



VILLAGE OF RIVERSIDE
BOARD OF TRUSTEES REGULAR MEETING
Thursday, September 1, 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, September 1, 2022. 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 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.)

A. 2022 National Suicide Prevention + Action Month Proclamation

President Ballerine recited the proclamation, encouraging all residents to take the time to understand the importance of the issue.

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 reminded residents and visitors of the ribbon cutting at Sandtrap Grill on September 2, 2022.

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.)

President Ballerine asked that Item H be removed from the Consent Agenda and considered separately.

- A. Approve Voucher List of Bills September 1, 2022
- B. Review and File Community Development June Report
- C. Review and File Police, Fire and Community Development July Monthly Reports
- D. Approve Village Board of Trustees Regular Meeting Minutes August 18, 2022
- E. Review and File Parks & Recreation Board Regular and Special Meeting Minutes July 25, 2022
- F. Review and File Planning and Zoning Commission Regular Meeting Minutes July 27, 2022
- G. A Resolution Authorizing the Sale or Disposal of Personal Property owned by the Village of Riverside

Item Up For Approval	Consent Agenda
Motion	Gallegos
Second	Marsh-Ozga
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
Nays	None
Result	Passed

- H. A Resolution Rejecting All Bids, Waiving Competitive Bidding and Authorizing the Village Manager to Execute a Contract with M&J Asphalt Paving Company, Inc. and Issue a Purchase Order for an Amount not to Exceed \$903,030 (Using Motor Fuel Tax Funds in The Amount of \$428,132 and Rebuild Illinois Funds in the Amount of \$584,898) for the Selborne Road and Kent Road Reconstruction Project and Miscellaneous Sidewalk Improvements

Public Works Director Tabb provided an overview of the Selborne Road reconstruction project, starting with 3 bids that were opened and read publicly on

August 4th. The Village’s engineering firm, Christopher B. Burke Engineering, Ltd., reviewed the proposals and recommended awarding the contract to M&J Asphalt Paving Company, Inc. Tabb noted that the project is over budget due to the increase in construction costs across the market.

Director Tabb also provided the Board with an overview of the different types of detectable warning panels to be installed at crosswalks as part of the Selborne Road project. Tabb noted that the current quote accounts for the use of plastic panels, which is the current standard in crosswalks throughout the Village. Using a different material would result in a change order of \$3,600 for the Selborne Road project. Tabb provided samples of powder coated galvanized, cast iron, and plastic panels in different color variations to the Board. The galvanized panels would have a 10 year warranty for repainting and chipping; however, if they are scratched or damaged they would not be covered. Cast iron panels would rust over time and could streak the concrete depending on the pitch of the plate location.

Before discussing the material of the panels, President Ballerine asked for a motion and second to approve the resolution.

Item Up For Approval	Item H. on the Consent Agenda
Motion	Gallegos
Second	Claucherty
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
Nays	None
Result	Passed

President Ballerine then opened up discussion on whether to approve a change order to elect a different material and color of the detectable warning panels.

Trustee Claucherty and Hannon asked Director Tabb about the cost comparison of non-plastic to plastic panels. Tabb stated that the powder coated galvanized and cast iron panels would cost an additional \$20 per square foot (approximately \$200 per crosswalk). Tabb added that there are approximately 300 crosswalks within the Village, 220 of which already include the plastic detectable warning panels.

Trustee Claucherty asked what basis the Preservation Commission was relying upon in their suggestion to seek alternatives to the plastic panels. Manager Frances added that the Commission was cognizant of the cost of galvanized and cast iron panels and understood it may not be feasible. Tabb responded that the Commission preferred other panels, from a durability and aesthetic standpoint.

Trustee Marsh-Ozga stated that, at minimum, cast iron panels should be installed

in primary civic areas such as public parks and the central business district on an as needed basis.

Trustee Hannon expressed that spending over \$200,000 on non-plastic panels simply for aesthetics is not right at this time, especially given expenses related to the storm damage from June. Finance Director Johns stated that the Village will be recovering most of the costs associated with storm damage response from the insurance carrier, meaning that the expected budget overage has significantly decreased.

