

**MINUTES OF A REGULAR MEETING OF THE  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
June 5, 2018**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Gail Johnson called the meeting to order at 7:09 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Physically Present: President Gail Johnson and Trustees Ryan Kauffman, Pam Parr, Luis Perez, Judy Sollinger and Joe West.

Absent: Trustee Karin McCarthy-Lange

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Jay Hoover, B&Z Manager; Jenette Sturges, Community Engagement Coordinator- Marketing; and Dave Silverman, Village Attorney.

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

There was no one who requested to attend electronically.

**RECOGNITIONS/APPOINTMENTS**

D.1. Oath of Office

a. Michael A. Barajas- Sergeant

Chief Burgner briefly spoke about Michael A. Barajas's background and work history. Family and friends were present. Ron Elvin, Police Commission Board Chairperson and Carrie Niesman, Police Commission Member were present. President Johnson administered the oath and swore him in.

D.2. Recognitions:

a. Angie Hibben

President Johnson recognized Angie Hibben for her 10 years of service on the Cultural Arts Commission.

b. Tamara Moore

President Johnson recognized Tamara Moore for her 3 years of service on the ECO Commission.

D.3. Employee Service Award

a. Andrew Most- 5 Years of Service (Police Department)- Did not attend

b. Justin Graver- 10 Years of Service (Police Department) - Did not attend

c. Chereese Spears- 15 Years of Service (Police Department) - Did not attend

d. Matthew Unger- 15 Years of Service (Police Department) - Did not attend

e. Christopher Biggs- 20 Years of Service (Police Department)- Did not attend

f. James Jensen- 25 Years of Service (Police Department)

Chief Burgner briefly spoke about Deputy Chief James Jensen's background, work history and leadership. Congratulations on 25 years of service on the Police Department.

**PUBLIC FORUM**

The Public Forum was opened at 7:25 p.m.

Russell Pietrowiak addressed the Board regarding The Springs project. He is not against the development;

wildlife in the area; sad to see the ECO system go; not in favor of the chainlink fencing; lives in Churchill; long term impact of the building; concerned with the bike path; increase the number of canopy trees; who will be maintaining and owning the landscaping; long term maintenance; easement with the Park District; whether natural plantings will be developed; how the wetlands will be impacted; revisit the type of plantings. Additionally, he addressed the Memorial Day parade; not well attended; attendance going down every year; it was hot this year.

There was no one else who requested to speak; the Public Forum was closed at 7:34 p.m.

### **STAFF REPORTS**

There were no Staff Reports.

### **CONSENT AGENDA**

- G.1. May 15, 2018 Committee of the Whole Minutes
- G.2. May 15, 2018 Regular Village Board Minutes
- G.3. May 15, 2018 Closed Session Minutes (Approve, but Not Release)
- G.4. Ordinance Authorizing the Disposal of Surplus Property Owned by the Village Of Oswego; Building and Zoning Vehicle #2006, Chevrolet Silverado. (First Read of Ordinance, Waiver of Second Read)  
**Ordinance No. 18-29**
- G.5. Ordinance Repealing Ordinance No. 17-21 Granting a Special Use Permit for an Amusement Establishment Located at 1565 and 1567 US Highway 34 (First Read, Waiver of Second Read)  
**Ordinance No. 18-30**
- G.6. Resolution Authorizing the Release of Certain Closed Session Minutes. **Resolution No. 18-R-40**
- G.7. Resolution Approving a Lease with Verizon Wireless to Locate Cellular Equipment on the Fox Chase Water Tower. **Resolution No. 18-R-41**
- G.8. Ordinance Rescinding Section 1 of Ordinance No.12-37 Regarding the Board of Police Commissioners Rules and Regulations for the Village of Oswego, Kendall & Will Counties, Illinois. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 18-31**

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to approve the Consent Agenda; Approving the May 15, 2018 Committee of the Whole Meeting Minutes; Approving the May 15, 2018 Regular Village Board Minutes; Approving, but Not Releasing the May 15, 2018 Closed Session Minutes; and approving the following ordinances and resolutions:

**Ordinance No. 18-29;** Ordinance Authorizing the Disposal of Surplus Property Owned by the Village Of Oswego; Building and Zoning Vehicle #2006, Chevrolet Silverado.

