



NOTICE AND AGENDA

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

WILL BE HELD ON

October 6, 2020

6:00 PM

Location: Oswego Village Hall

A. MEETING INFORMATION

A.1 Meeting Attendance Instructions

[Meetings and Public Comment Instructions 9-22-20.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 Overnight On-Street Parking Discussion

[Overnight On Street Parking Discussion - Memo - 10-6-20.docx](#)

[Overnight On Street Parking Discussion - Exhibit A - 10-6-20.pdf](#)

G.2 Non-Essential Expenditure Review: Aurora Area Convention and Visitor's Bureau

[AACVB COW Memo 100620.docx](#)

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

September 22, 2020

Meeting Attendance Instructions

Effective Saturday, Aug. 1, 2020, Village Board meetings in the Village of Oswego resumed to normal in-person meeting attendance. Attendance and public participation options via Zoom or other remote participation platforms will no longer be provided. Chairpersons for Village Commission meetings may choose to continue to hold the meetings via Zoom or other remote participation platforms.

Village Hall will be open for the Committee of the Whole and Regular Village Board meetings, however, residents who do not intend to offer public comment are still strongly encouraged to watch remotely.

Public comments, as part of public forum, will no longer be accepted via email or by phone call. Members of the public wishing to comment during the public forum portion of public meetings may do so in person. As always, those giving public comment are asked to fill out the Public Participation form available in the Village Hall lobby and abide by the Village's civility code. General comments from the public to the Village Board or staff can still be submitted to the Village's email address at info@oswegoil.org, however, these comments will not be read aloud at meetings. In addition, the Village President and Trustees welcome emails and phone calls from constituents.

Social distancing measures in place

For members of the public attending meetings in person, guidelines from the Illinois Department of Public Health and the Department of Commerce & Economic Opportunity will remain in effect. These include but are not limited to:

- Wearing face masks
- Maintaining at least six feet of distance from other people
- Capping room capacity at 50 people
- Making hand sanitizer and disposable masks available for attendees

A temperature station is set-up in the lobby to check temperatures of persons attending the Village Board meetings. If you are not feeling well, please stay home.

A tv monitor will be made available in the lobby so that, in the event a meeting reaches the 50-person capacity limit, the public will be able to watch the proceedings from the Village Hall lobby.

How to watch meetings from home

As always, the public is invited to watch the livestream of Oswego Village Board meetings 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.

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, 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: October 6, 2020

SUBJECT: Overnight On-Street Parking Discussion

ACTION REQUESTED:

None.

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
NA	NA	NA

DEPARTMENT: Police

SUBMITTED BY: Jeff Burgner – Chief of Police

FISCAL IMPACT:

N/A

BACKGROUND:

At the September 15, 2020 Village Board meeting, staff was requested to provide an overview of the overnight on street parking restriction ordinance and the history behind the development for the Village Board to discuss at a Committee of the Whole meeting. Staff was also requested to provide information on the current parking exemption process.

In February 2004, members of the Village Board requested that the Public Safety Committee that was in place at that time discuss the idea of restricting parking on Village streets during overnight hours. During the preliminary discussions regarding overnight parking, staff supported the concept of restricting overnight on street parking to assist with crime prevention, clear site lines on roadways and snow plowing. In June 2004, the Homeowner Confederation was advised that a few of the new subdivisions in the Village that were being developed were restricting overnight parking on streets. The Homeowner Confederation was requested to provide feedback from other

homeowner associations regarding interest in the development of an ordinance that restricted overnight parking on streets. Due to minimal feedback, the Village through the water billing sent out surveys asking for residents to indicate if they were in support or against an overnight parking restriction on streets. The survey broke the question into two geographic areas of the Village which was “Original Town” and “Rest of the Village”. The results were shared with the Village Board in August 2005 and are shown below. It should be noted, at the time the results were shared with the Village Board, the Village Board had been supporting the parking restriction in all new subdivisions that were developed over the prior year. This included Southbury, Ashcroft, Blackberry Knolls and Churchill Club.

<u>Original Town</u>		<u>Rest of the Village</u>	
Yes	132	Yes	1852
No	120	No	1087
Undecided	2	Undecided	13

In August 2005, the Village Board was provided a draft ordinance for consideration and the ordinance was passed on September 26, 2005 going into effect on January 1, 2006. The memo and draft ordinance presented to the Village Board on September 6, 2005 for first read is attached.

