Petitions - None
4. Audience to Visitors
5. New Business –
 - a. Workshop to discuss implementation of the Growing Green: Park Forest Sustainability Plan
6. Old Business - None
7. Communications
 - a. Member Communications
 - b. Trustee Comments
 - c. Staff Communications
8. Adjournment

Due to the public health emergency, individuals who wish to make comments at the Planning and Zoning Commission meeting must submit their comments by email to hkingma@vopf.com or by US Postal Service to 350 Victory Drive, Park Forest IL 60446, ATTN: Hildy L. Kingma. Mail or email comments must be received no later than 5:00 pm on Tuesday, April 13, to be provided to the Planning and Zoning Commission for their consideration. All comments received by the deadline will be read out loud at the public hearing. Interested parties may also obtain a call-in phone number by contacting Hildy Kingma at the email address above or calling 708/283-5622 prior to 5:00 pm on Tuesday, April 13. If the public has questions, call or email Ms. Kingma.

**Park Forest
Planning and Zoning Commission Meeting Minutes
Via Zoom and Conference Call
Tuesday, March 9, 2021**

Present: Vice Chair Marguerite Hutchins; Commissioners: Samuel Brooks, Cynthia Burton-Prete, Denise Poston, Doug Price

Staff: Hildy Kingma, Director of Economic Development and Planning

Absent: Chair Vernita Wickliffe-Lewis; Commissioners: Kyle Brodnick, Kim Elmore-Perkins, Judith Gonzalez

Visitors: None

Call to Order: Hutchins called the meeting called to order at 7:07 pm.

Review of Minutes of February 9, 2021: On page two the fourth paragraph under Kingma: “But we have a limited amount of money because it is available because there were so many programs we couldn’t do because of COVID.” This will change to “We have a limited amount of money available because there were so many programs we couldn’t do because of COVID.” Also on page two under Price where it says “One of the prime factor of the housing crisis was that the teaser loans and rates, so there were significant home owners....” Amend the minutes to take out the word “that.” Motion to approve the minutes with changes was made by Price, seconded by Burton-Prete, and all approved by roll call vote.

Petitions: None

Audience to Visitors: None

New Business:

- a. Public Hearing: Text Amendment to Table III-2-A. (Use Table) and Section III-3 (Use Standards of the Unified Development Ordinance to permit light manufacturing uses in the C-2 and C-3 zoning districts, with use standards

Kingma went over the text amendment to permit light manufacturing in the C-2 and C-3 zoning districts provided that the use standards are met. The use standards that the staff is proposing include 1) there must be a minimum of 500 feet of retail space and 2) the applicable design standards must be met. The idea is to both expand the potential for leasing space and help small businesses become more resilient against the big e-retailers and pandemics. Notice of the public hearing was published in the *Daily Southtown* Newspaper on February 21, 2021. At the request of the PZC all property owners within the C-2 and C-3 zoning districts, as well as those within 250 feet of those districts, received notification of the public hearing.

Price: Is the issued raised by the resident on Homan Street one that we can speak to as a requirement of this requested change?

Kingma: No, but I think she makes a really good point and it's something that we will keep in mind as we talk to potential developers of that land.

Hutchins: Can you explain the issue regarding loading spaces within 50 feet of any property in a residential district?

Kingma: For example, think of where the Dollar General and First Midwest Bank are located. Those properties, including the vacant land where the farmers market is held, back up to a residential zoning district. If that property were being developed and someone wanted to put a loading zone within 50 feet of that rear property line, they would have to screen it with a solid fence or wall with a minimum of 6 feet in height.

A motion was made to close the public hearing made by Poston, seconded by Burton-Prete. All voted in favor by roll call. The public hearing closed at 7:36 pm.

After reviewing the Standards for Zoning Amendments and determining that they were all met, a motion was made by Price to recommend approval of the text amendment to the Board, and seconded by Brooks. All in favor by roll call vote.

Old Business: None

Communications:

- a. **Member Communications:** None
- b. **Trustee Comments:** Trustee Hardy commended the Staff and the Commissioners for the work. If anyone wants to look at the financial update it was recorded and is available on the Village website. She talked about a resident survey that the Board is planning, and noted that there will be between 25 to 29 questions. When it is distributed, please share within your network so that we can get as many responses as possible.
- c. **Staff Communications:** Kingma asked what element of the comprehensive plan the Commissioners want to look at for the April agenda. Price requested that the Sustainability Plan be examined.

Adjournment: A motion was made by Price to adjourn the meeting, seconded by Burton-Prete. All approved by roll call vote. The meeting adjourned at 7:47 pm.

MEMORANDUM

TO: Planning and Zoning Commission

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

DATE: March 30, 2021

RE: Update on *Growing Green: Park Forest Sustainability Plan*

The Planning and Zoning Commission has requested periodic updates on the adopted elements of the comprehensive plan. At the April meeting, we will discuss the *Growing Green: Park Forest Sustainability Plan*, adopted by the Board of Trustees in May 2012. The attached document provides an update on the activities that have taken place or are underway to implement the Goals and Strategies in the Plan. As evidenced in the attachment, there are a lot of activities that have taken place and so this list might not be comprehensive, but it is as close as possible.

Please refer to the plan itself for the specific Goals and Strategies that have guided the work of the Board and Staff over the past nine years. The Plan can be found at the following link <https://www.villageofparkforest.com/455/Comprehensive-Planning>

VILLAGE OF PARK FOREST

Growing Green: Park Forest Sustainability Plan Accomplishments

Since adoption of the *Growing Green: Park Forest Sustainability Plan* in May 2012, the Village has been actively involved in programs and projects that will enhance the way that people live and work more sustainably. Following is a listing of many of these activities. Each section relates to a specific chapter in the *Sustainability Plan*.

Development Patterns

- The Unified Development Ordinance was adopted on December 11, 2017. The UDO addresses strategies for Development Patterns outlined in the Sustainability Plan. For example, the UDO created a mixed use zoning district and an urban residential zoning district, it permits accessory dwelling units in single family zoning districts, and it establishes design requirements to enhance walkability and bike-ability.

