



## **NOTICE AND AGENDA**

**NOTICE IS HEREBY GIVEN  
THAT A REGULAR VILLAGE BOARD MEETING**

**WILL BE HELD ON**

**March 03, 2020**

**7:00 PM**

**Location: Oswego Village Hall**

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**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF  
THE UNITED STATES OF AMERICA**

**B. ROLL CALL**

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

**D. RECOGNITIONS/APPOINTMENTS**

D.1. Employee Service Awards

a. Anthony Snow- 15 Years of Service (Police Department)

D.2. Planning & Zoning Commission

a. Appoint Andrew McCallum for a Term to Expire October 6, 2024

Posted:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Place: \_\_\_\_\_

Initials: \_\_\_\_\_

Tina Touchette  
Village Clerk

**E. PUBLIC FORUM**

**F. STAFF REPORTS**

F.1. Police Department - 3-D Scanner Update

[3-D Scanner Purchase - Memo - 3-3-20DDSRev.docx](#)

F.2. Discussion on Village Performance Stages

[Showmobile AI 3-3-20.docx](#)

F.3. Video Gaming at Convenience Stores

[Memo-Video Gaming at Convenience Stores.docx](#)

[Exhibit A- Liquor License Subclass 2-13-20.pdf](#)

[Exhibit B- Memo Video Gaming Amendment Gas Stations.docx](#)

**G. CONSENT AGENDA**

G.1. February 18, 2020 Committee of the Whole Minutes

[2-18-20 COTW.docx](#)

G.2. February 18, 2020 Regular Village Board Minutes

[2-18-20 RegVB.docx](#)

G.3. Resolution Approving the Oswego High School Homecoming Parade and Temporary Closure of US Highway 34 and IL Route 71

[Memo-OHS Homecoming Parade 2020 \(2\).docx](#)

[20-R- OHS Homecoming Parade \(1\).docx](#)

[2020 Map OHS Homecoming Parade Route.pdf](#)

G.4. Ordinance Amending Title 3 Chapter 7; Increase Class G Liquor License for North Island Catering, Inc. Located at 3516 US Highway 34, Unit B; Subject to Receipt of Satisfactory Background Checks.

[Memo-North Island Catering Increase Class G Liquor License.docx](#)

[20- North Island Catering Increase Class G Liquor License.docx](#)

**H. BILL LIST**

H.1. Approve Bill List Dated March 3, 2020 in the Amount of \$1,612,407.93.

[3-3-20 Bill List.pdf](#)

**I. OLD BUSINESS**

**J. NEW BUSINESS**

**K. PRESIDENT'S REPORT**

**L. TRUSTEE REPORTS**

**M. CLOSED SESSION**

- M.1. 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)]
- e. Security Procedures and the Use of Personnel and Equipment to Respond to an Actual, Threatened, or a Reasonably Potential Danger to the Safety of Employees, Staff, the Public, or Public Property [5 ILCS 120/2(c)(8)]

**N. POSSIBLE ACTION OF CLOSED SESSION ITEMS INCLUDING:**

**O. ADJOURNMENT**



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**AGENDA ITEM**

**MEETING TYPE:** Village Board

**MEETING DATE:** March 3, 2020

**SUBJECT:** 3-D Scanner Fund Update - Police

**ACTION REQUESTED:**  
Police Department 3D Scanner Update

**BOARD/COMMISSION REVIEW:**  
N/A

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**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

**DEPARTMENT:** Police

**SUBMITTED BY:** Chief Jeff Burgner

**FISCAL IMPACT:**  
Staff's alternate plan results in a cost of \$53,070, which is a \$26,930 savings from the budgeted \$80,000.

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**BACKGROUND:**  
In the Capital Budget for FY20 there is \$80,000 approved for the purchase of a 3-D scanner device that would assist the police department in conducting traffic crash and crime scene investigations. This product would assist in enhancing our ability to document traffic crashes as well as crime scenes. This piece of equipment would also reduce the amount of time needed to document crash and crime scenes. Staff went out to bid for pricing in July of 2019. The single bid that came in for the item was approximately \$96,000 which did not include training. The entire package including training was approximately \$115,000.

**DISCUSSION:**  
After reviewing the bid results of the 3-D scanner, staff developed an alternate course of action that would still accomplish the goal of improving crash and crime scene documentation as well as

making our process more time efficient. With this alternate course of action in equipment purchases, we will also expand the capabilities of our equipment beyond crash and crime scene document by adding drone operations to our available equipment.

Staff intends to purchase the following equipment that can be used to document crash and crime scenes. The equipment listed will also give the police department the ability to deploy drones in order to assist on police operations such as missing person search and rescue, natural & manmade disaster events (tornado, train derailment hazmat spill, etc.) or search and apprehension of suspects. The drone will also be available for another Village department use as needed.

### Alternate 3-D Laser Scanner (Leica BLK360)



These devices will also be used for crime scene reconstruction which help enhance our evidence collection and paint a much more accurate picture of our crime scenes. Currently the police department uses digital photography and crime scene sketching/measuring to memorialize our crime scenes for reconstruction purposes.

**Drone w/Thermal Imaging**



**Total Station Surveying Device  
(Leica FlexLine TS07)**

Alternate Plan for 3-D Scanner Purchase		Cost
Drone		\$4,400.00
Drone Batteries (4 @ \$190 each)		\$760.00
Drone Tablets (2 @ \$320 each)		\$640.00
Drone Accident Software - Pix4D		\$5,000.00
Pix 4D Integration Software		\$1,500.00
Drone Sense Annual Fee - 2 Drones		\$2,400.00
Drone Program Setup		
	FAA Waivers	\$500.00
Training (Ground School \$800 & Night Flight \$150 x 5)		\$4,750.00
	Pilot Licensing (\$160/pilot x 5)	\$800.00
Alternate 3-D Scanner		\$22,000.00
Tablet for scanner		\$320.00
Total Station Surveying Equipment		\$10,000.00
	<b>Total</b>	<b>\$53,070.00</b>

**RECOMMENDATION:**

No action required. Staff is providing an update to the Village Board on our plan prior to proceeding with the purchases.

**ATTACHMENTS:**

None



**AGENDA ITEM**

**MEETING TYPE:** Village Board

**MEETING DATE:** March 3, 2020

**SUBJECT:** Village Performance Stage Discussion

**ACTION REQUESTED:**

Discussion on Village Performance Stages

**BOARD/COMMISSION REVIEW:**

N/A

**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

**DEPARTMENT:** Administration

**SUBMITTED BY:** Dan Di Santo, Village Administrator

**FISCAL IMPACT:**

Minimum bid for showmobile: \$30,000\*

Estimated annual stage rental expense: ~\$2,000

\*Note this is not a budgeted item in the FY 20 Annual Budget.

**BACKGROUND:**

The Village holds special events each year that require the rental of performance stages (Wine on the Fox and Christmas Walk). This year the Village will also be participating with the Fox Valley Veterans Breakfast Club in hosting the Mid-East Conflicts Wall of Honor at Village Hall, and “Oswego Honors Veterans” – a 10-day tribute to veterans throughout the community (May 22 – May 31). Events during this tribute will require stages at the Park N’ Ride facility, Village Hall, and downtown, costing the event sponsors thousands of dollars.

Based on these needs, Mayor Parlier asked the Village Board to discuss the possibility of acquiring the Fox Valley Park District’s “showmobile” mobile performance stage, which is currently listed for public auction with a minimum bid amount of \$30,000. As of the writing of this memorandum, no bids have been made and the auction is scheduled to close on March 12, 2020 (see link to auction here: <https://www.publicsurplus.com/sms/auction/view?auc=2526122>). Fox Valley has

indicated that their reasons for selling the unit include the amount of staff time required to coordinate regular rentals of the unit, and the fact that some minor features of the showmobile currently do not work (self-leveling feature, wireless control box, some lighting, etc.).

**DISCUSSION:**

The showmobile is a large trailer that unfolds into a mobile stage with lights (see photo below). The main stage is 28' x 14'6" but can be extended to 40' x 20'. The showmobile was manufactured in September 2007. The price for a new unit is approximately \$120,000 - \$160,000. The Village most recently rented this exact stage from the Fox Valley Park District for Christmas Walk 2019.



Several area communities have expressed interest in using the showmobile, but to date none have committed any funds toward the acquisition. Should the Village Board direct staff to pursue acquiring the showmobile, we could continue to find funding partners or acquire the trailer on our own and either rent it to other communities or use it this summer and sell it once our entertainment venue is constructed.

Items to consider with acquiring the showmobile:

- The unit is easy to set up and provides a high-quality stage.
- By owning our own stage, we would likely use it more often.
- The unit could be used all week during Oswego Honors Veterans, rather than renting a stage for each day/event.
- If acquired, the Village would likely not see a return on our investment at the cost of \$30,000 unless we had funding partners or sold the unit after a year or two.
- The unit requires a Class A CDL to move the trailer, and we currently only have two such licensees on staff.
- Additional costs beyond the purchase price includes initial improvements (~\$5,000) and ongoing maintenance (lights, tires, batteries, etc.).
- We would need to either wrap the unit for outdoor storage or identify indoor storage.



Alternatively, the Village can continue our practice of renting smaller, less commanding stages for our community events, which cost approximately \$1,000 per event. The benefit to renting stages is that the rental companies set-up and take-down the stages themselves.

After considering these options, staff seeks direction from the Village Board on how to proceed with planning stage needs for performances this summer and beyond.

**RECOMMENDATION:**

Discuss Village performances stage options and provide staff direction.

**ATTACHMENTS:**

N/A

**AGENDA ITEM**

**MEETING TYPE:** Committee of the Whole

**MEETING DATE:** March 3, 2020

**SUBJECT:** Video Gaming at Convenience Stores

**ACTION REQUESTED:**

Consideration to allow video gaming in convenience stores.

**BOARD/COMMISSION REVIEW:**

N/A

**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
11/5/2019	Committee of the Whole	Staff was directed to move forward with the Class “A” liquor and video gaming amendment.

**DEPARTMENT:** Clerks Office

**SUBMITTED BY:** Tina Touchette

**FISCAL IMPACT:**

N/A

**BACKGROUND:**

On November 5, 2019, the Village Board directed staff to move forward with drafting code amendments to the Class “A” liquor license to allow for video gaming at gas stations and to re-classify the Class “A” liquor license based on specific business types. On December 10, 2019, Jack Nevin, owner of the 7-Eleven convenience store on Douglas Road, addressed the Village Board at the Public Forum portion of the Committee of the Whole Meeting; requesting a pour license that would allow him to obtain a video gaming license for his store. Due to this request, the Clerk’s Office “hit pause” to allow for further internal discussions and research into the request for video gaming at convenience stores that do not have gas pumps.

**DISCUSSION:**

For purposes of this discussion, the Clerk’s Office is needing direction on whether to include convenience stores in the code amendment that is being drafted for gas stations. This past month, the Village Clerk met with the Village President, Village Administrator and Village Attorneys to discuss the request for an on-premise pour license for convenience stores. Village Clerk’s staff

was directed to contact the Illinois Gaming Board (IGB) and the Illinois Liquor Control Commission (ILCC) to better understand their stance on video gaming and licensing at certain types of establishments. In summary, per the IGB and ILCC finding, the Village would be required to create a new liquor license that allows for on-premises consumption of alcohol (“pour” license) at convenience stores in order to facilitate gaming at convenience stores.

