



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

*II. Pledge of Allegiance*

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

Absent: None

Also Present: Village Manager Frances  
Village Attorney Malina  
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.)*

President Ballerine stated that the January 19 meeting of the Village Board will be cancelled.

*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 stated that Village offices will be closed on Monday, January 16 in observance of Martin Luther King Jr. Day.

**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.)*

**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. Ratify Voucher List of Bills December 15, 2022
- B. Ratify Voucher List of Bills December 28, 2022
- C. Approve Voucher List of Bills January 5, 2023
- D. Review and File Quarterly Purchase Order Report
- E. Review and File 2023 Budget Document (Website Link: <https://www.riverside.il.us/DocumentCenter/View/5025>)
- F. Review and File Fire, Police and Public Works November 2022 Monthly Reports
- G. Approve Village Board of Trustees Regular Meeting Minutes December 1, 2022
- H. Review and File Police Pension Board Regular Meeting Minutes September 8, 2022
- I. Review and File Riverside TV Commission Meeting Minutes October 10, 2022
- J. Review and File Preservation Commission Meeting Minutes October 13, 2022
- K. Review and File Parks and Recreation Board Meeting Minutes October 24, 2022
- L. Review and File Planning and Zoning Commission Meeting Minutes October 26, 2022
- M. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Execute a Contract with Christy Webber & Company, for a not to Exceed Amount of \$20,800 for the 2023 Central Business District Planter Bed Maintenance
- N. A Resolution Authorizing the Village Manager to Waive Competitive Bidding and Execute a Sales Agreement with Altec Industries, Inc. for a Total Amount not to Exceed \$176,188 for the Purchase of a 2024 Freightliner M2-106 Aerial Bucket Truck
- O. A Resolution of the Village of Riverside, Illinois Waiving Competitive Bidding and Authorizing the Village Manager to Issue a Purchase Order to Cook County Emergency Telephone Systems Board for the Purchase of 8 Radios in an Amount not to Exceed \$59,000
- P. A Resolution Authorizing the Village Manager to Create a Purchase Order in the Amount of \$112,500 for Christopher B. Burke Engineering, Ltd., to Provide Professional Design Engineering Services as Part of the Shenstone Road Reconstruction Project
- Q. A Resolution Authorizing the Sale or Disposal of Personal Property owned by the Village of Riverside

- R. A Resolution Waiving Competitive Bidding and Authorizing the Village Manager to Enter into Various Purchase Orders for Fiscal Year 2022
- S. An Ordinance to provide for Nonparticipation by the Village of Riverside in certain assessment relief provided by the Property Tax Code, for historic buildings and for certain residence structures located within the Riverside Landscape Architectural District
- T. Preservation Commission Proposed 2023 Work Plan

Trustee Pollock requested that Item E. be pulled from the consent agenda for further discussion.

<b>RESULT:</b>	Approved less Item E. [6-0]
<b>MOTION:</b>	Gallegos
<b>SECOND:</b>	Pollock
<b>AYES:</b>	Trustees Evans, Gallegos, Claucherty, Hannon, Pollock, Marsh-Ozga
<b>NAYS:</b>	None

Trustee Pollock stated his agreement with the strategic goals published in the Village’s 2023 Budget Document, but asked if the Community Development Department could evaluate their goal regarding permit processing turnaround time and provide feedback to the Village Board at a future meeting.

<b>RESULT:</b>	Approved Item E. [6-0]
<b>MOTION:</b>	Pollock
<b>SECOND:</b>	Gallegos
<b>AYES:</b>	Trustees Evans, Gallegos, Claucherty, Hannon, Pollock, Marsh-Ozga
<b>NAYS:</b>	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.)*  
None.

***IX. Pending Business***

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

- A. Discussion Regarding IRMA Optional Deductible Program

Finance Director Johns stated that the Board previously discussed modifying the existing insurance deductible level during the 2023 budget process. Johns stated that the Village would not be able to change the deductible until 2024 to provide

IRMA proper notice. In 2014, the Village moved from a \$2,500 deductible to a \$50,000 deductible; since then, the Village has saved \$108,913. A \$100,000 deductible would have saved the Village \$166,405 during that time period. Johns stated that the Village has reserved the excess surplus accrued with IRMA, which now totals \$1.6 million.

Trustee Pollock asked if the Village is tracking claims that do not meet the current deductible, as that would be a helpful item in discussing whether to increase the deductible. Johns stated that the Village has started tracking that better over the last few years and that it will be presented in October during budget discussions.

**Consensus:** The Board agreed to continue this discussion during the 2024 budget process.

- B. Discuss Ordinances Amending Various Sections of the Village of Riverside Zoning Ordinance Relative to the Incorporation of Transit-Oriented Development (TOD) Best Practices and to Make Other Certain Changes and to Discuss Amending the Official Zoning Map of the Village of Riverside to Establish a Transit Oriented Development Commercial Subdistrict (B1-TOD) and Changing the Zoning of Certain Properties from B1-C (Commercial Subdistrict) to B1-TOD (Transit Oriented Development Commercial Subdistrict)

Village Planner Cyran stated that this discussion is a first look at the drafted ordinances for adoption of the Transit-Oriented Development (TOD) zoning code.

