

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
October 1, 2019**

**CALL TO ORDER**

President Troy Parlier called the meeting to order at 6:02 p.m.

**ROLL CALL**

Physically Present: President Troy Parlier and Trustees James Marter, Terry Olson, Luis Perez (attended at 6:38 p.m.), Judy Sollinger and Brian Thomas.

Absent: Trustee Pam Parr

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Director; Jenette Sturges, Community Engagement Coordinator, Marketing; Jay Hoover; B&Z Manager; Joe Renzetti, IT Manager; Carri Parker, Purchasing Manager; Corinna Cole, Economic Development Director; Susan Quasney, Project Engineer; and Ryan Morton, Village Attorney.

**PUBLIC FORUM**

Public Forum was opened at 6:02 p.m.

Gerald Sternberg addressed the Board regarding the HOA at Steeplechase subdivision. HOA will not allow duplex homeowners to repair the roof or siding unless both sides of the duplex do the repairs; aesthetics take priority over maintenance; whether the State or local authorities have anything in place about common roofs; HOA's exist as marketing tools for builders; wants the Village or State to put a rule in place for common roofs; mandatory dues paid monthly; payment based on formula.

There was no one else who requested to speak; the Public Forum was closed at 6:09 p.m.

**OLD BUSINESS**

E.1. Fall 2019 Village Board Priorities Setting Workshop

Asst. Administrator Burns addressed the Board regarding priorities. The Village Board's 2017 Strategic Plan identifies five strategic priorities. Each year, the Village Board conducts a separate priority setting workshop to ensure the projects align with the Board's priorities. Board members will be able to identify between one and three priority items in each category; as well as five additional votes to pick additional priorities across any category. The initial priority list is as follows:

**Financial Sustainability:**

- Insurance review (liability/workers compensation)- Issue RFP to evaluate market and cost impact of liability and workers comp insurance
- Program analysis- Review of cost and impact of all Village programs as part of the annual budget
- Bringing Metra to Oswego- Working with BNSF, RTA and Metra to fund a public transit extension to Oswego
- Alternative water source analysis- Evaluate financing and develop plan for community's future water source
- Wolfs Crossing construction plan- Identify and secure funding for the long-term expansion of Wolf's Crossing
- Sale of old Police Station- Sell or otherwise activate unused Village facility

**Infrastructure Maintenance and Expansion**

- Bike path/sidewalk inventory/planning- Analysis of bike path and sidewalk needs and developing a comprehensive system
- Railroad Quiet Zone- Implementation of a train horn quiet zone in downtown Oswego

- US 34/Main St/Harrison St. Pedestrian protection/signal- Identification and installation of pedestrian safety improvements downtown in coordination with IDOT
- Water Meter Replacement Program- Completion of water meter replacement program
- Development of building maintenance plans- Develop a comprehensive maintenance plan for all Village buildings
- Orchard Road/Tuscany Trail sidewalk- Completion of sidewalks at Orchard Road/Tuscany Trail
- Downtown alley repairs- Investment in infrastructure to improve downtown alleys
- Vehicle Replacement Policy Review- Review of Village vehicle replacement program to meet future Village needs
- Leaf/Brush Program Evaluation- Evaluate cost effectiveness and alternatives to program
- Public Works Space Needs- Evaluate feasibility of moving outdoors equipment stored outdoors to increase readiness & extend service life
- Main Street infrastructure revitalization- Investment in downtown infrastructure to facilitate future developments
- Downtown parking- Evaluation and expansion of downtown parking spaces in preparation for future developments
- Bike lanes- Resident request to add painted bike lanes on Plainfield Road

### **Community Engagement:**

- Website update- Implementation of new website for Village
- Special Events- Evaluation of various events and maintaining a sustainable cost model.
- Go Oswego regional marketing- Continued use and expansion of Go Oswego brand for regional marketing
- Planning for and installing public art- Developing a program to encourage public art, especially in downtown
- Long-term plan for Senior Center- Working with Senior Center to identify a long-term plan and location
- Real-time Village communications platform- Identify and implement programs and technology to improve real-time communication, for example text notification
- Reoccurring publications- Ongoing evaluation and production of Newsletter, PAFR, Recycling Guide, event rack card, etc.
- Sponsorship program- Bolstering our sponsorship program in support of events
- Senior outreach and age-friendly community designations- Working with senior citizen population to identify and help meet needs
- New business and new resident marketing materials- Developing welcome and information materials to those new to Oswego

