

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
June 23, 2020**

Pursuant to Public Act 101-0640, which went into effect on June 12, 2020, allows public bodies to conduct remote meetings under certain conditions. The Village of Oswego has determined that an in-person meeting is not practical or prudent and therefore the Village Board will meet electronically with the appropriate meeting information for public participation and attendance provided. Instructions on public access to this meeting are available through the link within the agenda.

CALL TO ORDER

President Troy Parlier called the meeting to order at 6:03 p.m.

ROLL CALL

Board Members Physically Present: President Troy Parlier and Trustees James Marter, Terry Olson, Pam Parr, Luis Perez and Brian Thomas.

Board Members Attended Electronically: Trustee Judy Sollinger

Staff Physically Present: Dan Di Santo, Village Administrator; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jenette Sturges, Community Engagement Coordinator, Marketing; Joe Renzetti, IT/GIS Director; Mark Horton, Finance Director; Jay Hoover, Building Services Manager; and Kevin Norwood, Deputy Chief.

Staff Attended Electronically: Christina Burns, Asst. Village Administrator; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Carri Parker, Purchasing Manager; Susan Quasney, Project Engineer; Tim Zasada, Asst. Public Works Director Utilities; Ryan Morton, Village Attorney; and Karl Ottosen, Village Attorney.

PUBLIC FORUM

Public Forum was opened at 6:04 p.m. All comments received via email will be read during the Public Forum section at the Village Board meeting. There was no one who requested to speak; the Public Forum was closed at 6:04 p.m.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

G.1 License Plate Reader Overview

Chief Burgner and Deputy Chief Norwood addressed the Board regarding license plate readers (LPR). The Oswego Police Department has been exploring the concept of using LPR equipment to assist in crime detection and prevention. This technology has been in existence for over a decade and has become more widely used throughout the country as a resource for police agencies. LPR is a camera that can be affixed to a squad car or to a stationary object that can read license plates on vehicles. The data collected is retained and ran through a database to help combat vehicle thefts, retail thefts, burglaries and other potential crimes that occur in the Village. The equipment can be used in real time to identify vehicles that are stolen or have been identified as suspect vehicles in different criminal activities. Deputy Norwood provided a brief presentation:

What is LPR

- Automatic License Plate Reader
- Searches for and reads license plates of vehicles; officers do this manually right now
- Provides search results in seconds to officers working the street
- Hits provided in real time from “Hot-List” (stolen vehicles, arrests warrants, vehicles of interest)

What can LPR do for the Village?

- Adds investigative power while reducing hours in solving a case without increasing manpower.
- Helps create a geo-fence around the Village to help prevent crimes and improve safety (property crimes/hit and runs, crimes against persons)

Types of LPR Systems

- Stationary – stand-alone systems that are hard wired or solar powered
 - Can be fixed on poles or traffic lights.
- Mobile w/ multiple readers – system attached to squads that allow mobile capabilities.
- Mobile w/existing cameras – turn existing in-car cameras into an LPR
 - Can be converted
 - Have not seen live yet

Vendors

- Flock (Axon) – stationary readers that are solar power
 - This vendor currently supplies the police department with their tasers
- Vigilant (Motorola) – stationary & mobile readers
- WatchGuard (Motorola) – mobile multiple readers

Stationary LPR’s (Flock Safety & Vigilant)

- Stand-alone readers on a fixed pole.
- Run on solar or wired power
 - Flock only does solar
- Creates a geo-fence around the village
- Not a mobile solution
- Staff recommends a turn-key operation
 - Companies that install and provide training
 - Equipment is leased annually
 - Assist with placement of cameras

Mobile readers on squad (Vigilant)

- Readers attached to squads that allow mobile capabilities.
 - Can be integrated into the light bars
 - Two, four or eight readers
- Only in use when car is in use
- Looks funky
- More expensive than stationary

Mobile – Existing Cameras (WatchGuard)

- Converts existing in-car cameras to LPR as well
 - Can only capture plates when the vehicle is moving
- Annual reoccurring costs would include licensing and backend analytics of software
 - Eighteen squads to equip
- If implemented, all front-line squads in fleet would have this functionality
- Single affixed reader(camera) has limited field view compared to multi-reader option
- If a squad is out for maintenance, then the reader doesn’t work

Backend Analytics

- Regardless of what manufacturer is utilized, all have a search engine function that allows for an administrative portal to access footage, vehicle information, returns from the “Hot List”.
- Some manufacturers have a more robust search engine. One manufacturer (Flock Safety) uses proprietary machine learning that analyzes each image that uniquely identifies the vehicle by type, make and color.
 - Recognizes the type of vehicle as part of an algorithm
 - Can customize the backend; example: child sex offenders, arrest warrants
- 60% of crime is by mobile means

LPR Additional Uses

- Parking garage enforcement
- Overnight on-street parking enforcement
 - Can assist with exemptions for overnight parking
 - Can assist with permit or time limit parking
 - Can download technology to smartphones
- Time restricted parking enforcement
- Homeowner Association ownership and use
 - Can purchase a device and share with an agreement; public/private partnership

Considerations for Staff direction

- Stationary captures vehicles coming into village (geo-fence); reactionary
- Upgrading current in-car cameras with LPR licensing would allow to aid in additional detection of “Hot List” vehicles through the use of a national database
- While purchasing the multi-reader option may be more effective, it is considerably more expensive (price per squad)

