



VILLAGE OF RIVERSIDE  
BOARD OF TRUSTEES REGULAR MEETING  
Thursday, April 6, 2023  
Room 4, Riverside Township Hall, 27 Riverside Road, Riverside, IL 60546  
7:00 p.m.

Minutes

*I. Call to Order:* The Regular Meeting of the Village of Riverside Board of Trustees was held on Thursday, April 6, 2023. President Ballerine called the meeting to order at 7:01 p.m.

*II. Pledge of Allegiance*

*I. Roll Call:*

Present:	President Ballerine Trustee Evans Trustee Pollock (arrived at 7:10 p.m.) Trustee Claucherty Trustee Marsh-Ozga Trustee Hannon Trustee Gallegos
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Absent: None

Also Present: Village Manager Frances  
Village Attorney Malina  
Village Clerk Sowl

*II. President's Report*

*(This is an opportunity for the Village President to report on matters of interest or concern to the Village.)*

A. Arbor Day Proclamation

President Ballerine recited the Arbor Day Proclamation. Ballerine also provided an update on the unfunded state mandate, the lead service line replacement legislation. Ballerine stated that local officials have expressed concerns to state officials, including meeting with them regarding potential opportunities for funding.

*III. Manager's Report*

*(This is an opportunity for the Village Manager to report on matters of interest or concern to the Village.)*

Manager Frances stated that Village offices will be closed on April 7<sup>th</sup> for Spring Holiday.

**IV. Resident Comments – Non-Agenda Items**

*(This is an opportunity for members of the audience to speak about matters that are not included on this agenda. Residents may speak to matters on the agenda as those items are brought up and they are recognized by the Village President.)*

None.

**V. Consent Agenda**

*(Matters on the Consent Agenda will be considered by a single motion and vote, because they have been fully considered by the Board at a previous meeting, or have been determined to be of a routine nature. Any member of the Board of Trustees or Member of the Public may request that an item be moved from the Consent Agenda to Pending or New Business for separate consideration.)*

- A. Approve Voucher List of Bills April 6, 2023
- B. Approve Village Board of Trustees Regular Meeting Minutes March 16, 2023
- C. Review and File Planning and Zoning Commission Regular Meeting Minutes January 25, 2023
- D. Review and File Public Works February Monthly Report
- E. A Resolution Authorizing the Sale or Disposal of Personal Property owned by the Village of Riverside
- F. Motion to Approve an Agreement between the Village of Riverside and Riverside Little League Relative to the Use and Maintenance of Village of Riverside Parks and Recreation Baseball Fields

<b>RESULT:</b>	Approved [6-0]
<b>MOTION:</b>	Gallegos
<b>SECOND:</b>	Marsh-Ozga
<b>AYES:</b>	Trustees Evans, Claucherty, Marsh-Ozga, Hannon, Gallegos
<b>NAYS:</b>	None
<b>ABSENT:</b>	Pollock

**VI. Department, Board and Commission Reports**

*(This is an opportunity for Commissioners and Board Members to update the public and the members of the Village Board regarding items of interest or concern to the Village.)*

- A. Disc Golf Course Update – Parks and Recreation  
Parks and Recreation Director Malchiodi stated that the Parks and Recreation Board, with input from the Preservation Commission, supports a 9-hole disc golf course to be installed between the Scout Cabin and Indian Gardens. Malchiodi stated that there are disc golf courses in Olmsted designed parks throughout the

United States. The parks complement the natural beauty of the community and are not obtrusive. Malchiodi asked the Board if they had any questions regarding this project.

Trustee Hannon stated that property owners located near the proposed location for disc golf should be informed and feedback be solicited. Director Malchiodi stated that the Department would solicit feedback from neighboring property owners, also stating that the holes would be located away from the roadway.

B. Discussion Regarding Park and Playground Signage

Parks and Recreation Director Malchiodi stated that design and verbiage of proposed signage has been approved and recommended by the Parks and Recreation Board. Malchiodi stated that the Village's parks do not currently have identifying signage and that there many smaller signs addressing Village ordinances and playground rules. The proposed signage would eliminate numerous signs and condense important information on larger, decorative signs. Malchiodi asked the Board if they had any questions regarding the proposed signage.

