



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING
Thursday, June 15, 2023
Room 4, Riverside Township Hall, 27 Riverside Road, Riverside, IL 60546
7:00 p.m.

Minutes

I. Call to Order. Call to Order: The Regular Meeting of the Village of Riverside Board of Trustees was held on Thursday, June 15, 2023. President Ballerine called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

I. Roll Call Present: President Ballerine
Trustee Gallegos
Trustee Mateo
Trustee Evans
Trustee Claucherty
Trustee Pollock
Trustee Marsh-Ozga

Absent: None

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

III. President's Report

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

A. Juneteenth Proclamation

President Ballerine provided an overview of the history signifying Juneteenth and urged the community to educate themselves on the holiday. Trustee Evans recited the Juneteenth proclamation.

B. Proclamation Honoring Retiring Historical Commissioner Diane Ceragioli

President Ballerine thanked Commissioner Ceragioli for her service to the Village. Trustee Marsh-Ozga recited Ceragioli's retirement proclamation.

IV. *Manager's Report*

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

None.

V. *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.)

Marian Pierog, the owner of the apartment building at 89 Lincoln Avenue, asked why apartment buildings must have smoke detectors in both the hallway and each bedroom. Assistant Village Manager Monroe stated that the Village recently notified property owners as part of the rental registration program of an Illinois change in law requiring smoke detectors in each sleeping area for single-family and multi-family properties. Attorney Pickrell stated that, according to the Illinois Smoke Detector law, there is no distinction between condominiums and apartments as to where smoke detectors are required. Pickrell stated that if there is a report of a violation of this law, regardless of whether the property falls under the rental registration program, the Village may inspect the property.

Pierog asked why the Village is replacing water meters and charging property owners for the replacement. President Ballerine stated the benefits of the new water meters, including notifying Village staff and property owners earlier of leaks.

Amy Jacksic provided an update on the Riverside Farmers Market, thanking Village staff and the Farmers Market committee for their work.

VI. *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. Ratify Voucher List of Bills June 1, 2023
- B. Approve Voucher List of Bills June 15, 2023
- C. Approve Village Board of Trustees Regular Meeting Minutes May 18, 2023
- D. Approve Village Board of Trustees Executive Session Meeting Minutes May 18, 2023
- E. Review and File Quarterly Purchase Order Report
- F. Review and File Community Development and Public Works Monthly Reports
- G. Review and File Police and Fire April Monthly Reports
- H. Review and File Historical Commission Regular Meeting Minutes April 17, 2023
- I. Review and File Police Pension Board Regular Meeting Minutes December 5, 2022

- J. Review and File Police Pension Board Regular Meeting Minutes February 9, 2023
- K. Review and File Economic Development Commission Regular Meeting Minutes January 11, 2023
- L. Review and File Parks and Recreation Board Regular Meeting Minutes April 24, 2023
- M. Review and File Preservation Commission Special Meeting Minutes May 25, 2023
- N. A Resolution Authorizing the Sale or Disposal of Personal Property Owned by the Village of Riverside
- O. A Motion to Approve Revised Village of Riverside Fiscal Year 2023 Official Pay Plan

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

VII. *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. Demonstration of Building Permit Online Portal

Assistant Village Manager Monroe provided an overview and demonstration of the Village’s reconfigured building permit system and fielded questions from Trustees regarding details and processes of the system. Monroe stated that the Village does still accept paper permit applications however, staff is moving most applicants to submit online.

VIII. *Pending Business*

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

A. Discussion Regarding Park and Playground Signage

Parks and Recreation Director Malchiodi provided an update on the design of park and playground signage. Previously, the Village Board sought to reduce the amount of verbiage on the signs and include icons. Trustees provided brief formatting and verbiage suggestions.

Consensus: Move forward with the provided park and playground signage.

B. Discussion Regarding Berkeley Road Traffic Calming and Business Parking Request (Considered before Item VIII.A.)

Village President Ballerine provided a proposition for traffic calming along Berkeley Road. The Do Not Enter signs at the corner of Harlem Avenue and Berkeley Road

would be changed to No Thru Traffic/Local Traffic Only. The Do Not Enter signs would be moved to the end of the driveway of the townhomes and across from the business on Harlem Avenue. These signs would include a caveat for Authorized Vehicles Only, meaning tenants and visitors of the apartment building and emergency vehicles. There would be a No Left Turn/Right Turn Only sign installed, visible when exiting from the business located along Harlem onto Berkeley Road.

Grace Daley of 521 Berkeley Road thanked the Village Board for keeping her road safe with the proposed traffic calming measures. President Ballerine thanked Grace for her insight and assistance with this project.

Annie and Frankie Hartford of Byrd Avenue thanked the Village Board for keeping their road safe. President Ballerine thanked Annie and Frankie for their insight and assistance to ensure safety in Riverside.

Trustee Gallegos made a motion to accept President Ballerine’s proposition for traffic calming measures along Berkeley and Byrd Avenue. **Trustee Evans seconded** the motion.

AYES: Trustees Gallegos, Mateo, Evans, Claucherty, Pollock, Marsh-Ozga

NAYS: None

Village Manager Frances provided an update on Star Buds parking request as discussed by the Board at the May 18, 2023 meeting. Star Buds, 2704 S. Harlem Avenue, would like to pause the discussion and open the dispensary, potentially working towards a parking lease agreement with the building owner. Trustee Pollock suggested that the property owner analyze their site plan, as additional parking spaces can be added without a special parking request.

