



NOTICE AND AGENDA

**NOTICE IS HEREBY GIVEN
THAT A COMMITTEE OF THE WHOLE MEETING**

WILL BE HELD ON

June 23, 2020

6:00 PM

Location: Oswego Village Hall

A. MEETING INFORMATION

A.1 Pursuant to Public Act 101-0640, which went into effect on June 12, 2020, allows public bodies to conduct remote meetings under certain conditions. The Village of Oswego has determined that an in-person meeting is not practical or prudent and therefore the Village Board will meet electronically with the appropriate meeting information for public participation and attendance provided. Instructions on public access to this meeting are available through the link within the agenda.

[Electronic_Meetings_and_Public_Comment_Instructions_6-16-20.docx](#)

B. CALL TO ORDER

C. ROLL CALL

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

E. PUBLIC FORUM

F. OLD BUSINESS

G. NEW BUSINESS

G.1 License Plate Reader Overview

[License Plate Reader Overview - Memo - 6-23-20.docx](#)

[License Plate Reader - COW Presentation - Final - 6-23-20.pptx](#)

G.2 Update the Village Board on the Azavar Audits

[Azavar update memo June 23 2020.docx](#)

[Azavar update June 2020.pdf](#)

H. CLOSED SESSION

- H.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)]

I. ADJOURNMENT

Posted:
Date: _____
Time: _____
Place: _____
Initials: _____

Tina Touchette
Village Clerk



Tina Touchette,
Village Clerk

100 Parkers Mill • Oswego, IL. 60543 • (630) 554-3259
Website: www.oswegoil.org

June 16, 2020

Remote Meeting Attendance Instructions

In accordance with Public Act 101-0640, which went into effect on June 12, 2020, allows public bodies to conduct remote meetings under certain conditions ([available via this link](#)). Each member of the public body participating by audio or video conference for a meeting held under these provisions is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

The Village of Oswego will hold its regularly scheduled Committee of the Whole and Village Board meetings on Tuesday, Jun 23rd with elected officials, staff, and the public participating remotely in compliance with the State's requirements. The Committee of the Whole will begin at 6 p.m. with the Regular Village Board meeting beginning at 7 p.m. (or immediately following the Committee of the Whole meeting). Village Hall will be open for the meeting; however, residents are strongly encouraged to watch or participate remotely due to there being a limit of ten persons in any public gathering pursuant to the Governor's Executive Order. Here's how:

How to watch or join the meetings from home:

- Watch the livestream at www.oswegoil.org/government/village-board/agendas.aspx. Scroll down to Upcoming Events. Once the meeting begins, an *In Progress* link will appear. Click on it to watch the meeting. You will see the elected officials, staff members, and other participants who are attending in person at Village Hall.
- Watch the webinar live at StreamUS.oswegoil.org. You will see the elected officials, staff members, and other participants who are attending remotely. If you access the video webinar on a smart phone, you will be prompted to download the Zoom app.
- Join our meeting by phone call. Call (312) 626-6799 just prior to the meeting. When prompted, enter passcode **508 193 215** from your phone. You will hear the audio of the meeting through our webinar service.

To give a comment at the meetings, you have multiple options:

- Email your comment to publiccomment@oswegoil.org by 4 p.m. on the day of the meeting. Your comment will be read aloud during the Public Forum portion of the Village Board meeting by a Village staff member. Please indicate, in the subject line of your email, what meeting body you would like your comments to be read aloud at. For example: "Public Comment for Village Board Meeting". The entire content of your written comments will be subject to public release. The Village of Oswego is under no obligation to redact any information.
- Give your comment live by phone. Email publiccomment@oswegoil.org or call 630-554-3259 by 4 p.m. on the day of the meeting and leave your name, address, phone number, and the topic on which you'd like to speak. Our staff will call you during the meeting and will put you on speakerphone so that you can give your comment live. Please be by your phone when the meeting begins at 7 p.m. We will let the line ring four times before moving onto the next speaker.

- You may also still give public comment in person. Residents are strongly encouraged to stay home and participate remotely, however, they may also attend the meeting in person. If attending, members of the public are required to stay six feet from any other person in the room and wear a face covering/mask.

As always, those giving public comment are asked to fill out the Public Participation form and abide by the Village's civility code, which is available on the Village's [website](#).

Get updates as they happen

Residents are also encouraged to follow the Village of Oswego on Facebook (@VillageofOswego) and Twitter (@OswegoIL60543) for up to the minute updates. You can also subscribe to Village of Oswego emails or text alerts by visiting <http://www.oswegoil.org/> and clicking on "E-mail Alerts".

For more information about public participation at meetings during the COVID-19 crisis, please contact me.

Thank you,
Tina Touchette, RMC, CMC
Village Clerk
630-554-3259
ttouchette@oswegoil.org

AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: June 23, 2020

SUBJECT: License Plate Reader Overview

ACTION REQUESTED:

None

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
		None

DEPARTMENT: Police

SUBMITTED BY: Jeff Burgner, Chief of Police

FISCAL IMPACT:

None

BACKGROUND:

The Oswego Police Department has been exploring the concept of using License Plate Reader (LPR) equipment in the Village to assist in crime detection and prevention. This technology has been in existence for over a decade and has become more widely used throughout the country as a resource for police agencies.