Trustee Marsh-Ozga stated that the amount of verbiage on the proposed signage may be too lengthy, particularly for children and non-English or English as a second language speakers. Marsh-Ozga suggested the use of icons on signage as opposed to verbiage. Director Malchiodi stated that some of the signs would be hard to represent without verbiage. Trustee Evans stated her agreement with Trustee Marsh-Ozga, adding that the signs do not need to include all park rules and regulations on the signage.

**Consensus:** Trustee Marsh-Ozga and Trustee Evans will meet with Director Malchiodi to develop park and playground signage.

C. Police Department Crime Statistics Update and Annual Report

Public Safety Director Matthew Buckley provided the Village Board with an update on Uniform Crime Reporting (UCR), other statistics and major accomplishments for the Police Department within the Village in 2022. Buckley also provided an update on the Police Department's current staffing structure and crisis intervention training. Buckley also stated that criminal activity has increased in most categories in 2022, which is largely due to increased activity following the pandemic.

Trustee Evans asked for broken down crime data from 2022. Buckley stated that he could provide that information.

D. Trustee Marsh-Ozga provided an update on Landscape Advisory Commission activities, including the Invasive Trade-In program. The program will run through April 21<sup>st</sup> and participants will receive a native plant in exchange for the invasive.

**VII. Pending Business**

*(This agenda item includes discussion and/or action on matters previously presented to the Board of Trustees.)*

- A. A Resolution Revising Policy for Village Sponsorship or Support of Special Events  
Management Analyst Sowl stated that staff seeks to update the special event policy and application to incorporate recommendations from the Village’s insurer, the Intergovernmental Risk Management Agency (IRMA) regarding risk transfer/hold harmless provisions. The updates also add language regarding temporary event tents and inflatables according to the ordinance recently approved by the Village Board.

<b>RESULT:</b>	<b>Approved [6-0]</b>
<b>MOTION:</b>	<b>Gallegos</b>
<b>SECOND:</b>	<b>Marsh-Ozga</b>
<b>AYES:</b>	<b>Trustees Evans, Pollock, Claucherty, Marsh-Ozga, Hannon, Gallegos</b>
<b>NAYS:</b>	<b>None</b>

**VIII. New Business**

*(This agenda item includes discussion and/or action on matters not previously presented to the Board of Trustees.)*

- A. Discussion Regarding Quincy Community Center Projects  
Parks and Recreation Director Malchiodi provided an update on improvements to the Quincy Community Center as approved within the Parks and Recreation Capital Improvement Plan (CIP) budget. Malchiodi stated that the updates would include the installation of an awning outside the building as well as replacement of the front windows. Malchiodi asked the Board if there were any questions or suggestions on the proposed project.

Trustee Evans asked if the awning color could be changed to green. Evans also asked if the awning could exclude the address and include a Village Parks and Recreation logo. Evans stated that the building should be clearly identified as a municipal building. Malchiodi stated that the verbiage could be changed but that the logo could not be included on the awning in order to maintain compliance with the Village’s sign code. Trustee Claucherty suggested that the verbiage should be modified from the Quincy Community Center, as it is unlikely to be inferred to be a Village building.

Trustee Pollock stated that he would prefer clear windows on the building to look less industrial than glass block windows and maintain compliance with the Village Code.

**Consensus:** The Board agreed on the awning to read “Quincy Street Community

Center,” the color of the awning will be green, the address number and logo will be included on the right side of the awning on the exterior of the building, the parking lot side of the building will include the logo, and the windows will be clear.

- B. An Ordinance Approving a Variation from Section 10-7-3(D) (Accessory Structures And Uses) to Build a Deck on the Second Story of a Residence and Denying a Variation from Section 10-7-4 (Permitted Encroachments) of the Village of Riverside Zoning Ordinance to Build a First-Story Deck that will Encroach Five (5) Feet into the Street Yard at 95 Groveland Ave – Cirillo

Village Planner Cyran stated that the petitioner is requesting a variation to build a first-story deck that would encroach 5 feet into the Groveland Avenue street yard and to build a deck on the second story of a house. The Zoning Ordinance states that decks are prohibited in street yards and shall not be higher than the elevation of the first floor of the principal building. The Planning and Zoning Commission voted 4-1 to recommend denial of the requested variation for a first-story deck.