#### Village of Oswego Existing Conditions

The Village Code currently allows license holders of the following classifications to apply for a video gaming license:

- Class A- tavern/bar/video gaming cafe
- Class C- restaurant
- Class D- beer and wine on-premises
- Class E- club/NFP (not-for-profit)
- Class G- golf course/clubhouse
- Class N- winery/brewery/brewpub

All of the above classifications allow for on-premises consumption of alcohol.

- Convenience stores currently qualify for either a Class B or Class F liquor license as defined below:
  - Class B- packaged alcoholic beverages for off-premises consumption
  - Class F- packaged beer and wine only for off-premises consumption
- Currently, two existing businesses in Oswego would be considered convenience stores; both hold a Class B liquor license.
  - 7-Eleven, 2 E. Merchants Dr.
  - Oswego Food & Liquor, 4574 Rt. 71

Exhibit “A” denotes the establishments where gaming is allowed and whether the establishment has a current video gaming license, establishments that are considered a gas station and establishments that are considered a convenience store.

#### Board Direction:

Staff seeks direction on whether or not the Village Board desires to issue “pour” liquor licenses to convenience stores. If this is the direction of the Board, please note the following considerations:

- 1) Staff recommends amending the Village Code to create a new sub-class to the current Class B and Class F liquor license
- 2) The Village Board can also consider imposition of additional requirements above what is already required for establishments that have gaming, including:
  - Size of floor area devoted to gaming versus convenience store services

- Accessibility of gaming area
  - How gaming is separated from other areas of the store
  - Food service
  - Separate area for consuming food and beverages
  - Limit on alcoholic beverages consumed on premises in conjunction with gaming
- 3) Building & Zoning regulations will play a key factor in obtaining a video gaming license. Some of these factors include:
- Need for more than one ADA restroom accessible to employees and the public
  - Determining whether the use rises to the level of becoming an assembly use
  - Defining “convenience store” in the Zoning Code
  - Parking space requirements
- 4) Allowing Class B and Class F license holders to apply for a gaming license could result in all other establishments, holding these types of classifications, to apply for a gaming license. Refer to Exhibit “A”.

**RECOMMENDATION:**

Staff seeks direction on the items enumerated above. This agenda item is for discussion and direction only and should not be considered a vote for approval of a liquor or video gaming license at a convenience store.

**ATTACHMENTS:**

- Exhibit “A”
- Exhibit “B”

# EXHIBIT "A"

Company Name	Business Address	License Number	Liquor License Subclass	Video Gaming License (Y/N)
OSWEGO INN	54 S MAIN St	19/20-LIQ-OIN-A	Class A	Y
CANTINA	2745 US HWY 34	19/20-LIQ-CAN-A	Class A	Y
LACEY'S PLACE	6 E Merchants Dr	19/20-LIQ-LAC-A	Class A	Y
PROHIBITION JUNCTION SPORTS BAR AND GRILL	1031 Station Dr #UNIT B12	19/20-LIQ-PJB-A	Class A	Y
PD'S WINES & SPIRITS	1236 DOUGLAS Rd	19/20-LIQ-PDS-A	Class A	Y
SCOREBOARDS SPORTS PUB	1100 Douglas Rd	19/20-LIQ-SCR-A	Class A	Y
PIGGY'S BBQ, SPIRITS & GAMING	4581 ROUTE 71	19/20-LIQ-PGY-A	Class A	Y
STELLA'S PLACE	350 Douglas Rd #Ste A8	19/20-LIQ-STE-A	Class A	Y
ALDI INC #74	540 Fifth ST	19/20-LIQ-ALD-B	Class B	
OSCO DRUG STORE #4138	2540 US HWY 30	19/20-LIQ-OD1-B	Class B	
OSCO DRUG STORE #81	3795 Orchard Rd	19/20-LIQ-JF2-B	Class B	
B2MP OSWEGO INC	6501 US HWY 34	19/20-LIQ-B2M-B	Class B	
BJ'S WINE & SPIRITS	1154 Douglas Rd	19/20-LIQ-BJS-B	Class B	
BUCKY'S EXPRESS #546	6551 US HWY 34	19/20-LIQ-BUC-B	Class B	
CIRCLE K #4706753	1190 US HWY 34	19/20-LIQ-CK1-B	Class B	
CIRCLE K #4706822	160 Douglas Rd	19/20-LIQ-CK2-B	Class B	
ENERGYMART INC	55 CHICAGO Rd	19/20-LIQ-ENG-B	Class B	
JAY'S FOOD & LIQUOR	4050 Wolf Crossing Rd	19/20-LIQ-JAY-B	Class B	
MEIJER STORE #239	2720 US HWY 34	19/20-LIQ-MJS-B	Class B	
7-ELEVEN	2 E MERCHANTS Dr	19/20-LIQ-SEV-B	Class B	
OSWEGO BP	2791 US HWY 34	19/20-LIQ-OBP-B	Class B	
OSWEGO FOOD & LIQUOR	4574 IL RT 71	19/20-LIQ-OFL-B	Class B	
TARGET STORE T-1402	3020 US HWY 34	19/20-LIQ-TAR-B	Class B	
WALGREENS #01484	PO Box 901	19/20-LIQ-WG1-B	Class B	
WALGREENS #05824	410 CHICAGO Rd #	19/20-LIQ-WG1-B	Class B	
WALMART INC #3400	2300 US HWY 34	19/20-LIQ-WAL-B	Class B	
BENNY'S PLACE	1158 DOUGLAS Rd	19/20-LIQ-BEN-C	Class C	
CHILI'S GRILL & BAR	2820 ROUTE 34 #	LIC-000077-2019	Class C	
BUFFALO WILD WINGS #159	1550 DOUGLAS Rd	19/20-LIQ-BWW-C	Class C	
TGI FRIDAY'S #0504	2410 US HWY 34	19/20-LIQ-TGI-C	Class C	
CHILI'S GRILL & BAR	2820 US HWY 34	19/20-LIQ-CHI-C	Class C	
FAMOUS DAVE'S	2440 US HWY 34	19/20-LIQ-FAM-C	Class C	
GIORDANO'S OF OSWEGO	2870 US HWY 34	19/20-LIQ-GIO-C	Class C	
LA CABANA D'OSWEGO	4550 Route 71	19/20-LIQ-LAC-C	Class C	
LONGHORN STEAKHOUSE #5569	2650 US HWY 34	19/20-LIQ-LNG-C	Class C	
MASON WOK AND SUSHI	2735 US HWY 34	19/20-LIQ-MAS-C	Class C	
OLIVE GARDEN ITALIAN RESTAURANT	2620 US HWY 34	19/20-LIQ-OLI-C	Class C	
PEPE'S MEXICAN RESTAURANT	2743 Route 34	19/20-LIQ-PEP-C	Class C	
RED ROBIN GOURMET BURGERS & SPIRITS	2860 US Hwy 34	19/20-LIQ-RED-C	Class C	
SAKAMOTO JAPANESE GRILL & SUSHI	2984 US Hwy 34	19/20-LIQ-SAK-C	Class C	
SALSA VERDE	2970 ROUTE 34 #	19/20-LIQ-SAL-C	Class C	
SHU'S SUSHI BAR & GRILL	4566 IL RT 71	19/20-LIQ-SHU-C	Class C	
TAP HOUSE GRILL	123 WASHINGTON St #W	19/20-LIQ-TAP-C	Class C	
TUSCAN TAVERN	4571 Route 71	19/20-LIQ-TUS-C	Class C	
DANELLI'S RESTAURANT & CATERING	228 E WASHINGTON St	19/20-LIQ-DAN-D	Class D	
PIZZA CUCINA	12 E MERCHANTS Dr #	19/20-LIQ-PIZ-D	Class D	Y
PORTILLO'S HOT DOGS, LLC d/b/a PORTILLO'S HOT DOGS	2810 US HWY 34	19/20-LIQ-POR-D	Class D	
F.V. KICKERS NFP	1015 Harvey Rd	19/20-LIQ-FVK-E	Class E	Y
OSWEGO AMERICAN LEGION	19 W WASHINGTON St	19/20-LIQ-AME-E	Class E	Y
MEIJER GAS STATION #239	2720 US HWY 34	19/20-LIQ-MJG-F	Class F	

- Video gaming allowed
- Gas stations
- Convenience store

MURPHY USA #7442	2350 US HWY 34	19/20-LIQ-MUR-F	Class F	
SPEEDWAY LLC #1417	4032 ROUTE 34 #	19/20-LIQ-SPE-F	Class F	
SPEEDWAY LLC #2120	1830 US HWY 30	19/20-LIQ-SP2-F	Class F	
FOX BEND GOLF COURSE	3516 US HWY 34	PENDING	Class G	
VELVET GRACE LLC	4025 ROUTE 34 #B	19/20-LIQ-VEL-K	Class K	
ARRANMORE EVENTS LLC DBA ARRANMORE EVENTS	34 Rance Rd	19/20-LIQ-ARR-L	Class L	
FOX VALLEY WINERY INC	5600 US Hwy 34	19/20-LIQ-FVW-N	Class N	Y
OSWEGO BREWING COMPANY, LLC	61 S Main St	19/20-LIQ-OBC-N	Class N	
GOODRICH QUALITY THEATERS, INC	95 FIFTH St #	LIC-000010-2019	Class O	
BOARD & BRUSH OSWEGO	83 TEMPLETON DR #STE E	19/20-LIQ-B&B-P	Class P	

**AGENDA ITEM**

**MEETING TYPE:** Committee of the Whole

**MEETING DATE:** November 5, 2019

**SUBJECT:** Video Gaming Code Amendment- Gas Stations

**ACTION REQUESTED:**

Consideration to amend Village code to allow video gaming at gas stations.

**BOARD/COMMISSION REVIEW:**

N/A

**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

**DEPARTMENT:** Clerks Office

**SUBMITTED BY:** Tina Touchette

**FISCAL IMPACT:**

N/A

**BACKGROUND:**

On May 7, 2013, the Village Board approved video gaming in Oswego. Currently, Village code allows for establishments that hold a valid Class A, C, D, E or G liquor license to apply for video gaming. According to the Illinois Gaming Board, video gaming is legal almost anywhere as long as the location holds an on-premise liquor license. Village classification details are as follows:

- Class A- authorizes the licensee to sell alcoholic liquor in package or by the drink, for consumption on or off the specified premise and may require a special use permit. These are typically issued to taverns and video gaming cafes where the revenue from food sales is not required.(\$1,800 annually)
- Class C- authorizes the retail sale of alcoholic beverages on the specified premises for consumption on the premises inside a restaurant. The restaurant must receive more than fifty percent (50%) of its gross revenue from the sale of food. (\$1,500 annually)

- Class D- authorizes the retail sale of beer and wine only on the specified premises for the consumption on the premises inside a restaurant. The restaurant must receive more than fifty percent (50%) of its gross revenue from the sale of food. (\$1,200 annually)
- Class E- authorizes the licensee to sell alcoholic liquor for consumption on the premises as well as other retail sale of liquor, when sold only to members and the invited guests of said members when such guest is personally accompanied by a member. (\$750 annually)
- Class G- authorizes the licensee to sell alcoholic liquors to its patrons and guests by the drink, for consumption on the golf course, and not for resale in any form. (\$1,200 annually)

### **DISCUSSION:**

Over the years, staff has received numerous requests for video gaming in gas stations, however, the majority of the previous Village Board members were not interested in extending video gaming licenses to gas stations at the time (May 2018). In discussions with President Parlier, staff was directed to move forward with discussions to allow video gaming in gas stations. Currently, the Village does not have a liquor classification that would allow a gas station to have on-site consumption of alcohol; a new liquor classification would need to be created.