### **Effective Growth and Development:**

- Entertainment venue project- Develop community entertainment venue off Orchard Road
- Cannabis legalization impact- Responding to impact of cannabis legalization, including police and retail establishments
- Greenfield residential development- Attracting and working with developers for new developments
- Adopt Unified Development Ordinance- Drafting and implementation of comprehensive zoning and subdivision ordinance.
- TIF: In-process downtown developments- Stewarding and completion of current TIF development proposals
- TIF: Seeking new downtown development- Attraction of developers to other available downtown redevelopment opportunities.
- Old Traughber redevelopment- Attraction of developers to Old Traughber site.
- Downtown West of River redevelopment- Attraction of developers to TIF areas west of the Fox River
- Orchard Road Business attraction- Attraction of businesses and developers to Orchard Road corridor
- Dominick's vacancy- Attraction of businesses and developers to Dominick's vacancy
- Caterpillar vacancy- Attraction of developers to Caterpillar vacancy in coordination with regional partners
- Business retention and expansion strategy- Building out of BRE program, which focuses on needs of existing businesses
- Route 34 Commercial Development- Attraction of businesses and developers to Route 34

- Route 71 Commercial Development- Attraction of businesses and developers to Route 71
- Auto Dealership attraction- Attraction of a new auto dealership to Oswego
- Route 30 Commercial development- Attraction of business and developers to Route 30
- Industrial development- Attraction of industrial businesses
- ReCon and marketing events- Preparation and attendance at regional/national business attraction events

**Productive and Engaged Workforce:**

- Crisis Intervention Team- Police training to facilitate contact with those in mental health crisis
- Opioid Intervention & Treatment- Police training related to impact of opioid use in community
- Local shared services- Building shared services relationships with overlapping taxing districts
- Regional shared services- Building shared services relationships with neighboring municipalities
- Staffing analysis implementation- Ongoing evaluation of staff growth based on workload and service level demands
- GIS Expansion- Expanding GIS capabilities to improve internal and external services
- ERP Implementation- Continued implementation of ERP software
- KenCom Radio Frequency Upgrade- Implementation of new radios and program related to KenCom upgrade
- Recruitment & Retention Efforts- Focus on improvement recruitment and retention of officers

Board and staff discussion focused on many items in progress; some haven't started; Wolf's Crossing Phase 2 starting any day now; total project= \$60 million; only have \$2 million; earliest can start is 2 years from now because of land acquisition; whether there will be residential acquisition issues; long term impact of construction; Phase 1 engineering involved the whole project; Wolf's Crossing Committee of the Whole discussion planned for later this year; starting the project on the Aurora end; bike path projects and trying to identify all; have limited resources; both the Village and the Park District would have jurisdiction over the bike paths; BRE program; building relationships and advocating for businesses; 80% of new jobs are from existing business in town; categories for the Board to prioritize in addition to all other projects currently in progress.

The Board members placed their stickers next to the projects they wanted to prioritize. Asst. Administrator Burns was provided the priority information from Trustees Parr and Perez and she placed the stickers on their behalf. Staff will analyze the information and provide a summary at a later date. There was no further discussion

**NEW BUSINESS**

There was no New Business.

**CONSIDERATION OF AND POSSIBLE ACTIONS ON-ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING**

President Parlier stated Trustee Luis Perez requested the consideration of electronically attending tonight's meeting. Clerk Touchette confirmed the receipt of an electronic attendance request form from Trustee Luis Perez who was out due to employment purposes. President Parlier requested the following motion after it was determined there was a quorum:

A motion was made by Trustee Sollinger and seconded by Trustee Thomas to approve Trustee Luis Perez to electronically attend the October 1, 2019 Committee of the Whole Meeting and Closed Session.

Aye: James Marter II                                Terry Olson  
        Judy Sollinger                                     Brian Thomas

Absent: Pam Parr, Luis Perez

Nay: None

The motion was declared carried by a roll call vote with four (4) aye votes and zero (0) nay votes.

**CLOSED SESSION**

A motion was made by Trustee Sollinger and seconded by Trustee Olson to enter into Closed Session for the purposes of discussing the following:

- a. Pending and Probable Litigation [5 ILCS 120/2(c)(11)]
- b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel [5 ILCS 120/2(c)(1)]
- c. Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules [5 ILCS 120/2(c)(2)]
- d. Sale, Lease, and/or Acquisition of Property [5 ILCS 120/2(c)(5) & (6)]

Aye: James Marter II  
Judy Sollinger

Terry Olson  
Brian Thomas

Absent: Pam Parr, Luis Perez

Nay: None

The motion was declared carried by a roll call vote with four (4) aye votes and zero (0) nay votes.

The Board adjourned to Closed Session at 6:39 p.m.

The Board returned to open session at 7:21 p.m.; all remaining members still present.

**ADJOURNMENT**

The meeting adjourned at 7:21 p.m.

Tina Touchette  
Village Clerk