

Due to the ongoing public health emergency, and based on the authority provided by Executive Order 2020-07, issued by Governor Pritzker on March 16, 2020, as most recently extended by Executive Order 2020-33, dated April 30, 2020, and Executive Order 2020-32, issued by Governor Pritzker on April 30, 2020, limiting public gatherings and suspending the Open Meetings Act physical presence requirement, this meeting was conducted by teleconference. Public comments received by email or in writing by the Village Clerk prior to 5:00 p.m. on the day of the meeting were welcome. A live audio stream of the meeting was available to the public on <https://riversidetv.us/> and on Riverside TV on Xfinity Channel 6, AT&T U-Verse Channel 99.



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING

Minutes

I. Call to Order: The Regular Meeting of the Village of Riverside Board of Trustees was held by teleconference on Thursday, May 21, 2020. President Sells called the meeting to order at 7:00 p.m.

II. Roll Call:

Present:	President Sells
	Trustee Peters
	Trustee Gallegos
	Trustee Jisa
	Trustee Hannon
	Trustee Evans
	Trustee Pollock

Absent: None

Also Present: Village Manager Frances
Village Attorney Marris
Village Clerk Haley

Also participating on the call: Finance Director Johns, Fire Chief Buckley, Police Chief Weitzel, Parks & Recreation Director Malchiodi, Public Works Supervisor Tabb and Jamie Wilkey of Lauterbach & Amen.

III. Pledge of Allegiance – The Board did not recite the Pledge of Allegiance.

IV. Presentations / Public Comment

- A. Auditor's Presentation of 2019 Comprehensive Annual Financial Report for the Village of Riverside by Jamie Wilkey of Lauterbach & Amen
President Sells introduced Ms. Wilkey who thanked the Board for the opportunity to discuss the Village's 2019 Comprehensive Annual Financial Report. She noted that any page numbers referenced in her comments were the board packet page numbers, not the audit document page numbers.

Ms. Wilkey first called attention to page 18 and noted that she expected that the village would once again receive a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for this year's audit. Next, she called attention to the Auditor's Opinion on pages 21 & 22. She noted that the village has received an unmodified opinion which means that the financial statements are materially correct. She commended the village for a clean audit process and stated that the auditors found no issues with internal controls. She then called attention to pages 24-38, the Management Discussion and Analysis and stated that this is the most important part of the audit.

Key Trends of Note:

- The General Fund ended the year with \$3.2 million available. This is a reserve of 32%, which exceeds the village's minimum required reserve of 25%.
- The General Fund exceeded budgetary expectations and the Village ended the year with positive operating results.

Ms. Wilkey then directed the Board's attention to the Statistical section of the audit on pages 144-180 and encouraged the Trustees to review this section because it contains a lot of good information on historical trends. She concluded her remarks by thanking village staff for their efficiency and excellent work during the pandemic.

Trustee Hannon stated that he was really happy that the village has again received the GFOA award for Excellence in Financial Reporting. He inquired about the last bullet point on page 24 regarding the Police Pension Fund. He noted that the Police Pension Fund increased its fiduciary net position by 19.7% for the 2019 fiscal year. Ms. Wilkey attributed this to positive investment returns and noted that the actuarial funding level increased due to investment returns as of the close of the 2019 fiscal year, but it was noted that this good news does not represent the current status of the pension fund which may have suffered losses due to current market volatility.

President Sells thanked Ms. Wilkey for her presentation and her expertise.

- B. Parks & Recreation Update by Director Malchiodi
Director Malchiodi provided highlights of the upcoming Riverside Farmers Market and other Parks & Recreation programs. He stated that the guidelines and operating procedures for this year's market are based on guidance from the Illinois Farmers Market Association and were developed after studying markets that have already opened for the 2020 season in Oak Park, Hinsdale, Evanston and Palatine. Parks &

Recreation staff worked with the Riverside Farmers Market Committee and the village's health inspector to establish the operating procedures. He noted the following:

- Facemasks and gloves will be required for vendors and shoppers.
- There will be one entrance, one exit and one-way foot traffic.
- The number of customers will be limited and all customers must observe social distancing requirements.
- Only 1 family member may attend the market. If a parent must bring a child to the market, the child must not be left unattended.
- Pre-orders are encouraged.
- Credit cards and small bills are encouraged.
- Booths will be separated by 10 feet.
- Two employees will be required in each booth. One employee will handle food. The other employee will handle payments.
- There will be no music or prepared foods unless restrictions are eased later in the season.
- Vendors must sanitize booths and tables and follow all CDC recommended hygiene policies.