For purposes of this discussion, two items need to be addressed: 1) whether to move forward with allowing video gaming at gas stations; and 2) direction from the Village Board as to which liquor classification should be brought forward for approval.

1) Allow video gaming at gas stations?

The following is a current list of the requirements based on the type of business and can also be found in our Pre-Qualification Application for Video Gaming (Exhibit A):

#### Current Business with Valid Village of Oswego Issued Liquor License, Certificate of Occupancy, Business Registration and Completed Food and Beverage Tax Forms

- Must have a valid Class A, C, D, E, G, or N Village of Oswego liquor license
- Must meet revenue restrictions for Class C and D liquor licenses (must receive more than 50% of its gross revenue from the sale of food)
- May require written permission from property owner
- Some corporate businesses may require permission for video gaming depending on the location/proximity to their business
- Interior layout and plans/renderings for the gaming area
- No window or neon signage relating to video gaming is allowed



### New Business

- Must have a valid Class A, C, D, E, G, or N Village of Oswego liquor license
- Must meet revenue restrictions for Class C and D liquor licenses (must receive more than 50% of its gross revenue from the sale of food)
- Must complete all Food and Beverage Tax forms
- Must obtain zoning approval from the Community Development Department
  - 630-554-3622
  - Restaurants allowed in B-2 zoning; must meet revenue requirements
  - Site plans, interior layout and plans/renderings, exterior layout and plans/renderings, signage, etc. will be handled through the Community Development Department as part of their primary business (ex. bar, restaurant, club, golf course)
- May require written permission from property owner
- Some corporate businesses may require permission for video gaming depending on the location/proximity to their business
- Interior layout and plans/renderings for the gaming area
- No window or neon signage is allowed
- Certificate of Occupancy is required which includes permits and inspections from the Village of Oswego, Fire Protection District and Kendall County Health Department
- Must complete and obtain a Business Registration through the Village of Oswego

### New Business (Video Gaming Only)

- Must have a valid Class A Village of Oswego liquor license
- Must obtain zoning approval from the Community Development Department
  - 630-554-3622
    - ✓ Video gaming cafes are allowed in B-3 zoning; no special use needed
    - ✓ Video gaming cafes are not permitted in B-2 zoning and no special use is allowed
- May require written permission from property owner
- Some corporate businesses may require permission for video gaming depending on the location/proximity to their business
- Provide a copy of the site plans
- Provide a copy of the Interior layout and plans/renderings
- Provide a copy of the Exterior layout and plans/renderings
- Provide signage plans
- Provide a copy of the food and beverage menu
- No window or neon signage is allowed
- Certificate of Occupancy is required which includes permits and inspections from the Village of Oswego, Fire Protection District and Kendall County Health Department
- Must complete all Food and Beverage Tax forms
- Must complete and obtain a Business Registration through the Village of Oswego

All of the gas stations would fall within the “current business” requirements. Other areas to consider is whether to include additional requirements such as site plans, signage plans, or on-premise food sales.

Staff contacted a video gaming distributor and reached out to a Clerk's group to gather additional information on who allows or does not allow gaming in gas stations. Attached is list of communities that currently allow gaming at gas stations (Exhibit B). Elk Grove Village, Galesburg and Wheeling do not allow gaming at gas stations. Normal only allows if the business is considered a truck stop. Geneva, Naperville and Plainfield prohibit video gaming, entirely, from their communities.

## 2) New liquor classification

The State determines whether a gas station meets the licensed truck stop establishment criteria which allows them to be eligible for a video gaming license, from the State, without an on-premise liquor license. A licensed truck stop that does not hold a liquor license may operate video gaming terminals (VGT's) on a continuous basis. The criteria and allowances for a licensed truck stop are as follows:

- At least a 3-acre facility with a convenience store
- Separate diesel islands
- Sells at retail more than 10,000 gallons of diesel or biodiesel fuel per month
  - Must show that estimated future sales or past sales average at least 10,000 gallons per month
- Parking spaces for commercial motor vehicles
  - Commercial motor vehicles are defined in Section 18b-101 of the Illinois Vehicle Code
- Allowed to operate up to six (6) VGTs

The criteria and allowances for a licensed large truck stop are as follows:

- Located within three (3) miles from a freeway interchange
- At least a 3-acre facility with a convenience store
- Separate diesel islands
- Sells at retail more than 50,000 gallons of diesel or biodiesel fuel per month
- Has parking spaces for commercial motor vehicles
- Allowed to operate up to ten (10) VGTs

Currently, the Village does not have a licensed truck stop or licensed large truck stop. Because no Village gas stations are considered a truck stop per State guidelines, the aforementioned would not apply. All gas stations, in the Village, hold either a Class "B" liquor license that authorizes the licensee to sell alcoholic liquor in original packages only for the consumption off the premises (\$1,500 annually), or a Class "F" liquor license that authorizes the licensee to sell beer and wine only in original packages for consumption off the premises. The Village does not have a liquor classification that would allow gas stations to apply for a video gaming license; on-premise consumption.

The following are options for consideration:

- a) Create a “pour” supplemental license
  - Would allow the gas stations to serve alcohol for on-premise consumption
  - Could limit alcohol to beer and wine only
  - Will be required to hold two (2) liquor licenses; on-premise (“pour”) and off-premise (packaged)
  - Would be more costly to the owner
  - License fee to be determined
- b) Create a new Class “Q” license
  - Would include language specific to gas stations
  - Allows for on-premise and off-premise consumption
  - Could limit alcohol to beer and wine only
  - Would eliminate the need to hold two (2) liquor licenses
  - License fee to be determined
- c) Amend the Village’s current Class “A” license to separate taverns and video gaming cafes; and add gas stations and a restaurant/bar classification
  - Class “A-1” Bar/Tavern
    - Replaces current Class “A”
    - Allows for consumption on or off premises
    - License fee remains the same (\$1,800 annually)
  - Class “A-2” Restaurant/Bar
    - Same as Class “A-1” except only allows for consumption on premises
    - License fee to be determined
  - Class “A-3” Video Gaming Cafes/Parlors
    - Same as Class “A-2”
    - Would include language specific to video gaming establishments
    - License fee remains the same (\$1,800 annually)
  - Class “A-4” Gas Stations (not designated as truck stops or large truck stops)
    - Would include language specific to gas stations
    - Allows for on-premise and off-premise consumption
    - Could limit alcohol to beer and wine only
    - Would eliminate the need to hold two (2) liquor licenses
    - License fee to be determined

In reaching out to our Community Development Director, option #3 appears to be the preferred choice and would assist their department, as well as the Clerk’s Office, when considering which classification an establishment would qualify for. If the Village Board decides not to allow video gaming at gas stations, staff would still like to move forward with amending the Class “A” liquor license to include classifications of “A-1”, “A-2” and “A-3” into Village code.

**RECOMMENDATION:**

Presented for discussion and Board direction.

**ATTACHMENTS:**

- Exhibit A- Pre-Qualification Application
- Exhibit B-Community List

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
February 18, 2020**

**CALL TO ORDER**

President Troy Parlier called the meeting to order at 6:01 p.m.

**ROLL CALL**

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

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, Asst. Village Administrator/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Mark Horton, Finance Director; Jennifer Hughes, Public Works Director; Susan Quasney, Village Engineer; Rod Zenner, Community Development Director; Jenette Sturges, Community Engagement Coordinator, Marketing; Joe Renzetti, IT/GIS Manager; Jay Hoover, Building & Zoning Manager; Carri Parker, Purchasing Manager; Corinna Cole, Economic Development Director; and Karl Ottosen, Village Attorney.

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

There was no one who requested to electronically participate.

**PUBLIC FORUM**

Public Forum was opened at 6:01 p.m.

Gerald Sternberg addressed the Board regarding water and sewer bills; his meter was changed out and he received a \$500+ water bill; he questioned the bill with utility billing; something should be done so there are no surprise bills; received a bill from Fox Metro for the same amount; he may not be the only one receiving higher than normal bills.

There was no one else who requested to speak; the Public Forum was closed at 6:04 p.m.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

F.1. Downtown Parking Analysis

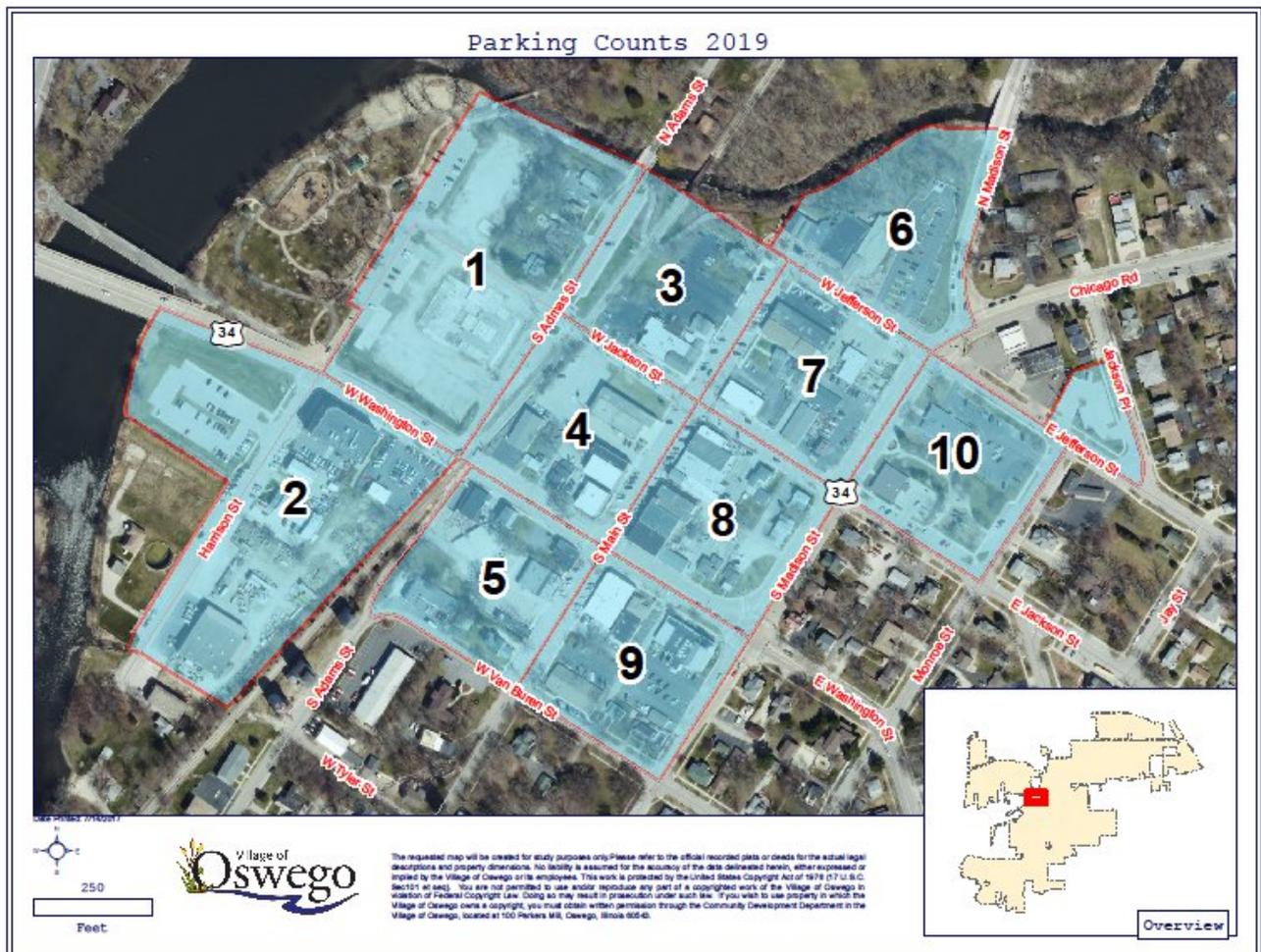
Director Zenner addressed the Board regarding the parking analysis for the downtown. On June 21, 2019, staff conducted an analysis of the existing downtown parking usage and capacity. June 21<sup>st</sup> was chosen as it was a Friday, non-event weekend, with good weather which staff believes would provide a typical or slightly higher than typical parking demand number. The downtown was split into 10 block areas with parking usage counts starting from 9:00 am and concluding at 6:00 pm. Staff counted the existing parking spaces per block, both public and private, in the 10-block study area. The numbers do not reflect the overflow parking that occurs on the former lumberyard site for festivals and events. The existing parking count is as follows:

