



VILLAGE OF RIVERSIDE  
BOARD OF TRUSTEES REGULAR MEETING  
Thursday, November 2, 2023  
Room 4, Riverside Township Hall, 27 Riverside Road, Riverside, IL 60546  
Immediately following 2023 Tax Levy Public Hearing

Minutes

*I. Call to Order:* The Regular Meeting of the Village of Riverside Board of Trustees was held on Thursday, November 2, 2023 immediately following the 2023 Tax Levy Public Hearing. President Pollock called the meeting to order at 7:03 p.m.

*II. Pledge of Allegiance*

*I. Roll Call* Present: President Pollock  
Trustee Claucherty  
Trustee Kos (following Item II.A.)  
Trustee Marsh-Ozga  
Trustee Mateo  
Trustee Evans  
Trustee Gallegos

Absent: None

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

*I. Public hearing concerning the intent of the President and Board of Trustees to sell not to exceed \$1,400,000 General Obligation Limited Tax Bonds for the purpose of financing various capital projects in and for the Village of Riverside*

A. Acknowledgement of Publication of Public Hearing Notice for General Obligation Limited Tax Bonds

Finance Director Johns stated that the notice for the public hearing was published in the October 25, 2023 edition of the Riverside-Brookfield Landmark Newspaper. This was done in accordance with the requirements of the Bond Issuance Notification Act.

B. General Obligation Limited Tax Bonds Presentation

President Pollock announced that the next agenda item for the President and Board of Trustees was a public hearing (the “*Hearing*”) to receive public comments on the proposal to sell not to exceed \$1,400,000 General Obligation Limited Tax Bonds for the purpose of financing various capital projects in and for the Village (the “*Bonds*”), and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

Pollock opened the discussion and explained that the proposed issuance of the Bonds will be utilized for capital projects focusing on facility improvements.

Whereupon Pollock asked for additional comments from the Trustees. Additional comments were made by the following: No comments were made.

C. Questions and Comments by Public

Pollock stated there was no written testimony concerning the proposed issuance of the Bonds.

Whereupon Pollock asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. No statements were made. Pollock then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

D. Adjournment of Public Hearing

After a full discussion thereof, Pollock directed that the roll be called for a vote following a motion and second to adjourn the public hearing.

RESULT:Adjourned [6-0] at 7:07 p.m.	
MOTION:	Gallegos
SECOND:	Marsh-Ozga
AYES:	Trustees Claucherty, Marsh-Ozga, Mateo, Evans, Gallegos
NAYES:	None

Pollock declared the motion carried and the hearing was adjourned.

**II. *President’s Report***

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

A. Motion to Appoint and Swear In Elizabeth Kos as a Village Trustee to Fill a Vacancy

With a Term to Expire in May 2025

President Pollock recommended the appointment of Elizabeth Kos as Village Trustee to fill the vacancy created by his resignation as Trustee and appointment as Village President on September 21, 2023. Kos has been an active volunteer in the community, serving on the Parks and Recreation Board since 2013. Since 2018, she has served as Chairperson of the Rec Board.

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

Pollock swore in Kos as a Village Trustee at the podium.

B. World Town Planning Day Proclamation

President Pollock recited the World Town Planning Day Proclamation and declared November 8<sup>th</sup> as World Town Planning Day in the Village of Riverside.

**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 Standard and Poor reaffirmed the Village's AA+ bond rating. Frances thanked the Village Board and executive staff in ensuring that the Village has strong financial policies, manages budgets to derive surpluses and overall that staff are good stewards of the Village's finances. Frances stated that staff's goal is to reclaim the Village's AAA status.

**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 November 2, 2023

B. Review and File Finance September 2023 Report

- C. Approve Village of Riverside and Riverside Public Library 2024 Budget Public Hearing Minutes October 19, 2023
- D. Approve Village Board of Trustees Regular Meeting Minutes October 19, 2023
- E. Approve Village Board of Trustees Executive Session Meeting Minutes October 19, 2023
- F. Review and File Board/Commission Minutes
  - I. Parks and Recreation Board Rescheduled Regular Meeting September 26, 2023
  - II. Historical Commission Regular Meeting September 18, 2023
  - III. Board of Police and Fire Commissioners February 20, 2023 and May 9, 2023
- G. Review and File 2024 Board and Commission Meeting Schedule
- H. A Resolution Authorizing the Village Manager to Execute a Contract with Municipal GIS Partners, Inc. and Issue a Purchase Order for a Total Amount not to Exceed \$46,064.64 for 2024 Geographic Information System (GIS) Services
- I. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Enter into Various Purchase Orders for Fiscal Year 2023
- J. A Resolution Authorizing the Village Manager to Waive Competitive Bidding and Execute a Sales Agreement with Sesco Safety for a Total Amount not to Exceed \$34,315.50 for the Installation of a Fall Arrest System at the Public Works Facility