Trustee Gallegos thanked Director Malchiodi for his report and asked if there are any contingency plans in place in the event that the village experiences an increase in COVID-19 cases. Malchiodi stated that staff will reassess and respond as needed. Gallegos asked for a report from Malchiodi at the June 18 village board meeting since that will be the day after the first market of the season. Malchiodi stated that he would be happy to update the Board at that time.

President Sells expressed support for the market and asked if patrons would be permitted to use reusable bags at the market. Malchiodi stated that shoppers can bring them; however, vendors will not be allowed to handle them.

Trustee Hannon expressed confidence in staff's ability to enforce the market rules, but also urged staff to be ready to call for help in the event that a situation escalates, for example, if someone refuses to wear a face covering. Malchiodi indicated that staff will go out of their way to educate the public as to why the new regulations are required, but also noted that they will not hesitate to contact the police should the need arise.

Trustee Evans asked how staff will let the community know about the guidelines for the market. Director Malchiodi said there will be signage on site and eflashes and social media posts in advance of the market opening because it is in everyone's best interest to be informed about the market requirements. There will be a GIS map on site showing the route patrons should follow through the market.

Trustee Jisa asked if the market would enforce a 10 person maximum as per what is currently allowed in parks per Governor Pritzker's regulations. Director Malchiodi stated that people should think of the market as they think of Riverside Foods, but

outdoors. Staff will monitor foot traffic to make sure that the market does not get too crowded.

President Sells stated that because farmers markets are “essential,” the 10 person rule does not apply. Attorney Marrs concurred.

Director Malchiodi then updated the Board on the department’s plans for the upcoming July 3rd & 4th celebrations, which he described as a Riverside tradition that spans generations and a responsibility the department takes seriously. He noted that during these challenging times caused by the COVID-19 pandemic, the department is planning scaled down celebrations that will honor the spirit of the community and the holiday in a safe manner. He stated that details will be posted in the near future on both the Parks & Recreation Department and Friends of the Fourth Facebook pages. Currently, the department is planning a Virtual 5K run. All who participate will receive a limited edition T-shirt. There are also plans for a first responder parade that will travel throughout the village so residents can enjoy a parade from the safety of their own homes. Residents are encouraged to decorate their homes for the holiday and dress in patriotic attire because Riverside TV will be part of the parade and they will film residents throughout the village.

Finally, Director Malchiodi advised the Board that the Department is planning virtual and in person Summer Camp options for residents. Availability of programming will depend on guidance from the Illinois Department of Public Health.

C. Public Comment

Clerk Haley read the comment received by email from resident Steven Splitt of Herrick Road regarding the May 17 rain event and subsequent street flooding and sewer backups experienced by residents of Herrick Road.

President Sells stated that Public Works Supervisor Tabb will address this topic later during the meeting.

V. Reports of Village Officers

A. Village President’s Report

President Sells stated that May has been a difficult month. In addition to the stresses associated with the COVID-19 pandemic and stay-at-home order, the Chicago area received the most rainfall for the month of May since records have been kept and Riverside experienced the second highest river flood in the history of the community. Sells thanked village staff for their hard work during these trying times. He also thanked residents for their goodwill, generosity and mutual support. He was happy to see neighbors helping neighbors, especially those who checked on the wellbeing of their elderly neighbors. He commended residents’ character and kindness and thanked everyone for their efforts to help one another. He noted that this most recent rain event resulted in especially bad basement flooding due to record rain amounts falling on already saturated ground combined with significant overbank river flooding.

B. Village Manager's Report

Manager Frances thanked village staff, especially the Fire and Public Works Departments, for their hard work during the flood event. She noted that the Department of Public Works stayed open until 1:00 a.m. to help residents who needed sandbags. And the Fire Department went door to door early Sunday, to notify residents of the anticipated historic river crest. Frances also thanked the Police Department for their assistance with calls for service and Flood Brothers for providing extra refuse pickups to facilitate removal of flood damages belongings from residents' homes. She also noted that Flood Brothers has maintained their service level throughout the pandemic.