DISCUSSION:

LPR is a camera that can be affixed to a squad car or to a stationary object that can read license plates on vehicles. The data collected is retained and ran through a data base to help combat vehicle thefts, retail thefts, burglaries and other potential crimes that occur in the Village. The equipment can be used in real time to identify vehicles that are stolen or have been identified as suspect vehicles in different criminal activity.

LPR options include mobile capability which could be installed on squads but to be effective, the squads need to be out on patrol regularly to read plates of vehicles located in the Village. There are multiple options for mobile technology that vary in cost and functionality. LPR options also include the capability

of a deploying a stationary reader placed in certain points of ingress and egress in the Village creating a proactive safeguard for the community. This option would assist in identifying license plates of vehicles that were in certain areas of the Village when criminal activity occurs and assist in developing leads for investigations. The stationary option has become more cost effective and does not require equipment to be mounted to all front-line squad cars.

Regardless of which concept is used (mobile or stationary), both options include a back-end analytical software that offers searchable data bases to assist in follow up investigations. Officers will be able to search using a multitude of search criteria to assist in identifying potential leads for criminal investigation follow up work.

RECOMMENDATION:

Staff is looking for support of the concept of usage of an LPR program in the Village. If supported, staff will return will program costs and funding options.

ATTACHMENTS:

- LPR Presentation

License Plate Reader (LPR)

Committee of the
Whole

Program Discussion

June 23, 2020

What is LPR?

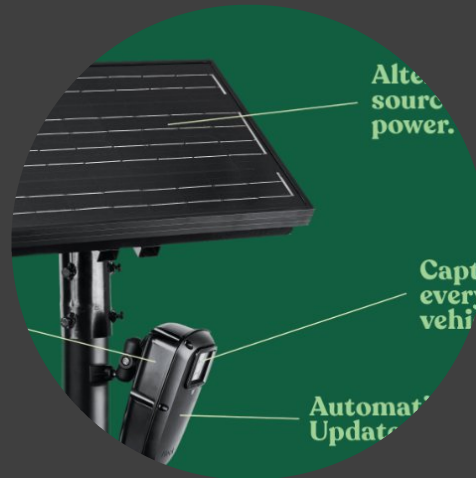
- Automatic License Plate Reader
- Searches for and reads license plates of vehicles
- Provides search results in seconds to officers working the street
- Hits provided in real time from “Hot-List” (stolen vehicles, arrests warrants, vehicles of interest)

What can LPR do for the Village?

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

Types of LPR Systems

- Stationary – stand alone systems that are hard wired or solar powered.
- Mobile w/ multiple readers – system attached to squads that allow mobile capabilities.
- Mobile w/existing cameras – turn existing in-car cameras into an LPR



Vendors

- Flock (Axon) – stationary readers that are solar power
- Vigilant (Motorola) – stationary & mobile readers
- WatchGuard (Motorola) – mobile multiple readers



Stationary LPR's (Flock Safety & Vigilant)

- Stand alone readers on a fixed pole.
- Run on solar or wired power
- Creates a geo-fence around the village
- Not a mobile solution
- Staff recommends a turn-key operation



Mobile readers on squad (Vigilant)

- Readers attached to squads that allow mobile capabilities.
- Only in use when car is in use
- Looks funky
- More expensive



Mobile – Existing Cameras (WatchGuard)

- Converts existing in-car cameras to LPR as well
- Annual reoccurring costs would include licensing and backend analytics of software
- If implemented, all front-line squads in fleet would have this functionality
- Single affixed reader(camera) has limited field view compared to multi-reader option

Back-end Analytics

- Regardless of what manufacturer is utilized, all have a search engine function that allows for an administrative portal to access footage, vehicle information, returns from the “Hot List”.
- Some manufacturers have a more robust search engine. One manufacturer (Flock Safety) uses proprietary machine learning that analyzes each image that uniquely identifies the vehicle by type, make and color.

LPR additional uses

- Parking garage enforcement
- Overnight on-street parking enforcement
- Time restricted parking enforcement
- Homeowner Association ownership and use

Considerations for Staff direction

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

Questions?

AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: June 23, 2020

SUBJECT: Update on Azavar Tax Audits

ACTION REQUESTED:

N/A

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

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

DEPARTMENT: Finance

SUBMITTED BY: Mark G. Horton, CPFO, Finance Director

FISCAL IMPACT:

Additional annual revenues will be received from the audits.

BACKGROUND:

The Village of Oswego contracted with Azavar Government Solutions in November 2018 to separately review and audit each fee, ordinance, contract, franchise agreement, utility tax, locally administered taxes or fees, locally imposed occupation tax, ad valorem tax, excise tax, taxpayer, franchise fee, utility service fee, intergovernmental or other remittances to the Customer, and expense imposed by or upon the Customer within the Customer’s corporate boundaries (“Audits”) including, but not limited to local businesses, electric, gas, cable, telecommunications, refuse, and water providers (“Providers”) on behalf of the Customer.

DISCUSSION:

Staff will provide an update on Azavar’ s findings to date regarding the various audits completed or still in progress.

RECOMMENDATION:

N/A

ATTACHMENTS:

Quarterly progress report

Oswego - Azavar Government Solutions Quarterly Client Update
June 2020



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