



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING
Thursday, July 20, 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, July 20, 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. Representative Abdelnasser Rashid Legislative Update

President Ballerine introduced Representative Rashid. Rashid expressed his support for Officer Zenna Ramos of the Riverside Police Department, who has been decertified by the Illinois Law Enforcement Training and Standards Board (ILETSB).

Rashid then provided a legislative update in Springfield since January, including topics such as investment in early childhood education, access to healthcare, the local government distributive fund, and grant opportunities for lead service line

replacement. Rashid expressed that his office is accessible for any Riverside resident with questions or concerns.

- B. President Ballerine provided an update on World Nature Conservation Weekend, including activities occurring within Riverside to celebrate the event during the last weekend in July.

IV. *Manager's Report*

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

Manager Frances reminded residents on door-to-door solicitation guidelines and procedures.

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.)

Melinda Pruett-Jones, stated her disagreement with the Parks and Recreation Department's installation of a disc golf course near the Scout Cabin and Indian Gardens. Pruett-Jones cited safety and aesthetic concerns. Ethan Daniel also stated his disagreement with the installation of a golf course as it would be harmful to the natural environment within the area.

Sean Hennessy expressed his concerns about the condition of the Water Tower apartments within the Village, asking President Ballerine and the Village what he would do about the condition of the property. Hennessy stated that the Village has done nothing to improve the conditions of the property. Ballerine responded that the Village has done everything within its power to improve the conditions at the property and that it is an insult to say the Village has done nothing. The Village's authority is limited; however, Ballerine asked Attorney Pickrell to summarize what the Village is doing. Attorney Pickrell stated that the Village is currently engaged in a lawsuit with the property owner to improve the conditions at the property, which is currently pending in the Circuit Court of Cook County. The Village is seeking the absolute maximum penalty that is available as the Village is a non-home rule community. Ballerine added that the Village approved a rental registration program in 2021 that is well established to ensure multi-family rental buildings comply with building codes. The Village has issued 4 citations since May 2023 for non-compliance, 28 outstanding violations tallied since March 2023, and 58 individual rental inspection violations have been identified.

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 July 6, 2023
- B. Approve Voucher List of Bills July 20, 2023
- C. Approve Village Board of Trustees Regular Meeting Minutes June 15, 2023
- D. Approve Village Board of Trustees Executive Session Meeting Minutes June 15, 2023
- E. Review and File Public Works and Community Development June Monthly Report
- F. Review and File Economic Development Commission Meeting Minutes March 14, 2023
- G. Review and File Landscape Advisory Commission Meeting Minutes May 9, 2023 and June 13, 2023
- H. Review and File Planning and Zoning Commission Special Meeting Minutes May 1, 2023
- I. Review and File Planning and Zoning Commission Meeting Minutes April 26, 2023
- J. Review and File Historical Commission Meeting Minutes May 15, 2023 and June 20, 2023
- K. A Resolution Authorizing the Village Manager to Waive Competitive Bidding and Issue a Purchase Order for the not to Exceed Amount of \$45,000 to Lauterbach & Amen, LLP for Temporary Accounting Services
- L. A Resolution to Approve a Residential Stormwater Management Permit Incentives Policy
- M. Approval of Economic Development Assistance Application for RMarts – 3346 S Harlem Avenue
- N. A Resolution Authorizing a Temporary Use for Outdoor Dining at Catrina Bar, 34 East Avenue
- O. A Resolution Authorizing the Village Manager to Waive Competitive Bidding and Enter into an Agreement with Pave Connect, in the amount of \$35,540.01, for Pavement Rejuvenation to be Conducted on Various Village Roadways
- P. A Resolution Authorizing the Village Manager to Create a Purchase Order in the Amount of \$70,750 for Christopher B. Burke Engineering, Ltd., to Provide Professional Design and Construction Engineering Services as Part of the Commuter Lot #8 Green Parking Lot Reconstruction Project
- Q. An Ordinance Amending the Village Code Regarding Appointments of Village Officers

- R. A Resolution Amending the Village of Riverside Employee Manual Sections 3.05, 3.06, and 3.12 Relative to Paid Time Off

Approve the Consent Agenda less Item L.	
RESULT:	Approved [6-0]
MOTION:	Mateo
SECOND:	Gallegos
AYES:	Trustees Gallegos, Mateo, Evans, Claucherty, Pollock, Marsh-Ozga
NAYS:	None

Trustee Marsh-Ozga stated that the stormwater management permit incentives program will provide properties with a rebate up to \$250 for qualifying projects that address stormwater. Marsh-Ozga stated that \$5,000 has been budgeted out of the Water and Sewer Fund for this program in 2023.