<b><i>Existing Parking Spaces</i></b>			
<b>Block</b>	<b>Spaces</b>	<b>Block</b>	<b>Spaces</b>
Block 1 (downtown)	70	Block 6	73

Block 2 (by Tap House)	164	Block 7 (Main St.)	66
Block 3	101	Block 8	74
Block 4	70	Block 9	94
Block 5	78	Block 10	96

Staff conducted an hourly count of parking space usage within the downtown study area. The hourly breakdown is as follows:

Friday June 21, 2019				
Time	Total # of Spaces	Spaces Used	Spaces Available	Percent Used
9:00 am	886	218	668	25%
10:00 am	886	259	627	29%
11:00 am	886	268	618	30%
12:00 pm	886	296	590	33%
1:00 pm	886	311	575	35%
2:00 pm	886	263	623	30%
3:00 pm	886	279	607	31%
4:00 pm	886	257	629	29%
5:00 pm	886	241	645	27%
6:00 pm	886	214	672	24%



The average percentage of parking occupied in the study was 29.4%. At the peak, 35% of the parking was occupied at 1:00 pm. The minimum parking percentage was at 24% at 6:00pm. This is similar to the data from a 2017 study indicating an average of 29.7% occupied. Staffs provided the detailed block by block analysis. The data indicated that the highest percentage used block was block #2 at Harrison Street south of Washington with 60% occupancy (99 spaces) at 1:00pm.

- Block 2 had the highest percentage used at 60% at 1:00 pm while neighboring blocks had a lower % used (Block 1 at 33%, Block 4 at 50%, and Block 5 at 10%)
- On average, Block 7 is the most occupied at 49%
- Block 5 is the least occupied with an average of 7%

In many downtowns, an observed parking ratio is often between 2.1 and 2.5 spaces for every 1,000 square feet of commercial space. In Oswego's situation, the 886 parking spaces accommodate 211,654 square feet of commercial use (plus an additional 42,757 square feet of residential uses). That establishes a rough parking capacity ratio of 3.48 spaces per 1,000 square feet of building downtown. In the highest demand hour of 1:00pm, the occupied parking ratio was 1.46 spaces per 1,000 square feet of commercial space. Based on the data collected, it appears that there currently is not a parking shortage in the downtown for the existing uses. As the downtown redevelops and expands, it is important to monitor the existing conditions to determine a threshold at which additional parking will need to be provided.

The Village is currently seeing new development within the downtown area including new retail/restaurant/office space and new residential units. Upon completion, the total number of parking spaces will increase from 886 to 1371 (485 space increase). Based on an assumption that each residential unit will occupy one parking space, the new parking ratio, upon completion of construction, will be 4.56 spaces per 1,000 square feet of commercial space. This would result in more parking per square foot of space than currently exists in the downtown.

Board and staff discussion focused on increased parking spaces after parking garage is built; new business will create a new draw; don't have numbers for public versus private; some owners of private parking areas are ok with public use, some are not; next analysis will be conducted after the parking garage is open; 2.5 spaces per 1,000 square feet seems favorable; more demand when store hours expand. There was no further discussion.

## F.2. Discussion of Marketing Objectives and AACVB Partnership

Director Cole and Jenette Sturges addressed the Board regarding the AACVB partnership. Participation in the AACVB requires a financial contribution of 90% of the Village's 3% hotel/motel tax; approximately \$75,500. The Village keeps the remaining 10% (~\$7,500) and the AACVB expends at least 40% percent of the funds received from Oswego to promote a Municipal Marketing Partnership (~\$27,200).

### Marketing

- Awareness
  - Branding
  - Experience through tourism and regional events
  - Advertising
- Consideration
  - Reputation management
  - Core communications
- Conversion
  - Investment or development
    - ✓ Not selling a product; it's convincing someone to invest or develop
  - Drive economic growth
  - Quality of life
- Loyalty
- Advocacy

Building an Oswego brand is critical to properly marketing the community to outside businesses. It conveys a business-forward, professional approach. It is also designed to be memorable. ICSC had 30,000 people attend last year's RECon. Oswego was just three of the organizations pitching the community to developers, retailers, and franchisers. In order to stand out and be memorable, a consistent brand is needed to anchor the awareness of Oswego as a place to do business. Bring people here, make them fall in love with Oswego, and make them want to move here, invest and build here, pay taxes here, create jobs here, and offer services to other residents here. Using staff time to develop certain assets and leveraging the AACVB to market those assets is the most effective and efficient use of resources. In two years, Oswego has gone from almost no tourism presence to 100,000 website visits a year.

### Community Relations

- Communications & Public Relations
  - Goal- two-way communication connecting people with Village services
  - Audience- residents and existing businesses
  - Activities
    - ✓ Daily communications (mass email and social media)
    - ✓ Print publications (newsletters, brochures, reports)
    - ✓ Websites
    - ✓ Press relationships and messaging
    - ✓ Public input opportunities (surveys, media monitoring, etc.)
    - ✓ Interdepartmental support
    - ✓ Emergency communications
- Marketing
  - Goal- elevate Oswego's position in the region as a destination
  - Audience- prospective stakeholders not already in Oswego
  - Activities
    - ✓ Community brand management
    - ✓ Marketing and advertising (events, attractions, and the community as a whole across print, digital, and other media)
    - ✓ Media library development
    - ✓ Tourism development
- Events & Experiences
  - Goal- engage and connect the community and visitors
  - Audience- current and prospective stakeholders
  - Activities
    - ✓ Special event production
    - ✓ Community partnerships and cross-promotion
    - ✓ Built environment
    - ✓ Public art

The partnership with the AACVB allows staff to accomplish tasks in the most efficient way possible by fulfilling many of the marketing tasks. The partnership is efficient because the AACVB gives an additional set of hands to support awareness-building functions. They help with brand management and getting the Oswego message to the wider Chicagoland region. They provide marketing and advertising services at exceptional rates because they can leverage their size; which makes them similar to having our own ad agency. They assist in developing marketing materials such as the media library and they specialize in tourism development; a skill set that the Village does not and could not have in-house. While marketing a community is a long-range game, tourism has a direct economic impact. When the tourism bureau brings hundreds of families to the area for a soccer tournament, that's potentially thousands of people who go somewhere to eat, book a hotel room and run to the stores. This added economic activity is good for the tax base; acting like a revenue multiplier. When purchased food, beverages and incidentals are accounted for, the Village receives much more than just hotel/motel taxes.

### AACVB Program

- 90% of Oswego's 3% Hotel Motel Tax



- 60% pays for operations, regional marketing and direct booking services
- Other 40% directly advertises Oswego alone
- Commenced May 1, 2018
- Annual opt-out opportunities
- Full creative control on the direct advertising content
  - West Suburban Living
  - Chicago magazine “Go West!” guide
  - Neighborhood tourist
  - Tollway placement brochures
  - Social media/digital
- Adherence to Oswego brand standards
- Cross-promotion on websites and social media
- Reach and economies of scale

The AACVB works directly to bring tourists to Oswego, and they market Oswego specifically through their co-op program. Maintaining the Oswego brand leverages the broad reach of partnering with other communities while creating a specific, memorable identity for Oswego. Oswego does not have enough attractions or hotels to be a significant tourism draw on its own. By partnering with a broader community pool that does have a significant combined tourism draw, Oswego gets the best of both worlds. People visit Oswego that wouldn't otherwise come, and they remember Oswego because of the well managed brand that is conveyed, in part, through the AACVB's partnership program.

#### Value Added by AACVB

- Hotel booking opportunities
  - Sports Alliance
  - Hotel leads generated
- Preferential ad rates
  - Targets magazines and digital
  - Broader reach
  - Capitalizes on digital advertising data
- Cross branding with region
  - Brings us together with Yorkville, Aurora, etc.
  - Websites and social media are cross linked
  - Connections and resources
- Tourism development
  - Travel writer/influencer relationships
  - Day tours

Because the AACVB specializes in destination marketing, they can do much more than staff can achieve. All of the above items, except for magazines and digital, are things that the AACVB brings to the table that cannot reasonably be accomplished at current staffing levels. The AACVB specializes in tourism and destination marketing. They are able to achieve economies of scale that provide the services at an exceptional value.

Cort Carlson, the Executive Director of the AACVB, and James Cardis, the AACVB's Marketing Director briefly spoke about the specifics of the partnership and was present to answer questions from the Board.

#### Campaign Spend

- Print advertising
  - Cost= \$18,000
  - Impressions= 731,000
  - Added value- High impact branded destination advertising featured in Chicago Magazine, Naperville Magazine, Neighborhood Tourist, Northwest Quarterly, West Suburban Living, and the Aurora Area Go Guide. Saved \$3,600 in publishers discounts and agency fees across all print ad placements.
- Online advertising

- Cost= \$9,250
- Impressions= 13.3 million
- Added value- Online display and search engine advertising promoting Oswego's events & attractions, targeted at relevant audiences of likely travelers. Saved \$1,800 on typical agency management fees.
- Social media advertising
  - Cost= \$2,500
  - Impressions= 384,000
  - Added value- Dedicated Go Oswego brand ads targeting relevant audiences via Facebook and Instagram. Saved \$500 on agency management fees.
- Media library
  - Cost= \$750
  - Added value- Commissioned high-quality photography & video of seasonal events in Oswego for use in future promotions and to share with Village departments and partners.
- Brochure distribution
  - Added value- Go Oswego travel brochures distributed via Illinois Welcome Centers and Tollway Kiosks. Added value of \$5,000.