IX. New Business

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

- A. An Ordinance Amending Title 8, Section 8-6-2 (Water Service Charges) and an Ordinance Amending Section 8-7-9 (Sewerage Service Charges) of the Village of Riverside, Illinois Village Code

Finance Director Johns provided an overview of an ordinance increasing the Village’s water rate to \$14.54 and sewer rate to \$3.95 per unit. The increase will

cover the increase in staff wages from the SEIU agreement, commodity charges from McCook and begin establishing funding for lead service line replacements.

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

- B. A Resolution Amending the Village of Riverside Employee Manual Sections 3.05, 3.06 and 3.12 Relative to Paid Time Off
Finance Director Johns provided an overview of an update to the Village’s employee manual that would remove the waiting period for use of sick and vacation time as well as begin accruals in a bi-weekly format to match the payroll process.

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

- C. Discussion on Sustainability and Building Incentives Program Policy Proposal
Assistant Village Manager Monroe provided an overview of a pilot program that will support installation of private green infrastructure that benefits property owners as well as public infrastructure. Trustee Pollock asked if residents are required to obtain a permit for a rain barrel. Monroe stated that it is not required, but encouraged and voluntarily required to obtain a rebate under the proposed program.

Trustee Pollock recommended that staff review what requires a permit within the Village code.

Trustee Mateo asked, if applying for a rebate to mitigate flooding issues, would residents have to provide proof of such issues. Monroe stated that a time stamped photo or Village staff observation of conditions would be sufficient.

Monroe stated that this program is an easy start to begin accommodating projects residents are already planning and the program will be updated as Village staff and the Planning and Zoning Commission review additional standards.

D. A Resolution Endorsing the Chicago Metropolitan Mayors Caucus Greenest Region Compact

Assistant Village Manager Monroe provided an overview of the Greenest Region Compact, a sustainability collaborative organized by the Metropolitan Mayors Caucus, that staff is recommending the Village formally join.

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

E. A Resolution Revising Policy for Village Sponsorship or Support of Special Events Management Analyst Sowl provided an overview of updates to the special event policy that would allow Village staff to require security plans from event applicants, particularly for multi-day events. Other changes were also made to the policy as suggested by Village counsel. Director Buckley stated that this update will continue to ensure that all events in Riverside are done safely.

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

F. An Ordinance Authorizing Renewal of Aggregation Program for Electrical Load Management Analyst Sowl stated that the Village's current agreement with MC Squared Energy Services for municipal aggregation expires in October 2023. Several bids were received as part of a request for proposal process, and the Village's aggregation consultant Sharon Durling provided an overview of bids received. Durling stated that, based on the current energy market throughout the region, offers are less. The current supplier, MC2 Energy Services, is only offering the minimum percentage of green power to achieve status as an EPA Green Power

Community. Other bids for fixed rates promising higher percentages of green power came in higher than ComEd’s annualized base rate.

Trustee Marsh-Ozga asked if the Village has looked into community solar programs. Durling stated that companies are currently approaching the Illinois Power Agency to offer community solar aggregation programs, but they are not available yet. Currently, individual residents have to opt into community solar on their own.

President Ballerine clarified that this is an opt-out program, meaning residents are able to opt out of the aggregation program if desired.

Durling stated that the average consumer would pay a premium of approximately \$10, or 18% per month for the supply portion if the Village opted for a 100% green power program for 12 months.

Consensus: 12 month, 100% green power aggregation program with Dynegy Energy.

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

G. A Resolution Authorizing a Temporary Use for Outdoor Dining at London Ice Cream Shop – 38 East Avenue

Assistant Village Manager Monroe stated that London Ice Cream Shop is requesting to use Village right-of-way for an outdoor dining area. Monroe provided the specifications for the proposed dining area.

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

H. Discussion of Economic Development Assistance Application for RMart – 3346 S Harlem Avenue (considered before Item G.)

Assistant Village Manager Monroe stated that RMarts approached the Village regarding economic incentives to help assist with remodeling the exterior and updating branding on their business. The property is located within Business District Number 2 and economic incentives would qualify as an eligible expense; however, the fund currently has a negative fund balance as it was used to purchase the property at 363-369 E. Burlington Street.

Owner of RMarts Riverside, Bill McCloskey, thanked the Village Board for consideration of his assistance application as well as an overview of proposed improvements to his business. McCloskey said the project is ready to go upon determination of a budget for the improvements. The exterior work alone is projected to cost over \$121,000.

Trustee Gallegos asked if the Economic Development Commission's Façade Improvement Program funds have been expended for the year. Finance Director Johns stated that they have not; however, the program is only for projects within the Central Business District.

Trustee Claucherty made a motion to approve RMarts' application for economic development assistance with a maximum reimbursement of 10%, not to exceed \$12,193. **Trustee Gallegos seconded** the motion.

AYES: Trustees Gallegos, Mateo, Evans, Claucherty, Pollock, Marsh-Ozga

NAYS: None

Motion passed

X. 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 provided an update on upcoming C4 events, including the community mapping event and survey series.

Trustee Mateo provided an update on the upcoming World Nature Conservation Weekend.

Trustee Gallegos and President Ballerine provided an update on upcoming events in Riverside, especially Independence Day events.

XI. Adjournment

RESULT:	Adjourned [6-0] at 9:12 p.m.
MOTION:	Mateo
SECOND:	Gallegos
AYES:	Trustees Gallegos, Mateo, Evans, Claucherty, Pollock, Marsh-Ozga
NAYS:	None

XII. Executive Session

- A. To discuss the appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel (5 ILCS 120/2(c)(1))
- B. To discuss probable, imminent or pending litigation 5 ILCS 120/2(c)(11)
- C. To discuss the acquisition of real property (5 ILCS 120/2(c)(5))
- D. To discuss the setting of a price for the sale or lease of Village property (5 ILCS 120/2(c)(6))