

**EXECUTIVE ORDER NO. 2023-01 DECLARING A POLICY
REGARDING UNSCHEDULED INTERCITY BUSES**

WHEREAS, the unloading of intercity bus passengers in inclement or severe weather, occurring within the Chicagoland region during the winter months, without a coordinated plan, poses a significant threat to the health, welfare and safety of such bus passengers; and

WHEREAS, bus operators and bus drivers have been attempting to avoid compliance with the policies of neighboring communities regarding permitting requirements for unscheduled intercity buses; and

WHEREAS, numerous communities in the Chicagoland area have recently experienced incidents in which unscheduled intercity buses have made unscheduled and unpermitted stops and discharged passengers, including, but not limited to, the communities of Cicero, Rosemont, Elmhurst and Naperville, Illinois; and

WHEREAS, it is in the best interest of the Village of North Riverside (the "Village"), its residents and its employees, to establish a policy for the stopping, standing and parking of intercity buses and the discharge of passengers within the Village (the "Policy"); and

WHEREAS, time is of the essence, due to the inclement weather occurring within the Chicagoland area and the risks that such unregulated discharging of intercity bus passengers poses to the passengers; and

WHEREAS, it is anticipated that such incidents of discharging passengers from unscheduled intercity buses will occur in the Village, unless emergency action is taken; and

WHEREAS, the Village is committed to protecting the health, safety and welfare of individuals residing in or visiting the Village.

NOW, THEREFORE, by the power vested in me as President of the Village of North Riverside, and pursuant to Section 2.08.090 and Section 2.08.100 of the North Riverside Municipal Code, I hereby declare that a state of emergency exists within the Village of North Riverside, due to the threat of the unauthorized discharge of intercity bus passengers within the Village, and I do hereby establish the Policy, set forth in Exhibit "A" ("Policy"), attached hereto and incorporated herein.


Section 1. Effective immediately, I, the Village President of the Village of North Riverside, hereby establish the Policy set forth in Exhibit "A", and do hereby delegate to the Chief of Police of the Village of North Riverside the authority to take any and all lawful action necessary to protect the health, safety and welfare of the residents of and visitors to the Village, including, but not limited to, the enforcement of the Policy set forth in Exhibit "A", and the authority to cite and take other appropriate measures against any person who disobeys this Executive Order or the Policy, set forth in Exhibit "A", after due notice, either oral or written, has been given.

Section 2. This Executive Order is declared effective immediately, and shall remain in effect until the adjournment of the earlier of the first regular or special meeting of the Village

Board, following this declaration of a state of emergency, unless terminated sooner by proclamation of the Village President.

Section 3. This Executive Order shall be distributed in accordance with applicable law, and shall be filed with the Village Clerk as soon as possible.

Section 4. This Executive Order is not intended to, and does not, except as specifically set forth herein, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the Village of North Riverside, its departments, agencies, or entities, its officers, employees, or agents, or any other person. This Executive Order shall be deposited and kept immediately available on file for inspection in the office of the Village Clerk



Joseph Mengoni, Village President

Issued by the Village President of the Village of North Riverside on December 29, 2023. Filed with the Village Clerk on December 29, 2023.

EXHIBIT "A"

POLICY OF THE VILLAGE OF NORTH RIVERSIDE, ILLINOIS REGARDING UNSCHEDULED INTERCITY BUSES

I. Definitions. For purposes of this Policy, these definitions shall apply:

“Application” shall mean a request for approval to make a bus stop in the Village of North Riverside on a form to be provided by the Chief of Police of the Village’s Police Department that meets all the requirements of this Policy.

“Approval” means a written notice signed by the Chief of the Village’s Police Department, which approves an Application submitted in conformance with this Policy.

“Bus” means any type of motor vehicle that is designed to carry, or is actually carrying, more than 10 individuals.

“Chief” means the Chief of the Village’s Police Department.

