

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
January 23, 2024**

CALL TO ORDER

President Ryan Kauffman called the meeting to order at 6:02 p.m.

ROLL CALL

Board Members Physically Present: President Ryan Kauffman; Trustees Tom Guist, Kit Kuhrt, Karin McCarthy-Lange, Jennifer Jones Sinnott, and Andrew Torres.

Board Members Absent: Trustee Karen Novy

Staff Physically Present: Dan Di Santo, Village Administrator; Jean Bueche, Asst. Village Administrator; Tina Touchette, Village Clerk; Jason Bastin, Police Chief; Jennifer Hughes, Public Works Director; Andrea Lamberg, Finance Director; Rod Zenner, Development Services Director; Joe Renzetti, IT Director; Bridget Bittman, Community Relations Manager- Marketing; Kevin Leighty, Economic Development Director; Madeleine Trinco, Management Analyst; and Dave Silverman, Village Attorney.

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

President Kauffman noted that Trustee Novy would like to electronically attend tonight's meeting. Trustee Novy submitted the necessary documents to the Village Clerk.

A motion was made by Trustee McCarthy-Lange and seconded by Trustee Torres to approve Trustee Karen Novy to electronically attend the January 23, 2024 Committee of the Whole Meeting.

Aye:	Tom Guist	Kit Kuhrt
	Karin McCarthy-Lange	Jennifer Jones Sinnott
	Andrew Torres	

Nay: None

Absent: Karen Novy

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

Trustee Karen Novy attended electronically at 6:03 p.m.

PUBLIC FORUM

Public Forum was opened at 6:03 p.m. There was no one who requested to speak. The public forum was closed at 6:03 p.m.

OLD BUSINESS

There was no old business.

NEW BUSINESS

F.1 Discuss Public Involvement in Local Decision Making in the Village of Oswego

Administrator Di Santo addressed the Board regarding public involvement in local decision making. At the January 9, 2024, COW meeting, the Village Board discussed the results of the 2023 Community Survey. One of the questions in the survey asked respondents to rate their satisfaction with the "level of involvement in local decision making." Of those that had an opinion, 28% were very satisfied or satisfied, 43.1% were neutral, and 28.9% were dissatisfied

or very dissatisfied. The 28% satisfaction rating represented a 7.7% reduction since the 2018 survey (35.7% satisfaction) and a 4.7% reduction from the 2016 survey (32.7% satisfaction). Compared with other communities, Oswego's rate was 5.9% lower than the national average (33.9% satisfaction) and 5.8% lower than the regional average (33.8% satisfaction). These rate differences represent a significant reduction from previous surveys as well as a significant gap with other communities. Adding to the complexity of the analysis, survey ratings in most communication categories increased from prior Oswego surveys and far outpaced national and regional comparables. A conclusion can be drawn that while Oswego survey respondents are aware of local issues, they are not satisfied with the level of public involvement in local decision making. As such, Mayor Kauffman directed staff to bring back a discussion of ways to improve public involvement in decision making at an upcoming COW. Mayor Kauffman also suggested considering increasing membership on boards and commissions due to the high demand for these positions.

Board & Commission Membership:

The Village of Oswego has 6 boards and commissions that serve the community. A list of these pertinent boards and commissions, along with their membership makeup, is below:

- Historic Preservation Commission
 - 7 voting members
 - 6 must be residents
 - 1 can be from a contiguous territory within 1.5 miles of the Village limits
 - 2 ex-officio, non-voting members
 - Representing the Park District and the now defunct Oswego Economic Development Corporation
- Cultural Arts Commission
 - 7 voting members
 - 4 must be residents
 - 3 can live outside the village but must work in Oswego
 - 1 ex-officio, non-voting member
- Building Code Board of Appeals
 - 5 members and 2 alternates
 - Members must be design professionals with specific experience
 - 1 ex-officio, non-voting member
- Economic Development Commission
 - 7 voting members
 - Members should be from Waubensee Community College, SD308, senior level employees of Oswego businesses, local banks, and a representative of the downtown association.
 - 2 ex-officio, non-voting members
 - Representing Village staff and the Chamber of Commerce
- Planning and Zoning Commission
 - 7 voting members
 - All must be residents
- Board of Police Commissioners
 - 3 voting members

According to the Village Attorney, as a home rule community the Village can increase the number of members on any board or commission.

Other Suggestions:

Staff brainstormed other ideas on how to improve resident involvement in public decision making. These include:

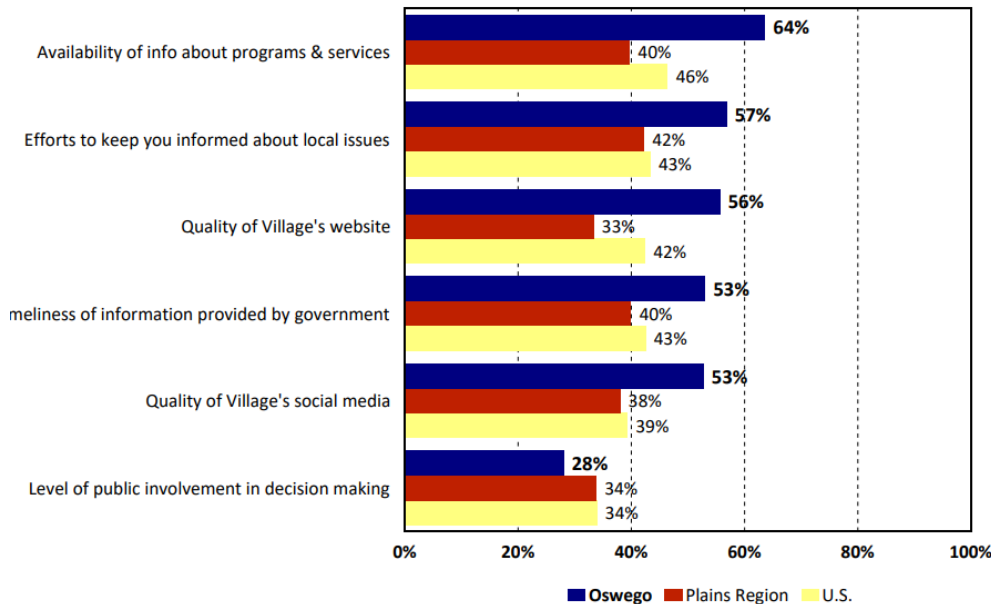
- Making an effort to re-engage homeowners' associations (HOAs) to increase attendance at quarterly Homeowners Confederation meetings. These meetings are a great opportunity for HOA representatives to

learn about the latest village news and to provide feedback and ask questions directly to village staff. Since the COVID-19 pandemic, attendance has diminished, and a renewed effort to spark attendance could get more communication and feedback from our HOAs.

- Continue to regularly conduct community surveys. We started conducting community surveys in 2016 and 2018, but due in part to the COVID-19 pandemic the survey was not issued again until 2023. By committing to regularly issue the survey, the village can better identify and address issues and perceptions among residents.
- Continue to provide timely and transparent information to the public about high profile decisions at the Village Board level before decisions are made. Examples where we provided input to the public for these types of issues include the cricket special use permit, setting water rates for the connection to Lake Michigan water, and the Board’s continued video gaming discussions. We can continue to utilize all of the various media and communication channels that are available to keep the public connected.

Satisfaction with Communications Oswego vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Board and staff discussion focused on getting more people onto boards and commissions; need more ideas; people feel disconnected; increasing the EDC to 15 people; more people, more ideas; want more development and arts; no issues with increasing statutory commission; need to keep quorum requirements in mind; have done a great job in getting people involved; not many people can commit to being on a board or commission; holding quarterly workshops for people to discuss and ask questions; respect the word involvement; Senior Center started as a committee for the Village; it was dissolved and developed into their own entity; used to have an ECO committee, but it was dissolved and never took off on their own; quarterly workshops sound good, but it doesn't get us where we want to be; people are reaching out and wanting to get involved; had success with holding pop-ups in the community; need to go into the community versus them coming to us; more opportunities for the community to talk to us; engagement in Prescott Mill was awesome; adding a couple more people to each board and commission; whether commissions require Village staff presence; concerns with adding more onto liaison's plates; liaisons need to be at every meeting to take minutes, open and close the building, and ensure OMA is being adhered to; whether EDC members are all busy; adding more work that doesn't bring a benefit; liaisons having to manage too much; timing of survey; survey response due to cricket item right before the survey came out; was a challenge to find people who could commit to the EDC; EDC members are not used for the recruitment of businesses; no added cost

for adding two more people to the EDC; adding more EDC meetings could be challenging; EDC members are not employees being paid; nice momentum on the EDC; bringing leads to the EDC; prioritizing and giving support; budgeting of funds; involvement for pursuing economic development; comment cards; Oswego Chamber is a good resource; lead generation can come from anyone; Schaumburg has 30 members on the EDC, but used more for networking than engagement; 7-9 members on the EDC is normal; 7 members is normal on the PZC; trouble with getting members on the HPC; PZC and EDC commissions are full; ok with increasing the PZC to 9 members if it doesn't add more work; meeting the quorum requirements would be an issue; PZC will still need to review big items after the UDO is approved; too much work to separate the PZC to different committees; like regular surveys; don't need more members on the PZC; could add more on the EDC; don't see the correlation from the survey; more pop-up opportunities; how pop-ups get people to feel they are included in the decision making process; adding more members to the PZC and EDC and see how it works; PZC members are paid \$50.00 per meeting; HOA Presidents attend the HOA Confederation meetings and share the information with their residents; whether to turn the HOA Confederation into a commission; Citizen's Advisory Committee is not a decision making committee; HOA Confederation meetings are informal and open to the public; sending a letter to HOA Presidents to see if we can boost attendance at the HOA Confederation meetings; holding an open house for HOA's to attend; adding two more members to Cultural Arts will cause issues with quorum; Cultural Arts commission meets monthly and has no quorum 2-3 times per year; every commission has quorum issues; EDC members need to represent what the Village Code defines.

Staff will bring back an ordinance to include the following:

- Adding two more members to Cultural Arts
- Adding two more members to the EDC
- Adding two more members to the PZC

Staff will continue doing the following:

- Quarterly meetings with residents
- Pop-ups
- Surveys every 2-3 years

There was no further discussion.

CLOSED SESSION

There was no closed session.

ADJOURNMENT

The meeting adjourned at 6:52 p.m.

Tina Touchette
Village Clerk