Cyran stated that the petitioner also requested a variation to build a deck-like structure on the second story of the house. The Planning and Zoning Commission voted 3-2 to recommend approval of the requested variation to build a deck on the second story of the house; this is not a favorable recommendation under State law because it did not receive 4 votes. This means that 4 trustees must vote in favor of the variation request for approval, not including the Village President.

Mr. Cirillo, the petitioner, provided the Board with an overview of his variation requests, thanking Village staff, the Planning and Zoning Commission and the Village Board for their assistance throughout the application process.

Trustee Pollock stated that the Board should not treat the petitioner’s second request as a variation, but instead permit the second story deck by-right as it has been historically interpreted within the Village. It has been previously interpreted that second story decks within the footprint of the first story of the house to be a different type of structure that has not been subject to the standards for decks in the Zoning Ordinance. Trustee Hannon stated his agreement with Trustee Pollock.

A motion was made to rely on staff's historical interpretation for this type of second story structure which would allow it by right and would not necessitate a variation, to direct the Zoning Administrator to follow that interpretation going forward, and to consider whether amendments are needed to the Zoning Code in order to clarify that this type of structure is permitted.

**RESULT:**       **Approved [6-0]**  
**MOTION:**       **Pollock**  
**SECOND:**       **Gallegos**  
**AYES:**         **Trustees Evans, Pollock, Claucherty,**  
                      **Marsh-Ozga, Hannon, Gallegos**  
**NAYS:**         **None**

Considering the first floor variation request, Trustee Pollock stated that there is nothing unique about the property warranting approval of a front setback variation. Trustee Gallegos stated that outdoor engagement and social gathering of neighbors leads him to support approval of the variation request. President Ballerine stated that the area of the Village where the request originated was not included in Olmsted's General Plan and may merit separate consideration than other areas of the Village. Ballerine stated this request does not involve hardship, but that a text amendment conversation by the Planning and Zoning Commission regarding the zoning in the area of the Village is preferred.

To approve the Planning and Zoning Commission's recommendation to deny the variation request to build a first-story deck that would encroach 5 feet into the Groveland Avenue street yard.

**RESULT:**       **Approved [6-0]**  
**MOTION:**       **Pollock**  
**SECOND:**       **Marsh-Ozga**  
**AYES:**         **Trustees Evans, Pollock, Claucherty,**  
                      **Marsh-Ozga, Hannon**  
**NAYS:**         **Trustee Gallegos**

To direct the Planning and Zoning Commission to consider amendments to the Zoning Ordinance regarding the area of the Village excluded from Olmsted's General Plan to allow greater flexibility in constructing front yard porches or decks, and to then share their thoughts with the Board.

**RESULT:**        **Approved [6-0]**  
**MOTION:**       **Hannon**  
**SECOND:**       **Pollock**  
**AYES:**          **Trustees Evans, Pollock, Claucherty,**  
                         **Marsh-Ozga, Hannon**  
**NAYS:**          **None**

Attorney Malina provided the petitioner with an overview of the impact of the Village Board's consideration of his variation requests.

- C. An Ordinance Approving Certain Variations Related to Redevelopment of the Parking and Rear Play Area at Central-Hauser Schools at 61 Woodside Road – Riverside School District 96

Village Planner Cyran stated that the petitioner seeks to redevelop the Central-Hauser site to include a renovated parking lot with 10 additional spaces, new landscape medians, a larger recreation field, new fencing, a new baseball backstop, a new playground, new pathways, and a new refuse enclosure. The site is located on a through-lot, which means that any structure in the rear of the school is technically in a street yard and likely requires variations.

Cyran stated that the Planning and Zoning Commission voted 4-0 to recommend approval of the requested variations with conditions that the sidewalk be located as described in the agenda packet, the baseball backstop not be any further west or north than its current location and that the fence along Akenside Road be located as described in the agenda packet.

Ryan Kelly, the architect representing Riverside School District 96, provided an overview of the District's variation requests. Kelly stated that the site plan seeks to safely separate parking and play. Kelly stated that the District hopes to build in the spring of 2024. Kelly stated that the District is requesting 5 variations related to

their plans to redevelop the parking lot, recreation field, and other exterior areas of the site in the rear of the school.