Item Up For Consensus	That cast iron detectable warning panels be installed at crosswalks involved in the Selborne and Kent Road Reconstruction Projects as well as in future Village projects
Motion	Gallegos
Second	Marsh-Ozga
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Pollock
Nays	Hannon
Result	Passed

Manager Frances stated that a change order will be included on the consent agenda at the next Village Board meeting.

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.)

Trustee Marsh-Ozga announced there are openings on the Landscape Advisory Commission, urging residents to apply on the Village website.

President Ballerine announced the Tour de Proviso bike ride event taking place in Riverside on October 1. Parks and Recreation Director Malchiodi provided details on the event. Malchiodi announced there will be a community expo event held after the ride in Guthrie Park. There will be booths from various communities and vendors.

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 Approve a Change Order #2 in the Amount of \$175,000 to Cover the Costs Associated with Tree Damage Incurred During the June 13, 2022 Storm Event

Public Works Director Tabb provided an overview of total damages and cleanup

efforts from the June 13 storm event. Tabb added that the budgeted amount of \$50,000 for contractual expenses related to tree removal in 2022 has totaled \$625,000. Change order #1 was approved by the Board on July 7 in the amount of \$450,000. Tabb added that staff is requesting approval of change order #2 in the amount of \$175,000. Tabb noted that the Village’s insurer will be covering all expenses related to tree removal and storm damage (radio tower, fencing at parks, roof damage at the Public Works facility), short of the Village’s deductible.

Item Up For Approval	Resolution
Motion	Gallegos
Second	Marsh-Ozga
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
Nays	None
Result	Passed

- B. A Resolution Authorizing the Village Manager to Waive Section 7-1-13 Construction and Landscaping Activities; Time Limits; Which Will Allow Professional Paving & Concrete Company to Complete the Pavement Rejuvenation Project Overnight
 Manager Frances asked the for the Village Board’s approval for Professional Paving and Concrete Company to complete the pavement rejuvenation project overnight to minimize disruptions to residents and businesses. Frances added that the work should take no longer than 3 working days. The Village Board has waived this section of the Village Code in the past for the Metropolitan Water Reclamation District’s relining of the intercepting sewer.

President Ballerine asked what will be done to prevent parking from occurring on Forest Avenue during rejuvenation. Director Tabb stated that no parking signs would be installed along the street and that cars would be towed if left parked.

Trustee Hannon asked about the noise of the work being done. Director Tabb stated that the vehicle used to complete the rejuvenation will release the material through a pressurized pump, meaning there would be minimal noise.

Item Up For Approval	Resolution
Motion	Gallegos
Second	Marsh-Ozga
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon and Pollock
Nays	None
Result	Passed

X. *New Business*

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

A. ComEd Presentation on June 13, 2022 Storm
President Ballerine stated that, due to a medical emergency, ComEd was unable to attend and will be at the September 15 meeting.

B. Discussion of the Village of Riverside Capital Improvement Plan (CIP) Spanning Fiscal Years 2023-2032

Finance Director Johns provided an overview of the annual Capital Improvement Plan (CIP). The Village annually discusses the plan prior to the operating budget process to provide the Village Board ample time to review the capital inventory, make inquiries to staff regarding the needs of the Village, and to align these identified needs with their objectives and goals. Capital items are considered to be objects or services expected to last over 5 years that cost more than \$5,000. A ten-year capital plan has assisted in identifying the Village's long-term capital needs and discussing the options available for funding these items. The total for the CIP is \$6,422,671, an increase of \$3,132,143 over the estimated 2022 projected year end. The increase is largely due to several delayed projects: the Des Plaines River Trail Project, the ambulance purchase (which will not arrive until 2023), the standpipe painting project in North Riverside. Another large project next year will be the Shenstone water main, sewer upsizing and road resurfacing.

Director Johns provided an update on all fund balance levels within the Village and their year-end projections, noting that the numbers reflected did not yet account for the reimbursement for storm damage and tree removal from the Village's insurer. Johns asked if there were any line items within the summary schedules of the CIP that the Board would like to go over.

Trustee Hannon asked why the CIP lists deficits starting in 2024. Director Johns stated that the Village typically prevents deficits by transferring over unassigned fund balances from the general fund.

President Ballerine stated that trees will not be replaced aggressively in 2023 following the June 13, 2022 storm due to the projected brood of cicadas next year. Trees will be replaced more aggressively in the following years.

Trustee Hannon asked for reasoning regarding the Public Works request for a bucket truck. Tabb stated that, over the last 3 years, the Village has incurred over \$8,000 annually in emergency call out costs for hanging branches. That cost will go up in the future and a bucket truck would prevent the need for most, if not all, of those call outs. Trustee Evans asked Tabb how the vehicle would be used on an annual basis. Tabb stated it would be used as part of the annual cyclic tree trimming as well as for emergency call outs. President Ballerine asked about the Public Works

request for a commercial-grade electric lawn mower. Tabb stated that the Board requested more information on an electric mower earlier in the year and that the Public Works Department has demoed an electric mower from Gravelly for 3 days. The mower was well received by staff, getting 5 hours out of a single charge. Tabb stated that the mower costs around \$26,000; a comparable diesel version of the same mower costs around \$28,000. Tabb added that there would be an additional cost of approximately \$13,000 for an additional set of batteries and a charger. If additional electric mowers are purchased in the future, the additional expenses would not be necessary.

Trustee Pollock asked about the Village's long term plan for the installation of electric vehicle charging stations, noting the \$130,000 listed in the Parking Lot Improvement CIP. Manager Frances stated that there will continue to be efforts to spur installation of charging stations in the Village's Central and Harlem Avenue business districts in the form of grant agreements with businesses as well as grant funded. Director Johns stated that the Village has allocated funding for a sustainability plan starting in 2023, which could include a plan for charging station installation.

Trustee Marsh-Ozga asked if it would be possible to waive or prorate permit fees for the installation of permeable pavers in the future. Manager Frances added that staff would calculate fees from permit data and incorporate into the operating budget for the upcoming year, taking from the water/sewer fund. President Ballerine asked about potentially prorating the cost of a Village vehicle sticker. Director Johns stated that additional data and information would be incorporated into the Village Board's operating budget discussion at a future meeting.

President Ballerine surveyed the Board regarding restricting places for eating tax revenue to fund improvements within the Central Business District. Trustee Gallegos and Marsh-Ozga agreed with this sentiment. Trustee Hannon agreed with the sentiment, but stated that it may remove the ability of the Village to be flexible and address changes in Board priorities and periods of financial downturn. Manager Frances stated that, as opposed to a creating a fund, revenues could assigned from certain operating budgets to fund this initiative if desired by the Board. President Ballerine stated this would be revisited as part of budget discussions.

With line-item questions from the Board coming to a close, Director Johns then requested direction from the Board on several items in the CIP. First, Johns asked if the Board would be supportive of using limited tax debt to renovate/reconstruct the Youth Center building into a new Public Safety facility. Manager Frances stated that this project could involve conversations with Director Buckley and the Preservation Commission as to whether the building should be renovated or demoed and reconstructed. Frances iterated that there is a need for better facilities for Public Safety personnel as well as for RTV. Trustee Claucherty stated that she is

not fully committed to the use of the Youth Center as a Public Safety facility given its river front location. Trustee Evans stated that, if rebuilt/reconstructed as a Public Safety and RTV facility, there should be space designated for community use. President Ballerine stated that, if fully designated as a community building/space, it would be difficult to locate other property within the Village for a Public Safety facility. Trustee Marsh-Ozga asked about relocating Public Safety to the current location of Fire Station #2 north of the railroad tracks. Manager Frances stated that would not be possible given the location of Public Works infrastructure. Trustee Pollock stated that the first priority should be to ensure quality facilities to ensure the long-term health of the Village. The Board directed staff to survey other communities and prepare consultant cost estimates before moving forward with the Preservation Commission.