### Online Marketing

- Included destination and event-driven advertising, including a holiday season push, leading to big gains in exposure over the prior two years.
- Oswego digital advertising- primary vehicles for promoting Oswego was online advertising, powered by Google and Facebook; achieved a cumulative 13.7 million impressions.
  - Display/search impressions- 97.2% (13,356,701)
  - Social impressions; Facebook/Instagram- 2.8% (384,862)
- GoOswego.org Website Stats
- Increased exposure to Oswego advertising led to a greater number of people seeking out information at GoOswego.org, which received over 100,000 visits in 2019.
- Visits
  - 2018
    - ✓ AACVB= 26,446
    - ✓ GoOswego.org= 15,689
  - 2019
    - ✓ AACVB= 77,818
    - ✓ GoOswego.org= 22,413

Board and staff discussion focused on the program is a fluid program; 2019 was the first full year the Village was with the AACVB; 40% goes to Oswego only marketing; sending people out to take current picture and videos; future of online versus print; print is still important; making adjustments on the fly; geofencing; overall cost; tracking numbers monthly; tourism outside of events; not focusing solely on events; tracking hotels regionally and county wide; contribution of 90% is for everyone who qualifies for the program; Aurora is capped at \$175,000 and is not part of the program; what the impacts are on the hotels; return on investment; track leads for consumer marketing; Director Cole to provide the lead numbers going forward; heads in beds important; attractions have benefited the businesses; Downtown Association works with the AACVB; quarterly newsletter; needing metrics and measurables; cross referencing the measurables; CAT closing has taken away from businesses; conversations with local partners; outside of Aurora, Oswego and Yorkville are close in numbers; Aurora does not get the individual marketing program; cannot get metrics from impressions; Oswego performs better than most; marketing percentage; Oswego has a strong established brand; performs well in search display; doing more Instagram; changing trends; always working the methods and tweaking them; working relationships with the local hotels; one impression is calculated on the initial click. Additional information is needed. Staff to bring back to a future Board meeting for discussion. There was no further discussion.

**CLOSED SESSION**

There was no Closed Session held.

**ADJOURNMENT**

The meeting adjourned at 6:55 p.m.

Tina Touchette  
Village Clerk

DRAFT

**MINUTES OF A REGULAR MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
February 18, 2020**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Troy Parlier called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

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

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, Asst. Village Administrator/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Mark Horton, Finance Director; Jennifer Hughes, Public Works Director; Susan Quasney, Village Engineer; Rod Zenner, Community Development Director; Jenette Sturges, Community Engagement Coordinator, Marketing; Joe Renzetti, IT/GIS Manager; Jay Hoover, Building & Zoning Manager; Carri Parker, Purchasing Manager; Corinna Cole, Economic Development Director; and Karl Ottosen, Village Attorney.

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

None

**RECOGNITIONS/APPOINTMENTS**

D.1. Appointments

Economic Development Commission

a. Appoint Donald Howard II for a Term to Expire April 30, 2022

Historic Preservation Commission

a. Appoint Joe Werth for a Term to Expire April 30, 2021

A motion was made by Trustee Sollinger and seconded by Trustee Thomas to approve the appointments of Donald Howard II for a Term to Expire April 30, 2022 and Joe Werth for a Term to Expire April 30, 2021.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**PUBLIC FORUM**

Public Forum was opened at 7:09 p.m. There was no one who requested to speak; the Public Forum was closed at 7:09 p.m.

**STAFF REPORTS**

There were no Staff Reports.

**CONSENT AGENDA**

- G.1. February 4, 2020 Committee of the Whole Minutes
- G.2. February 4, 2020 Regular Village Board Meeting Minutes
- G.3. February 4, 2020 Closed Session Minutes
- G.4. Resolution Authorizing Final Acceptance of Public Improvements for Ashcroft Place Unit 1, Effective February 19, 2020, and Release of Project Surety. **Resolution No. 20-R-14**
- G.5. Resolution Authorizing Reserve at Hudson Crossing, L.L.C. to Execute Change Order #3 to the Construction Contract with H. Linden & Sons, in the Amount of \$58,058.20 for the Construction of the Reserve at Hudson Crossing Public Improvements. **Resolution No. 20-R-15**
- G.6. Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego. **Ordinance No. 20-10**

A motion was made by Trustee Sollinger and seconded by Trustee Perez to approve the Consent Agenda; Approving the February 4, 2020 Committee of the Whole Minutes; Approving the February 4, 2020 Regular Village Board Minutes; Approving the February 4, 2020 Closed Session Minutes; and approving the following ordinance and resolutions:

**Ordinance No. 20-10;** Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego.

**Resolution No. 20-R-14;** Resolution Authorizing Final Acceptance of Public Improvements for Ashcroft Place Unit 1, Effective February 19, 2020, and Release of Project Surety.

**Resolution No. 20-R-15;** Resolution Authorizing Reserve at Hudson Crossing, L.L.C. to Execute Change Order #3 to the Construction Contract with H. Linden & Sons, in the Amount of \$58,058.20 for the Construction of the Reserve at Hudson Crossing Public Improvements.

Aye:	James Marter II	Terry Olson
	Pam Parr	Luis Perez
	Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by an omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

**BILL LIST**

H.1. Approve Bill List Dated February 18, 2020 in the Amount of \$941,251.32.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to approve the Bill List Dated February 18, 2020 in the Amount of \$941,251.32.

Aye:	James Marter II	Terry Olson
	Pam Parr	Luis Perez
	Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**OLD BUSINESS**

There was no Old Business.

## NEW BUSINESS

### J.1. 3525 US Highway 34

- a. Ordinance Rezoning 3525 US Highway 34 to a B3 Community Service and Wholesale District to Allow for the Development of a Commercial Building. **Ordinance No. 20-11**
- b. Ordinance Granting a Final PUD for 3525 US Highway 34 to Allow for the Development of a Commercial Building. **Ordinance No. 20-12**

Director Zenner addressed the Board regarding the old Police Department. The petitioner, Property Concepts Inc., is requesting approval to redevelop the property located at 3525 Route 34 as a commercial space. The site was formally the Oswego Police Facility, but it has been vacant for some time with the opening of the new Police Facility on Woolley Road. The petitioner does not anticipate any major changes to the exterior of the site.

### Rezoning

The property is currently zoned R-1 Single-Family Residential. To utilize the property for commercial use, the property would need to be rezoned to B-3 Community Service and Wholesale District. The B-3 District is the zoning designation for the existing commercial areas along the Village's major arterial roads such as Route 34 and Orchard Road. With the property's proximity to the residential area, staff recommended the following B-3 uses be prohibited for the site:

#### B-3 Permitted Uses to be prohibited

- Automobile service
- Automobiles and truck repair
- Automotive service stations
- Battery and tire service stations
- Silver plating and repair shops
- Taverns

#### B-2 permitted uses to be prohibited

- Auto accessory store
- Motels

#### B-3 Special Uses to be prohibited

- Automobile laundries
- Garages including painting, body and fender work and motor rebuilding
- Open sales lots

These uses could potentially have an adverse impact to the neighboring residential uses and would be difficult to conduct due to site constraints and parking requirements.

### Parking

The property currently contains 83 parking spots. There are an additional 9 spots in the tandem parking area and 4 spots in the interior garage area for a total of 92 parking spots. The building is approximately 23,500 square feet in size. The site could accommodate a furniture store or an office use. The property is isolated from the neighboring parcels and uses. Therefore, the parking demand for the site would affect the site independently than the surrounding road network. If parking demand became an issue, it is unlikely that patrons would park on neighboring parcels to access the site as there are no convenient pedestrian connections. Staff is of the opinion that parking would be self-regulation by the tenants of the property and the conditions of their leases.

As the property is self-contained and will utilize a shared parking model, staff would support deviation to the parking requirement of up to 5% to allow flexibility in the required parking requirements (92-97 total spaces). This will allow the property owner to work specifically with individual tenants to address the parking demands either through the hours of operation of the tenants or the specific parking demand of a specific tenant. The petitioner has also requested relief from the parking requirements for medical uses. Medical uses would require 117 spaces per Code compared to the 92 spaces provided. Staff is open to allowing the medical use for the site as the medical operator would have control on the number of patients and doctors on the site at one time; therefore, controlling the number of vehicles on site.

#### Planning & Zoning Commission Review

The Planning and Zoning Commission met on February 6<sup>th</sup> to review the request. Twelve residents were in attendance and three spoke during the public hearing. They asked questions about the need for screening, hours of operation, and that the parking lot currently has people driving in and turning around. A motion was made to recommend approval of the proposed PUD subject to consideration of adding additional landscaping along the parking lot where needed (approved 6-0).

Angelo Kleronomos, President of Property Concepts Inc., was present to answer questions.

Board, staff and petitioner discussion focused on working towards medical uses; wanting flexibility; scheduling of appointments to accommodate parking; closing date the first part of March 2020. There was no further discussion.

A motion was made by Trustee Perez and seconded by Trustee Sollinger to approve an Ordinance Rezoning 3525 US Highway 34 to a B3 Community Service and Wholesale District to Allow for the Development of a Commercial Building and approving an Ordinance Granting a Final PUD for 3525 US Highway 34 to Allow for the Development of a Commercial Building.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

#### J.2. Ordinance Granting a Preliminary and Final PUD to Allow for the Development of a Restaurant at 121 S. Main Street, Subject to Final Engineering Approval; Dairy Barn. **Ordinance No. 20-13**

Director Zenner addressed the Board regarding the development of a restaurant at 121 S. Main St. The petitioner is requesting approval of a preliminary and final PUD to allow for the development of 121 Main Street. The lot is currently improved with a one-story Dairy Hut building. The request would allow for the development of an approximately 4,200 square foot two-story commercial building. The proposed use will be a restaurant and ice cream shop, to be called the "Dairy Barn." The building will seat approximately 122 guests inside and accommodate an additional 48 guests outside under a porch. This will be a (QSR) quick service restaurant concept and will include a stage where they will host live music occasionally. The building will also include a 500 square foot party room for birthday parties, etc. Expected hours of operation are Tuesday – Sunday from 11am to 9pm.

The main access to the restaurant use will be along Main Street. The site will have reduced front, rear, and side yard setbacks. The front of the building (Main Street) will be set back 16 feet; the rear of the building will be set back 15 feet, the south side will be setback 3 feet, and the north side will be setback 10 feet with an additional 10 feet for the open porch seating area. Parking will be provided by on-street parking within the downtown and the new parking lot that the Village is constructing on this

block as part of the redevelopment of Block 11. The restaurant/creamery will also use the shared trash compactor for the block. The proposed building will be constructed with stone on the first story and board/batten vertical siding on the second floor, with a hi-rib metal roof. The building has a gambrel style roof with cupolas reminiscent of livestock barns. A shed roof extends along the length of the building. The Petitioner has been working with the Village's efforts for re-engineering the entire block. The proposed development has been incorporated in the overall engineering plans for the block and will not prohibit the current and future plans for the remaining parcels. The proposed preliminary/final PUD is consistent with the future land use designation and redevelopment plans as outlined in the Village's Comprehensive Plan.

Mike Mann, the petitioner, was present to answer questions.