“Regularly Scheduled Service” means bus service that operates trips involving the dropping off of passengers in the Village on a predictable and recurring basis, following a schedule that is published in advance and available to the general public, and provides service in exchange for paying a fare.

“Unscheduled Bus Stop” means any location in the Village of North Riverside where individuals are dropped off by a Bus that originated from a location outside of Cook County, Illinois, that is not providing regularly scheduled service and not operating pursuant to the written approval of the Chief, pursuant to this Policy.

II. No Scheduled Bus Stops. It shall be a violation of this Policy for the owner, operator, or driver of any Bus to make an Unscheduled Bus Stop for the purpose of dropping off passengers in the Village of North Riverside.

III. Application. The owner, operator, or driver of any Bus that is not providing Regularly Scheduled Service that desires to make a Bus stop to drop off passengers in the Village of North Riverside shall file an Application with the Chief, using a form to be prepared by the Chief. The completed Application and all required information shall be submitted to the Chief at least five (5) calendar days prior to the date of the proposed drop-off date. The Application shall include and provide the following information:

- A. The full name, full address, and telephone numbers of the owner, operator, and driver of the Bus. The mobile phone number of the driver of the Bus shall also be provided.
- B. The full name, full address, mobile and land-line telephone numbers of the entity or individuals that has either directed, paid for, or financed the transport of persons to be dropped off in the Village of North Riverside by the Bus.

- C. The full name of all persons that are proposed to be dropped-off in the Village of North Riverside, along with copies of ID's for said person, to the extent such IDs exist or are in the possession of the passenger(s).
- D. The name, address, or location in the Village of North Riverside at which the Bus proposes to drop-off passengers.
- E. The date and time at which the Bus passengers will be dropped-off in the Village of North Riverside, which shall occur only between the hours of 8:00 a.m. to 5:00 p.m. on a Monday through Friday, excluding any holidays.
- F. The name and address of all locations from which the passengers are being picked-up for transport to the Village of North Riverside.
- G. The full name, address, mobile and land-line telephone numbers of all entities or individuals that shall be present in the Village of North Riverside to meet the Bus and to receive the passengers when they are dropped-off.

IV. Application Approval. Upon receipt of an Application pursuant to this Policy, the Chief shall review the same and undertake a review of the information contained in the Application, in order to verify its truth and authenticity. If the Application is not complete, the Chief shall, in writing, advise the Applicant of the additional items needed in order to complete the Application. Within four (4) calendar days after receiving a completed Application, the Chief, provided that he/she has not received any information that the Application is false or untrue in any manner, shall inform the Applicant that the Application is approved for the stated location. The Chief shall further provide a telephone number to the Applicant or driver to coordinate the arrival of the Bus in the Village of North Riverside.

V. Violations. It shall be a violation of this Policy for any individual or entity to violate any of the terms of this Policy and/or to engage in any of the following actions:

- A. Submitting an Application that is false or untrue in any manner.
- B. Making an Unscheduled Bus Stop in the Village of North Riverside.
- C. Initiating any Bus transportation to the Village of North Riverside which requires the approval of the Bus stop location, without having submitted an Application or without having obtained the approval of such Application, as required by this Policy.

VI. Penalties. Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with, or resisting or opposing the enforcement of any of the provisions of this Policy, upon conviction thereof, shall be punishable by a fine of not less than Three Hundred Dollars (\$300.00), nor more than Seventy Hundred Fifty Dollars (\$750.00), for each passenger, for each offense. A separate and distinct offense shall be regarded as being committed each day upon which said person shall continue any such violation, or permit any such violation to exist

after notification thereof. The Village of North Riverside, at its discretion, may enforce this Policy by: (1) a quasi-criminal action seeking the payment of a monetary penalty adjudicated under the Village's administrative adjudication system; or (2) an action seeking monetary and/or injunctive relief filed in the Circuit Court of Cook County, or any other Court having jurisdiction over the violator.