Board and staff discussion focused on found the concept at a Chief’s conference in October 2019; not meant to be big brother; there are other things for the PD to do; looking for footage for best evidence; length of time it takes to run a plate manually; similar process done manually, but LPR is faster; LPR is used mainly north and east of Oswego; nothing in Kendall County; staff to put together a list of communities that use LPR; whether manually reading or LPR reading, police still need to do police work; battery life and replacement; solar versus hard wired; 24-hour period and recharge at night; turnkey options; lease agreement includes maintenance, theft, vandalism, breaks and malfunctions; looking more into solar than hard wired; battery life and maintenance costs concerns; will back project 150%; technology has not caught on due to cost; mobile units more prevalent; four cameras= \$22,000 per squad; fixed location is more affordable at \$2,000 per year per camera; agreement to include backend software; cost issue; able to share information with other communities through agreements; info sharing benefits; whether there is an issue with stolen vehicles; around a dozen vehicles stolen per year; cameras can also be used for retail theft issues; what the real priority is; always reading plates; helps to solve cases such as hit and runs; another tool to help solve crime with less resources; controversial; how long data is kept; analytics and how much data is being stored on each person; data is not stored on PD servers; data storage depends on the vendor; staff to inquire on data storage; how secure are the services; have to be in CGIS compliance; can include in the agreement; airports use LPR technology; best fit for the Village’s needs; used for criminal activity and not getting involved in people’s personal business; should be able to control; not against the PD, it’s the tech aspect of it; caution needs to be applied; only using for the intended purpose of catching criminals; whether the private sector is using the technology; cost to geo-fence; need another Committee of the Whole meeting to discuss further; other options based on the Village’s budget; needing more info on time period for data storage; concept is not new; attorney is not sure of any clients that use the technology currently; no legal issues; whether there are any other uses; looking forward to more discussion. There was no further discussion.

G.2 Update the Village Board on the Azavar Audits

Director Horton addressed the Board regarding the Azavar audits. The Village contracted with Azavar Government Solutions in November 2018 to separately review and audit each fee, ordinance, contract, franchise agreement, utility tax, locally administered taxes or fees, locally imposed occupation tax, ad valorem tax, excise tax, taxpayer,

franchise fee, utility service fee, intergovernmental or other remittances to the customer. Azavar compares address lists, looks at bills and for coding issues and can go back three to four years to recover fees. Azavar takes a 40% share. To date, the Village has received \$31,000 of the \$52,000 recovered. After a three-year period, the Village gets 100% of the fees recovered.

Client Name	Note Type	Details
Oswego	A. Gas Revenue (Taxes and Fees) Audit	Audit Complete--Azavar has corrected 5 addresses that will return an estimated \$260 per annum to the City.
Oswego	B. Electric Revenue (Taxes and Fees) Audit	Azavar has corrected 20 addresses that will return an estimated \$2,400 per annum to the City. Azavar is working with the Provider to collect back taxes owed.
Oswego	C. Cable Revenue (Taxes and Fees) Audit	Azavar has confirmed 80 address errors with the Provider and is awaiting franchise fee data from the Provider for correction date and amount of revenue to be returned.
Oswego	D. Telecommunications Revenue (Taxes and Fees) Audit	Azavar has corrected issues with gross revenues with AT&T U-Verse and has returned \$12,742 to the Village. In addition, due to recent changes in the state statute, telecom audits now require address lists be sent to them rather than them sending their lists to Azavar. Because of this, Azavar must ensure that the addresses that get submitted match the data in the Provider's database <u>perfectly</u> so as to prevent accidental removal of addresses that should be coded to the municipality. Azavar is working on a solution so as to ensure that there is no accidental loss of revenues in the audit process.
Oswego	E. Hotel/Motel Revenue (Taxes and Fees) Audit	Azavar is in the process of collecting and reviewing data.
Oswego	F. Sales Tax Revenue (Taxes and Fees) Audit	Review complete -- Azavar has corrected 13 addresses not properly coded in the Department's database that will return an estimated \$5,066 per annum to the Village.
Oswego	G. Food and Beverage Revenue (Taxes and Fees) Audit	The Village has confirmed 68 addresses . Azavar has mailed Outreach and Education Letters to those taxpayers to inform them of their need to remit the Food and Beverage tax. Azavar will continue to follow up with these businesses.
Oswego	H. Gas Payable Audit	Azavar is in the process of reviewing data.
Oswego	I. Electric Payable Audit	Azavar is in the process of reviewing data.
Oswego	J. Telecommunications Payable Audit	Audit complete--Azavar has reviewed the Village bills and was able to return \$211 in retroactive savings. Going forward the Village will save \$1,038 per annum .

Comcast- receiving \$14,700 soon.

ComEd- Azavar is fighting with them to recover \$13,000+

Board and staff discussion focused on Azavar only collects when money is recovered; only on found revenues; where money is going on corrected addresses; Finance will sometimes run their own address checks; this is the second audit completed; excise tax was fixed previously and it got switched over time; minimum of three years needed on an audit; Village is growing with new addresses added; sometimes the Village owes, but it's not much. There was no further discussion.

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

The meeting adjourned at 7:04 p.m.

Tina Touchette
Village Clerk