



NOTICE AND AGENDA

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

WILL BE HELD ON

October 20, 2020

6:00 PM

Location: Oswego Village Hall

A. MEETING INFORMATION

A.1 Meeting Attendance Instructions

[Meetings and Public Comment Instructions 10-9-20.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 Financial Audit for Fiscal Year 2020 Presentation

[Audit presentation October 2020.docx](#)

G.2 Calendar Year 2020 Village of Oswego Tax Levy Discussion

[Property_tax_memo_2020_tax_levy.docx](#)

G.3 Police Body Worn Camera Overview & Discussion

[Police Body Worn Cameras Overview and Discussion - Memo - 10-20-20.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

October 9, 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 20, 2020

SUBJECT: Sikich, LLP presents Fiscal Year 2020 Audit Report

ACTION REQUESTED:

Receive the report

BOARD/COMMISSION REVIEW:

None

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: N/A

BACKGROUND:

The Village of Oswego contracts annually with an outside auditing firm to complete a fiscal year audit of the financial records. The final audit report ((Comprehensive Annual Financial Report (CAFR)), is reviewed with the Village Board at a public meeting.

DISCUSSION:

The contracted auditing firm, Sikich LLP, will provide a brief overview of the completed audit and answer any questions the Village Board may have regarding the Fiscal Year 2020 CAFR.

RECOMMENDATION:

Accept the report.

ATTACHMENTS:

N/A



AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: October 20, 2020

SUBJECT: Calendar Year 2020 Village of Oswego Property Tax Levy

ACTION REQUESTED:

Staff requests Village Board direction on preparation of the 2020 Property Tax Levy

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

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

DEPARTMENT: Finance

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

FISCAL IMPACT:

The amount of property tax levied for calendar year 2020 will provide revenues to support financing the expenditures of Fiscal Year 2022, May 1, 2021 – April 30, 2022.

BACKGROUND:

Each year, staff discusses increasing, decreasing or maintaining the property tax levy rate with the Village Board prior to preparing the Ordinances for Village Board approval.

DISCUSSION:

The Village tax levy must be adopted by the Village Board and filed with the County Clerk's office by the last Thursday in December. Scenarios for the Levy of property taxes for calendar year 2020 are being presented for consideration based on an estimated 5% equalized assessed value (EAV) increase provided by the Kendall County Supervisor of Assessments.

Description	Levy Amount	Increase in \$ of levy	% increase in levy	Tax rate	% inc./dec. in tax rate	Tax increase for a	Tax increase for a
						home w/eav at 250,000	home w/eav at 325,000
Funding for Police and IMRF pensions	\$2,283,331	\$807,306	55%	0.22382	47%	\$64.93	\$85.71
Funding for Police pension only	\$1,783,331	\$307,306	21%	0.17481	15%	\$24.98	\$32.89
Tax rate equal to tax rate last year	\$1,549,834	\$73,809	5%	0.15192	0%	\$6.33	\$8.23
Decrease tax rate 1%	\$1,534,328	\$58,303	4%	0.1504	-1%	\$5.09	\$6.59
Decrease tax rate 2%	\$1,517,500	\$41,475	3%	0.14875	-2%	\$3.75	\$4.82
Levy same dollar amount as last year	\$1,476,000	\$0	0%	0.14468	-5%	\$0.43	\$0.43

The table displays the levy amount, resulting tax levy dollar change from the 2019 tax levy, the percentage increase in the tax levy, the resulting tax rate, the percentage change in the tax rate and the tax increase for property with equalized assessed valuations at 250,000 and 325,000.

Staff is requesting Village Board direction on preparing the tax levy ordinances for a subsequent meeting. Considerations on whether the tax levy should be increased or decreased should include the pandemic's effect on Village revenue streams, the increase in contributions to the employee pension funds and general operating cost increases.

Five individual levy abatements for outstanding bond issues will be on the agenda at an upcoming Village Board meeting. These levies are automatically extended by the county clerk unless abated (not levied) by the Village Board. The total amount to be abated for calendar 2020 is \$4,220,836.

Two special service area levies will also need to be adopted at a Village Board meeting. These two levies are for the Fox Chase Estates area for maintenance of the detention pond and landscape berm along Mill Road. Last year's levies totaled \$1,173.

RECOMMENDATION:

Staff is requesting Village Board direction to prepare the tax levy ordinances for consideration at a future Village Board meeting.

ATTACHMENTS:

N/A

AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: October 20, 2020

SUBJECT: Police Body Worn Camera Overview & 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:

Police Department staff strives to keep the Village Board apprised of technology that has the potential to improve police services we provide to the community. Body Worn Cameras (BWC) have been in existence for many years and the police department has been investigating this technology dating back to 2015. Over the last few years, staff has monitored BWC equipment, legislation providing guidance for BWC usage in Illinois as well as the public climate relating to Law Enforcement activities. Over the past few years, there has been a push on the national level for police departments to deploy BWC’s. This technology would have the ability provide additional documentation of police encounters with the public which would include arrests and response to resistance incidents.

While BWC’s would be an additional layer of transparency and accountability at the Oswego Police Department, we have been committed to these concepts for many years. The introduction

of the concept of BWC's is not an attempt to fix a problem within the Oswego Police Department. The Oswego Police Department has a long-time practice of reviewing and investigating every Response to Resistance incident that occurs within the police department as well as investigating every citizen complaint that it received. A culture of transparency and accountability already exists within the police department. We share summaries of our Response to Resistance analysis as well as our Internal Affairs Report in the Department Annual Report each year in an effort to be open and honest about our operations.