DISCUSSION:

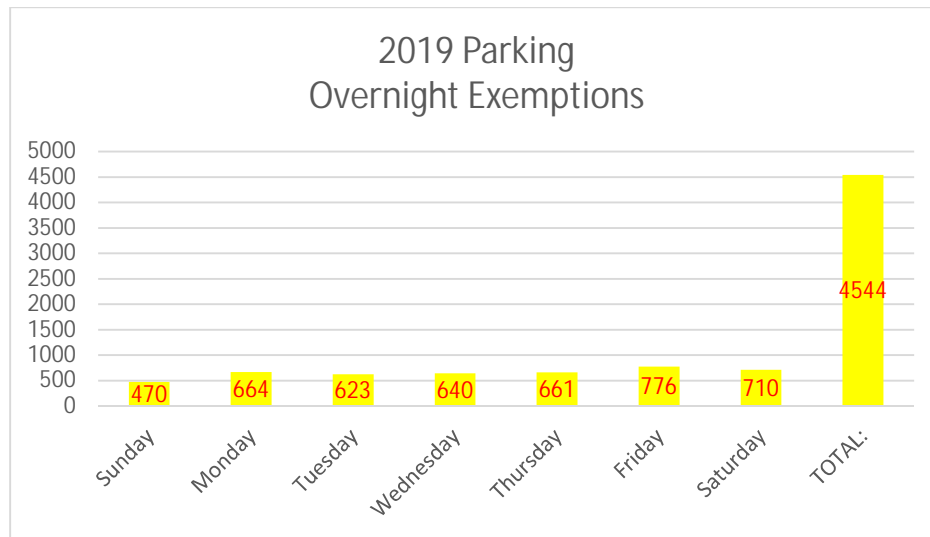
Police Department

The police department has been managing the overnight parking restriction since 2006 regarding enforcement and processing overnight parking exemptions. Currently, the police department does not enforce the overnight parking restriction on the following weekends throughout the year:

- Easter: Friday – Monday
- Memorial Day Weekend: Friday – Monday
- July 1 – July 5
- Labor Day Weekend: Friday – Monday
- Thanksgiving Weekend: Wednesday – Monday
- December 22 – January 2
- PrairieFest: Friday – Monday

The police department also has a provision in place that allows for overnight parking exemptions by individual residence. A resident has the ability to contact the police department and request an exemption for a vehicle to park on the street overnight. Each address has the ability to request up

to 30 nights of exemptions over the course of a calendar year. In 2019, the police department processed approximately 4,544 overnight parking exemption requests from 1,514 unique addresses which represents approximately 1.3% of the total exemptions allowed with approximately 11,000 homes in the Village. A breakdown by day of the week exemptions were used in 2019 is illustrate below.



Information below illustrates overnight parking restriction in surrounding communities.

Community	Overnight Restriction	Restricted Times	Exemption Process
Montgomery	No	N/A	N/A
Aurora	Yes	3am - 5am	Various Options
Plainfield	Yes	1am - 6am	3/Month
Naperville	Yes	2am - 5am	Call Police Dept.
Plano	No	N/A	N/A

Public Works

Village Code prohibits vehicles from being parked on Village streets between the hours of two o'clock (2:00) A.M and six o'clock (6:00) AM on any day, except during an emergency (9-4-16). The end of the prohibition at 6:00 AM coincides with the start of construction hours (4-10-1). This timing effectively prohibits construction vehicles from arriving at the site and parking on the street prior to the start of work. The constructions hours section of the Code prohibits idling of equipment before 6:00 AM.

Village Code also prohibits parking on streets where there is one inch or more of snow for streets in the central business district (9-4-8A) or two inches or more of snow everywhere else (9-4-8B). This provision is in place to allow plows to clear the roadway from curb-to-curb while limiting potential damaged to vehicles parking the road. For snowfall at night, crews start clearing roads between 2:00 AM and 4:00 AM to clear the streets prior to the start of school. Public Works Department does worry about the snowfall depth triggering removal of vehicles in the middle of the night due to the overnight parking prohibition.

RECOMMENDATION:

Staff believes the current ordinance in place works well for the Village. Staff feels overnight parking restriction conditions residents to park on their driveways rather than the street during non-restricted times which assists with roadways being clear during snow removal. The overnight restriction also makes a clearer sight line when officers are patrolling neighborhoods during overnight hours.

