



**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, April 4, 2019, at 7:00 p.m., in Room 4 of the Township Hall, 27 Riverside Road, Riverside, IL. Trustee Pollock, acting as President Pro Tem, called the meeting to order at 7:00 p.m.

Attorney Marrs noted that a motion and second were needed to confirm Trustee Pollock as President Pro Tem for the meeting. Trustee Lumsden made a motion. Trustee Jisa seconded. All in favor.

- II. Roll Call:**
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| Present: | Trustee Pollock (President Pro Tem)
Trustee Sedivy
Trustee Lumsden
Trustee Jisa |
| Absent: | President Sells
Trustee Peters
Trustee Ballerine |
| Also Present: | Village Manager Frances
Village Attorney Marrs
Village Clerk Haley |

III. Pledge of Allegiance

IV. Presentations / Public Comment

- A. Public Comment – None.

V. Reports of Village Offices

- A. Village President's Report

Trustee Pollock thanked everyone who voted in the recent election. He also thanked those who ran for the offices of village trustee and school board member for District 208 and District 96.

1. Arbor Day Proclamation

Trustee Pollock read the Arbor Day Proclamation and noted that Arbor Day will be celebrated in Riverside on April 27, 2019.

2. An Ordinance Authorizing issuance of a Class E Restaurant Liquor License

- LaEstancia, Inc.

Trustee Pollock noted that LaEstancia currently holds a Class C liquor license (beer & wine) and is applying for a Class E liquor license at renewal. He called for a motion and second to approve the ordinance issuing a Class E liquor license.

Trustee Lumsden made a motion to approve the Ordinance. **Trustee Sedivy seconded** the motion.

AYES: Trustees Sedivy, Lumsden, Pollock & Jisa.

NAYS: None.

Motion passed.

3. Motion to create an Ad Hoc Committee to Consider Proposed Attached Garage and Driveway Regulations and appoint Commissioners

Trustee Pollock noted that President Sells has recommended the creation of a committee to consider proposed attached garage and driveway regulations. He read the names of those recommended for appointment: Chairperson Sander Kaplan, Charles Pipal, Abby Randall, Greg Randall, Scott Lumsden and Michael Foley. He called for a motion and second to create the Ad Hoc Committee and confirm the appointments.

Trustee Sedivy made a motion. Trustee Jisa seconded the motion.

AYES: Trustees Sedivy, Lumsden, Pollock & Jisa.

NAYS: None.

Motion passed.

B. Village Manager's Report – None.

VI. Approval of Consent Agenda

- A. Ratify Voucher List of Bills March 22, 2019
- B. Approve Voucher List of Bills April 4, 2019
- C. Approve Village Board of Trustees Regular Meeting Minutes March 7, 2019
- D. File and Review Town Hall Meeting Summary January 24, 2019
- E. File and Review Economic Development Commission Meeting Minutes January 20, 2019
- F. File and Review Historical Commission Meeting Minutes January 21, 2019
- G. File and Review Landscape Advisory Commission Meeting Minutes February 12, 2019
- H. File and Review Parks & Recreation Board Meeting Minutes November 26, 2018
- I. File and Review Riverside TV Commission Meeting Minutes February 11, 2019
- J. File & Review Community Development Department February 2019 Monthly Report
- K. File & Review Community Development Department 2018 Annual Report
- L. File and Review Finance Department February 2019 Monthly Report
- M. File and Review Fire Department February 2019 Monthly Report
- N. File and Review Police Department February 2019 Monthly Report
- O. Motion to Approve a Special Event Application for Riverside Arts Weekend (RAW) to be held on Saturday & Sunday, May 18 & 19, in Guthrie Park
- P. A Resolution awarding a Job Order Contract to F. H. Paschen in the amount of \$43,312.46 for rehabilitation of the Guthrie Park Veterans Memorial
- Q. A Resolution authorizing a \$21,212 Inter-Fund Transfer from the General Fund to the Capital Projects Fund to Fund Future Capital Expenditures
- R. A Resolution of the Village of Riverside, Illinois, to authorize the Village Manager to execute a contract with Lauterbach & Amen for Audit Services and GASB 74/75

- Actuarial Report for Fiscal Year ending December 31, 2018
- S. A Resolution authorizing the Village Manager to enter into an agreement with the Village of Romeoville Fire Academy to facilitate the Basic Operations Firefighter course for an amount not to exceed \$21,000
 - T. A Resolution Authorizing the Provision of Commission Cards for Riverside Auxiliary Police Corps Members and Brookfield Zoo Police Officers
 - U. A Resolution Approving an Intergovernmental Agreement by and between the Village of Riverside and Metropolitan Water Reclamation District of Greater Chicago for Design, Construction and Maintenance of the Railroad Watershed Area Storm Sewer Outlet
 - V. A Resolution approving Change Order #1 in the an amount of \$126,424.45 to the Contract with Chicagoland Paving Contractors, Inc., for parking lot lighting improvements to the Metra Commuter Lot #1 Green Parking Lot Project
 - W. A Resolution approving Change Order #1 in the amount of \$11,760 to the Engineering Services Contract with Christopher B. Burke Engineering, Ltd., for the Commuter Lot #1 Green Parking Lot Project

Trustee Pollock read the Consent Agenda aloud and asked if any of the Trustees required that an item be removed for discussion. Trustee Lumsden requested that Item VI.V. – Chicagoland Paving Contractors Change Order, be removed from the Consent Agenda for the purpose of sharing more information about the project with residents.

