



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING

Minutes

I. Call to Order: The Regular Meeting of the Village of Riverside Board of Trustees was held on Thursday, March 3, 2022. President Ballerine called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call Present: President Ballerine
Trustee Gallegos
Trustee Marsh-Ozga
Trustee Hannon
Trustee Evans
Trustee Clauncherty
Trustee Pollock (via Zoom)

Absent: None

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

Also in attendance: Director of Public Safety Buckley, Finance Director Johns, Assistant Village Manager Monroe and Director of Parks and Recreation Malchiodi

IV. President's Report

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

A. Presentation Regarding Mental Health Services

Director Buckley discussed Riverside's crisis service agreement with Presence Behavioral Health, which was approved by the Village Board at their regular meeting on February 17, 2022. Buckley stated the Community Emergency Services and Support Act (CESSA) became law on February 1, 2022, with an implementation deadline of July 2022. The purpose of the act is to transfer first responder duties to

mental health professionals, rather than law enforcement, when someone reports a mental health crisis or requires behavioral support. Buckley stated that two of Riverside's neighboring communities, Brookfield and North Riverside, utilize Presence Behavioral Health's services.

Sibil Kuruvilla, the Director of Crisis Stabilization at Presence Behavioral Health, stated that the goal of their program is to provide mental health expertise to support the Riverside police department and their residents. Riverside will be provided with its own crisis service worker, who will assist in both emergency situations and with drafting safety plans and implementing long term strategies.

Director Buckley thanked the Riverside Township and Supervisor Vera Wilt for their support for this program. Riverside's public safety departments have partnered with the Township and their Mental Health Board, who have provided financial support and commitment to this program.

Tim Heilenbach, President of the Riverside Township Mental Health Board, stated that he has been working with Director Buckley since May of last year to implement this program. Heilenbach stated that he and Supervisor Vera Wilt were very pleased to help support the crisis service program. Both Brookfield and North Riverside's programs are partially funded by the Proviso Township. In addition, Heilenbach stated that both he and Director Buckley have implemented a pilot program in Riverside, whereby an officer has been designated as a Senior Liaison to the Township's Community Resource Center. The Township is also offering crisis intervention training for the Township's first responders in Brookfield, North Riverside, and Riverside.

President Ballerine thanked Heilenbach and Wilt for their collaboration with the Village, stating that it is important that the taxing bodies work in unison.

V. *Manager's Report*

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

None.

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.)

President Ballerine recognized Thomas Dixon, son of Robert Dixon, who lives on Uvedale Road and attends Riverside Brookfield High School. Dixon stated his concern surrounding danger for cyclists attending Riverside Brookfield High School. Many cyclists attending the high school take Forest Avenue, which creates a bottleneck of bike, pedestrian, and vehicle

traffic. Dixon stated that with parking lanes on both sides of the road as well as two lanes of traffic, it becomes very congested and dangerous in the time before and after school. Dixon stated he has witnessed many close calls, almost getting in accidents himself. Dixon asked the Board to consider adding bike lanes to Forest Avenue, stating that no price is too large to protect the lives of students traveling to or from school.

President Ballerine stated that he has passed Dixon's concerns along to Public Safety Director Matthew Buckley. Dixon added that while bike lanes exist, they are not effective. Cars consistently drive over the bike lanes.

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 March 3, 2022
- B. Approve Village Board of Trustees Regular Meeting Minutes February 17, 2022
- C. Review and File Finance January 2022 Monthly Report
- D. A Resolution Authorizing the execution of an agreement between the First American Bank of Riverside and the Village of Riverside, Illinois concerning parking
- E. A Resolution Authorizing the sale or disposal of personal property owned by the Village of Riverside
- F. Motion to Approve a Special Event Application for the Riverside Historical Commission's Olmsted 200 Birthday Party to be held on April 26, 2022, at the Riverside Train Station

President Ballerine asked if any of the Trustees needed an item to be removed from the Consent Agenda for discussion. Hearing no requests, he called for a motion and second to approve the Consent Agenda.

Trustee Gallegos made a motion to approve the consent agenda. Trustee Marsh-Ozga seconded the motion.

AYES: Trustee Marsh-Ozga, Gallegos, Hannon, Evans, Claucherty and Pollock

NAYES: None.

Motion passed.

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. Economic Development Commission 2022 Work Plan – Chairperson Jennifer Fournier

Chairperson Jennifer Fournier presented the Economic Development Commission's 2022 Work Plan. The Commission came up with 3 goals. First, the Commission would like to impact and increase the Village's sales tax revenue by 5% year over year. Second, the Commission would like to increase overall awareness of what Riverside has to offer. This goal would focus on collaboration with Visit Oak Park

and media communications staff within the Village. Third, the Commission would like to see activation of business within the Train Station. Currently, there is not tenant within the Train Station. The Commission also hopes to apply for and receive grant funding in the upcoming year.

President Ballerine thanked Chairperson Fournier and the Commission for their work, stating his appreciation that Riverside's webpage on Visit Oak Park's website is the only one to include businesses on it.

IX. Pending Business

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

None.

X. New Business

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

A. Discussion Regarding Expansion of Contractor Registration Types

Assistant Village Manager Monroe presented the results of a survey of surrounding communities and their policies for contractor registration. Of the communities surveyed, over 40% register at least one of the contractor types (landscapers, lawn care services, and snow removal). Landscapers are most commonly registered. In Riverside, landscapers only need to register if they are completing hardscape work. Only three of the surveyed communities register all three types of contractors. Monroe stated that if the Board were to adopt contractor registration, staff would recommend requiring an annual renewal of \$100, a bond, workers compensation, and general liability insurance.