In 2019, staff began researching BWC equipment and it made sense to engage in conversations with vendors we already have video data retention relationship with for pricing. Staff obtained quotes from our in-car video camera system (WatchGuard) and our Taser vendor (AXON) to include 24 cameras and additional necessary equipment. During the summer months of 2020, staff also identified a potential funding source through use of State funding.

DISCUSSION:

In the attached presentation, staff will provide an overview of BWC's and pertinent information that will assist the Village Board in determining if BWC's should be further discussed regarding potential deployment at the Oswego Police Department. The following topics will be discussed:

- Why discuss BWC's now?
- Overview of equipment
- What can BWC's do for the Village?
- Law Enforcement Officer-Worn Camera Act
- Privacy considerations
- Vendor preference
- Cost

Staff intends to answer questions of the Village Board to assist in facilitating a discussion regarding BWC's. Staff will report back to the Village Board at a later date with any additional information requested to assist the Village Board in determining the next steps.

RECOMMENDATION:

N/A

ATTACHMENTS:

- Body Worn Camera Presentation

Body Worn Camera (BWC)

Committee of the
Whole

Program
Discussion

October 20, 2020

Why now?

- Investigating the deployment of BWC's since 2015
- BWC's found to be an excellent additional tool
- Waiting to see the ramifications of statutory requirements and redaction on other police departments
- Waiting for the technology to advance
- Potential funding source now available

Transparency & Accountability

- Listed as the primary reason for BWC's by many advocates
- Research shows that BWC's don't create Transparency & Accountability where it did not already exist
- OPD continually strives for Transparency and Accountability through our current practices
- BWC's are another tool to assist in the maintenance of Transparency and Accountability



What is a BWC?

- A small video/audio camera with a hard drive and battery
- Worn on the body
- Used to record police-public interactions, including calls for service, arrests and crime scenes



What can BWC's do for the Village?


- Confirm Officer Accounts
 - Verifies and protects officers against baseless complaints
 - Gathers information potentially vital to the Village in lawsuits
- Evidentiary Tool
 - Video evidence of victims and scenes more compelling than written reports alone
 - Allows expansion of video recording we already use for domestic violence cases
- Training Benefits
 - Field training recruits
 - Scenario based training



Law Enforcement Officer-Worn Body Camera Act 50 ILCS 706

- Equipment Requirements
 - Pre-event recording of 30 seconds
 - Record for 10 hours
- Activation/De-Activation Requirements
 - Activation required when responding to calls or when engaged in other law enforcement-related activity
 - Deactivation at request of crime victim or person(s) reporting a crime
- Notice of recording given to persons with a reasonable expectation of privacy
- BWC recording retained for 90 days unless being utilized as evidence then 2 years, or can be longer for training purposes

Law Enforcement Officer-Worn Body Camera Act 50 ILCS 706

- Recordings shall not be used to discipline officers unless:
 - Complaint of misconduct
 - Use of force
 - Formal investigation under Uniform Peace Officers' Disciplinary Act
 - Corroborating other evidence of misconduct
 - Recordings are subject to FOIA disclosure when:
 - Subject of encounter is a victim or witness or provides written permission
 - Filing of a complaint, discharge of a firearm, use of force, arrest or detention, death or bodily harm
 - Recordings responding to FOIA requests will be redacted to remove identification of non-involved persons.
- 

Privacy Considerations

- Citizens
 - BWC's not recording during consensual contacts with citizens without providing verbal warning
 - Officers will give verbal warning when reasonable expectation of privacy
 - CJIS approved cloud storage of recordings and limited access to recordings
 - Automatic deletion after 90 days unless being used for evidence
- Police
 - BWC's can be taken off for sensitive areas of the PD (locker rooms and bathrooms)
 - Pre-recording limit of 30 seconds

Other Considerations

- BWC's are not intended to change Officer behavior. Training and Culture drive behavior.
- Collective Bargaining – If implemented, we will meet with the union to discuss impact on work and operations.
- If implemented, staff will create a Policy & Procedure Committee for BWC's comprised of patrol, sergeants and records.
- BWC's are only one part of a thorough investigation and they do not capture every detail of an event.

Potential Vendors

- Watchguard – Integrates with existing in car camera.
- AXON – Same vendor that provides our current Taser.



WatchGuard Vs Axon

- Both cameras similar in form and function
- Watchguard integrates with our current squad camera system
 - The audio from the bodycam syncs with squad car cameras
 - Video syncs with squad car video and uploads via the same secure LTE portal to the cloud
 - Recordings accessed through the same secure program as squad car videos
- Watchguard has a quick removeable/swappable battery that allows officer to work an entire 12-hour shift with the same camera
- Watchguard the more affordable option (AXON quote was approximately \$29,000 more in a 5 year program)

Watchguard Program Costs
– 24 Camera/5 Year
Program
Purchase Vs. Lease

- 24 Cameras
- 24 Extra Batteries
- 3 Transfer Stations
- Redaction Software
- Squad Hardware –
Integration
- 5 Years of Warranty
- Replacement Cameras After
3 Years

	Purchase	Lease
Year 1	\$60,010.00	\$46,258.00
Year 2	\$11,880.00	\$25,632.00
Year 3	\$11,880.00	\$25,632.00
Year 4	\$52,887.00	\$39,987.00
Year 5	\$17,520.00	\$25,632.00
Total	\$154,177.00	\$163,141.00

Misc. Behind the Scenes Information

- Microphone cradles replaced with BWC cradles in squad cars
- Transfer stations for BWC's installed in PD
- Redaction software
- Uploads occurring through pre-existing hardware already installed in squad cars or via transfer stations
- Utilizing the same CJIS compliant cloud storage



Discussion & Questions