ATTACHMENTS:


- September 6, 2005 Memo & Ordinance

OSWEGO POLICE DEPARTMENT

MEMORANDUM

Date: September 6, 2005

To: Village President and Board of Trustees

From: Dwight A. Baird, Chief of Police 

Re: VILLAGE-WIDE 2:00 – 6:00 AM PARKING RESTRICTIONS

The Parking Restriction Ordinance was presented to the Board at the August 15, 2005 Committee of the Whole meeting. At that meeting there was discussion about the ordinance but no changes or concerns were discussed as to the language of the ordinance. As you may recall, the survey results had 1,852 residents voting in favor of the proposed parking restriction, and 1,087 voting against it.

If this proposal is approved, the penalty structure would be similar to other parking ordinances and would start with a \$10.00 fine for the first offense and then progress from that point. The ordinance does have a section for temporary approval of overnight parking that requires the resident to contact the Police Department for approval prior to parking overnight in the restricted areas.

The Village Attorney has prepared an ordinance for your review and consideration. As you review this proposal, please note in Section 1, (B), 1 and 2 has the areas of the Village that will be excluded from this proposed parking restriction.

This is only the first read of the ordinance, and if the Board agrees I would like to have the second read of the ordinance at the September 26, 2005 Board meeting.


DAB/dl

Attachment

File/Village wide parking Memo 9-6-05

OSWEGO POLICE DEPARTMENT

MEMORANDUM

Date: August 22, 2005
 To: Village President and the Board of Trustees
 From: Dwight A. Baird, Chief of Police 
 Re: Survey of other communities about over night parking restrictions

Department	Yes or No	Comments
Hanover Park	Yes	Odd/even parking on one side of street from 2a-6a.
Winnetka	No	
Mount Prospect	Yes	2a-6a
Rosemont	Yes	24 hours
Hawthorne Woods	Yes	2a-5a
Waukegan	Yes	Odd/even 2a-6a. Currently looking to ban all together.
Geneva	No	
Downers Grove	Yes	2a-6a
Deerfield	Yes	2a-6a only.
Carpentersville	Yes	No more than 30minutes between 2a-6a with \$20 fine.
Quincy	No	
Westmont	Yes	No more than 15 minutes between 2a-6a with \$20 fine.
Tinley Park	Yes	2a-5a
Plainfield	Yes	1a-6a
Bartlett	Yes	2a-6a
Carol Stream	Yes	2a-5a
Shorewood	No	
Lombard	Yes	2a-5a
Sugar Grove	Yes	2a-6a
Batavia	Yes	1a-6a
Oak Park	Yes	2a-6a

Broadview	Yes	2a-5a
Streamwood	Yes	1a-5a
St. Charles	No	
Elk Grove Village	Yes	2a-5a
Naperville	Yes	2a-5a
Yorkville	Under review	
Wheaton	Yes	2a-6a
Lisle	Yes	2a-6a
Woodridge	Yes	2a-6a
Villa Park	Yes	2a-6a
Westmont	Yes	2a-6a
Darien	Yes	2a-6a
Wheeling	Yes	2a-6a
Itasca	Yes	2a-6a
Bolingbrook	Yes	2a-6a

AN ORDINANCE PROHIBITING OVERNIGHT PARKING

WHEREAS, vehicles parked overnight along streets within the Village impede police protection, snow removal and other Village operations; and

WHEREAS, the President and Board of Trustees find that it would be in the best interests of the citizens of the Village of Oswego to prohibit overnight parking along streets within the Village.

NOW BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OSWEGO, KENDALL COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1:

That Title 9, Chapter 4 of the Code of Ordinances for the Village of Oswego be and the same is hereby amended by the addition of Section 9-4-16 as follows:

9-4-16: **OVERNIGHT PARKING:**

- (A) Overnight Parking Prohibited: It shall be unlawful for the driver of any vehicle to park said vehicle, or to permit said vehicle to be parked, on any street in the Village between the hours of two o'clock (2:00) A.M. and six o'clock (6:00) A.M. of any day, except in an emergency.
- (B) Exceptions: Due to the prevailing design of streets and/or driveways within the following areas, overnight parking shall be permitted therein:

1. **ORIGINAL TOWN**

- Adams Street
- Ashland Street
- Bell Court
- Benton Street – E. & W.
- Chicago Road – Odd Number Addresses
- Douglas Street
- Faro Court
- Forest Avenue – (246-507)
- Franklin Street
- Fuller Avenue
- Garfield Street
- Grant Street
- Hickory Street
- Jackson Place
- Jackson Street – E. (5-136)
- Jay Street

Jefferson Street (30-57)
Judson Street
Locust Street
Madison Court
Madison Street – S. (100+)
Main Street
Maple Street
Monroe Street
Park Street
Polk Street
Tyler Street – E. & W.
Van Buren Street – E. & W.
Washington Street – E. & W.
West End Court
Wilson Place

2. **DESIGNATED AREA**

Washington Street – Hometown signed area
Presidential Street – Hometown signed area

- (C) Temporary Waiver: The Chief of Police or the watch commander is authorized to temporarily waive the parking restrictions in this Section upon request and good cause shown and upon determination that such waiver will not adversely affect the safety of life or property.