Trustee Sedivy made a motion to approve items A. – U. & W. of the Consent Agenda.

Trustee Jisa seconded the motion.

AYES: Trustees Sedivy, Lumsden, Pollock & Jisa.

NAYS: None.

Motion passed.

Discussion of Item VI.V. – A Resolution approving Change Order #1 in the an amount of \$126,424.45 to the Contract with Chicagoland Paving Contractors, Inc., for parking lot lighting improvements to the Metra Commuter Lot #1 Green Parking Lot Project

Trustee Lumsden stated that he has had the opportunity to speak with Public Works Director Bailey regarding several concerns about the proposed lighting for the project which were brought to him by residents. Lumsden asked Bailey to provide details regarding the proposed change order at the meeting so residents could receive the same information that was provided to him.

Director Bailey noted that the change order is needed because lighting was not originally included in the scope of the project due to cost concerns, but the low bid came in significantly under budget, so there is money available to spend on lighting improvements. Bailey stated that lack of lighting has always been a concern in Commuter Lot #1. He noted that the existing lights are the traditional Riverside gas lamp style; however, the lights being proposed are a modern design.

Trustee Lumsden asked Director Bailey to explain the process that was used for selecting the proposed fixtures and the kelvin level. Bailey noted that the Forest Avenue bridge lights are 2400 K and compliment the look of the historic gas lamps. The change order includes three types of lights: bollards and historic looking fixtures that will illuminate the

sidewalk between the parking lot and the train platform; and the taller, more modern fixtures that will be in the parking lot itself. Photometrics were done to ensure appropriate lighting levels and 3000 K lights were selected for the parking lot.

Trustee Lumsden noted that blue colored light carries farther than warmer, yellow/orange light. He would like to see uniformity in the kelvin temperature of all the lights used throughout the CBD. He noted that the lights selected for the parking lot do not project light upward so light should be focused down on the parking lot and should not project onto adjacent properties. He urged staff to be careful and consistent with lighting choices to maintain uniformity. He asked Public Works Director Bailey to confirm that all the lights in the CBD are the same kelvin and Bailey confirmed that he would do so.

Trustee Lumsden asked Chief Weitzel if there had been any complaints about the Green Parking Lot on Burlington Street. Weitzel stated that the department is not aware of any complaints.

Trustee Lumsden asked if the Preservation Commission had reviewed the lighting selections. Director Bailey stated that there was verbal contact with the chairperson and the commission recommends that lighting throughout the village be selected to project a soft, warm glow that looks similar to the light provided by the historic gas lamps.

Trustee Lumsden then outlined the specific costs associated with the change order including expenses for new lights and temporary lighting for the Swim Club Parking Lot which is currently being used by commuters who are displaced from Commuter Lot 1. Director Bailey stated that the Riverside Swim Club has been a great partner during the project. He thanked the RSC for their cooperation.

Trustee Pollock then called for a motion and second to approve the Resolution. **Trustee Lumsden made a motion** to approve. **Trustee Jisa seconded.**

AYES: Trustees Sedivy, Lumsden, Pollock & Jisa.

NAYS: None.

Motion passed.

VII. Reports of Departments, Commissions and Trustee Liaisons – None.

VIII. Ordinances and Resolutions

A. A Resolution of the Village of Riverside, Illinois, to Amend the Fund Balance and Reserve Policy 2019

Finance Director Johns noted that staff reviews the Fund Balance and Reserve Policy regularly. This update will amend the policy to exclude all transfers from the Cash Flow Assignment. Previously the Cash Flow Assignment excluded Capital Transfers. Removing all transfers will also remove all inter-fund transfers including the Police Pension Contribution.

Trustee Sedivy made a motion to approve the Resolution. **Trustee Lumsden seconded** the motion.

AYES: Trustees Sedivy, Lumsden, Pollock & Jisa.

NAYS: None.

Motion passed.

IX. Considerations – None.

X. New Business

Trustee Lumsden encouraged residents to attend the Garages & Driveways Committee meetings once they are scheduled. He stated that public comment will be welcome. Trustee Pollock stated that per the Open Meetings Act, all meetings will be publicly posted and there will be an opportunity for public participation.

XI. Adjournment

With no Considerations and no New Business to discuss, Trustee Pollock called for a motion and second to adjourn to Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees. He noted that no final action would be taken in Executive Session and the board would not reconvene.

Trustee Lumsden made a motion to adjourn to Executive Session. **Trustee Sedivy seconded** the motion.

AYES: Trustees Pollock, Sedivy, Lumsden and Jisa.

NAYS: None.

Motion passed.

Trustee Pollock declared the Regular Meeting adjourned at 7:25 p.m.

Respectfully submitted:

Village Clerk Haley

Date

XII. Executive Session

A. To discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees