

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
October 4, 2016**

CALL TO ORDER

President Gail Johnson called the meeting to order at 6:00 p.m.

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

There was no one who participated electronically.

ROLL CALL

Physically Present: President Gail Johnson; Trustees Ryan Kauffman (attended at 6:02 pm), Karin McCarthy-Lange, Pam Parr, Luis Perez , Judy Sollinger and Joe West.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jennifer Hughes, Public Works Director; Jeff Burgner, Police Chief; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Michele Brown, Community Relations Manager; Jay Hoover, B&Z Manger; Joe Renzetti, IT/GIS; and David Silverman, Village Attorney.

PUBLIC FORUM

Public Forum was opened at 6:01 p.m.

Jerry Sternberg addressed the Board regarding the April 4th elections. He inquired as to why the Village holds the election in April instead of in November. Attorney Silverman stated the consolidated elections are held in April per State statute. The Village has no control over the dates the elections are held.

There was no one else who requested to speak; the Public Forum was closed at 6:02 p.m.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

F.1. New Police Headquarters Project Update

Chief Burgner addressed the Board regarding the update to the new Police Headquarters project. The Development Team and Steering Team have worked with MWL, HOK and Gilbane to further the site and building design for the new police headquarters. The Development Team was formed to work through the in depth meetings addressing site flow, building layout/flow and visual appearance of the outside elevations. MWL, HOK and Gilbane are always in attendance at the meetings. Chief Burgner, Deputy Chief Jensen and Trustee Sollinger are standing members of the team at the Village level. The Team brings other staff in, as needed, depending on the topic and staff expertise. The Steering Team serves as the group that makes more critical decisions and ultimately supports concepts that are presented to the Village Board. The Steering Team has assisted in providing large-scale direction and feedback on the progress of the Development Team. MWL, HOK and Gilbane are present at all Steering Team Meetings. The Steering Team is comprised of most members of the Village Management Team as well as Trustees Parr and McCarthy-Lange.

The focus of the project update is to ensure the Village Board is aware and engaged in the progress of the design and construction of the new police headquarters. The update will be broken into four segments:

- Design Update – the final version of the Schematic Design phase, including elevation renderings, site plan, and floor plan layout will be shown
- Budget Alignment Update – providing an update on the budget status and potential strategies to align the budget with the project
- Schedule Update – providing an update on the current status of the project schedule and strategies to assist in staying on track
- Stakeholder Engagement Update – providing a brief overview of the meetings and a recommendation will be made to solicit input and direction from the Village Board

Dean Roberts from MWL, Peter Ruggiero from HOK, and Carrie Hansen from Schoppe Design presented the project status update. Tom Leonard from Gilbane was also in attendance.

Introduction- MWL, Dean Roberts

- Why we are here?
 - 20% through the architecture
- What have we been doing?
 - Ground work for space needs
 - Review of options
 - Estimating a budget
 - Getting to the design
- What we hope to walk away with?
 - Response and feedback from the Board
 - ✓ Looking for feedback regarding the outside elevation renderings
 - ✓ Looking for guidance to assist in further developing ideas and concepts for the master planning of the potential community space located on the site
- Guiding principles-critical success factors
 - Cost/budget parameters
 - ✓ Budget is \$30 million
 - ✓ Will do a cost estimate with Gilbane
 - Process
 - ✓ Engage decision makers
 - ✓ Staff met with numerous stakeholder groups to determine opportunities for the project to serve as a resource to the community as more than only a police station
 - ✓ Meetings generated conversations that sparked numerous ideas to assist in getting the best value and use from the new facility
 - Effective site design
 - ✓ Aspire to high quality
 - Effective building adjacencies and flow
 - Secure site and building
 - Professional work environment
 - ✓ Helping staff be more efficient
 - Civic architecture
 - ✓ Innovation, creativity, not using more resources than needed
 - Sustainable design
 - Planning for the future

Schematic Design- HOK, Peter Ruggiero

Preliminary schematic design work was provided to Gilbane by HOK on September 14, 2016. Gilbane began work on an estimate for the construction cost based off of the schematic design

work provided. Design work was completed on September 28, 2016. Peter discussed the thoughts about the future for effective public safety; new public service campus; Fire and Police Departments are similar; three-party function; community access; community room; four primary entrances; staff entrance is for security; project is about transparency and accessibility; locating the building closer to the road; training wing is in line with the front of the Fire Department and will have its own entrance; vertical elements; tower used as a build board for visibility and sustainability; contemporary version; glass façade; two-story building; offices on second level; integrity and function; celebrating traditions; staff hub becomes center of activity; not needing to work in small rooms; communication and collaboration; building much wider than normal office buildings; bringing natural light into the spaces; tower has a purpose; commemorating events; lobby will be adequate; sally port and fitness areas; administration on first floor.

Community Engagement- Schoppe Design, Carrie Hansen

Carrie discussed the outreach; seeking input and feedback from stakeholders; bringing people to the site; site is geographically central in the community; six groups involved (Fire Department, School District, Park District, Senior Center, Rotary Club and Aurora University); flexibility with the community room; focusing on open space; trail connections; educational opportunities; weather station; wind turbines; water sampling conducted on-site; outdoor education; amphitheater; bringing people to the site for an event; making sure the site is functional; not in competition with other events in town; funding opportunities; Rotary interested; subsequent improvements are not in the budget; looking for feedback, thoughts and ideas.

Next Steps

- Schematic design completion
- On-going staff and public engagement
- Complete bid documents
- Construction starting in the Spring

Board and staff discussion focused on liking the basic concept and green space; concerns with the amount of glass and security; can soften the glass areas and keep transparency; transparency good in the right places; glass is up high and in the community room; more secured in the lower areas; privacy glass on the bottom; needs to be a welcoming place; civic space and staff hub; blown away by the design; crime lab is included; training area has a green roof; reasoning behind the height of the tower; considering proportions and sight lines in the next phase; placement of tower is important; cannot visualize the amphitheater; if amphitheater not funded, where does it go; earmarking part of the property for future development; amphitheater not part of the police department project, but in addition to; whether there is funding for the amphitheater; keeping on track with the budget; next phase will be more detail oriented; keeping the Board in the loop regarding costs; keeping in mind the areas allocated for expansion; recognizing there is an obligation for planning for the future; community room located close to the road; located 20 feet from the future right-of-way; being transparent to the public; glass on all sides; set-back is closer; satisfies desire for semi-enclosed space; progressive attitude; community first; people first; why the building has flat roofs; building should be about its era, age, time and the future; modern approach; building looks like a warehouse; liking the features integrated from other buildings; keep with forward thinking; building represents Oswego; amphitheater would bring residents together; keeping the campus idea going; love to see a dual purpose for the site; what size would the amphitheater be; space for different events; needing the space to be versatile; what the intended purpose would be; project to be a reflection; more analysis is needed regarding additional projects and whether there should be a structure; accessibility and parking capacity; partnership with the schools; looking at the site and providing flexibility and future use. There was no further discussion.

Item was moved to New Business at the October 4, 2016 Regular Village Board meeting.

F.3. Calendar Year 2016 Property Tax Levy

Item was moved to Staff Reports at the October 4, 2016 Regular Village Board meeting

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

The Committee of the Whole meeting adjourned at 7:09 p.m.

Tina Touchette
Village Clerk