Village President's Report Continued

President Sells noted that Governor Pritzker has modified the terms of the Restore Illinois plan to permit outdoor dining in Phase 3. The Northeast region of the state will likely transition to Phase 3 on May 29. He asked what steps the village could take to facilitate outdoor dining at local restaurants. He asked if there was a consensus to direct staff to work with local businesses to facilitate outdoor dining. He noted that the Board would likely need to convene a special meeting to approve an ordinance amending the village code with regard to outdoor dining and asked if the Trustees had any concerns regarding the topic or the need for a special meeting.

Trustee Hannon described the inclusion of outdoor dining in Phase 3 as a great development. His only concern is noise after a certain hour in areas adjacent to residential districts. He supports applying consistent rules to all businesses. He noted that some people will likely return to work in Phase 3; however, many will likely continue working from home so noise from outdoor dining could be a concern.

Trustee Gallegos stated that he has spoken to many Chamber members and the response to a possible expansion of outdoor dining has been very positive. He hopes the Board can find a way to make it work.

President Sells asked Attorney Marris to explain how the Board might go about enhancing outdoor dining opportunities in the village. Attorney Marris stated that the situation is fluid and he has been working with Staff to determine what the most effective way to expand outdoor dining in the village would be. They are waiting for guidance from the Illinois Department of Public Health. He noted that the Board would need to approve a Temporary Use Ordinance which would provide broad terms and conditions that would apply to all outdoor dining. Staff would then be able to work out the details with individual business owners for each specific location. Marris can work with Staff to draft an ordinance for consideration at a Special Meeting next week.

Trustee Peters inquired about an exit strategy for the proposed expansion of outdoor dining. She asked if the Temporary Uses would terminate once the region transitions to Phase 4 of the Restore Illinois plan. She believes the board should consider this

aspect of the Temporary Use as well.

Attorney Marrs stated that because the changes are temporary, they would likely end when social distancing restrictions end, but could be ended sooner if the Board feels the changes are not beneficial to the village. Alternately, the ordinance language could connect the termination of the Temporary Uses to the transition to Phase 4 or Phase 5.

Trustee Gallegos asked if the Board could extend the Temporary Use. Attorney Marrs stated that the Board could extend it.

Trustee Evans asked if there has there been any discussion of extending outdoor dining beyond the proposed Temporary Use. She believes outdoor dining creates a feeling of excitement in the Central Business District.

Consensus: Direct Staff to prepare an ordinance expanding outdoor dining as a Temporary Use for consideration by the Board.

Director Abt recommended that the Board also consider other ways to help businesses such as designating additional curbside pickup spaces and relaxing temporary signage restrictions to allow businesses to promote their specials and hours of operation.

Trustee Jisa asked if the outdoor dining areas will be non-smoking. Director Abt stated that they would.

VI. Approval of Consent Agenda

President Sells read the Consent Agenda aloud.

- A. Acceptance of Village of Riverside 2019 CAFR
- B. Approve Voucher List of Bills May 21, 2020
- C. Approve Village Board of Trustees Regular Meeting Minutes May 7, 2020
- D. Review and file Community Development, Fire, Police and Public Works Monthly Reports for April 2020
- E. Review and file Preliminary 2019 Crime Report for the Village of Riverside
- F. Acceptance of Village of Riverside 2020 Budget Document

President Sells asked if any of the Trustees required an item to be removed from the Consent Agenda for discussion. Hearing no requests, he called for a motion and second to approve the Consent Agenda.

Trustee **Gallegos made a motion** to approve the Consent Agenda. Trustee **Evans seconded** the motion.

AYES: Trustees Peters, Gallegos, Jisa, Hannon, Evans and Pollock.

NAYS: None.

Motion passed.

VII. Reports of Departments, Commissions and Trustee Liaisons

Trustee Evans updated the Board on the Village's 2020 Census response rate to date. She

noted that 78.1% of Riverside residents have already responded to the 2020 Census which meets the participation level the village had in 2010, but the village needs to do better. She asked everyone to reach out to older adult neighbors to make sure they respond and thanked everyone who has already responded to the 2020 Census.