**Ordinance No. 18-30;** Ordinance Repealing Ordinance No. 17-21 Granting a Special Use Permit for an Amusement Establishment Located at 1565 and 1567 US Highway 34

**Ordinance No. 18-31;** Ordinance Rescinding Section 1 of Ordinance No.12-37 Regarding the Board of Police Commissioners Rules and Regulations for the Village of Oswego, Kendall & Will Counties, Illinois.

**Resolution No. 18-R-40;** Resolution Authorizing the Release of Certain Closed Session Minutes.

**Resolution No. 18-R-41;** Resolution Approving a Lease with Verizon Wireless to Locate Cellular Equipment on the Fox Chase Water Tower.

Aye: Ryan Kauffman  
Luis Perez  
Joe West

Pam Parr  
Judy Sollinger

Nay: None

Absent: Karin McCarthy-Lange

The motion was declared carried by omnibus roll call vote with five (5) aye votes and zero (0) nay votes.

### **BILL LIST**

H.1. Approve Bill List Dated June 5, 2018 in the Amount of \$1,998,179.47.



Nay: None

Absent: Karin McCarthy-Lange

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

J.3. Ordinance Granting a Special Use Permit for a Day Care Center for The Learning Experience Located at 91 Templeton Drive (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 18-32**

Director Zenner addressed the Board regarding a special use for a day care center to be located at 91 Templeton Drive. The project also requires review and approval of a Final PUD to allow for the development of the site with a one-story, 10,000 square foot building. At this time, staff and the Village's engineering consultant are in the process of reviewing the proposed plans for the Final PUD. The petitioner has requested that the Village Board consider the approval of the Special Use Permit prior to the consideration of the Final PUD and would like preliminary feedback from the Board regarding the proposed site plan and building elevations. If the Village Board wishes to approve the Special Use Permit request, the Final PUD would be brought before the Board for consideration at a later date. There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee Kauffman to Approve an Ordinance Granting a Special Use Permit for a Day Care Center for The Learning Experience Located at 91 Templeton Drive (First Read of Ordinance, Waiver of Second Read)

Aye: Ryan Kauffman  
Luis Perez  
Joe West

Pam Parr  
Judy Sollinger

Nay: None

Absent: Karin McCarthy-Lange

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

J.4. Resolution Authorizing Execution of an Information Technology and SCADA Support Services Agreement for 2018-2021 with Concentric Integration and the Waiving of the Competitive Public Bidding Requirement. (Subject to Village Attorney and Village Administrator Approval) **Resolution No. 18-R-44**

Director Hughes addressed the Board regarding an agreement for SCADA services. Staff recommended the Village enter into an agreement with Concentric Integration to provide the support needed to continue services needed to operate and upgrade the Village's SCADA system. Concentric Integration has been providing this service and has the knowledge of the Village's system. The Village will receive a 5% discount on services with this agreement and annual preventive maintenance inspections are included; along with third party hardware and software renewal support for warranty and license agreements. The contract is broken into two types of work: Fixed Fee Services in the amount of \$25,500 covers the cost of software, hosting and preventative maintenance as defined within the contract; Retained Services in the amount of \$19,500 covers repairs, system improvements, and miscellaneous other work. Staff would like to continue with Concentric Integration and execute the 3-year support agreement utilizing their proactive approach for the support they provide and help to identify other areas in the system that need to be upgraded.

Board and staff discussion focused on saving staff time in monitoring; special projects; maintenance; keeping an eye on pricing; if changing to a new company, it would cost more money for the changeover; Concentric's pricing is fair. There was no further discussion.