Director Johns asked the Board if they would consider delaying a referendum debt issuance so that funds could be used for other community needs. Johns added that the opening of several larger businesses next year in addition to increased sales and motor fuel tax revenues would help bridge the gap. The current CIP calls for a referendum debt issuance for streets in 2024. Trustee Pollock stated that the Village should not be borrowing money for long-term, never-ending expenses. Instead, Pollock suggested a referendum making the funding source for streets permanent. Johns stated that this would be suggesting a referendum for a property tax increase and not a debt issuance. Pollock stated that this would provide the Village with additional revenue in order to address facilities in addition to street improvements. President Ballerine asked if the revenues generated from non-home rule sales taxes and motor fuel taxes could be used for things other than street improvements. Johns stated that those revenues can only be used for street and sidewalk improvements. Trustee Pollock and President Ballerine agreed that a referendum should be phrased so as to fund various capital improvements and not just streets. The Board Consensus was to attempt to keep the overall Village property tax rate stable. Director Johns stated that staff could present additional materials for Board consideration in January.

Director Johns asked the Board for direction on revenue strategies for the Parks and Recreation Department, as they do not have enough funding for large playground redesigns. The Department will be conducting a Request for Proposal (RFP) for a community survey of Riverside residents, gathering information on what people would like to see in terms of parks and playgrounds throughout the Village. Revenue strategies include: reserves with the Village's insurer, grant contingent, issuing a general obligation tax debt referendum, or a sales tax increase. Trustee Claucherty asked for details on the survey. Parks and Recreation Director Malchiodi stated that this survey would garner a specific number of responses, gathering significantly more information on parks and playgrounds than those created for distribution on Survey Monkey. Trustee Evans asked if the survey firm would provide a report with a recommendation following the survey. Director Johns stated that the vendor

would provide a report and be available for a presentation at a Village Board meeting, adding that a recommendation could be provided if included in the RFP. President Ballerine expressed concern about competing referendums for park improvements and capital improvements. Manager Frances stated that, in order to receive grants there would have to be significant capital outlay. The Board decided to reassess this item at a future meeting after the Community survey is completed.

Director Johns stated that in the CIP there is \$4,680,000 in public safety vehicle replacement. Johns added that the Village does not have a dedicated funding source for these vehicles. The large Fire Department vehicles budgeted for 2023 including the ambulance and fire engine are funded by surpluses derived from ARPA funding. Long-term funding options include: reserves with the Village’s insurer, referendum general obligation tax debt, and a referendum tax rate increase. Johns asked for preference among the Village Board for certain vehicle replacements. Discussion was tabled to a future CIP meetings on this item.

Director Tabb asked for the Board’s direction on a Public Works request for a crack sealing machine. Tabb added The Department is proposing to purchase a crack sealing trailer, which would allow staff to address roadway issues and concerns in a timely manner along with saving an estimated \$25,000-\$30,000 annually. The proposed cost of \$5,000 is for the material utilized in the machine. Trustee Hannon asked if there would be staff capacity to complete the work associated with this machine. The Board requested that staffing capacity information be provided when/if a purchase for a crack sealing machine is up for approval.

XI. Trustee Reports and Communications

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

Trustee Hannon applauded the Public Works Department for their implementation of the water meter replacement program. President Ballerine applauded the ability of the new meters to detect leaks faster.

Trustee Gallegos and Marsh-Ozga announced several upcoming events.

XII. Adjournment

Need for Executive Session	No
Motion to Adjourn	Gallegos
Second	Evans
Ayes	Evans, Gallegos, Claucherty, Marsh-Ozga, Hannon, Pollock
Nays	None
Result	Passed

Time Adjourned	9:32 p.m.
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XIII. Executive Session
None.

Respectfully submitted:



Village Clerk Sowl