Transportation and Mobility

- 2017 – Bicycle Signage and Directional Signs installed along all bike routes included in the *Bicycle and Pedestrian Plan*.
- The Village Board adopted the *Bicycle and Pedestrian Plan* in December 2014.
- 2013 – An electric vehicle charging station with two hookups was installed in the parking lot of Village Hall to demonstrate the Village’s commitment to new, clean technologies that will reduce the amount of greenhouse gasses emitted in the community. Use of the EV station is free. Two electric vehicle charging stations are also located at the Walgreens store at Orchard Dr/Lakewood Blvd. See the section on GHG Emissions for more data on use of the Village’s EV charging station.
- 2017 – The Village completed installation of a sidewalk along US30/Lincoln Highway from Indiana Street to Orchard Drive as part of an Illinois Transportation Enhancement Program grant. In 2021, the sidewalk will be completed from Orchard Drive to the Village’s eastern limit, including a spur from Lincoln Highway to Rockwell and Farragut Streets in the far northeast corner of the Village. This segment of the sidewalk is also funded by an RTA Access to Transit/CMAQ grant.
- The Village Board adopted a Complete Streets Policy in 2015. Smart Growth America recognized the Village’s Policy by ranking it the 3rd best policy adopted in 2015.
- The UDO includes requirements for
 - Bicycle parking at new developments (non-single family residential).
 - Better design of new development to address walkability (build-to lines, location of parking lots on rear and interior side yards, landscape buffers for parking lots, wider sidewalks, etc).
- 2017 – CMAQ funding was used to install bikeway pavement marking along Federal Aid qualified routes consistent with *Bike and Pedestrian Plan*. This project added 12.8 miles of sharrow markings along Village roads.
- 2017 – Five pedestrian cut-throughs were improved to install 10 foot wide multi-use paths, (replaced five foot paths), new lighting, and ADA connections at streets.
- 2018 – an Invest in Cook grant received for Phase I engineering to upgrade Forest Boulevard, and in 2020 a second grant received for design engineering. This project will include a 10 foot wide multi-use path along the entire road from Indianwood Boulevard to Norwood Boulevard, consistent with the *Bicycle and Pedestrian Plan*.
- 2020- Village applied for a CMAQ grant to complete the upgrades to all remaining pedestrian cut-throughs in the Village.
- 2020 – The Villages of Park Forest, Matteson, and Richton Park initiated a “last mile study” with the Regional Transportation Authority to examine transit alternatives that make the communities more accessible and help residents reduce their need for vehicle travel.

- Park Forest was the local agency sponsor for a Compressed Natural Gas (CNG) conversion project for a local refuse hauling company. The CNG project included the installation of two fleet fueling farms and the purchase of numerous CNG garbage trucks. The total grant project over the past several years was in excess of \$4,000,000. FY 2019/2020 will include the final phase of grant administration funding of approximately \$400,000 flowing through Park Forest to the refuse company. This project enhances the environment of not only Park Forest but the entire southland region with a transition from diesel vehicles to CNG.

Open Space and Ecosystems

- FY2010 – the Village adopted the EAB (Emerald Ash Borer) Readiness Plan, which calls for a deliberate increase in species diversity in the Village’s urban forest
- Since 2013, the Village has planted 270 new trees in parks and parkways to replace trees lost to the EAB.
- 2017 – A new pocket park was installed in the Eastgate neighborhood. The park was requested by neighborhood residents as a way to use lots where blighted houses have been demolished.
- 2017 – 2018 – The Village installed new play equipment in Murphy Park, which serves the housing cooperatives. Swings are from a traditional manufacturer, but all other equipment was created from locust trees harvested from the Village’s Hidden Meadows property. The playground is a departure from what is understood as a “traditional playground” and incorporates evolving concepts of natural play.
- 2017-2018 – Village Green was expanded into the area formerly occupied by the Marshall Fields department store. The new park creates an expanded destination park for DownTown Village activities. It is also designed to hold stormwater from a 100 year storm. It includes a native planting garden, a labyrinth, a small growth of edible fruit trees, pedestals for future installations of public art, and an expanded Village Green for public seating at outdoor music concerts and other events. The new park creates an expanded destination park for DownTown Village activities.
The Unified Development Ordinance contains requirements for using native landscaping and planting new trees in new developments and redevelopment projects.
- In each of the summers of 2016- 2020, the Village has benefitted from the volunteer efforts of a team of young adults from the AmeriCorps National Civilian Conservation Corps (NCCC). Work conducted by the NCCC Teams which relates to the Open Space and Ecosystems element of the *Sustainability Plan* included:
 - Painted over 500 storm sewer inlets with environmental messages and distributed 1,000 door hangers with environmental messages.
 - Cut down about 250 feet of invasive trees in about three acres of the Central Park wetlands.
 - Cleared 1,833 linear feet of drainage way in Central Park of woody vegetation in Central Park.
 - Cut down about 200 feet of brush and small trees along the trail in Indiana Park.
 - Cleared 1,500 feet of invasive vegetation along “kiss n ride” driveway and ADA ramp at Metra commuter lot #2.
 - Removed weeds, trees, and other undesirable species of plants at the Fire Training site.
 - At the St. Irenaeus Catholic Church Community Garden, assisted with transplanting, weeding and cultivation of the vegetable beds, installation of new growing beds, installation of a water harvesting system, and harvesting fruits and vegetables for distribution at the St. Irenaeus food pantry.
 - Cleared thousands of feet of tree limbs and small trees back of the walking paths throughout the Central Park Wetlands and the Winnebago Park drainage-way.
 - Cleared ½ mile of tree limbs and small trees along the Old Plank Road Trail.
 - Conducted Village tree inventory of 648 trees, including data on species, condition, and hazard.
 - At the Thorn Creek Woods Nature Preserve, they have opened up a 1,300 linear foot trail that had completely grown over, clearing invasive vegetation along nearly three miles of additional

trails, installed over 20 water bars to prevent erosion along trails, retrenched an additional 25 drainage bars, built a 70 foot long boardwalk at a wet stretch of trail, and installing signs and benches. The 2021 NCCC Team will clear a one-half mile portion of one of the trails, build three new boardwalks totaling 48 feet in length, install six signs along the new trail, and build two barricades to prevent walking beyond the paths.

- In 2014-2016, the Village partnered with the University of Illinois Extension to provide a series of gardening educational sessions with the purpose of increasing resident knowledge and building capacity to expand the community garden program. The program has been successful with 15 to 25 residents attending each session. In 2017, the Environment Commission took over the Gardening Series and decided to hold all classes in the Wetland Discovery Center. The gardening series continues into 2021.
- In 2021, the Village applied for a grant from the Metropolitan Mayors Caucus to plant 30-55 native trees in a mini-forest pilot project (the Village will match the grant and Openlands may donate 25 of the trees). This mini-forest is projected to sequester 13.25 tons of CO2 per year, for a total of 530 tons of CO2 over 40 years. It will also have a significant impact on reducing street flooding in the neighborhood.
- The Village has received a Certified Tree City USA designation in 2019 and 2020.
- In 2020, the Village received an Urban & Community Forestry Grant from The Morton Arboretum to fund a comprehensive tree inventory and develop an urban forestry management plan. As part of this work, Village staff is also developing a tree preservation ordinance that will be applicable to all public trees.
- In 2019, the Village received a grant from the National Fish and Wildlife Foundation to design and install large scale rain gardens in Shabbona Park, Marquette Park, and Onarga Park.
- In 2021, the Village will begin renovation of Somonauk Park to create a nature/adventure park, offering several new, accessible and unique recreation experiences. Active recreation opportunities include kayaking in the two-acre pond, a total of 175 feet of zip-line, and a contoured “wave field” to run and play. Somonauk Park is a major cog in the Village’s *Bicycle and Pedestrian Plan* and the multi-use and walking looped paths will connect the sections of bike routes and walks beyond the park. More passive recreation amenities include fishing from the boathouse and fishing piers, walking and opportunities to relax on giant “porch” swings that overlook the park from an elevated vantage point. Time with family and friends and promoting a stronger community is encouraged through all of these. This project also serves to create habitat and encourages appreciation of nature through the extensive use of native landscaping to create an emergent wetlands and native prairie.

Waste

- The Village has been the recipient of several grants for demolition of vacant, blighted houses. Of the 95 houses that have been demolished since 2009, 20 have been deconstructed.
- In 2016-2020, the Village has conducted a Growing Green Recycle Fest, which took in the materials noted below:
 - 2016: 12,000 lbs of paper shredding, 8,783 lbs of electronics, 232 TVs, 300 eye glasses, 2,500 lbs of clothes and shoes, 500 lbs of batteries
 - 2017: 6,000 lbs of paper shredding, 2,432 lbs of electronics, 169 TVs, 70 eye glasses, 412 lbs of clothes and shoes, 2 50-gallons plastic trash bags, 200 bottles of medication
 - 2018: 3,000 lbs of paper shredding, 13,000 lbs of electronics, 208 TVs, 240 eye glasses, 1,316 lbs of clothes and shoes, 15 lbs of plastic bags, 36 pounds of medication, 2,655 books collected. The Pop-Up Bookstore started as a result of the 2019 Recycle Fest and stayed open until fall of 2020. All books were free.
 - 2019: 15,000 lbs of shredded paper, 19,000 lbs of electronics, 70 TVs, 248 pairs of glasses, 10 USAGAIN containers of clothes and shoes, 36 lbs of plastic bags, 40 lbs of medication, 20 lbs of polystyrene, 8,157 books, and 28 flag were collected and recycled.

- 2020: 12,000 lbs of shredded paper, 32,000 lbs of electronics, 144 TVs, 58 pairs of glasses, 2,520 lbs of clothes and shoes, 112 lbs of plastic bags, 42 lbs of medication, 138 lbs of polystyrene, 4,455 books, 28 flags, 3 bikes, 252 trophies.
- For five years, the Village partnered with the Keeling Family Foundation’s VetTech organization to maintain a large bin in the Village Hall lobby to collect electronics waste from residents. This organization trains and prepares Veterans for the IT career fields while simultaneously collecting and recycling/repurposing E-waste. Starting in 2018, weekly curbside electronics pick-up started for single family homes.
- The Village has partnered with Will County to host three tire recycling events in the Downtown, in 2012, 2014, and 2017. These events were designed to collect used tires from municipalities, counties, and other public agencies in the south suburban area. The 2012 event collected approximately 5,000 tires, the 2014 event collected 6,000 tires, and the 2017 event collected 9,000 tires.
- In 2012, the Village initiated the waste reduction practice of using reusable dishware, flatware, and glassware for Village Board meetings, staff events, and general daily use.
- Recycling bins have been distributed to all Village facilities and are used during Village functions, both indoor and outdoor. In 2019, the Village purchased and installed 12 landfill/recycling receptacles that have been installed throughout DownTown Park Forest. These receptacles were purchased from a company powered by 100 percent renewable energy, and the receptacles are made from 97 percent type HDPE (milk jugs), the purest grade of recycled plastic available in the industry. Similar receptacles will be purchased for Village Hall in 2021 and for Freedom Hall in 2022. This project is being implemented in a manner to give a clear message on recycling to limit contamination of the waste stream.
- In 2019, the DownTown Park Forest Management Office added three recycling totes and one two-yard recycling dumpster for use by businesses. The Sustainability Coordinator met with 20 DownTown businesses to educate them on recycling.
- The Village’s curbside waste and recycling program (single family residential) has generated the following volumes from 2013-2020. The Village’s waste management contractor has indicated that the decrease in recyclables may be due, at least in part, to the decrease in newspaper use. (Source: Homewood Disposal)

Year	Waste Collected (tons)	Recyclables Recovered (tons)	Yard Waste Composted (tons)
2013	6,182	1,111	705
2014	6,044	1,060	666
2015	5,920	972	653
2016	6,222	1,014	530
2017	6,132	1,006	406
2018	5,933.00	965.19	548.96
2019	6,333.86	918.02	568.96
2020	7,472.80	964.56	569.95

- In 2019, the Village began collecting and recycling holiday tree lights. In 2019, 288 strings of lights were collected, and in 2020 140 strings of lights were collected.
- From 2009-2020 the Village has collected 329 used holiday trees that are chipped for use as landscape mulch.
- In 2019, the Village received a \$500 grant from the Thorn Creek Audubon Society to purchase recycling bins for Park Forest School District 163 classrooms.
- Village Hall collects and recycles plastic bags and film and used ink/laser cartridges. Village Hall, and the Police and Fire Stations collect and recycle shredded paper and batteries. These are all items that the waste hauler does not collect.

Water and Wastewater

- In 2016, Public Works partnered with the Metropolitan Water Reclamation District of Chicago to supply free rain barrels to Park Forest residents within Cook County. The Village distributed 1,173 rain barrels to 418 Cook County residents. In 2017, the Village implemented a similar program for Park Forest residents in Will County with 196 (55 gallon) rain barrels distributed. Based on a one-inch rain event, these rain barrels collect the equivalent of 75,295 gallons of water with just one use.
- The following projects have been undertaken to improve the Village's water distribution system, and thereby limit the loss of water from line breaks.
- In 2016-2017 the Village is replacing four miles of water mains in various locations throughout the Village. This project is funded by a \$5 million low interest loan from the Illinois EPA.

Name of Project	Description
2014 Water Main Lining	Approximately 1,350 LF of 6" water main was lined.
2016 Water Main Improvements	Replaced approximately 18,700 LF of 8" water main and 5,600 LF of 12" water main.
Standpipe Chlorine Storage Building	The chlorine storage building at the Tamarack standpipe was replaced. This updates the chlorine feed and monitoring to the water at the standpipe.
2018 Street and Water Main Improvements	Replace 1,100 LF of 6" water main with 8" water main.
2018 Water Main Booster Extension	Install approximately 5,000 LF of new 12" water main and a new booster station.
2018 Water Main Extension	New 12" water main on Western Avenue, plus booster station
2019 Water Main replacement	Replaced water main, valves, and hydrants on Winona St from Wildwood St to Wilson St, and on Birch St from Choate St to Western Ave
2020 Water Main replacement	Replaced water main on Dogwood St in Cedarwood Cooperative area
2021 Water Main replacement	Replaced water mains along Lester Road, Apache Street, Arrowhead St
2022 planned project	Construct 1,000,000 gal elevated water storage to replace water storage tank at the water treatment plant

- In 2013, two Elkay retrofit water bottle filling stations were added to the water fountains in Village Hall, one in the lobby and one on the second floor employee area. A sanitary, no-touch sensor activates the filtered and cooled water, and a green ticker counts the quantity of 12 oz. bottles diverted from the landfill when guests reuse their water bottle rather than purchasing new. To date (March 2020), over 90,000 water bottles have been kept out of the landfill.
- Public Works completed both phases of work for a \$500,000 USEPA grant for sanitary sewer improvements. A majority of this work consisted of lining sanitary sewers located in the back and side yards of residences and businesses as well as manhole rehab. This effort rehabilitates the system before failure and a more costly repair that would entail accessibility restrictions.

Name of Project	Description
2014 USEPA Sanitary Sewer Lining Project	The following sizes of sanitary main were lined: 6" - 201 LF, 8" - 2,539 LF, 12" - 1,405 LF, 15" - 2,022 LF.
2015 Decanting and Wash Rack	Installed a wash area at the Public Works yard to wash down vehicles so that the water would be diverted to the sanitary sewer.
Niagara and D2 Sewer	Replace 267 LF of 8" san. sewer by open cut and replace 288 LF of san. sewer by pipe bursting.
Oswego Sewer Repair	Replace 235 LF of 8" san. sewer.

Sangamon Lift Station 2018-2019	Replace old lift station with new wet well, valve vault and control cabinets. New lift station powered by natural gas.
2015 Storm Sewer Repairs	Replace 16 LF of 24" storm sewer, replace 160 LF of 36" storm sewer, replace 100 LF of 48" storm sewer and replace 30 LF of 42" storm sewer.
Thorn Creek Tributary D Storm Sewer Rehab 2018	Install 2,360 LF of 54" CIPP Liner in the storm sewer.
Thorn Creek Subdivision Drainage Imp. 2017	Remove 135 LF of 36" CMP. Install 76 LF of 24" and 30" HDPE , and 118 LF of 48" RCP. Remove 25 LF of dual 36" culvert and replace with 4'x10' box culvert.
2018 Storm Sewer replacement	300 feet on Wilshire Street
2019 CIPP sewer lining	CIPP liner in the sanitary sewer on Nassau, Nokomis, Niagara, Oswego Streets
2020 Sewer line replacement	1,200 LF sanitary sewer replaced on Oswego St, between S. Orchard Dr and Neola St. 1,200 LF sanitary sewer replaced on Indianwood, Neola, Oswego, and Niagara Sts
2021 CIPP sewer lining	11,493 LF CIPP sanitary sewer lining throughout Eastgate neighborhood

- In 2019, created a rain garden grant program to encourage property owners (residential and commercial) to install rain gardens to address localized flooding.

Energy

- The Village adopted the Unified Development Ordinance in 2017, which allows small wind energy collection systems and solar energy collection systems to be built in all zoning districts based on established standards. Solar farms are permitted in the manufacturing zoning district by right, and in all other zoning districts with a Special Use Permit.
- Three Park Forest businesses have taken advantage of ComEd's energy audit and improvement program to have new energy efficient lighting installed in their facilities.
- In May of 2013 the Park Forest Village Hall, Police Station/LaRabida, Tennis & Health Club and Freedom Hall received lighting updates. Outdated T-12 florescent lamps and fixtures were replaced with energy efficient T-8 lamps & ballasts and other green lighting technologies. Fixtures in Village Hall were reduced from three to two bulbs, generating the same amount of light by adding reflective material. Exit signs were retrofitted to include LED bulbs that are not only more energy efficient but reduce the need to replace them as often. The total project cost was \$76,810 and the Village received a grant of over \$61,246 from Illinois Clean Energy and Illinois Department of Commerce & Economic Opportunity. The cost to the Village was \$15,564. In this program the amount awarded is tied directly to the annual savings in kilowatts as a result of the program.
- The thermostat systems in Village Hall and the Park Forest Public Library were replaced in 2014 in order to institute a more efficient use of natural gas. This project's goals are to maintain a consistent temperature throughout the buildings, increase the comfort of all building occupants, and balance the HVAC system so no one unit is working harder than another, thereby extending the life expectancy of the units. Village staff is able to manage the system remotely, saving vehicle miles traveled (VMT) and time. The software used by staff is very user friendly and there have been multiple staff trained to use it. The project costs for both buildings were \$16,800 and after grants in the amount of \$12,260 the remaining costs to the Village were \$4,540.
- Street and parking lot lighting replacements to install LED lights since 2016:

Year	Number of lights Converted to LED	Locations
2016	127 (95 Street Lights & 32 Outside Lights)	Indianwood, Merrimac, Manitowac, Marquette, Meota and the water plant
2017	131 (Street Lights)	Orchard Dr (US 30 to Lakewood Blvd), Forest/Norwood/Westwood (Western Ave to Indianwood Blvd), Indianwood Blvd (Western Ave to Forest Blvd), Main St (Western Ave to Forest Blvd), and all of Tamarack St.
2018	343 (19 Street lights, 160 Fixtures, 36 Parking Lot Lights, 128 Fixtures)	North and South Streets, DPW and Parks Yard, Matteson Metra Lot, Freedom Hall
2019		Parking lots at Village Hall, Freedom Hall, Aqua Center
2019	295 (117 street, 178 canopies)	All decorative street lights in DownTown Park Forest and canopy lights
2020	161	“W” Streets

- In 2021, ComEd awarded the Village a grant to complete the conversion of the remaining 968 street lights in the Village, including those on County (Sauk Trail) and State (Western Avenue and 26th Street) roads to LED. This project will be completed at no cost to the Village except \$24,000 in engineering required for the State roads.
- In 2019, entered into a three-year Electric Aggregation program which will supply Park Forest residents with 100 percent renewable wind energy from the Midwest at the same ComEd rate through NIMEC/MC2. The Village will receive a civic contribution of \$50,000 each year.

Greenhouse Gases

- In 2015, Park Forest as a community generated an estimated 192,076 metric tons of CO2 equivalent (CO2e) emissions. Park Forest community-wide GHG emissions decreased by 3.8 percent from 2010 to 2015. During this period, the Village provided educational materials to Village residents and conducted a series of ComEd “house parties” to introduce the community to energy efficiency measures and incentives available to residents. Whether as a result of these efforts, or by the efforts of residents and multifamily property owners themselves, GHG emissions from residential properties accounts for the largest portion of the overall decrease. Unfortunately, commercial energy emissions actually increased during the five year period. This is an indicator that the Village, and the community as a whole, has a lot of work to do in order to meet the goal of this Plan to reduce GHG emissions levels by 26 percent below 2010 emission levels by 2025.
- The Village conducted an updated GHG inventory in 2018 and determined that GHG emissions were reduced by 12 percent from the 2010 baseline year.
- In 2019, the Board adopted the *Climate Action and Resilience Plan*.

Green Economy

- The Economic Development and Planning Staff partnered with the Urban Sustainability Directors Network (USDN) and the International Economic Development Council (IEDC) on a USDN Innovation Fund project to develop stronger ties between sustainability and economic development professionals. A convening of 40 professionals took place prior to the September 2016 IEDC annual conference.

Local Food Systems

- In 2016 there were four active community gardens in the Village, three of which are planted and maintained by community organizations. In 2020, there were eight active community gardens, including on Algonquin Street, Indianwood Boulevard (2), Neola Street (2), Lester Road, Cunningham/Main Street, and Victory Dr/Lester Rd.
- In the summers of 2016-2020, the Village benefitted from the volunteer efforts of nine young adults from the AmeriCorps National Civilian Conservation Corps (NCCC). Work conducted by the NCCC Team which relates to the Local Food Systems element of the Sustainability Plan included:
 - Built a combination rain harvester/tool shed at the Neola Street community garden (this garden is planted and maintained by the South Suburban Special Recreation Association and local residents).
 - Streamlined the delivery process at the St. Irenaeus Food Pantry in suggesting new procedures to get food to correct shelves. Unloaded deliveries and stocked over 65,000 pounds of food. Helped the St. Irenaeus/Catholic Charities Food Pantry respond to 1,239 household requests for food, which translates to 5,300 individuals.
 - Assisted at the St. Irenaeus community garden on multiple occasions. Cleared out the yard waste and debris from the compost bins on the east side of the main garden area. Cleared the weeds out an entire corner of the garden which will be planted with native plants. Cleared out a planting area to the south of the rectory and rebuilt the cinder block foundation of a new rain barrel collection array on the east side of the building. Assisted with transplanting, weeding, and cultivation of vegetable beds, and harvested eight half-bushels of wax beans and five half-bushels of blueberries.
 - Also at the St. Irenaeus community garden, worked with volunteers from a halfway house program, members of the parish and SAFE (Sustainable Agriculture Food Exchange).
- In 2015, the AmeriCorps VISTA program awarded Park Forest a VISTA volunteer to work on anti-hunger related programs. The VISTA volunteer in Park Forest worked to improve access to nutritious food options by enhancing awareness of the availability of utilization of benefits at farmers' markets; support local, community gardening and agriculture efforts; and provide nutrition education information and opportunities for low-income residents. The VISTA volunteer also developed a community garden logo and worked with the St. Irenaeus food pantry on several projects.
- Since 2015, the Village has partnered with *Haunts Against Hunger* to conduct its Safe Halloween activities. The event includes a haunted house, entrance to which required a monetary or food donation for the local Township food banks. Collections over the past four years are noted below.

Items Collected	2015	2016	2017	2018
Food Items	2,908	7,229		
Dollars	\$749.80	\$4,000		

- In 2013, the Park Forest Farmers Market began to offer the opportunity for customers to use SNAP or Link cards to purchase fresh fruits and vegetables through an electronic benefit transfer (EBT) system. This program enables the Village to begin to address health inequities in regards to food access. The Village received a Farmers Market SNAP support grant totaling \$16,975, distributed to the Village from September 30, 2016-September 30, 2018. The grant expands the use of EBT/LINK card utilization at area Farmers Markets by local low-income families. In 2018, it is estimated that over 7,000 customers visited and shopped at the new location.
- Starting in 2016, the Village began to incorporate an incentive program at the Farmers Market to encourage more low-income SNAP recipients to shop for healthier foods for their families. The *Double Value Bucks Program* solicited donations from local businesses to support this effort to address local barriers to healthy food access. For each \$20 per week that a SNAP recipient spends, they are eligible to receive \$40 worth of fresh fruits and vegetables.

- The Health Department has applied for an additional grant called, *LINK UP ILLINOIS Double Value Coupon Grant*, available to Illinois Farmers Markets to help increase the access to affordable fresh and healthy foods for low-income communities by giving customers more buying power. If this grant is approved, the Village will have \$12,500 to help extend the DVBP until 2017.
- In 2018, Village and Park Forest Public Library Staff coordinated a Community Gardening Festival to raise awareness of community gardening benefits and educate the public on available land and grant funds.