Board, staff and petitioner discussion focused on restaurant looking like a barn; concerns with longevity of the building; service window; alleyway between the restaurant and 113 Main St. building; 113 Main St. will be more of a higher end experience; might open for breakfast hours; stage and bands; large tv in the restaurant; family friendly; Planning & Zoning Commission approved on December 5, 2019 (6-1). There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee Parr to approve an Ordinance Granting a Preliminary and Final PUD to Allow for the Development of a Restaurant at 121 S. Main Street, Subject to Final Engineering Approval; Dairy Barn.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

**PRESIDENT'S REPORT**

He noted the upcoming events:

State of the Village	Feb. 19 <sup>th</sup> at 3:30pm	at Kendall 11	
Budget Workshop	Mar. 14 <sup>th</sup> at 8:30am	Village Hall	
Midwest Conflicts Wall of Honor (debut of the wall in IL)	May 22 <sup>nd</sup> -31 <sup>st</sup>	Village Hall	Other patriotic themed activities will also be taking place

A 400 million-year-old fossil was found near the Hudson Reserve project and provided to the Village by a local paleontologist. It is called a Tentaculites oswegoensis.

**TRUSTEE REPORTS**

Trustee Olson- Hometown Expo is coming up on February 29, 2020; Kiwanis Pancake Breakfast the same date.

Trustee Parr- LunaFest was a great event; over 90 people attended; Jenette Sturges did a great job; it was a lot of fun; demonstrations were enjoyable.

**CLOSED SESSION**

There was no Closed Session held.



**ADJOURNMENT**

A motion was made by Trustee Sollinger and seconded by Trustee Olson to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:27 p.m.

Tina Touchette  
Village Clerk

DRAFT

**AGENDA ITEM**

**MEETING TYPE:** Village Board  
**MEETING DATE:** March 3, 2020  
**SUBJECT:** OHS Homecoming Parade

**ACTION REQUESTED:**

Consideration to Approve a Resolution Approving the OHS Homecoming Parade and the Temporary Closure of US Highway 34 and IL Route 71.

**BOARD/COMMISSION REVIEW:**

N/A

**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

**DEPARTMENT:** Clerks Office

**SUBMITTED BY:** Tina Touchette

**FISCAL IMPACT:**

N/A

**BACKGROUND:**

N/A

**DISCUSSION:**

Oswego High School submitted a Special Event Permit application for the OHS Homecoming Parade to be held on Sunday, September 27, 2020 at 3:00pm. As part of this event, the parade will require temporary closure of both lanes of US Highway 34 at Jefferson Street and Main Street; and IL Route 71 between Oswego High School and Franklin Street. There will be no detour route and traffic may go through by the Oswego Police Department stopping the parade. IDOT permission to temporarily close a State Highway needs to be obtained.

**RECOMMENDATION:**

Staff is recommending the approval of the resolution for the OHS Homecoming Parade to be held on Sunday, September 27, 2020.

**ATTACHMENTS:**

- Resolution
- Map

**RESOLUTION NO. 20 - R - \_\_\_\_**

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**RESOLUTION APPROVING THE OSWEGO HIGH SCHOOL HOMECOMING PARADE  
AND TEMPORARY CLOSURE OF US HIGHWAY 34 AND IL ROUTE 71**

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**WHEREAS**, the Village of Oswego (“Village”) has a population of more than 25,000 and is therefore a “Home Rule Unit” under the 1970 Illinois Constitution; and

**WHEREAS**, the Illinois Constitution of 1970 provides that a Home Rule Unit may exercise any power and perform any function pertaining to its government and affairs, including but not limited to the power to regulate for the protection of the public health, safety, morals and welfare; to license, to tax; and to incur debt; and

**WHEREAS**, Community Unit School District 308 is sponsoring a Homecoming Parade in the Village of Oswego, which constitutes a public purpose; and

**WHEREAS**, this parade will require the temporary closure of the intersection of IL Route 71 and Franklin Street; and the intersection of US HWY 34 at Jefferson Street; and the intersection of US HWY 34 (Washington Street) at Main Street; and

**WHEREAS**, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes; and

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OSWEGO, KENDALL AND WILL COUNTIES, ILLINOIS**, that permission to close the intersections of IL Route 71 and Franklin Street; US HWY 34 at Jefferson Street; and US HWY 34 (Washington Street) at Main Street as above designated, be requested of the Department of Transportation.

**BE IT FURTHER RESOLVED**, that this closure shall occur during the approximate time period between 3:00 p.m. and 4:00 p.m. on Sunday, September 27, 2020 with each intersection being closed no longer than fifteen (15) minutes at a time; and

**BE IT FURTHER RESOLVED**, that the Village of Oswego assumes full responsibility for the direction, protection, and regulation of the traffic during the time the parade is in effect; and

**BE IT FURTHER RESOLVED**, that police officers or authorized flaggers shall, at the expense of the Village of Oswego, be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic; and

**BE IT FURTHER RESOLVED**, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned; and

**BE IT FURTHER RESOLVED**, that all debris shall be removed by the Village of Oswego prior to reopening the State Highways; and

**BE IT FURTHER RESOLVED**, that such signs, flags, barricades, etc., shall be used by the Village Oswego as may be approved by the Illinois Department of Transportation. These items shall be provided by the Village of Oswego; and

**BE IT FURTHER RESOLVED**, that the closure shall be marked according to the Illinois Manual on Uniform Traffic Control Devices; and

**BE IT FURTHER RESOLVED**, there shall be no detour route and traffic on IL Route 71 or US HWY 34; and

**BE IT FURTHER RESOLVED**, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above; and

**BE IT FURTHER RESOLVED**, that to the fullest extent permitted by law, the Community Unit School District 308 shall be responsible for any and all injuries to persons or damages to property, and shall indemnify and hold harmless the Illinois Department of Transportation, its officers, employees and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from or connected with the exercise of authority granted by the Department which is the subject of this resolution. The obligation is binding upon the Community Unit School District 308 regardless of whether or not such claim, damage, loss or expense is caused in part by the act, omission or negligence of the Department or its officers, employees or agents; and

**BE IT FURTHER RESOLVED**, that the Community Unit School District 308 shall provide a comprehensive general liability insurance policy or an additional named insured endorsement in the minimum amount of \$1,000,000.00 per person and \$2,000,000.00 aggregate which has the Illinois Department of Transportation and the Village of Oswego, its officials, employees, and agents as insureds and which protects them from all claims arising from the requested road closing. A copy of said policy or endorsement will be provided to the Department and Village of Oswego before the road is closed; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

**SECTION 1. INCORPORATION OF RECITALS**

That the recitals set forth above are incorporated here by reference.

**SECTION 2. SUPPORT FOR TEMPORARY CLOSURE**

The Village President and Village Board of Trustees do hereby request that the Illinois Department of Transportation grant permission to close the above designated locations with such closure occurring between the hours of 3:00 p.m. to 4:00 p.m. on Sunday, September 27, 2020 with each intersection being closed no longer than fifteen (15) minutes at a time.

**SECTION 3. REPEALER**

All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution shall be, and the same hereby repealed to the extent of the conflict.

**SECTION 4. SEVERABILITY**

This Resolution and every provision thereof shall be considered severable. If any section, paragraph, clause or provision of this Resolution is declared by a court of law to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity of any other provisions of this Resolution.

**SECTION 5. EFFECTIVE DATE**

This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

**PASSED** by the Board of Trustees of the Village of Oswego, Kendall and Will Counties, Illinois this 3<sup>rd</sup> day of March 2020.

JAMES MARTER	_____	LUIS PEREZ	_____
TERRY OLSON	_____	JUDY SOLLINGER	_____
PAM PARR	_____	BRIAN THOMAS	_____

**APPROVED** by me, Troy Parlier, as President of the Village of Oswego, Kendall and Will Counties, Illinois this 3<sup>rd</sup> day of March 2020.

\_\_\_\_\_  
TROY PARLIER, VILLAGE PRESIDENT

\_\_\_\_\_  
Tina Touchette, Village Clerk

STATE OF ILLINOIS     )  
  )  
COUNTY OF KENDALL    )           SS

**CLERK'S CERTIFICATE**  
**(RESOLUTION)**

I, Tina Touchette, the duly qualified and acting Village Clerk of the Village of Oswego, Kendall and Will Counties, Illinois, do hereby certify that I am the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution entitled:

**RESOLUTION APPROVING THE OSWEGO HIGH SCHOOL HOMECOMING PARADE  
AND TEMPORARY CLOSURE OF US HIGHWAY 34 AND IL ROUTE 71**

which Resolution was duly adopted by said Board of Trustees at a meeting held on the 3<sup>rd</sup> day of March 2020, and thereafter approved by the Village President on the 3<sup>rd</sup> day of March 2020.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at said meeting and that the Board complied with all requirements of the Illinois Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto set my hand this 4<sup>th</sup> day of March 2020.

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Tina Touchette, Village Clerk  
Village of Oswego

(Seal)





**AGENDA ITEM**

**MEETING TYPE:** Village Board  
**MEETING DATE:** March 3, 2020  
**SUBJECT:** North Island Catering Liquor License

**ACTION REQUESTED:**

Consideration to approve a Class “G” liquor license for North Island Catering located at 3516 US Highway 34, Unit B.

**BOARD/COMMISSION REVIEW:**

N/A

**ACTION PREVIOUSLY TAKEN:**

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

**DEPARTMENT:** Clerks Office

**SUBMITTED BY:** Tina Touchette

**FISCAL IMPACT:**

N/A

**BACKGROUND:**

The Oswegoland Park District elected to contract with North Island Catering, Inc. for the operating of Pearce’s Pub & Grill. North Island Catering will provide services for the restaurant, deck and tent/pavilion.

**DISCUSSION:**

North Island Catering, Inc. has applied for a Class G liquor license for the restaurant, deck and tent/pavilion areas. A Class G liquor license authorizes the licensee to sell alcoholic liquors to its patrons and guests by the drink and not for resale in any form. Just as with the license that was approved for the Oswegoland Park District back on February 4, 2020, the Illinois Liquor Control Commission will not issue two liquor licenses to the same address. For purposes of securing a separate liquor license, the restaurant tenant will be assigned Unit B.

The attached ordinance is requesting an increase of a Class G liquor license for North Island Catering, Inc. North Island Catering, Inc. shall be subject to all sales tax and food and beverage tax as defined by Title 3 Chapter 36 of Village Code. All required occupancy permits shall be

obtained from the Village of Oswego and a State issued liquor license shall be obtained from the Illinois Liquor Commission prior to release of the Village issued liquor license.

North Island Catering is anticipating an opening date of April 1<sup>st</sup>.

Satisfactory background checks have been received.

**RECOMMENDATION:**

Staff is recommending the approval of an ordinance to increase a Class G liquor license for North Island Catering, Inc. located at 3516 US Highway 34, Unit B.

**ATTACHMENTS:**

- Ordinance

**VILLAGE OF OSWEGO  
KENDALL AND WILL COUNTIES, ILLINOIS**

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**ORDINANCE NO. 20 - \_\_**

**AN ORDINANCE AMENDING TITLE 3 CHAPTER 7 OF THE CODE OF ORDINANCES FOR  
THE VILLAGE OF OSWEGO, KENDALL AND WILL COUNTIES, ILLINOIS**

**Alcoholic Beverages  
(North Island Catering, Inc. 3516 US Highway 34; Unit B, Oswego IL; Increase Class "G"  
Liquor License)**

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**ADOPTED BY  
THE PRESIDENT AND BOARD OF TRUSTEES  
OF THE  
VILLAGE OF OSWEGO**

This 3<sup>rd</sup> day of March 2020

Published in this pamphlet form by authority of the President  
and Board of Trustees of the Village of Oswego on March 4, 2020.

