



Tina Touchette
Village Clerk

100 Parkers Mill • Oswego, IL. 60543 • (630) 554-3259 • Fax: (630) 551-4854
Website: <http://www.oswegoil.org>

MUNICIPAL INFORMATION DIRECTORY

The Village of Oswego is a municipality incorporated and organized under the laws of the State of Illinois for the purpose of providing its residents with the following services:

- A. Police Protection
- B. Water service and sewer maintenance
- C. Garbage collection service
- D. Street Maintenance and snow removal
- E. Building and new construction services
- F. Resident services

The Village of Oswego has certain functional subdivisions which are shown on the organizational chart attached hereto. The approximate amount of the operating budget of the Village is \$29,200,000. The Village's Police department is located at 3525 U.S. Route 34, Oswego; the Public Works Maintenance Facility is located at 100 Theodore Drive, Oswego; and the Oswego Village Hall is located at 100 Parkers Mill, Oswego. The Village currently employs approximately 120 full time and part-time employees.

Village Government and meeting information:

The Village of Oswego is governed by a President and Board of Trustees, they are as follows:

Village President Gail Johnson (Term expires 2019)

Trustees: Pam Parr, Luis Perez and Judy Sollinger (Terms expire 2017)
Ryan Kauffman, Karin McCarthy-Lange, Joe West (Terms expire 2019)

The Village Board regularly meets the first and third Tuesday of each month, provided it is not a holiday; December meetings are held the first two Tuesdays of the month. The meetings are held at 7:00p.m. at the Oswego Village Hall located at 100 Parkers Mill, Oswego. The meeting schedule is approved annually by the Board.

The dates of committees and commissions that meet on a regular basis can be found on the community calendar on the Village's web site www.oswegoil.org. The Committee of the Whole meets the first and third Tuesday of each month prior to the Regular Village Board Meeting, as needed; meetings begin between 5:00 p.m. and 6:30p.m.

Regular Village Board Meeting Information:

Agenda:

The agendas and supporting documents for the meetings of the Oswego Village Board are posted in the vestibule of the main entrance to Village Hall and on the Village web site, www.oswegoil.org; they are usually available beginning the Friday before the meeting. If you do not have access to the web site, a copy of the agenda may be obtained from the Clerk's office by calling 630-554-3259; copies are also available at the meeting. Minutes of these meetings are also available on the web site.

Standing Committees:

Two (2) Trustees shall be appointed to each Standing Committee, with one (1) appointed as Chairperson. Trustees who are not Committee members but who are in attendance at a

Committee meeting do not vote. Regular meetings of the committees are currently suspended; they will meet only as needed for special projects. Most items will be discussed at a Committee of the Whole meeting. The Standing Committees are:

Community Development, Building and Zoning
Legislative, Policy and Human Resources
Public Works
Public Safety
Finance
Technology

Planning & Zoning Commission

The Planning & Zoning Commission is made up of seven (7) members and is an appointed body of local residents responsible for reviewing development proposals and making recommendations prior to Village board consideration. The Planning & Zoning Commission meets on the first Thursday following the first Monday of each month provided it is not a holiday. The agendas and minutes are posted on the Village web site, www.oswegoil.org. If you do not have access to the web site a copy of the agenda may be obtained from either the Clerk's Office, 630-554-3259 or the Community Development Department, 630-554-3622; copies are also available at the meeting.

Requests for records:

All requests for records should be submitted to the Oswego Freedom of Information Officer, Tina Touchette, at Village Hall, 100 Parkers Mill, Oswego, IL. The Village charges \$.15 per page for copies, after the first 50 black and white letter or legal sized pages; costs for oversize or color copies can be obtained from the Clerk's Office. The Village regularly maintains the following types or categories of records:

Finance Department: Budget; audits; accounts receivable; accounts payable; receipts for revenue; bonds; financial statements; payroll, special event permits;

Public Works Department: Street/sidewalk maintenance; water services; snow plowing; parkway tree maintenance; street lighting; NPDES Phase 2 Information; vehicle maintenance records; engineering; MFT and IEPA records; construction projects