Consent Agenda Item L.	
RESULT:	Approved [6-0]
MOTION:	Marsh-Ozga
SECOND:	Gallegos
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.)
None.

VIII. Pending Business

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

- A. An Ordinance Amending Title 9, "Traffic," of the Village Code Concerning Local Traffic Only Regulations

Manager Frances provided an update on traffic regulations since the June meeting as it relates to Byrd and Berkeley Roads. The changes have been incorporated into

an ordinance to be codified.

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

IX. *New Business*

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

- A. A Motion to Accept the Village of Riverside’s Annual Comprehensive Financial Report (ACFR) for the Fiscal Year Ended December 31, 2022

Finance Director Johns introduced Matt Baren from Lauterbach & Amen, LLP, who presented the Village’s annual audit report. Johns stated that the General Fund ended the year with a surplus of \$2,254,000 before transfers.

Baren provided an overview of the audit report, stating that the Village received a modified opinion, which is the best opinion possible.

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

- B. Discussion Regarding Request for Proposal for Parks and Recreation Department
Parks and Recreation Director Malchiodi provided an overview of the Parks and Recreation Department’s Request for Proposal (RFP) for a community survey, parks and program assessment, and Department master plan. These initiatives were included within the Department’s capital budget.

Trustee Evans asked what the deliverables would be for the survey. Malchiodi stated that the survey would be crafted by the consultant and staff as well as reviewed by the Parks and Recreation Board and Village Board, if desired.

Trustee Marsh-Ozga stated that these initiatives fit in nicely with the Cross-Community Climate Collaborative’s purpose.

President Ballerine asked if the Parks and Recreation Board would provide feedback on the request for proposal before publication.

Trustee Claucherty stated she is in favor of the master plan to address the needs of the Department within the next 10 years. Trustee Marsh-Ozga also addressed her support for the master plan and that sustainable initiatives should also be included in the plan. Trustee Pollock also expressed his support for the master plan.

Trustee Evans asked how long it would take for these projects to be completed. Malchiodi stated that each phase is estimated to take a year to complete but could be shorter depending on the contractor.

- C. An Ordinance Amending the Village Code of the Village of Riverside, Illinois Relative to Commercial Filming, Photography and Taping Activities within the Village
Analyst Sowl provided an overview of proposed changes to the Village’s commercial filming policy, including an increase to the application fee as well as the addition of fees for Village services.

Trustee Mateo asked if the requirement to notify residents affected by the filming crew is common amongst other communities. Sowl stated that it is a common requirement.

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

- D. Discussion on Temporary Signs
Planner Cyran stated that, aside from real estate and construction signs and decorations, the municipal code allows three types of signs in the B2 District – sandwich boards, window signs, and event signs. If desired by the Board, staff can propose a definition of special event and standards for temporary signs that don’t require a Village-issued special event permit.

Trustee Mateo asked if the Planning and Zoning Commission and Economic Development Commission could explore alternatives to temporary signs not currently permitted under the Village Code.

Consensus: Enforce signage regulations in Village Code within the B2 District as normal and direct Planning and Zoning Commission and Economic Development Commission to review the Code and propose potential alternatives or updates. If a text amendment is proposed, the Preservation Commission will review as well.

E. Discussion Regarding Home Rule Authority

Attorney Pickrell provided an overview of Illinois non-home rule and home rule authority. Due to recent proposed legislation, House Bill 1269, President Ballerine wanted the Board to have information on what home rule is in the event the Village change its status from non-home rule. Pickrell stated that becoming home rule provides communities with greater taxing authority; however, municipalities can restrain themselves from taking such authority.

The Village Board asked Pickrell several questions regarding home rule status. Pickrell responded with what home rule communities are able to do.

Consensus: Monitor HB 1269 and provide updates to the Board if the bill regains traction.

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 C4 survey results, other projects and upcoming meetings of the C4 team.

Trustee Mateo and President Ballerine provided details on the upcoming World Nature Conservation Weekend, where the Village will celebrate with several activities for residents and tourists alike.

President Ballerine provided retiring editor of the Riverside-Brookfield Landmark Newspaper with a framed copy of Olmsted's General Plan as a thank you for his services reporting news within the Village for many years. Uphues stated his appreciation and expressed the importance of community journalism.

President Ballerine announced that he will soon be retiring from his post as Village

President as he is relocating to Florida with his wife. Ballerine stated there would be a smooth transition to ensure Village operations remain largely unaffected. Ballerine expressed his gratitude of serving the Village for many years.

XI. Adjournment

RESULT:	Adjourned [6-0] at 8:27 p.m.
MOTION:	Gallegos
SECOND:	Mateo
AYES:	Trustees Gallegos, Mateo, Evans, Claucherty, Pollock, Marsh-Ozga
NAYS:	None

XII. Executive Session