Public Works Supervisor Dan Tabb updated the Board regarding the village's sewer system. Supervisor Tabb stated that the village has three types of sewers:

- Sanitary Sewers convey everything that goes down the drain in a house to the main sewer line. Some homes still have downspouts connected to the sanitary sewer.
- Storm Sewers are located in the street, usually near the curb and convey rain water to the Des Plaines River. Storm sewers are not connected to homes.
- Combined Sewers accept both sanitary and storm water in a single pipe and convey it to MWRD.

When the village experiences successive rain events or a single rain event that produces a large amount of rain in a short time, the sewer system does not have enough capacity to convey all of the water to MWRD's Stickney water treatment plant and the sewers become surcharged.

On the evening of Sunday, May 17, after a day of rain that followed a significant storm event on Thursday, May 14, MWRD's Tunnel and Reservoirs were full and water could not be drained fast enough to prevent the surcharging that occurred in Riverside and elsewhere. The only way to prevent surcharging is to completely separate sanitary and storm sewers.

Supervisor Tabb stated that residents should disconnect their downspouts and allow rainwater to flow onto permeable surfaces sufficiently distanced from their home's foundation. Sump pumps should also eject to a permeable surface. He noted that these steps alone may not be enough to prevent surcharging and basement backups. Residents may also want to consider installing a check valve, backflow prevention system or converting to overhead sewers. He described the sewer problems as systemic in nature.

Tabb stated that MWRD has a very informative brochure called "Understanding Your Sewer," which is available on both the MWRD and village websites. He encouraged residents to read it to get a better understanding of the sewer system.

Trustee Hannon thanked Supervisor Tabb and the entire village staff for their hard work during the rain and flooding event and noted that Riverside was not the only community that experienced flooding and sewer backups. He noted that the entire Chicago area was impacted. He recommended that the Board revisit the issue of sewer separation.

President Sells stated that the village engineering firm undertook a Comprehensive Sewer Study in 2014 and two of the eight projects recommended in the study have been completed. He agreed that the Board should revisit the study and obtain updated

estimates for other proposed projects.

President Sells inquired about what he termed an urban myth he has seen on social media regarding a switch that the village can flip to alleviate flooding. Tabb stated that between the heavy rain the village received on May 14 and the rain that fell all day on May 17, the water simply exceeded the capacity of the sewer system. The sewer system was not designed to handle the water we are seeing.

President Sells noted that May 2020 is the third record May rainfall total in three years. He urged residents to do whatever they can to keep water out of the sewer system during storm events.

VIII. Ordinances and Resolutions

- A. Consideration and Action on an Ordinance providing for the issuance of not to exceed \$1,500,000 General Obligation Bonds, Series 2020B, of the Village of Riverside, Cook County, Illinois, for the purpose of paying the costs of renovating the interior of the lower level of the Riverside Public Library building and furnishing necessary equipment in connection therewith, providing for the levy and collection of a direct annual tax sufficient for the payment of the principal of and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof
- Village Attorney Marrs stated that these bonds are being issued to fund the renovation of the lower level of the Riverside Public Library. The Village Board is approving the bond issuance because the Library is a component unit of the village. Riverside does not have a separate library district so the village is the entity that must issue the debt. Marrs noted that a referendum question regarding the debt issuance was approved by 73% of voters in Primary Election on March 17, 2020. If the ordinance is approved, the tentative sale date for the bonds will be June 17 with a closing date in early July, possibly July 2. Due to the current uncertainty in the financial markets, the ordinance delegates authority to move forward with the bond sale on the date listed, but also allows up to six months for the sale to occur in order to seek the most favorable terms and conditions.

Trustee **Gallegos made a motion** to approve the Ordinance. Trustee **Peters seconded** the motion.

AYES: Trustees Peters, Gallegos, Jisa, Hannon, Evans and Pollock.

NAYS: None.

Motion passed.

IX. Considerations – None.

X. New Business – None.

XI. Adjournment

President Sells thanked everyone for participating in the meeting telephonically. He noted that there would not be an Executive Session and called for a motion and second to adjourn the meeting.

Trustee **Gallegos made a motion** to adjourn. Trustee **Pollock seconded** the motion.

AYES: Trustees Peters, Gallegos, Jisa, Hannon, Evans and Pollock.

NAYS: None.

Motion passed.

President Sells declared the meeting adjourned at 8:10 p.m. He urged residents to stay safe and take care of one another.

Respectfully submitted:

Village Clerk Haley

Date Approved

XI. Executive Session