A motion was made by Trustee Kauffman and seconded by Trustee Parr to Approve a Resolution Authorizing Execution of an Information Technology and SCADA Support Services Agreement for 2018-2021 with Concentric Integration and the Waiving of the Competitive Public Bidding Requirement. (Subject to Village Attorney and Village Administrator Approval)

Aye: Ryan Kauffman

Pam Parr

Luis Perez  
Joe West

Judy Sollinger

Nay: None

Absent: Karin McCarthy-Lange

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

J.5. Resolution Authorizing Execution of an Amended Professional Engineering Services Contract with HR Green, Increasing the Engineering Inspection Rate from 5.0% to 5.47% of the Final Construction Cost for Street Resurfacing of Various Streets Utilizing Motor Fuel Tax Funds. **Resolution No. 18-R-45**

Director Hughes addressed the Board regarding an amended contract with HR Green. Staff identified additional work to be completed. HR Green requested to increase the payment for Phase 3 Engineering costs from 5.0% of the construction cost to 5.47%, or \$42,000 of the final construction cost. The request is for an additional \$3,608.60. There was no further discussion.

A motion was made by Trustee Parr and seconded by Trustee Sollinger to Approve a Resolution Authorizing Execution of an Amended Professional Engineering Services Contract with HR Green, Increasing the Engineering Inspection Rate from 5.0% to 5.47% of the Final Construction Cost for Street Resurfacing of Various Streets Utilizing Motor Fuel Tax Funds.

Aye: Ryan Kauffman  
Luis Perez  
Joe West

Pam Parr  
Judy Sollinger

Nay: None

Absent: Karin McCarthy-Lange

The motion was declared carried by a roll call vote with five (5) aye votes and zero (0) nay votes.

J.6. Ordinance Approving a Preliminary and Final PUD and Subdivision Plat with a Major Change to the Prairie Market PUD to Allow for the Development of a 280 Unit Apartment Community; The Springs. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 18-33**

Director Zenner addressed the Board regarding The Springs development. In 2005, the Village approved an Annexation Agreement for the Prairie Market development. The approved plans called for the development of 210 townhome units on a 32.8 acre site along the south side of the Prairie Market commercial development. In March of 2017, the Village Board approved a Major Amendment to the PUD to allow for the development of an 88 unit assisted living/memory care facility on a 5.3 acre portion located at the intersection of Yoakum and 5<sup>th</sup> Street which has since been revoked to due to lack of development. The overall site has remained undeveloped since its initial approval in 2005. The petitioner is requesting approval of a Major Change to the PUD for Lot 5 of Prairie Market and a Preliminary/Final PUD and Subdivision Plat to allow for the development of a 280 apartment unit complex consisting of 14 apartment buildings and a clubhouse on a 27.48 acre site located on Lot 5 of the Prairie Market development.

Site Plan

The proposed site plan consists of 14 apartment buildings. Each apartment building will include 20 units per building, for a total of 280 units. The project will consist of 28 studio apartments, 112 1-bedroom units, 112 2-bedroom units, and 28 3-bedroom units. The development will be a gated community with private streets. Residents will be required to utilize the access gate, near the club house, to enter and exit the site. One full vehicular access point is proposed along Fifth Street. An existing emergency access easement connection with the Prairie Market retail center to the north will remain. No cross-access connections to bordering properties are proposed. Because the property is long and narrow, site access is limited, resulting in a single access road design that extends from the eastern half of the development and loops around the property. Each building is provided with vehicular access along one side of the building, with the other side providing a pedestrian courtyard area that connects to other buildings within the development.