SECTION 2: REPEALER

All ordinances or parts of ordinances in conflict with any of the provisions of this Ordinance shall be and the same are hereby repealed.

SECTION 3: SEVERABILITY

This Ordinance, and every provision hereof, shall be considered severable. In the event that any court of competent jurisdiction may find and declare any word, phrase, clause, sentence, paragraph, provision or section or part of a phrase, clause, sentence, paragraph, provision or section of this Ordinance void or unconstitutional, the remaining words, phrases, clauses, sentences, paragraphs, provisions and sections and parts of phrases, clauses, sentences, paragraphs, provisions and sections not ruled void or unconstitutional shall continue in full force and effect.

SECTION 4: EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED this _____ day of _____, 2005 with _____ members voting aye, _____ members voting nay, the President _____ voting, with _____ members abstaining or passing and said vote being:

BRIAN LECLERCQ	_____	RODGER LONG	_____
CHARLES PAJOR	_____	BRADEN ROCK	_____
RON WEILERT	_____	LORI WEST	_____

VILLAGE CLERK

APPROVED this _____ day of _____, 2005.

MAYOR

ATTEST:

VILLAGE CLERK

AGENDA ITEM

MEETING TYPE: Committee of the Whole
MEETING DATE: October 6, 2020
SUBJECT: Non-essential expenditure: AACVB

ACTION REQUESTED:

Discussion of continuing the Village’s contract with the Aurora Area Convention and Visitor’s Bureau for 2021.

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
2/20/2018	Village Board Meeting	Approval of a resolution approving the Oswego Tourism Investment Agreement

DEPARTMENT: Community Relations

SUBMITTED BY: Christina Burns, Assistant Village Administrator

FISCAL IMPACT:

The Village of Oswego provides 90 percent of the 3 percent Hotel Motel Tax to the Aurora Area Convention and Visitor’s Bureau (AACVB) in exchange for being included in the AACVB’s tourism and marketing efforts. This is estimated to be \$70,000 annually. Due to the impact of COVID-19 on the tourism industry, the Village has paid \$9,693.19 for January through July 2020. For calendar year 2019, the Village paid \$74,185.98.

BACKGROUND:

In light of the impact of COVID-19 on the Village of Oswego, staff is reviewing all non-essential expenditures for FY21. The Village entered into an agreement for tourism promotion and marketing with the AACVB in 2018 with a term that expires December 15, 2022. In accordance with the contract, the Village must notify the AACVB by October 15 if it intends to terminate the contract for the following year.

The AACVB provides convention and visitor’s bureau services to the great Aurora region, including booking sports tournaments at the Stewart Sports Complex, bus tours to regional

attractions, and promoting the region as a destination. This includes promoting Oswego businesses, restaurants, and attractions, such as the Fox Valley Winery and Emerson Creek Pottery & Tearoom. Oswego is represented on the AACVB Board by Best Western manager Anita Patel and Assistant Administrator Burns.

DISCUSSION:

The Village's investment in the AACVB leverages additional funding through the State's Convention and Visitor's Bureau and, subsequently, the purchasing power of the AACVB. The AACVB's staff members provide expertise in tourism; event booking, including sports tournaments and bus tours; and regional marketing.

The Municipal Marketing program allows the Village to drive 40 percent of the Village's funding contribution to supporting local events and destinations. The program allows the AACVB to act as an extension of the Village's Community Relations staff in promoting all that Oswego has to offer. If the Village were to return to providing convention and visitor's bureau services in-house, it would divert existing resources away from other priorities.

The COVID-19 pandemic has significantly impacted the tourism industry, and as a result, the operations of the AACVB. The staff has responded by focusing on more local and regional promotion. This includes their local business discount program that it recently began promoting. AACVB is re-scheduling the canceled events for 2020 and booking new tours and events for 2021. Staff is currently working with the AACVB to direct our local marketing dollars in advance of the holiday shopping season.

RECOMMENDATION:

Staff recommends continuing participation in the Oswego Tourism Investment Agreement with the AACVB.

ATTACHMENTS:

None