Municipal Policies and Practices

- The Village's Five-Year Capital Plan identifies all projects that support the Sustainability Plan.
- The Communications Director continues to reduce paper usage by making more processes digital, when and if possible. Paperless registration has been available for the Village-wide Garage Sale, home buyer's workshops in Park Forest, for the Park Forest Civic Leadership Academy, and for all boards and commissions. When possible, messaging/forms/additional fliers are included on the reverse side of print pieces included in water bills to reduce paper and print costs.
- The Fire Department continues to look at expanding "Green Initiatives" into the physical plant, vehicles, and operations. The Fire Department continues to move to a paperless pre-planning process eliminating large binders and replacing them with re-usable thumb data drives. Efforts at going paperless within Fire Prevention are being made by increasing e-mail reporting capabilities. Paperless EMS and Fire reporting have been implemented via SouthCom Dispatch and a new Fire Records Management System. The Fire Department is continuing development and refinement of an anti-idling and sustainability policy to reduce the use of fossil fuels and the generation of exhaust gases. A solar panel was added to the Department's newest ambulance to allow the maintenance of electrical equipment without the vehicle needing to be running and two such panels are being placed on the squad/pumper now on order as a replacement for Engine 56.
- The STAR Community Rating System is the first national framework to measure sustainability at the city or county scale and provide a tracking system to help local government organizations measure progress towards achieving community sustainability goals. Park Forest was selected to participate in the inaugural Leadership STAR Communities Program. The Village submitted an application for STAR certification in January 2015 and was awarded recognition as a 3 Star Community.
- In 2018, the Village initiated a re-certification process for the STAR Community Rating System, and in 2019 was awarded recognition as a 4 Star Community. Because the STAR Community Rating System has been incorporated into the US Green Building Council, the Village is now a LEED Certified Community.
- The Village currently has a part-time Sustainability Coordinator on staff and, since fall 2018, a Greenest Region Corps (GRCorps) Member from the Metropolitan Mayor's Caucus. The GRCorps member provides full-time sustainability assistance in a variety of areas. This position is partially funded by AmeriCorps and Serve Illinois.

Education

- The Communications Director supports the triple bottom line concept of fiscal and service sustainable practices of the Village by incorporating sustainable tips and reminders in as many forms of communication as possible.
- The October 2015 issue of the Illinois Municipal Magazine included an article on the Village's STAR Communities Award. Exposure from the article's printing is hoped to gain more attention and awareness that may lead to more contacts being made who recognize the Village as a leader in sustainability.

Community Health and Wellness

- In 2015, the Village partnered with the South Suburban Mayors and Managers Association (SSMMA),

the Cook County Department of Public Health (CCDPH), the American Lung Association, and the Respiratory Health Association to promote a tobacco-free community health initiative in the community. To this end, the Village coordinated a community health initiative to limit involuntary environmental exposure to second-hand smoke. A \$10,000 grant was received from the American Lung Association for staff training, classroom participant materials, and outreach visits. The outreach visits were aimed at encouraging multifamily property owners to become smoke-free housing units. Overall, two properties in the Village made the transition: Victory Center of Park Forest and Juniper Towers. The Village also enrolled as an Illinois Quit-Line referral site to assist anyone attempting to quit smoking.

- The Health Department participated in various community health events in 2015 to promote health and wellness by providing blood pressure, glucose screenings and general educational talks/presentations. Venues included Faith United Protestant Church, St. Irenaeus Church, Youth Day, Wright Family and Veterans Fitness Fest, Governor State University/ Daycare Parent's Health Fair, Back to School Health Fair in Ford Heights.
- The Department partnered with the Senior Commission to coordinate a community transportation presentation for disabled, seniors or veteran residents. Transportation vendors on hand included PACE, RTA, Rich Township and Bloom Township.
- In March 2016, the Health Department and the Senior Commission hosted a community safety seminar to address safety inside the home, safety from fraudulent scams and safety from domestic violence. The South Suburban Family Shelter, the Park Forest Police and Fire Departments participated.
- In fall 2016, the Health Department and the Senior Commission sponsored three community events: a Free Legal Seminar for Seniors; a De-Stress Seminar with advice on recognizing symptoms of Heart Attack or Stroke, and a Care Giver's Resource Seminar for residents caring for a family member with Alzheimer's or Dementia.
- In 2015, the Health Department staff received a Facilitators Training through Age Options and taught 2 six-week sessions of "*Take Charge of Your Health*" classes at the Rich Township Senior Center. This was an empowering class to mentor seniors with self-management of chronic illnesses such as Hypertension, Diabetes, Arthritis, Heart Disease or Cancer.
- In 2014, the Park Forest Health Department renewed a long term contract with Rich Township Senior Center to continue to provide monthly health screening services at the Shirley Green Senior Center and four of the area Rich Township senior buildings including Garden House, Victory Centre of Park Forest, Juniper Towers and Cedar Ridge of Richton Park.
- In mid-2018, the Village created the position of Community Health Coordinator. The Coordinator is responsible for working with the residents of the Village's senior building to advise on health related matters, Staff liaison to the Senior Commission, manage the Farmers Market, coordinate the work of the environmental health sanitarian and conduct health inspections when needed, and other tasks to be developed.

Housing Diversity

- In 2015, the SSMMA received a Local Technical Assistance project from CMAP to work with the Villages of Park Forest, Hazel Crest, Richton Park and Lynwood on new *Homes for a Changing Region* plans. In 2018, the Village adopted an updated *Comprehensive Housing Plan* to account for the recommended strategies from the *Homes* Plan that had been implemented, as well as changes in the housing market since the original plan was developed.
- In order to stabilize the Eastgate neighborhood, since 2009, 83 homes have been demolished/ deconstructed in Eastgate with combined funding from a Delta Institute grant, a State CDBG-IKE grant, two Cook County NSP grants, two IHDA Blight Reduction Program (BRP) grants, three IHDA Abandoned Property Program (APP) grants, Village funding, and bank funding. The Village and the South Suburban Land Bank and Development Authority (SSLBDA) combined own 72 vacant lots in Eastgate.