The plan provides for a 4,340 square foot clubhouse, containing guest parking and a swimming pool, to be located near the entrance of the development along Fifth Street. The plan also includes 3 detached garages containing a total of 24 spaces, as well as a small maintenance and car care center for residents. There are two pet park areas within the development to provide a space for residents to bring their dogs and allow them to run within a fenced area. The perimeter of the site will be fenced to provide a separation between the proposed use and the surrounding properties. A 5 foot tall decorative fence is proposed at the front of the development along Fifth Street and a 5 foot black vinyl coated chain link fence is proposed around the remainder of the site. There is currently a path connecting the residents of the Churchill Club to the south with the Prairie Market commercial retail development to the north. A small portion of the path, that is located on the subject property, has not been constructed and was intended to be completed with the development of the site. The proposed fence around the site would prohibit pedestrians from using this path when it is constructed. The petitioner is proposing an extension of the path to be located along the western perimeter of the site. The proposed path will be located outside of the fencing for the apartment development and will connect the existing pedestrian paths for Churchill Club and the Prairie Market shopping center. It will maintain the pedestrian connection for the Churchill Club residents while allowing the proposed apartment development to maintain a fence along its perimeter.

Parking

The Zoning Ordinance requires 1.5 parking spaces for every studio and 1-bedroom apartments, and 2 parking spaces for apartments containing 2 or more bedrooms. Based on the proposed plan, code requires a total of 490 parking spaces. Overall, the plan provides 112 attached garage parking spaces, 24 detached garage spaces, and 353 surface parking spaces, for a total of 509 spaces. The plan includes 16 parking spaces for the clubhouse and a total of 337 surface parking spaces for the apartment units. In addition to surface parking, both attached and detached garages are provided. Three (3) detached garages include a total of 24 spaces and each of the 14 buildings includes 8 interior garage spaces. In general, parking spaces are located interior to the development and along the northern property line which allows the proposed residential buildings to provide a visual shield between the vehicular traffic and parking areas and the single-family residents to the south in the Churchill Club development.

Traffic Analysis

The petitioner has submitted a traffic study prepared by KLOA, Inc. showing a comparison between the estimated traffic generated by the original 2005 approved plan consisting of 210 townhomes, and the current proposed plans by The Springs consisting of 280 apartment units.

**Table 1**  
**ESTIMATED TRAFFIC VOLUME COMPARISON – APPROVED AND PROPOSED USES**

Land Use Code	Type/Size	Weekday Morning Peak Hour			Weekday Evening Peak Hour			Saturday Midday Peak Hour		
		In	Out	Total	In	Out	Total	In	Out	Total
<b>Approved Development Plan</b>										
230	210 Townhomes	16	77	93	74	36	110	56	48	104
<b>Current Proposed Development Plan</b>										
220	280 Apartments	28	113	141	112	60	172	79	67	146
	<b>Difference</b>	<b>+12</b>	<b>+36</b>	<b>+48</b>	<b>+38</b>	<b>+24</b>	<b>+62</b>	<b>+23</b>	<b>+19</b>	<b>+42</b>

The proposed plan provides for a left turn in lane for traffic traveling north along 5<sup>th</sup> Street. There is no right turn lane proposed for the southbound traffic along 5<sup>th</sup> Street. The petitioner requested an amendment to the approved plan. Staff evaluated the traffic needs based on the additional units proposed for the site. Given the marginal increase in traffic for the proposed use, the traffic impact for the site would not require the right turn lane for southbound traffic.









President Johnson recognized June 14<sup>th</sup> as Flag Day.

**TRUSTEE REPORTS**

Trustee Perez- addressed Director Cole and Jenette Sturges; good job on managing growth.

Trustee Kauffman- excited about projects and interest in town; thank you to Staff.

Trustee Parr- agreed with Trustee Kauffman.

Trustee Sollinger- agreed with Trustee Kauffman.

**CLOSED SESSION**

There was no Closed Session held.

**ADJOURNMENT**

A motion was made by Trustee Kauffman and seconded by Trustee Sollinger to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 8:13 p.m.

Tina Touchette  
Village Clerk