



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING
Thursday, October 20, 2022
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 20, 2022. President Ballerine called the meeting to order at 7:08 p.m.

II. Pledge of Allegiance

III. Roll Call Present: President Ballerine
Trustee Evans
Trustee Gallegos
Trustee Claucherty
Trustee Marsh-Ozga
Trustee Hannon
Trustee Pollock

Absent: None

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

IV. President's Report

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

None.

V. Manager's Report

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

Manager Frances thanked Parks and Recreation Director Malchiodi for a spectacular Halloween event on October 19.

VI. 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.

VII. 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 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 20, 2022
- B. Review and File Finance August Monthly Report
- C. Review and File Community Development and Public Works September Monthly Reports
- D. Review and File Quarterly Purchase Order Report
- E. Approve Village Board of Trustees Regular Meeting Minutes October 6, 2022
- F. Review and File Landscape Advisory Commission Regular Meeting Minutes September 13, 2022
- G. Review and File Preservation Commission Regular Meeting Minutes August 11, 2022
- H. Review and File Historical Commission Regular Meeting Minutes September 19, 2022
- I. Review and File Riverside TV Commission Regular Meeting Minutes August 8, 2022 and September 12, 2022
- J. A Resolution Authorizing the Village Manager to Execute a Supplemental Statement of Work Contract with Municipal GIS Partners, Inc., for a not to Exceed Amount of \$44,550 for 2023 Geographic Information System (GIS) Services
- K. A Resolution Determining the Estimated Village of Riverside Real Estate Tax Levy for Year 2022

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

VIII. 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. Update on Body Worn Camera Implementation

Public Safety Director Buckley provided an overview of the Riverside Police Department's implementation of body worn cameras for its police officers. Riverside is required by statute to have body worn cameras on all officers by January 1, 2025; however, the Department has already met that requirement. Commander Kotor described the implementation process and provided an overview of the Axon body cameras. Kotor stated that, nationwide, there has been a 93% decrease in complaints against police due to body cameras being worn and added that their implementation has increased transparency for the public and accountability for police.

Trustee Evans asked about the data and video storage process for captured footage on the body cameras. Kotor stated that all video is stored on the cloud, where unlimited space is available for video storage. The body cameras also capture data when officers activate their taser or firearm, for how long, and Director Buckley briefly demonstrated the cameras' function.

Trustee Claucherty asked if the cameras are being utilized for training purposes. Director Buckley stated that officers in training are wearing body cameras and that footage is being utilized to review their performance.

President Ballerine asked if the cameras allow others in the Police Department to tune into a live feed. Buckley stated that it is possible, but that function has not been set up yet. The cameras do allow others in the Department to track officer location on a GPS map.

IX. Pending Business

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

- A. A Resolution Authorizing the Village Manager to Waive Competitive Bidding and Issue a Purchase Order for the not to Exceed Amount of \$87,541.04 to Sherwin Industries, for the Purchase of a Roadway Crack Sealing Trailer

Public Works Director Tabb stated that annually, the Village contracts roadway crack sealing services. The process of crack sealing involves placing an adhesive sealant into cracks on the pavement surface in an effort to prevent the infiltration of moisture. Crack sealing can extend the life of the pavement by 2-5 years. The 2022 budget allocates \$55,000 for crack sealing services while \$35,000 would have been allocated in 2023. In an effort to save money and improve responsiveness, Tabb proposed to purchase a crack sealing trailer at a cost of \$87,541.04. The purchase would require a 2022 budget amendment of \$32,541.04. The additional expense in 2022 would be offset by the decrease in contractual expenses of approximately \$30,000 per year moving forward.

President Ballerine asked about the life expectancy of a crack sealing trailer. Tabb stated that the life expectancy would be a minimum of 15 years. Trustee Claucherty

asked what the material costs would be to complete the crack sealing. Tabb stated that staff is estimating approximately \$5,000 for the material to complete a similar quantity of crack sealing that would typically be done contractually.

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

B. Discuss an Ordinance Amending Various Sections of the Village of Riverside Zoning Ordinance Relative to Incorporation of Transit-Oriented Development Best Practices and to Make Certain Other Changes

Assistant Village Manager Monroe provided an overview of the third ordinance draft included as part of the Transit-Oriented Development (TOD) zoning code update as proposed by the Planning and Zoning Commission at their July 27 public hearing. Monroe described the proposed changes included in the ordinance draft through use of a table, which is included as an appendix at the end of the minutes.

Trustee Pollock asked about the rationale behind changing “offices at the ground floor of a single-story” from a permitted use to a special use. Specifically, Pollock asked if a new office business moved into a former office businesses’ space if it would require a special use. Attorney Marrs stated that he would have to look back at his notes and confirm the answer to that question. Trustee Marsh-Ozga stated that it should be clear that office uses in spaces that were formerly offices should be permitted, while a change in use from office to something else would require the proposed Special Use process (Pg. 9 of appendix).

President Ballerine asked for the rationale behind not permitting special metal dealers in the B1-TC district. Attorney Marrs stated that the intended definition of precious metal dealer may have meant precious metal recycling services that buy old, broken or mismatched precious metals and not retail jewelers. President Ballerine stated that this language should be cleaned up prior to approval (Pg. 9 of appendix).