- The Village has also been active in removing blighted single family structures and obtaining the property deeds in other neighborhoods throughout the Village. Using Cook County, State of Illinois, and IHDA grants, the Village has demolished 30 of these homes in the past 10 years. The Village owns 16 of these vacant lots. In addition, the Village has obtained the deeds to 15 lots that may not be buildable, as they were not developed when the Village was founded.
- The SSLBDA continues to support Park Forest's land development efforts. As of April 2021, the SSLBDA has sold 11 single family homes and one commercial property. They own an additional seven homes that are being marketed for sale, and are in the process of obtaining judicial deeds for 21 more properties.
- The Cook County Land Bank and Development Authority (CCLBDA) has sold six previously vacant, tax delinquent single family homes (as of November 2018) and three additional sales are pending.
- Other non-profit developers have rehabbed 40 formerly vacant, blighted houses, and a private developer purchased two vacant blighted homes from the Village and rehabbed them.
- In partnership with Prairie State College and South Suburban College, the Village created the South Suburban Construction Trades Initiative (SSTI) in 2018. This program uses Illinois Housing Development Authority (IHDA) grant funds and Village funds to rehab and provide real, on-site construction experience to students in the construction and HVAC programs at the community colleges, and apprentices associated with Plumbers Local 130, Electricians Local 130, Painters District Council No. 14, and the Sprinkler Fitter's Union Local 281. To date, two houses have been fully rehabbed and sold. A third house will be completed in May 2021, and the rehab on the fourth house will begin in August 2021. When the houses are sold, all Village expenses are reimbursed, and the net profit will be used to create a new housing rehabilitation grant program.

Arts and Culture

- The Village's Cultural Arts Manager is a founding member of the Southland Arts, Municipalities and Business Alliance (SAMBA). Key goals for the organization include promoting the south suburbs, attracting and welcoming new businesses and artists to the region, fostering creativity and active participation in building community through the cooperative efforts of arts organizations, municipalities and businesses. Since its creation in 2017, SAMBA has conducted regional events to showcase performing arts venues, art galleries, and festivals in the south suburbs.
- Village Staff has formed a Public Arts Committee to plan for new installations of public art in the community. Starting in FY2015, this effort has been funded with a \$10,000 annual allocation of Village general revenue funds. Initial projects have included interpretive signage for two outdoor murals and the Freedom Hall mural, two Street Art Pianos which are used at all outdoor events on the Village Green, annual demonstrations by Chicago Chalk Art Champion, Shaun Hays, and installation of a sculptures in the new Village Green.
- The Cultural Arts Manager continues to spearhead the Village's public art efforts and has worked with staff from multiple departments to develop an arts policy to guide the commissioning of art pieces that reflect the Village's history and position as an 'All American City. In 2018, the group recommended to Village official, the formation of a Public Arts Committee/Commission. This team continues to meet regularly to discuss public art projects and to establish standards for commissioning and placing public art works and related nature exhibits around the theme of – "The All-American Village." The staff art team commissioned two pieces of art in 2018. They were the labyrinth and fountain sculpture, which were added to the Village Green.
- The combined FY2016 and FY2017 Village budgets include \$454,000 to expand the Village Green into the area formerly occupied by the Marshal Fields store to create a festival space for the Village. This project is started in the spring of 2017 and opened on June 13, 2018. It includes a native planting garden, a labyrinth, a small growth of edible fruit trees, pedestals for future installations of public art, and an expanded Village Green for public seating at outdoor music concerts and other events.

**ECONOMIC DEVELOPMENT ADVISORY GROUP
MINUTES
FEBRUARY 10, 2021 VIA GO TO MEETING**

PRESENT: Chair Phillip Perkins; Members: Margaret Banks (arrived 6:04pm), Kreshina Ingram, Michael Jordan; Maurae McCants (arrived 6:35pm), John V. Moore; Staff Liaison Sandra Zoellner

ABSENT: Trustee Liaison Joseph A. Woods

GUESTS: Bob Goetsch (Senior Operations Manager, Star Investments/Homewood Disposal), Christine Okelman (Tax Record Keeper, Star Investments/Homewood Disposal) (Both departed 6:30pm)

CALL TO ORDER: Chair Perkins called the meeting to order at 6:02 p.m. and the roll was called.

APPROVAL OF MINUTES OF January 20, 2021: Member Moore moved to accept the minutes of January 20, 2021 as printed. Second by Member Ingram. All in favor; motion carried.

NEW BUSINESS:

• **Incentive Renewal Application – 25 South Street**

Chair Perkins reviewed the Class 8 incentive application for PINs 31-25-209-016-0000; 31-25-209-017-0000; and 31-25-209-018-0000. The incentive was awarded in 2004, however, at the applicant's discretion, the appeal was not filed until 2011. The application is grandfathering in the application for -016 and -017 for renewal and re-adding -018. The recommendations were reviewed.

Recommendation: The EDAG incentive subcommittee recommends:

1. To renew the classification incentive for all three PINs.
2. The following conditions apply to renewal of the incentive as it applies to all three PINs as a whole
 - a. If and when the Village converts any vehicles in its fleet to CNG, to allow the Village of Park Forest to have access to the fueling station.
 - b. Increase the yearly \$5,000 Franchise fee to \$15,000 (an increase of \$10,000). The subcommittee recommends the increase to fund programs for Veterans and Seniors. If the contract is not renewed, the applicant would commit to make an annual contribution of \$15,000 to the Village for the duration of the incentive agreement.
 - c. Rate freeze first year, if the contract for refuse is renewed. This is roughly worth \$47,000 and with the freeze, the savings would be realized over the term of a contract, as well.
 - d. Continue the street sweeping tipping benefit (400 tons) for the term of the incentive agreement
 - e. Commit to a testimonial acknowledging the benefit of operating in a diverse community, and acknowledge Park Forest's demographics.

MOTION: Member Moore moved for EDAG to submit to the Village Board the recommendation to approve the incentive for 25 South Street for the three PINs: -016, -017, and -018. Second provided by Member Jordan. There was no discussion.

VOICE VOTE: Aye: Banks, Gross, Ingram, Jordan, Moore, Perkins
Nay: None
Absent: McCants

Motion carried.

• **Incentive Renewal Application – 30 South Street**

Chair Perkins reviewed the Class 8 incentive information for PINs 31-25-208-019-0000, 31-25-208-020-0000, and 31-25-208-021-0000. The property will have had the benefit of an incentive for 10 (ten) years. The recommendations for the incentive are the same as for the renewal application for 25 South Street.