Cyran asked if the Board was comfortable with a minimum setback requirement of 20 feet (for buildings up to 24 feet in height) and 30 feet (for buildings over 24 feet) where a commercial property is next to a single- or two-family property within the Harlem Avenue Commercial Districts. Trustee Hannon asked what the current setback requirements are in those districts. Cyran stated that the B1-C District requires a 20 foot setback for buildings over 24 feet in height. Hannon stated that the Village remain with the 20-foot setback requirement to remain as business and development friendly as possible. **Consensus: To maintain the 20-foot setback requirement.**

Cyran summarized the Planning and Zoning Commission's discussion at their December 28, 2022 meeting regarding their role in the site plan review process. The Commission recommended they continue to review site plans for properties that require variations, special use approvals, and planned unit developments. For all other properties (not just those in the proposed B1-TOD Subdistrict), the Commission agreed site plans could be reviewed during informal meetings with up to two commissioners, staff, and the applicant. The Commissioner's recommendations would be provided to the Village Board, who would make the final decision on the applications.

Trustee Pollock stated his discomfort with the concept of having two commissioners participate with staff in reviewing site plans due to transparency concerns and potential misrepresentation of the Commission. The Board agreed that they would not like to see an informal commissioner, staff, applicant approval process for site plan reviews.

President Ballerine asked Attorney Malina to walk through the legality of the site plan review process. Malina stated that site plan review is not covered in the Illinois Municipal Code section on zoning for non-home rule municipalities. It is not a requirement that there be a site plan review process as long as there are the zoning entitlements as included in the Illinois Code. In Riverside, site plan review is required for commercial developments according to the Village Code, but that may be adjusted if desired. The Village Code can also be rewritten so that site plan reviews are completed by staff, the Planning and Zoning Commission and/or the Village Board.

Trustee Pollock stated that he would like to see the code rewritten so that, in commercial development, site plan review would be required by the Planning and Zoning Commission and the Village Board when there are variations, special uses or planned unit developments on the table.

Trustee Pollock stated that he would not vote in approval of the third ordinance of the transit-oriented development zoning code update. Pollock stated that he is not comfortable with the Board consensus on maximum setbacks, building heights, and front yard parking as they do not represent transit-oriented development.

**X. *New Business***

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

**A. A Resolution Amending and Renaming the Banner Sign Policy to the Banner Sign Display and E-Flash/Social Media Posting Policy**

Management Analyst Sowl provided an overview of Village staff's recommendations to update the Banner Sign Policy to permit information on community events and other public messages to be published on the Village website and social media pages. Village Manager Frances stated that staff would also like to clarify which organizations should be eligible under the Village's banner policy and determine if changes will need to be made based on the Village Board's discussion. Attorney Malina stated that the Village's current process for reviewing banner applications is legal according to recent precedent.

Trustee Evans stated the policy should be updated so that qualifying organizations could request banners for community fundraising and events only. Trustee Hannon agreed with Trustee Evans, stating his discomfort with the community announcement piece of the policy and suggesting that it should be tightened up.

Hannon stated that general advertisements should be prohibited. Manager Frances stated that, on an annual basis, the Village typically posts material on various Village events and community announcements. Frances stated that the Village would like to achieve equity in the review process for banners and/or posts. Attorney Malina stated that it would be difficult to make a legal distinction between fundraising announcements/events and other messages and events assuming the applicant is a qualifying organization.

Trustee Claucherty stated that the Village should avoid being the arbiter of what content is appropriate and what is not. Claucherty stated that there should be less entanglement. Attorney Malina stated the Village could operate that way and that, if the Board desires, they could issue a proclamation supporting a message or event. Malina stated that would be considered government speech.

**Consensus:** The Board was comfortable with the Village website and social media pages remaining limited to government speech and information only.

President Ballerine asked the Board if the banner policy should be aligned with the position on social media and website content, or if it should remain as it was adopted. The Board directed staff to analyze banner applications from 2022 and determine which organizations and messages are being approved and displayed. Manager Frances stated that staff would provide the current banner policy and banner statistics to the Board at their February meeting for discussion.

Trustee Marsh-Ozga stated that banners and messages are helpful in informing the public on events for the betterment of the community. Marsh-Ozga would like to continue allowing such banners if they can be reviewed as part of a content neutral process.

*XI. 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 Riverside's C4 team had their first meeting on December 12, 2022. The team is organizing an event scheduled for Thursday, January 19, 2023 named Our Road to 2050. The event will take place in the Township Hall Auditorium and will discuss Riverside's future. There will also be a survey for those unable to attend.

B. Trustee Hannon commended the Riverside Public Library Board for the way they addressed a request to pull a book from the Library's collection. The Library Board does not support censorship, does not promote particular views, and leaves the supervision of minors' access to materials with parents and not librarians. Hannon

stated that he likes the idea of the Library providing books on transgender and queer topics as a resource for young people struggling. Hannon supported the Library's judgement in moving the book from the teen section to the graphic novel section.

Trustee Claucherty stated that book bans were at their highest in 2022 since the American Library Association began tracking bans. Books that offer empathy, knowledge and power to young people are most among the most common banned, especially including books by and about LGBTQ and people of color. Trustee Claucherty also expressed her support for the Library.

Trustee Marsh-Ozga also commended the Library Board for their professional response in reference to its collection development policies. The book did receive the Alex Award for young adult's literature from the American Library Association.

Trustee Evans echoed the trustees' comments, thanking the Library Board for their leadership. Evans stated her disappointment that this conversation has touched the Village and that there is still a level of bigotry fueling this discussion.

President Ballerine stated that it is not our place to remove and censor a book as it may be helpful to someone else in the community. Ballerine stated his confidence in the Riverside Public Library Board in determining what is suitable for the Village.

*XII. Adjournment*

RESULT:	Adjourned [6-0] at 8:18 p.m.
MOTION:	Gallegos
SECOND:	Marsh-Ozga
AYES:	Trustees Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
NAYES:	None

*XIII. Executive Session*

None.