Resident Gail McKernan of Akenside Road stated her support for most of what the District seeks to do in this project with the only concern being with the four foot fence removing a large portion of the currently adequate landscape buffer. Kelly stated that the District seeks to shield the fence and still maintain an adequate landscape buffer in the current site plan.

Attorney Malina stated that variation requests for school districts shall be given deference as tied to the statutory mission of the school, which is related to the safety of the children.

Trustee Hannon stated that the two concerns to be addressed in this conversation involve the position and landscape buffer of the fence and the intrusiveness of the lighting. Hannon asked the engineer what the purpose of the raised planters are and how that is related to the request to encroach into the street yard to maximize play space. Kelly stated that raised planters are viewed as an outdoor classroom, including sitting wall. Hannon asked how much of a landscape buffer is required for the proposed plantings. The landscape architect stated that the evergreens require an 8-10 foot width. The plantings would largely shield the proposed fence after approximately one year.

Trustee Marsh-Ozga asked what plants would be included in the raised planters. The landscape architect stated there would be firespire hornbeam, redbud, hackberry, etc. All plants would be native.

Trustee Pollock asked if the District would be amenable to flip the location of the soccer and baseball fields to accommodate a wider landscape buffer. Kelly stated that this would not be permitted as it would encroach upon the fire lane and that any action to accommodate that would shorten the size of the fields.

Trustee Claucherty stated that she is in a position to support the District's variation requests as it aligns with the school's mission, recognizing the impact of adequate green spaces for children to enjoy safely.

Trustee Hannon asked if the reduction of the play area to accommodate a larger landscape buffer renders the proposed fields inadequate. Kelly stated that Superintendent Dr. Martha Ryan-Toye was not present to express the District's opinion on the matter.

President Ballerine asked if it made sense for the handicap parking spaces to be



facing a playground. Kelly stated there would be wheel-stops in front of handicap spaces and that the rationale is to have the spaces as close to the nearest accessible entrance as possible.

President Ballerine asked if the Police Department would have access to cameras installed as part of this project. Kelly stated that this would have to be discussed with the District.

Trustee Pollock asked if plants would be able to grow in the parking lot aisles as in the site plant; they seemed too small. The landscape architect stated that the proposed plants would be able to grow adequately in the currently designed parking lot aisles.

**Trustee Claucherty made a motion** to approve the variation requests as proposed. There was no second to this motion.

To continue this discussion to the April 20, 2023 meeting. Additional detail would be provided regarding the impact of wall lights, the material of the recreation field, an answer to the question of Village access to security cameras and an answer to the question of if a reduction in the size of the field would make the play area inadequate from an educational point of view.

**RESULT:** [6-0]  
**MOTION:** Pollock  
**SECOND:** Gallegos  
**AYES:** Trustees Evans, Pollock, Claucherty, Marsh-Ozga, Hannon, Gallegos  
**NAYS:** None

**IX. *Trustee Reports and Cross-Community Climate Collaborative (C4) Updates***  
*(This is an opportunity for Trustees to inform residents of events or items of special interest.)*

**A. Cross-Community Climate Collaborative Update**

Trustee Marsh-Ozga stated that the C4 area meeting was held on March 14<sup>th</sup> and many guest speakers were present. Marsh-Ozga stated that there will be a Green Landscaping Technology Virtual Town Hall on July 20<sup>th</sup>. The local C4 team also met to discuss the Road to 2050 survey and organize an Earth Day Bingo program including prizes for participants. Surveys on the priority areas for the C4 will also be rolled out starting this month.

- B. Trustee Evans announced that Friends of the Library will be kicking off their annual membership drive this month.
- C. Trustee Gallegos announced that the Hofmann Dam River Rats will be hosting their 51<sup>st</sup> semi-annual cleanup on April 29<sup>th</sup>.
- D. President Ballerine congratulated Trustee Evans, Trustee Gallegos, and Trustee-Elect Jill Mateo for their election to the Village Board.

X. *Adjournment:* President Ballerine called for a motion and second to adjourn to executive session.

RESULT:	Adjourned [6-0] at 9:13 p.m.
MOTION:	Gallegos
SECOND:	Marsh-Ozga
AYES:	Trustees Evans, Pollock, Claucherty, Marsh-Ozga, Hannon, Gallegos
NAYS:	None

XI. *ExecutiveSession*

- A. To discuss the appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel (5 ILCS 120/2(c)(1))