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

**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.)*  
None.

**VII. Pending Business**

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

**A. IRMA Optional Deductible Program**

Finance Director Johns stated that as part of the Village Board’s annual budget discussions, additional information was requested before modifying the existing deductible level with the Village’s insurer. Utilizing the \$50,000 deductible has

saved the Village \$112,812 from 2013 through 2022. If the Village had elected a \$100,000 deductible during that time period, \$136,815 would have been saved. While increasing the deductible to \$100,000 increases the operational risk for out of pocket expenses, the majority of the claims in the past five years that have exceeded the \$50,000 deductible would have also exceeded the \$100,000 deductible. To reduce the impact on the General Fund, the Village could elect to utilize the excess surplus for any amounts between the current \$50,000 deductible and the \$100,000 deductible. The Village also recently received notice that our annual IRMA Contribution will increase dramatically from 2023. This is due to a low claim year rolling off our 5 year average and a high year being added. The most significant claim in 2022 is the storm damage claim. Johns asked if the Board would like to transition to the \$100,000 deductible for 2024.

**Consensus:** The Board stated that the Village should move to the \$100,000 deductible and to make a budget revision in 2024 addressing this change.

#### ***VIII. New Business***

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

##### **A. Update on Potential Train Station Improvements**

Public Works Director Tabb stated that staff is requesting a recommendation from the Village Board to complete electrical improvements to the Train Station. The improvements would include the installation of six in-floor outlets with an estimated cost of \$10,000. The outlets would eliminate the need to stretch extension cords throughout the station and provide a safer environment for special events. Improvements were budgeted in the 2023 Capital Improvement Plan at \$18,000. This item has not been rolled over to the 2024 budget and staff wanted to receive a recommendation to complete the work before the end of the year.

Trustee Claucherty stated that given that Train Station Rental revenues are low, making improvements for events at a cost of \$10,000 would take several years to pay for itself.

Trustee Marsh-Ozga stated that the Village lacks ample event space and additional outlets would enhance the Train Station as a viable space for larger events. Marsh-Ozga expressed support for the improvements. Trustee Evans also expressed support, stating that avoiding the use of long extension cords with installation of additional outlets would provide for a safer event environment. Trustee Evans stated that the improvements would contribute in part to supporting a C4 goal for public gathering space. Trustee Gallegos and Trustee Mateo also expressed support for the outlets.

**Consensus:** To complete the electrical improvements before the end of the year and adjust the event rates for the Train Station after surveying nearby communities.

Clerk Sowl stated that minor changes to the Train Station Rental policy is also being recommended to preclude rentals from moving the benches within the Station on their own. Public Works will be able to remove them for a \$50 fee if requested.

**Consensus:** To modify the Village’s Train Station Rental Policy to include a \$50 fee for Public Works to move the benches as requested. If moved without Public Works’ assistance, the renter will be assessed a \$200 penalty fee.

B. Budget Update

Finance Director Johns stated that there have been some requests for amendments to the 2023 and 2024 budgets. Johns stated that procuring vehicles has continued to be challenging and that vehicle the Public Works Director’s vehicle (#1604) has not been purchased yet. Staff is requesting to transfer the vehicle originally approved for a Police Squad Car replacement (#59) to be given to the Public Works Director. This would result in a reduction of \$38,406.58 in the Capital Fund Police Vehicle budget and an increases of \$19,203.29 in the Capital Fund Water and Fire Vehicle budgets.

In 2024, Johns stated that Squad #59 will not be received in 2023. This will increase the Capital Fund Police Vehicle budget by \$70,000.

Spongy moth treatment in Scottswood Common has been added to the Capital Budget for an increase of \$15,000.

The Village has been able to hire an in-house building inspector, which will increase personnel costs by \$122,129.26 and reduce contractual costs by \$101,000.

GIS Consortium service costs increased more than expected, which will increase the General Fund IT budget and Water Fund budget by \$757 each.

Berkeley Green Alley improvements will be added to the Business District #1 budget for a \$225,000 increase.

***IX. Trustee Reports***

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

A. Cross-Community Climate Collaborative (C4) Update

Trustee Marsh-Ozga stated that there is a draft report included in the agenda packet outlining the 32 initiatives that the C4 team have identified from the public input received since the Road to 2050 event in January. Marsh-Ozga asked that Trustees review the report and provide Assistant Village Manager Monroe with feedback by mid-December.

Trustee Gallegos thanked Director Malchiodi for the wonderful Halloween events in the Parks and Recreation Department.

*X. Adjournment*

RESULT:	Adjourned [6-0] at 7:48 p.m.
MOTION:	Mateo
SECOND:	Gallegos
AYES:	Trustees Claucherty, Kos, Marsh-Ozga, Mateo, Evans, Gallegos
NAYS:	None

*XI. Executive Session*

- A. To discuss probable, imminent or pending litigation 5 ILCS 120/2(c)(11)
- B. To discuss the appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel (5 ILCS 120/2(c)(1))