Community Development Department: submittal and review of rezoning, variance, annexation, and other land development projects requests; amendments to the zoning ordinance; preliminary and final PUD and subdivision plats; landscaping, concept, engineering, site, and lighting plans; elevations; zoning plats; traffic studies; Planning & Zoning Commission; mapping; legal descriptions

Building and Zoning Department: Building permits; contractor registration; occupancy permits; completion bonds; code enforcement; building inspections; demolition permits; stop work orders; municipal building information; inspection reports; plats of survey;

Human Resources: Employee records; insurance

Community Relations Department: web site maintenance; community events; public relations; newsletter.

Tourism Bureau: Promote Oswego and tourism in the Village.

Clerk's Office: Maintains the records for the Village; is the office responding to FOIA requests; licensing and registration; local election official; letters of credit; SSA and Recapture Agreements; ordinances, resolutions and proclamations; minutes; appointments; agendas; intergovernmental agreements; contracts and agreements; Administrative Adjudication records

Administration: oversees the daily operation of the Village; liaison between staff, board, residents and state and federal governments. Maintains grant records; correspondence

Police Department: Oversees law enforcement and solicitor registration for the Village of Oswego. FOIA requests for police records shall be submitted directly to the Oswego Police Department located in the Law Enforcement Center located at 3525 Route 34, Oswego.

Economic Development Department: This department works to attract new businesses and help retain businesses already located in the Village.

COMMISSIONS AND BOARDS

PLANNING & ZONING COMMISSION

Don Marrone, Chair (10-6-17)
Stan Popovich (10-6-17)
Rebecca Stine (10-6-18)
Rick Kuhn (10-6-18)

Charles Pajor (10-6-19)
Brian Fisher (10-6-19)
Ken Holmstrom (10-6-19)

CULTURAL ARTS COMMISSION

Angie Hibben (4-30-17)
Gayle Faber (4-30-18)
Kate Shields (4-30-17)
Karen Kulzer (4-30-18)

Kristie Vest (4-30-18)
Jennifer Putzier (4-30-17)
Tamzin Ritchie (4-30-18)
Michele Bergeron, Ex-officio Village

ECO (Environmentally Conscious Oswego) Commission

George Stenitzer (4-30-16)
Joyce Frankino (4-30-16)
Ernest Price (4-30-18)
Michael Bennett (4-30-16)
Michelle Falesch (4-30-17)
Tamara Moore (4-30-17)

Ellen Von Ohlen, Chair (4-30-17)
Robert Mendoza (4-30-17)
1 Vacant
Aaron Howe, Ex-officio Village
Ex-officio Park District (Vacant)

ECONOMIC DEVELOPMENT COMMISSION

Brenda Van Wyhe (4-30-18)
Dave Behrens, Chair (4-30-18)
Matt Garland (4-30-17)
Jeff Downs (4-30-17)
Kristen Sanders (4-30-17)

Terry Anderson (4-30-16)
Lisa Wentzell (4-30-16)
Angie Hibben, Ex-officio Chamber
Vijay Gadde, Ex-officio Village

OSWEGO HISTORIC PRESERVATION COMMISSION

Karen Knight, Chair (4-30-16)
Bobbi Burgstone (4-30-16)
Tina Beaird (4-30-18)
Vacant
Douglas Pfeiffer (4-30-18)

Kelly Schomer (4-30-17)
Vacant
Chad Feldotto, Ex-officio Park District
Karen Zilly, Ex-officio Village

POLICE PENSION BOARD

Mark Horton (May 2017)
Katherine Morris (May 2016)
Brad Delphey, President (April 2016)

Kevin Norwood (April 2017)
James Bennett (April 2017)

POLICE COMMISSION

Tim Murray, Chairman (4-30-18)
Jeffrey Hahn (4-30-17)

Ronald Elvin (4-30-16)

VILLAGE OF OSWEGO ORGANIZATIONAL CHART