MOTION: Member Moore moved for EDAG to recommend to the Park Forest Village Board to approve the incentive renewal request for PINs -019, -020 and -021 for 30 South Street. Second by Member Ingram. There was no discussion.

VOICE VOTE: Aye: Banks, Gross, Ingram, Jordan, Moore, Perkins
Nay: None
Absent: McCants

Motion carried.

Mr. Goetsch thanked EDAG for their commitment to the community and to a vendor such as Star Investments/Homewood Disposal and he looks forward to continuing to work with the Village. Ms. Okelman concurred with his comments. Assistant Director Zoellner will keep in touch with them regarding when the incentive application recommendations will be presented to the Board of Trustees.

STAFF REPORT:

- **Central Court Plaza** – The furnace broke at 22039 Central Park Avenue. There was a crack in the water meter. Used a space heater until the HVAC company could address the issue. Nonetheless, the water meter cracked and there was a water leak. Thankfully the floor drain was by the cracked water meter. It is all fixed, no lasting damage. The inside windows and walls were wiped to prevent mildew, due to the condensation that resulted during the freeze.
- **Grocery store and Orchard Park Plaza** – Staff spoke with Tom Farace, Carol Stream, economic development. The soft opening which was scheduled for Feb 3 and is now deferred to Feb 17. Assistant Director Zoellner will follow up.
- **2250 S Western Avenue, Elegance USA** – the occupancy inspections are complete and the business registration should be issued soon for their opening.
- **2551 S Western Avenue** – former Jiffy Lube. The owner of the property lives out of state. Jiffy Lube was a tenant with over 100 locations; they moved to another location. The property owner decided not to apply for the Cook County Class 8 and instead will proceed with a value appeal based on future rent. The owner will be renting to an Auto Lab franchisee who has a location in Kankakee.
- **2559 S Western Ave** – the engineer for the buyer is in contact with Hildy Kingma. They have proposed reusing the existing building, adding fuel stations, and making significant improvements. There will be a Class 8 application coming. EDAG has been asked by the Planning Department to make a public easement for a ten-foot path a condition of the incentive if EDAG makes a recommendation for a Class 8. The gas tanks that were previously there have been removed; there were no leaks.
- **LoopNet** – Staff responded to several leads for Hidden Meadows and forwarded two leads for DownTown to the DownTown office.
- **Intersect Illinois** – Staff followed up on two leads, one needing a call center set up for several hundred and another needing access to a river or lake to release warmed water. There were no Park Forest sites that met the requisites for either.
- **Blackhawk Tower Plaza** – There has been no response after follow-up with the out of state firm. Proof of completed or existing projects was requested. They have not responded. No update. Assistant Director will follow up with one more phone call.
- We have an approved LOI with the Hazel Crest based multi-family developer and have received an earnest funds check. The Village attorney completed the title search and provided documentation to the buyer's attorney. The buyer's attorney indicated that their reply to the sales agreement and easement are forthcoming. The plan is for two eight-unit buildings, each three stories tall at Cunningham and Main.
- **Incentives subcommittee** – met February 3 for two hours to review two applications. The subcommittee determined that the applicant presented additional information and did show an economic hardship. The subcommittee recommended the incentive for both locations, with conditions.
- **New businesses since last EDAG meeting:**
 - With the sale of the Oaks of Forest Hills, there's a new management company. The company is Westbridge Apartments, LLC. They are located at 23439 S Western Avenue.
 - 2551 Western Avenue - Auto Lab. This the former Jiffy Lube location. Auto Lab is a franchise dating back to 1989.
- **DownTown Business:**
 - Poppin Plates – Classic Kernels Gourmet Popcorn Company
 - Poppin Plates - Cupcake Fantasies, LLC: Baker, Dessert Maker, Event Planner, Cupcakes
 - 311 Main Street, Hodgepodge Group LLC: Junk Removal & Hauling, Movers, Packing Services
- **Business breakfast - Thursday, Mar 18, 2021 08:00 AM Central Time (US and Canada)**
 - **Circular Economy: Cultivating local circular economies is an effective way for businesses to work together to solve some of the greatest challenges of our era. Join Plant Chicago to learn about tangible steps your business can take today to become more sustainable and cultivate the local circular economy in your own community!**
 - **If you're a business owner who cares about regenerating natural ecosystems, treating your people well, and making a lasting contribution to your local economy, this webinar is for you!**
 - **A personal invitation to attend the business breakfast will be sent to anyone petitioning or who has received an incentive.**

OLD BUSINESS

- Chair Perkins stated that the subcommittee spent ten hours of time on the last incentive agreements. He would like the subcommittee to meet before the next incentive application to add/clarify the application process. The application needs to be

reviewed so questions are more direct. Assistant Director Zoellner stated that some other local communities do not have their application on line while others require the Class 8 application from the county. Member Banks stated all members of EDAG should be part of the meeting to discuss the application. A review of the incentive will be placed on the EDAG agenda within the next couple of months.

TRUSTEE’S COMMENTS:

Trustee Woods was unable to attend due to illness. However, he sent his utmost respect to Chair Perkins who accomplished the negotiations for the Class 8 incentives. In turn, Chair Perkins thanked the members of the sub-committee for their hard work and said it was a team effort.

OPEN DISCUSSION FOR EDAG MEMBERS:

- Member Moore suggested a “Welcome Back to Park Forest” themed effort to promote local businesses in the third or fourth quarter. Assistant Director Zoellner shared preliminary details of an Enterprise Zone (EZ) incentive. Because of administration fees collected by the Enterprise Zone Administrator, up to 400 \$25 gift cards or certificates could be issued, to each community, to be spent at local businesses. EZ Council will have more details in late March or early April on how the program would work.
- Assistant Director Zoellner will check with Community Health Coordinator Margaret Lewis on the availability of COVID-19 vaccinations in the local area.

PLANNING AND ZONING COMMISSION MINUTES

Minutes not available as the P&Z commission has not met since the last EDAG meeting.

AUDIENCE FOR VISITORS COMMENTS:

None present at this time.

ADJOURN:

Member McCants moved to adjourn; second by Member Ingram. All in favor; motion carried. The February 10, 2021 EDAG meeting was adjourned at 7:16pm.

Respectfully submitted,
Dolores DuBois, Recorder