

**MINUTES OF A COMMITTEE OF THE WHOLE MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
October 18, 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, Karin McCarthy-Lange, Pam Parr, Judy Sollinger and Joe West.

Absent: Trustee Luis Perez

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jennifer Hughes, Public Works Director; Brad Delphey, Deputy Chief; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Michele Brown, Community Relations Manager; Joe Renzetti, IT/GIS Manager; Billie Robinson, Asst. Finance Director; and Marji Swanson, Village Attorney.

PUBLIC FORUM

Public Forum was opened at 6:00 p.m.

There was no one who requested to speak; the Public Forum was closed at 6:00 p.m.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

F.1. Village Board Priorities Discussion

Asst. Village Administrator Burns addressed the Board regarding the ranking of Village Board priorities for the coming fiscal year and future years. An initial priorities list was provided on items that were carried over from previous discussions; along with some recent items added. New items can be added based on Board discussion, with an opportunity for the Board to rank each item with blue dots. The final project list will be incorporated into the Strategic Planning process and brought into the FY2018 Budget discussion for resources to be allocated appropriately. The following are the results of the rankings:

Projects in Progress

1. Downtown Economic Development (9 votes)
 - a. Marketing Alexander Lumber Property
 - b. Marketing Village Hall Site
2. Village-wide Economic Development (6 votes)
 - a. Route 34 vacancies (1 vote)
 - b. Diversity of retail
 - c. Housing starts (1 vote)
3. Conservation Initiatives (6 votes)
 - a. Municipal Code Review
 - b. ECO Strategic Plan under way

- c. Partnership with Conservation Foundation in place
- 4. New Police Headquarters (4 votes)
 - a. Design under way (1 vote)
 - b. Summer 2018 Completion
- 5. Wolf's Crossing (4 votes)
 - a. Phase 1 Environmental Under way
 - b. Seek funding opportunities
- 6. Regional Positioning (4 votes)
 - a. BDI Report in November
 - b. Implementation to follow
- 7. Metra (3 votes)
 - a. Restart engineering study
 - b. Seek funding opportunities
- 8. ERP Implementation (3 votes)
- 9. Bike path master plan (Connectivity/Walkability) (2 votes)
- 10. Address IT Staffing Needs (1 vote)
- 11. Historic District
 - a. Demolition Review Ordinance under review (1 vote)
- 12. Strategic Plan (1 vote)
 - a. Performance Measures (UIC Study under way)
- 13. Tourism Review (1 vote)
 - a. Study completed; currently in staff review for recommendations

No votes received:

- Retail Toolkit
 - In place; updates with new ED Director
 - Contract anticipated in November
- LED Light Updates
- Holiday lights review
- Subdivision Ordinance update
- Municipal Code Review

Future Projects

1. Downtown Action Plan (8 votes)
 - a. Address downtown parking needs (1 vote)
2. Economic Development Strategic Plan (7 votes)
3. Communication Plan (4 votes)
4. Leadership development/succession planning (4 votes)
5. Water Source Alternative Implementation (3 votes)
 - a. Treatment plant planning (1 vote)
 - b. Governance model
 - c. Water Quality testing
 - d. Analysis of other water sources (1 vote)
6. Facilities management program/staffing (3 votes)
7. Alternative funding sources (Grants) (3 votes)
8. Website (Village and PD) refresh (3 votes)
9. Zoning Ordinance Update (2 votes)
10. Development Process Review (2 votes)
11. Police Department Body Cameras (2 votes)
12. Department Fee Review (1 vote)
13. Ethics workshop (1 vote)

No votes received:

- Electronic file scanning
- Special Event Analysis
- Joint Fleet Operations
- Unmanned aircraft/drone
- Board orientation/Board policies

Board and staff discussion focused on in-house reviews of subdivision ordinance updates, general updates and future conservation overview; environmental review; structural issues for process development; economic development statistics to be updated on the website; joint fleet; recent statute passed for body cameras; like to see changes to the statute before moving forward; original regulations on drones was difficult; municipality restrictions have changed; partnering with Public Works and the Fire Department; removing committee language from the website; emergency operations exercises are on-going; orientation for new Board members to include ethics, appropriate behavior and signing-off for electronic devices; additional follow-up orientation after 3-4 months; internal and external communications plan and its purpose; who is targeted for social media; specifying who is responsible for each project/process; downtown action plan; more of an investment strategy; marketing and communication; committed to economic development; not slacking on Metra; finding a design for the new police facility that everyone will be happy with; Wolf's Crossing; grants and alternative funding sources; at risk by not having a facility staff; need professionals; routine maintenance is critical. If an item did not get a dot, it will still stay in progress as part of future projects. Staff will review the choices and follow-up with staff and the Board.

Additional discussion focused on easier access to OpenGov; staff to relocate the access to the Transparency section and change the name to Village Checkbook; staff to email the Board the new link for direct access; staff to do a social media push; bringing community conversations back next year; would like to see more action taken at the end of the conversations; how often to hold the conversations; what staff members should be at the conversations; splitting into two instead of four; fearful of skipping any of the conversations; not opposed to holding fewer; getting better responses next year; helpful to have department heads at the conversations. There was no further discussion.

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

The Committee of the Whole meeting adjourned at 6:55 p.m.

Tina Touchette
Village Clerk