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**AN ORDINANCE AMENDING TITLE 3 CHAPTER 7 OF THE CODE OF ORDINANCES FOR THE VILLAGE OF OSWEGO, KENDALL AND WILL COUNTIES, ILLINOIS**

**Alcoholic Beverages  
(North Island Catering, Inc. 3516 US Highway 34; Unit B, Oswego IL; Increase Class “G” Liquor License)**

---

**WHEREAS**, the Village of Oswego (“Village”) has a population of more than 25,000 and is therefore a “Home Rule Unit” under the 1970 Illinois Constitution; and

**WHEREAS**, the Illinois Constitution of 1970 provides that a Home Rule Unit may exercise any power and perform any function pertaining to its government and affairs, including but not limited to the power to regulate for the protection of the public health, safety, morals and welfare; to license, to tax; and to incur debt; and

**WHEREAS**, the Village has in full force and effect a codified set of those ordinances of the Village which are of a general and permanent nature, which said codified set is known and designated as the Village Code of the Village of Oswego, as amended; and

**WHEREAS**, North Island Catering, Inc. applied for a Class “G” liquor license which authorizes the licensee to sell alcoholic liquors to its patrons and guests by the drink and not for resale in any form and shall only be available for premises defined as a golf course; and

**WHEREAS**, all required permits, registrations and licenses shall be obtained from the Village of Oswego and a State issued liquor license shall be obtained from the Illinois Liquor Commission prior to release of the Village issued liquor license; and

**WHEREAS**, North Island Catering, Inc. shall be subject to all Sales Tax and Food & Beverage Tax; and

**NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OSWEGO, KENDALL AND WILL COUNTIES, ILLINOIS IN THE EXERCISE OF THEIR HOME RULE, STATUTORY AND OTHER POWERS, AS FOLLOWS:**

Section 1: That the recitals set forth above are incorporated here by reference, and the ordinance is approved to increase the number of Class “G” liquor licenses from one (1) to two (2) licenses. That Section 3-7-11 of the Village Code of the Village of Oswego is hereby amended as follows:

**3-7-11: NUMBER OF LIQUOR LICENSES:**

There shall be no more than eight (8) Class A licenses in effect at any one time.

There shall be no more than eighteen (18) Class B licenses in effect at any one time.

There shall be no more than eighteen (18) Class C licenses in effect at any one time.

There shall be no more than four (4) Class D licenses in effect at any one time.

There shall be no more than two (2) Class E licenses in effect at any one time.  
 There shall be no more than four (4) Class F licenses in effect at any one time.  
There shall be no more than two (2) Class G license in effect at any one time.  
 There shall be no more than zero (0) Class H license in effect at any one time.  
 There shall be no more than zero (0) Class I license in effect at any one time.  
 There shall be no more than zero (0) Class J license in effect at any one time.  
 There shall be no more than one (1) Class K license in effect at any one time.  
 There shall be no more than one (1) Class L license in effect at any one time.  
 There shall be no more than zero (0) Class M license in effect at any one time.  
 There shall be no more than two (2) Class N license in effect at any one time.  
 There shall be no more than one (1) Class O license in effect at any one time.  
 There shall be no more than one (1) Class P license in effect at any one time.

**Section 2: SEVERABILITY**

This ordinance and every provision thereof shall be considered severable. If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

**Section 3: REPEALER**

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

**Section 4: EFFECTIVE DATE**

This Ordinance shall be in full force and effect immediately upon its passage, approval and publication in this pamphlet form which is hereby authorized, as provided by law.

**PASSED** by the Board of Trustees of the Village of Oswego, Kendall and Will Counties, Illinois this 3<sup>rd</sup> day of March 2020.

JAMES MARTER	_____	LUIS PEREZ	_____
TERRY OLSON	_____	JUDY SOLLINGER	_____
PAM PARR	_____	BRIAN THOMAS	_____

**APPROVED** by me, Troy Parlier, as President of the Village of Oswego, Kendall and Will Counties, Illinois this 3<sup>rd</sup> day of March 2020.

\_\_\_\_\_  
 TROY PARLIER, VILLAGE PRESIDENT

\_\_\_\_\_  
 TINA TOUCHETTE, VILLAGE CLERK

STATE OF ILLINOIS     )  
  )  
COUNTY OF KENDALL)     SS

**CLERK'S CERTIFICATE**  
**(ORDINANCE)**

I, Tina Touchette, the duly qualified and acting Village Clerk of the Village of Oswego, Kendall and Will Counties, Illinois, do hereby certify that I am the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance entitled:

**AN ORDINANCE AMENDING TITLE 3 CHAPTER 7 OF THE CODE OF ORDINANCES FOR THE VILLAGE OF OSWEGO, KENDALL AND WILL COUNTIES, ILLINOIS**

**Alcoholic Beverages**  
**(North Island Catering, Inc. 3516 US Highway 34; Unit B, Oswego IL; Increase Class "G" Liquor License)**

which Ordinance was duly adopted by said Board of Trustees at a meeting held on the 3<sup>rd</sup> day of March 2020, approved by the Village President on 3<sup>rd</sup> day of March 2020 and thereafter published in pamphlet form to the extent required by law.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at said meeting and that the Board complied with all requirements of the Illinois Open Meetings Act.

IN WITNESS WHEREOF, I have hereunto set my hand this 4<sup>th</sup> day of March 2020.

---

Tina Touchette, Village Clerk  
Village of Oswego

(Seal)

**Village of Oswego  
Bill List  
March 3, 2020**

<u>Fund/Department:</u>	<u>Vendor Name:</u>	<u>Description:</u>	<u>Amount:</u>	<u>Department Totals:</u>
<b>General Fund:</b>				
Corporate:				
1001100	Ancel, Glink, Diamond, Bush, DiCianni	Legal Services Jan 2020	2,020.00	
1001100	Call One	Phone Service-Jan 2020	322.60	
1001100	CMRS-PBP	Postage Debit	138.01	
1001100	Colosimo, Carlo	Legal Services-Piggy's BBQ	2,310.00	
1001100	IDES	Unemployment Benefits	2,355.00	
1001100	IPBC	IPBC Insurance-January 2020	6,330.00	
1001100	IPBC	IPBC Insurance-January 2020	41.37	
1001100	IPBC	IPBC Insurance-January 2020	611.23	
1001100	IPRF	Workers Compensation Insurance	857.07	
1001100	Mahoney, Silverman, & Cross	Legal Services	160.00	
1001100	Northern IL University	PA Student Support Services	1,285.71	
1001100	Sterling Codifiers, INC	Codification of Ordinances	1,832.00	
1001100	Toshiba Financial Services	Copier Lease	126.00	
		Corporate Total:		<b>18,388.99</b>
Community Relations:				
1002000	Call One	Phone Service-Jan 2020	42.27	
1002000	IPBC	IPBC Insurance-January 2020	1,217.59	
1002000	IPBC	IPBC Insurance-January 2020	11.82	
1002000	IPBC	IPBC Insurance-January 2020	55.94	
1002000	IPRF	Workers Compensation Insurance	257.12	
1002000	Toshiba Financial Services	Copier Lease	63.00	
1002000	Yorkville Postmaster	Spring Newsletter Postage	2,440.48	
		Community Relations Total:		<b>4,088.22</b>
Building & Zoning:				
1002500	Call One	Phone Service-Jan 2020	180.25	
1002500	CMRS-PBP	Postage Debit	5.15	
1002500	IPBC	IPBC Insurance-January 2020	6,130.64	
1002500	IPBC	IPBC Insurance-January 2020	39.41	
1002500	IPBC	IPBC Insurance-January 2020	733.67	
1002500	IPRF	Workers Compensation Insurance	857.07	
1002500	Toshiba Financial Services	Copier Lease	102.00	
1002500	Vision Service Plan	Vision Insurance	19.34	
		Building & Zoning Total:		<b>8,067.53</b>
Community Development:				
1003000	Call One	Phone Service-Jan 2020	119.87	
1003000	CMRS-PBP	Postage Debit	622.63	
1003000	IPBC	IPBC Insurance-January 2020	3,118.03	
1003000	IPBC	IPBC Insurance-January 2020	23.64	
1003000	IPBC	IPBC Insurance-January 2020	216.07	
1003000	IPRF	Workers Compensation Insurance	457.10	
1003000	Toshiba Financial Services	Copier Lease	63.00	
1003000	Village of Plainfiel	International Building Code Workshop	60.00	
		Community Development		<b>4,680.34</b>
Economic Development:				
1003500	Call One	Phone Service-Jan 2020	18.10	
1003500	CMRS-PBP	Postage Debit	7.92	
1003500	IPBC	IPBC Insurance-January 2020	1,355.00	
1003500	IPBC	IPBC Insurance-January 2020	5.91	
1003500	IPBC	IPBC Insurance-January 2020	96.63	
1003500	IPRF	Workers Compensation Insurance	114.28	
1003500	Toshiba Financial Services	Copier Lease	63.00	
		Economic Development:		<b>1,660.84</b>
Finance:				
1004000	Call One	Phone Service-Jan 2020	72.46	
1004000	CMRS-PBP	Postage Debit	170.97	
1004000	Gateway Svcs	CC Processing-Operating	14.20	
1004000	IPBC	IPBC Insurance-January 2020	4,253.88	
1004000	IPBC	IPBC Insurance-January 2020	22.75	
1004000	IPBC	IPBC Insurance-January 2020	380.12	
1004000	IPRF	Workers Compensation Insurance	685.66	
1004000	Matrix NPC Merchant	CC Processing-Operating	605.93	
1004000	Municipal Collection	Collection Services	24.00	
1004000	Toshiba Financial Services	Copier Lease	63.00	
1004000	Vision Service Plan	Vision Insurance	19.34	

