



VILLAGE OF RIVERSIDE  
BOARD OF TRUSTEES REGULAR MEETING  
Thursday, October 5, 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, October 5, 2023. President Pollock called the meeting to order at 7:00 p.m.

*II. Pledge of Allegiance*

*I. Roll Call* Present: President Pollock  
Trustee Evans  
Trustee Clauncherty  
Trustee Marsh-Ozga

Absent: Trustee Gallegos  
Trustee Mateo

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.)*

President Pollock said a few words about the late JoAnne Kosey. Pollock stated Kosey donated countless hours to the Village of Riverside, particularly in her involvement with the Friends of the Fourth. Pollock stated that Kosey is an inspiration for residents to embrace the values of community service and kindness. Kosey epitomized what Riverside is all about.

*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 congratulated the Public Works and Police Department for being awarded the 2023 Intergovernmental Risk Management Agency Innovative Risk Management Award.

Frances also provided an update on the Shenstone Road project, stating that the work is going smoothly and is anticipated to be completed in mid-November.

Frances also stated that Assistant Village Manager Monroe published a new renter guide for rental property tenants.

**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.)*

None.

**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. Approve Voucher List of Bills October 5, 2023
- B. Approve Village Board of Trustees Lead Service Line and Water Main Replacement Project Public Hearing Meeting Minutes September 21, 2023
- C. Approve Village Board of Trustees Regular Meeting Minutes September 21, 2023
- D. Review and File Quarterly Purchase Order Report
- E. Review and File Board/Commission Minutes
  - I. Planning and Zoning Commission Regular Meeting August 23, 2023
  - II. Planning and Zoning Commission Special Meeting September 15, 2023
  - III. Historical Commission Regular Meeting July 17, 2023
- F. A Resolution Authorizing the Sale or Disposal of Personal Property Owned by the Village of Riverside
- G. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Enter into Various Purchase Orders for Fiscal Year 2023

<b>RESULT:</b>	<b>Approved [4-0]</b>
<b>MOTION:</b>	<b>Evans</b>
<b>SECOND:</b>	<b>Marsh-Ozga</b>
<b>AYES:</b>	<b>President Pollock and Trustees Evans, Claucherty, Marsh-Ozga</b>
<b>NAYS:</b>	<b>None</b>

**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. Discussion Regarding a Proposal for an Additional Business District within the Village's Central Business District**

Finance Director Johns provided the Board with background regarding discussions in 2022 to potentially create a business district within the Central Business District, imposing an additional 1 percent sales tax in the area to facilitate economic development opportunities. The Board had requested feedback from the Economic Development Commission, who did not think it was the right time for an additional tax on local businesses. The Chamber of Commerce discussed this topic as well, garnering some positive feedback for the business district. Johns asked if the Board would like to explore a business district within the Central Business District at this time.

Trustee Evans stated that without feedback from businesses within the Central Business District, she is not comfortable making a decision at this time. Trustees Claucherty and Marsh-Ozga stated that at the moment, it is preferred not to assess an additional tax on businesses within the business district.

**Consensus:** The Village will not move forward with the business district at this time; however it will be communicated to the Chamber of Commerce that if it is the interest of businesses to pursue this, the Board will remain open to it.

**IX. New Business**

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

**A. Announcement of Public Hearing for 2024 Budget Ordinance**

Finance Director Johns stated that the public hearing for the 2024 budget will take place on October 19, 2023, with final budget adoption to take place on December 7, 2023.

**B. Discussion of Recommended Fiscal Year 2024 Budget**

Finance Director Johns presented a balanced draft budget for fiscal year 2024. The 2022 tax levy report was released by Cook County earlier in the week, which will be incorporated into the draft revenue calculations before the final budget is presented. Included in the draft budget are sales tax estimates for Sherwin Williams and Star Buds, addition of a budget division for the Cross-Community Climate Collaborative, movement of the Parks and Recreation Department budget

into a Special Revenue Fund and staffing adjustments within the police department.

Trustee Claucherty asked if staff time is included within the Cross-Community Climate Collaborative budget. Manager Frances stated that it is not and that Assistant Village Manager Monroe spends a few hours each week completing tasks for the Collaborative.

C. Riverside's Sesquicentennial Celebration

Village Manager Frances stated that in 2025, the Village will be 150 years old. To ensure the Village is ready to commemorate this event, Frances asked the Board how they would like to celebrate the occasion. President Pollock stated that several Village Trustees have already begun conversations and generated ideas for 2025.

The Board considered several options to begin making plans for the sesquicentennial. The Board agreed to begin making arrangements by forming an ad-hoc committee of Trustees and members from the community. This committee would require the publication of agendas and minutes, and would function like a board or commission of the Village. The Board stated that transparency in this planning process is appropriate given anticipated expenditures and the importance of the event. President Pollock stated he would begin conversing with Trustees and identifying volunteers within the community to participate in the ad-hoc committee and that formal creation of the committee will occur at a future Village Board meeting.

**Consensus:** Begin making arrangements to form an ad-hoc committee that will plan the Village's celebration of its sesquicentennial.

Manager Frances stated that a nominal budget will be added in 2024 for this item in anticipation of a larger budget in 2025.

D. An Ordinance Amending the Village Code Concerning Access to the Village's Water Service and the Registration and Inspection of Multi-Family Rental Properties within the Village of Riverside

Assistant Village Manager Monroe stated that staff and the Village attorney reviewed the existing rental registration program ordinance and additional changes are recommended. The changes were requested to alleviate questions and challenges in program implementation as well as offer a more practical method for required scheduling and notifications. Changes include registration requirements, fees and reasons for re inspection, scheduling and notice flexibility, removal of gendered pronouns, inclusion of language strengthening the Village's authority to inspect, as well as application of references to water systems and general clarification of requirements for conducted inspections.

Trustee Claucherty stated that the purpose of the ordinance is not to generate revenue and to remain as cost neutral as possible. The ordinance seeks to generate compliance with the Village’s building code and maintain safe living conditions for renters within the Village.

Trustee Marsh-Ozga asked if there is a tracking system in place for no-shows to rental inspections. Assistant Village Manager Monroe confirmed that this is being tracked.

RESULT:	Approved [4-0]
MOTION:	Marsh-Ozga
SECOND:	Claucherty
AYES:	President Pollock and Trustees Evans, Claucherty, Marsh-Ozga
NAYS:	None

*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 stated that the C4 team is still working on reviewing recommendations from each pillar group and will soon complete a set of materials to share with the Village Board, community and organization stakeholders. President Pollock stated that he recently attended the Illinois Municipal League conference, where the C4 regional organization presented on climate action initiatives.

*XI. Adjournment*

RESULT:	Adjourned [4-0] at 7:43 p.m.
MOTION:	Evans
SECOND:	Marsh-Ozga
AYES:	President Pollock and Trustees Evans, Claucherty, Marsh-Ozga
NAYS:	None

*XII. Executive Session*

None.