President Ballerine asked about the rationale behind not permitting tattoo parlors in B1-TC and B1-TOD. Trustee Pollock stated that the code does permit them under personal service establishments. The Board agreed to amend tattoo parlors to be included under personal service and piercing establishments. (Pg. 10 of appendix).

Trustee Hannon asked what the rationale was for the proposed 24-foot minimum building height requirement in the B1-C Commercial district. Monroe stated that

the rationale was informed by the vision of the future streetscape along Harlem Avenue. Trustee Hannon asked about the rationale for creating a streetscape along Harlem Avenue. Trustee Pollock stated that, based on discussion of the Steering Committee, a 24-foot building height requirement would not be unreasonable. Pollock stated that enclosure of the streetscape through a higher minimum building height creates a pedestrian-friendly environment. Trustee Hannon and Pollock agreed that the height requirement should remain on Burlington Street (B1-TC), but that a lower minimum building height should be explored along Harlem Avenue (B1-C and B1-TOD districts). Trustee Pollock stated that there are some Harlem Avenue properties included within the B1-TOD district, to which Trustee Hannon stated should not be the case, as they serve separate purposes. The Board directed staff to conduct further research on building height requirements along commercial corridors in order for a final decision to be made on minimum building height in business districts (Pg. 17 of appendix).

President Ballerine asked if staff could conduct further research on a railscape overlay from Harlem Avenue to Delaplaine Road and from Burlington Street to Quincy Street in order to promote a better visual effect for businesses in those areas. The Board reached consensus with this sentiment.

Trustee Marsh-Ozga asked if Preservation Commission review could be required as part of the installation of electric vehicle charging stations. Any landmarked building, public or private, would follow Certificate of Appropriateness standards for charging stations installed on the exterior of buildings. Marsh-Ozga stated that there should also be Preservation Commission review for stations to be installed on public land. Staff was directed to obtain more direction from the Preservation Commission on this item (Pgs. 3-4 of appendix).

The Board agreed to pause discussion of the zoning code update and resume at the next meeting.

X. *New Business*

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

A. Discussion of Recommended Fiscal Year 2023 Budget

Finance Director Johns provided an overview of the proposed 2023 budget. Staff started this budget process with the Board in September with the 10-year Capital Improvement Plan and the 5-year financial forecast earlier in October. Johns stated that staff is happy to present a balanced General Fund budget for the Village Board's review. This budget is available at the front desk for public inspection. Johns stated that staff has seen revenues continue to be strong after decreases in 2020 due to the COVID pandemic. The 2023 General Fund revenues total \$10,898,595, a decrease of approximately \$1.2 million from 2022 projected year end due to several large one-time revenue streams. Johns stated that 2022 property tax collections have been sluggish

due to Cook County's delay in sending the second installment of property tax bills.

Johns stated that, related to future year property tax levies, staff needs direction on Village participation in the Historic Preservation Tax Freeze Program. The Preservation Commission has recommended that the Village opt into this program. Manager Frances stated that the Preservation Commission has included this item in their 2023 work plan and suggests the Village opt into the program for a year to see if there is any participation. President Ballerine asked how long participating properties would get the tax freeze. Johns stated that valuation is frozen for 8 years and then it would incrementally increase from years 8-12. Trustee Marsh-Ozga stated that the Village should participate in the program in 2023 in order to encourage quality restoration of historic properties and noted that the number of participants could be very low due to the expense and level of standards required. Trustee Hannon stated that the Village should not opt into the program, as it is not a public benefit to the majority of residents. Trustee Pollock stated that he would agree with the consensus decision to opt into or out of the program, adding that some see preserving historic properties as a public benefit.

Consensus: Opt out of the Historic Preservation Property Tax Freeze Program.

Johns stated that General Fund expenditures total \$11,714,284, an increase of \$148,640 or 1.29% from the fiscal year 2022 budget. The total net surplus in the General Fund is \$153,995 with an unassigned fund balance estimated to increase by \$16,246. Johns then stated notable changes in general fund expenses in 2023.

Johns stated that the Parking Lot Fund currently shows a deficit for the 2022 year end projection and 2023 budget due to the decreased parking revenue derived from Parking Lot 1. This deficit would grow due to the budgeted \$90,000 for an electric vehicle charging station. Johns asked if the Board would like the General Fund unassigned or Capital Projects Fund to subsidize the capital expenditure if the charging station is installed on Village property. Staff recommends the capital outlay to be funded by the Capital Projects Fund.

Consensus: Transfer from the general fund to offset the capital purchase in 2023.

Johns stated that the Water and Sewer Fund is currently budgeted at a deficit of \$1,586,458. This fund balance is a planned deficit, including large capital projects, a new water/sewer employee, capital depreciation and sustainability building incentives.

Consensus: The Board agreed to the planned deficit.

Johns stated that, at the November 17 meeting, staff will present fee adjustments and policy amendments for consideration and that the estimated final adoption of the 2023 Budget will be at the December 1, 2022 meeting.

XI. Trustee Reports and Communications

(This is an opportunity for Trustees to inform residents of events or items of special interest.)

Trustee Gallegos and Marsh-Ozga announced several events occurring within the Village throughout the fall and winter months, including the Holiday Stroll on December 2, 2022.

XII. Adjournment

RESULT:	Adjourned [6-0] at 8:51 p.m.
MOTION:	Gallegos
SECOND:	Marsh-Ozga
AYES:	Trustees Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
NAYES:	None

XIII. Executive Session

None.