**Village of Oswego  
Bill List  
March 3, 2020**

<u>Fund/Department:</u>	<u>Vendor Name:</u>	<u>Description:</u>	<u>Amount:</u>	<u>Department Totals:</u>
			Finance Total:	<b>6,312.31</b>
Information Technologies:				
1004500	CDW Government, INC	Cisco SMARTnet	10,494.34	
1004500	GovITC	Cyberhawk Vulnerability Testing	6,642.86	
1004500	IPBC	IPBC Insurance-January 2020	1,355.00	
1004500	IPBC	IPBC Insurance-January 2020	5.91	
1004500	IPBC	IPBC Insurance-January 2020	96.63	
1004500	IPRF	Workers Compensation Insurance	114.28	
1004500	MCCI, LLC	MCCI - JustFOIA Software	4,500.00	
1004500	Municipal Systems, INC	Adjudication Software Annual Fee	1,200.00	
1000000	Municipal Systems, INC	Adjudication Software Annual Fee	3,600.00	FY21
1004550	ROK Technologies	Hosted GIS	12,000.00	
1004500	Toshiba Financial Services	Copier Lease	426.00	
		Information Technologies Total:		<b>40,435.02</b>
Police:				
1005030	Call One	Phone Service-Jan 2020	1,908.72	
1005030	IPBC	IPBC Insurance-January 2020	45,059.40	
1005030	IPBC	IPBC Insurance-January 2020	170.32	
1005030	IPBC	IPBC Insurance-January 2020	2,432.69	
1005040	IPBC	IPBC Insurance-January 2020	47,716.46	
1005040	IPBC	IPBC Insurance-January 2020	195.03	
1005040	IPBC	IPBC Insurance-January 2020	2,705.65	
1005030	IPRF	Workers Compensation Insurance	7,368.80	
1005030	Kendall County Assoc of Chiefs of Police	February 2020 Meeting Fee	48.00	
1005040	Kendall County Assoc of Chiefs of Police	February 2020 Meeting Fee	32.00	
1005040	Oswego Cleaners	Sewing, Jacket Patch	8.00	
1005040	Oswego Fire Protection District	Gasoline - OFD Fuel Pump Usage	6,058.44	
1005030	Physicians Immediate Care	Hep B Vaccines	95.00	
1005030	Physicians Immediate Care	Hepatitis B Vaccines	95.00	
1005030	Physicians Immediate Care	Monthly Random Drug Screens	38.00	
1005030	Reserve Account	Postage for PD	875.00	
1005030	Toshiba Financial Services	Copier Lease	428.00	
1005030	Vision Service Plan	Vision Insurance	200.08	
1005040	Wex Bank	Fuel for Fleet	381.79	
		Police Total:		<b>115,816.38</b>
Public Works:				
1006050	Al Warren Oil Co, INC	Diesel Fuel for Fleet	712.36	
1006060	Alarm Detection Systems	New PD - Quarterly Alarm Charges	174.00	
1006060	Alarm Detection Systems	PW - Replacement Fob	15.00	
1006060	Aramark Corporation	New PD - Mat Rental	43.87	
1006060	Aramark Corporation	New PD - Mat Rental	43.87	
1006060	Aramark Corporation	New PD - Mat Rental	43.87	
1006060	Barretts Soft Water	New PD - Water Softener Salt	200.70	
1006030	Beverly Snow & Ice INC	Snow Removal	6,894.50	
1006010	Call One	Phone Service-Jan 2020	24.15	
1006030	Comed	Master Account Street Lights	2,166.61	
1006030	Compass Minerals America	Bulk Road Salt	11,076.11	
1006030	Compass Minerals America	Bulk Road Salt	3,556.68	
1006030	Compass Minerals America	Bulk Road Salt	3,360.07	
1006030	Compass Minerals America	Bulk Road Salt	31,143.42	
1006060	Doors By Russ	PW - Rewired Shut-Off Switch	130.00	
1006030	Frost Electric Company	New Street Light	2,650.00	
1006030	Frost Electric Company	Street Light Repair	1,385.00	
1006030	Frost Electric Company	Street Light Repair	1,580.00	
1006030	IL Department of Transportation	Traffic Signal Maintenance	341.64	
1006060	Imperial Service Systems	PD-Monthly Cleaning Services	3,276.00	
1006060	Imperial Service Systems	PW - Monthly Cleaning Service	379.00	
1006060	Imperial Service Systems	VH-Monthly Cleaning Services	1,886.00	
1006010	IPBC	IPBC Insurance-January 2020	3,022.08	
1006010	IPBC	IPBC Insurance-January 2020	10.59	
1006010	IPBC	IPBC Insurance-January 2020	188.99	
1006020	IPBC	IPBC Insurance-January 2020	1,660.65	
1006020	IPBC	IPBC Insurance-January 2020	6.97	
1006020	IPBC	IPBC Insurance-January 2020	71.45	
1006030	IPBC	IPBC Insurance-January 2020	3,543.78	
1006030	IPBC	IPBC Insurance-January 2020	15.58	
1006030	IPBC	IPBC Insurance-January 2020	202.22	
1006040	IPBC	IPBC Insurance-January 2020	3,698.39	



**Village of Oswego  
Bill List  
March 3, 2020**

<u>Fund/Department:</u>	<u>Vendor Name:</u>	<u>Description:</u>	<u>Amount:</u>	<u>Department Totals:</u>
1006040	IPBC	IPBC Insurance-January 2020	18.78	
1006040	IPBC	IPBC Insurance-January 2020	258.67	
1006050	IPBC	IPBC Insurance-January 2020	1,715.20	
1006050	IPBC	IPBC Insurance-January 2020	7.78	
1006050	IPBC	IPBC Insurance-January 2020	122.12	
1006060	IPBC	IPBC Insurance-January 2020	955.10	
1006060	IPBC	IPBC Insurance-January 2020	10.32	
1006060	IPBC	IPBC Insurance-January 2020	51.56	
1006030	IPRF	Workers Compensation Insurance	1,462.73	
1006030	Lofgren, Kelly	Reimb for Damaged Mailbox	73.92	
1006030	Meade Electric Company	Traffic Signal Repair	323.92	
1006030	Meade Electric Company	Traffic Signal Repair	517.46	
1006010	Physicians Immediate Care	Random Drug Screening	197.00	
1006060	Schindler Elevator Company	VH - Elevator Hoistway Access	460.00	
1006060	Starfire System, INC	New PD - Testing of Clean Agent System	1,320.00	
1006010	Stonehill Business Partners	Lot 8 Annual Assessment	360.88	
1000000	Stonehill Business Partners	Lot 8 Annual Assessment	721.72	FY21
1006010	Toshiba Financial Services	Copier Lease	65.50	
1006010	Vision Service Plan	Vision Insurance	38.68	
1006060	Warehouse Direct	New PD - Paper Towels, TP	252.64	
1006060	Warehouse Direct	PD - Paper Towels, Cleaner	241.25	
			Public Works Total:	<u>92,678.78</u>
			General Fund Total:	<u>292,128.41</u>
<b>Water &amp; Sewer Fund:</b>				
5006070	Al Warren Oil Co, INC	Diesel Fuel for Fleet	870.66	
5006070	Call One	Phone Service-Jan 2020	1,120.19	
5006070	CMRS-PBP	Postage Debit	55.32	
5006070	Comed	1613 Rt 34 Booster 2	342.82	
5006070	Comed	378 Ogden Falls Blvd Well 7	1,475.28	
5006070	Comed	Master Account Lift Stations	606.44	
5006070	FNBO	UB Processing Fees-Auto CC	45.00	
5006070	Gateway Svcs	CC Processing-Online	10.00	
5006070	Hawkins Water Treatment	Chlorine Ejector Rebuild Kits	600.00	
5006070	Imperial Service Systems	PW/Water - Monthly Cleaning Services	379.00	
5006070	IPBC	IPBC Insurance-January 2020	15,788.17	
5006070	IPBC	IPBC Insurance-January 2020	84.51	
5006070	IPBC	IPBC Insurance-January 2020	1,067.89	
5006070	IPRF	Workers Compensation Insurance	1,279.89	
5006070	M.E. Simpson Company	Leak Detection	690.00	
5006070	Matrix NPC Merchant	Pmt Processing-Water Online Payments	2,747.68	
5006070	Toshiba Financial Services	Copier Lease	65.50	
5006070	USPS	Postage-Regular Utility Bills	4,303.30	
5006070	Vanco Services	UB Processing Fees-Echecks	217.46	
			Water & Sewer Fund:	<u>31,749.11</u>
<b>Water &amp; Sewer Capital Fund:</b>				
5106070	Fox Metro Water Reclamation District	Fox Metro Sanitary Cleaning	23,574.73	
5106070	Water Services Co of Illinois	Water Meter Installation	19,286.70	
			Water & Sewer Capital Fund:	<u>42,861.43</u>
<b>Capital Fund:</b>				
3003000	HR Green, INC.	Bridge Maintenance - Engineering	1,237.06	
3003000	Tyler Technologies, INC	ERP Implementation Phase 5	1,280.00	
3003000	Tyler Technologies, INC	ERP Implementation Phase 5	1,792.70	
			Capital Fund:	<u>4,309.76</u>
<b>Public Improvement/Roads Fund:</b>				
2006030	D Construction, INC.	2019 Road Maintenance Project	40,332.16	
			Public Improvement/Roads Fund:	<u>40,332.16</u>
<b>Vehicle Fund:</b>				
6001000	Kustom Signals, INC	Golden Eagle Radar	1,258.00	
6001000	Miner Electronics Co	VHF City Band Radio for Sq 13	802.00	
6001000	Rush Truck Center	2020 International MV607 Chassis	77,976.00	
6001000	Strypes Plus More	New Squad #13 - Stripe	440.00	
			Vehicle Fund:	<u>80,476.00</u>
<b>Special Events Fund:</b>				
2300000	ARC Pyrotechnics	Village Fireworks Display	10,764.89	
2302000	First Place Rental	Light Towers - Christmas Walk	2,300.00	

**Village of Oswego  
Bill List  
March 3, 2020**

<u>Fund/Department:</u>	<u>Vendor Name:</u>	<u>Description:</u>	<u>Amount:</u>	<u>Department Totals:</u>
2302000	Quick Signs	Poly Foam Boards, Lunafest	168.00	
2300000	Swank Motion Picture	Movies in the Park-2020	1,905.00	FY21
2302000	Village Grind	LUNAFEST Catering	357.75	
				Special Events Fund: <u>15,495.64</u>
<b>Subdivision Escrow Fund:</b>				
9000000	3 Diamond Development	Escrow Refund Oswego Sen Apts 779.12	1,612.97	
9000000	4 Diamond Development	Escrow Refund White Oak 743.10	131.62	
9000000	Ocean Atlantic Development	Escrow Refund Southbury Clubhouse 454.04	1,949.53	
9000000	Portillo, Richard J	Escrow Refund Prairie Market 969.17	1,082.31	
				Sub Escrow Fund: <u>4,776.43</u>
<b>TIF Fund:</b>				
2503500	Ancel, Glink, Diamond, Bush, DiCianni	Legal Services Jan 2020	4,320.00	
2503500	Kane, McKenna & Associates	2015 Downtown TIF Contract	3,688.20	
2503500	Robinson Engineering	17-R0416.03-Block 11 Engineering	10,997.50	
2503500	Shodeen Group, LLC	Reserve at Hudson Crossing	9,398.36	
2503500	Shodeen Group, LLC	Reserve at Hudson Crossing	625,125.37	
2503500	Shodeen Group, LLC	Reserve at Hudson Crossing	415,133.00	
				TIF Fund: <u>1,068,662.43</u>
<b>Other General Fund:</b>				
1000000	I.U.O.E. Local 150	Union Dues	953.27	
1000000	I.U.O.E. Local 150	Union Dues	32.00	
1000000	I.U.O.E. Local 150	Union Dues	216.00	
1000000	IPBC	IPBC Insurance-January 2020	25,989.59	
1000000	IPBC	IPBC Insurance-January 2020	2,128.82	
1000000	Vision Service Plan	Vision Insurance	32.68	
1000000	Vision Service Plan	Vision Insurance-Retirees	304.78	
1000000	Vision Service Plan	Vision Insurance-Retirees	1,959.42	
				Other General Fund: <u>31,616.56</u>
				Grand Total: <u><u>1,612,407.93</u></u>