Trustee Evans asked what problem would be addressed in requiring contractors to register. Evans expressed that if the Village did go forward with requiring contractor registration, that the fees be on the lower side and that registration materials are provided in both English and Spanish. Trustee Marsh-Ozga agreed, stating that contractor registration would be a good communication tool for the Village to prevent them from violating aspects of the Village Code. Marsh-Ozga stated that many residents have expressed concern about contractors completing work during non-business hours, out of season, or damaging their yards and other green spaces. Trustee Evans agreed.

Trustee Claucherty asked staff if the Village currently has a mechanism in place to penalize contractors for operating outside regular business hours. Assistant Village Manager Monroe stated that if informed, the Village would be able to send the building inspector out, or community service officer if on a weekend, to evaluate the issue. Otherwise, Monroe stated that is challenging to enforce. Village Manager Frances added that it is mainly complaint driven. If it is found that a contractor is

not licensed, Frances stated that the Village currently has a three strike policy for construction contractors. After the third offense, contractors would no longer be allowed to conduct business within the Village.

Trustee Hannon stated the current issue with contractors are related to code enforcement and not enforcement. Hannon stated his opposition to the proposed registration requirement, especially for lawn service contractors.

Trustee Gallegos stated that he is still unsure about what the best strategy is for this item, expressing he would prefer further discussion.

Trustee Pollock empathized with all Trustee concerns, referencing Board conversation on this issue from a few years ago. While there was initial support to require contractor registration, the Board decided not to.

President Ballerine addressed all Trustee concerns, stating that the issue revolves around education. Ballerine suggested publishing an educational brochure to distribute to all landscaping, lawn care, and snow removal companies that complete work within the Village. Ballerine added that it is important to separate out contractors that complete larger projects, which may alter the topography of a yard and affect neighbors. Trustee Claucherty stated there is probably a solution to address the discussed issues that does not involve requiring contractor registration.

Trustee Pollock suggested that the Board ask staff to come back at one of the next two Board meetings with a program of education and enforcement, which may include a brochure that includes information on Riverside's code and penalties for violating it as it pertains to contractors.

Consensus: Staff to come back at one of the next two Board meetings with a program of education and enforcement, which may include a brochure that includes information on Riverside's code and penalties for violating it as it pertains to contractors.

B. Discussion on Allocation of \$100,000 Capital Grant for Green Spaces

Finance Director Karin Johns stated that in 2019, the Village was approved for a \$100,000 capital grant for green space improvement. Johns presented several options for use of this grant:

- 1) The Village's annual tree contract
 - a. Could offset the funding that was budgeted for this expense, or;
 - b. Apply for the grant with this project, as it meets state bid requirements
- 2) Gateway Landscaping at Indian Gardens athletic field
- 3) Upgrading to exposed aggregate park paths at Patriots Park, Turtle Park, Harrington Park, or for the stretch from Longcommon Road to Nuttall Road

Trustee Evans asked whether using budgeted funds for the tree contract would be considered supplanting. Director Johns stated that, since it was already budgeted, additional revenue could be allotted to general fund surplus for future capital projects or an allotment of assigned fund balance could be created for future green space projects. Evans requested that the Board consider placement of exposed aggregate paths at Patriots Park, as the path is currently in rough shape.

Trustee Hannon expressed that he would rather see grant funds used for an additional item rather than on projects already budgeted for like the tree trimming contract.

Trustee Claucherty asked if the Village has any data on which parks are the most used. Director of Parks & Recreation Ron Malchiodi stated that Harrington and Turtle parks are most frequently used within the Village. Malchiodi added that grant funds would be helpful at the Indian Gardens athletic field, which would allow the Parks and Recreation Department to expand programming. Currently, the only dedicated soccer field the Department has is at Harrington Park. Other soccer fields are placed in the outfield of baseball fields, which endure constant wear and tear. Malchiodi also added that exposed aggregate paths at Patriots Park would improve accessibility and address maintenance issues.

Marsh-Ozga asked what the nature of the Indian Gardens athletic field project would entail. Malchiodi stated the field would be leveled and graded; it was previously populated with ash trees. The field would then be reseeded. Based on previous conversations with the Village Engineer, Malchiodi added that the field could only be leveled and graded via excavation as opposed to fill; a fill in a floodway presented some challenges.

Marsh-Ozga asked if the recommendation to submit for the annual tree contract is because staff knows it meets certain protocols for the grant. Johns confirmed Marsh-Ozga's assumption, stating that it was recommended to apply for the tree contract because it meets certain state bid requirements. Marsh-Ozga added that, in regards to the other projects, it would be a priority to improve Village gateways and the field at Indian Gardens. Before any green space is taken away, Marsh-Ozga suggests that the Preservation and Landscape Advisory Commission discuss potential grant items.

President Ballerine agreed that staff's recommendation to use grant funds for the annual tree contract would be the easiest in getting through the state's bid process.

Consensus: Staff is to use grant funds for the annual tree contract.

XI. Trustee Reports and Communications

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

interest.)

Trustee Marsh-Ozga stated that Riverside Historical Museum will be celebrating the bi-centennial of Frederick Law Olmsted on Tuesday, April 26th at the Train Station from 4 p.m. to 6 p.m. At 7:00 p.m. at the Riverside Public Library, the Frederick Law Olmsted Society will be presenting a sizeable gift to the community for Olmsted's 200th birthday.

XII. Adjournment

Trustee Gallegos made a motion to adjourn to executive session. **Trustee Evans seconded** the motion.

AYES: Trustee Marsh-Ozga, Gallegos, Hannon, Evans, Clauncherty and Pollock.

NAYS: None.

President Ballerine declared the meeting adjourned at 8:01 p.m.

Respectfully submitted:



Village Clerk Sowl

Date Approved

XIII. Executive Session

- A. To discuss the setting of a price for sale or lease of village property (5 ILCS 120/2(c)(6))