

**MINUTES OF A REGULAR MEETING  
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES  
OSWEGO VILLAGE HALL  
100 PARKERS MILL, OSWEGO, ILLINOIS  
November 4, 2025**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

President Ryan Kauffman called the meeting to order at 7:08 p.m. Kris Kearns and Joe West led us in the Pledge of Allegiance to the Flag of the United States of America. President Kauffman thanked them for their service.

**ROLL CALL**

Board Members Physically Present: President Ryan Kauffman; Trustees Jac Cooper, Jennifer Hughes, Rachelle Koenig, Karin McCarthy-Lange, Karen Novy, and Andrew Torres.

Staff Physically Present: Dan Di Santo, Village Administrator; Jean Bueche, Asst. Village Administrator; Tina Touchette, Village Clerk; Jason Bastin, Police Chief; Joe Renzetti, IT/GIS Director; Andrea Lamberg, Finance Director; Rod Zenner, Development Services Director; Kevin Leighty, Economic Development Director; Phil Tartaglia, Deputy Public Works Director/Village Engineer; Maddie Upham, Assistant to the Village Administrator; Lisset Padilla, Communications Manager; and Dave Silverman, Village Attorney.

President Kauffman asked for a moment of silence for Tracey Land, his family, and the Chick-fil-A family. Tracey was tragically murdered at Chick-fil-A on October 22, 2025.

**RECOGNITIONS/APPOINTMENTS**

D.1 Proclamation- Sergio Uribe Jr. and Ana Uribe

President Kauffman asked Sergio Uribe Jr., Ana Uribe, family members and Chief Bastin to come to the front. Chief briefly spoke about the Chick-fil-A tragedy and Sergio Jr. and Ana's heroism on that day. He presented them both with an Outstanding Citizen Award. President Kauffman read a proclamation and presented them both with a copy. Pictures were taken. Sergio Jr. and Ana shook the hands of everyone at the dais.

D.2 Proclamation- 250th Anniversary United States Marine Corps

President Kauffman asked members of the American Legion and the Fox Valley Marines to come to the front. He read the proclamation and presented a copy to Kris Kearns and Joe West. Joe West thanked President Kauffman and staff for supporting the Veterans of the community. Pictures were taken.

D.3 Proclamation- Veterans Day, November 11, 2025

President Kauffman asked Kris Kearns and Joe West to stay up front and read the proclamation. A copy was provided to them. Kris Kearns noted the Veterans Day ceremony is on November 11<sup>th</sup> at 11:00 a.m. at the Eternal Flame by the Oswego Library. Pictures were taken.

**PUBLIC FORUM**

Public Forum was opened at 7:23 p.m. There was no one who requested to speak. The public forum was closed at 7:23 p.m.

## STAFF REPORTS

The second item on the November 4, 2025 Committee of the Whole agenda was moved to staff reports:

Discuss Provisions for an Ordinance to Address E-bikes and E-scooters.

Chief Bastin addressed the Board regarding e-bikes and e-scooters. These vehicles have become more common as they become cheaper. Officers are limited on enforcement due to the limitations of State law. State law allows towns to address the issues via ordinance. He presented the following:

### E-bikes and E-Scooters in Oswego

- Electric motorized bikes and scooters are being operated on public roadways, private drives and sidewalks.
- E-bikes and e-scooters can reach high speeds and sometimes are being operated in a reckless manner.
- Many operators of e-bikes and e-scooters are children who do not possess the knowledge or skill to carefully operate these vehicles, and they pose a danger to themselves and others.
- Since 2021, only three crashes involving e-bikes.

### Staff Recommendation

- Adopt an ordinance to address e-bikes and e-scooters.
  - Must conform with state law.
  - Gives officers ability to address vehicles that state law currently doesn't allow.
  - Options for ordinance are based on recently passed ordinances from other towns.
- Staff will need to confer with the Village attorney
  - Have looked at other towns to adopt a similar ordinance

## Definitions

- Illinois Legal definitions.
  - **Electric Scooter** - A low speed machine powered by a motor that weighs less than 100 lbs., has 2-4 wheels, and has a ***maximum speed greater than 10 MPH.***
  - **Low Speed Electric Scooter and Low Speed Motorized Skateboards** - A low speed machine powered by a motor that weighs less than 100 lbs., has 2-4 wheels, and has a ***maximum speed of 10 MPH.***

# Definitions Contd.

- **Electric Bicycle** - A bicycle equipped with fully operable pedals and an electric motor of less than 750 watts that meets the requirements of one of the below classes:
  - **Class 1:** Equipped with a motor that provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches a speed of 20 MPH.
  - **Class 2:** Equipped with a motor that may be used exclusively to propel the bicycle and that is not capable of providing assistance when the bicycle reaches a speed of 20 MPH.
  - **Class 3:** Equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 28 MPH.
- A "low-speed e-bicycle" is **not** a moped or a motor-driven cycle.

**Class 1 & 2  
Electric Bike**



**Class 3  
Electric Bike**



## Proposed Regulations – Village of Oswego

- **E-bicycle Class 1 and Class 2** (20 MPH max) operators at or above the age of **14 years old**.
  - **E-bicycle Class 3** (28 MPH max) operators at or above **16 years old**.
  - **E-scooters** (> 10 MPH) operators at or above **18 years old** (State Law).
  - **Low-speed e-scooters** (10 MPH max) are operated on **sidewalks or bicycle paths only**.
  - No **e-bicycle or e-scooter** (> 10 MPH) may be operated on any sidewalk and is limited to **bicycle paths and roadways**. When on a roadway, they are to follow all rules of the road.
  - All e-bicycles must have two pedals fixed to the bike.
  - Any e-bicycle or e-scooter with a motor over 750 watts is prohibited from operating in the Village.
  - All e-bicycles and any e-scooters will only have one singular rider. No passengers are allowed.
  - No operator may simultaneously operate a mobile device or cell phone while operating an e-bicycle or any e-scooter.
- E-scooters > 10mph- could lower the age, but propose following the State
  - Sidewalks and bicycle paths:
    - Village and Park District paths are enforced the same
    - Private paths- rules need to be followed; PD would not enforce
  - Operation while using a mobile device or cell phone applies to all ages

## Proposed Regulations Contd.

- All operators of e-bicycles and e-scooters (> 10 MPH) will follow the State of Illinois' rules and regulations for bicycle usage.
  - All class 3 e-bicycles (28 MPH max) need a speedometer.
  - No person can operate an e-bicycle or any e-scooter under the influence of alcohol or any drug.
  - No person can operate an e-bicycle on a roadway with a speed limit of 30 MPH or greater, unless they are 16 years old.
  - Class 3 e-bicycles (28 MPH max) are prohibited from Village paths and trails. They are to be operated on roadways only.
  - The use of e-bicycles or any e-scooters in the Downtown Oswego Historic District (Jackson St., Main St., Washington St.) is limited to persons 16 years of age or older. This is due to pedestrian traffic and on street parking.
  - The use of e-bicycles or any e-scooter is prohibited, regardless of age, during special events or road closures.
- Some roads are still 30 mph
  - Wanting individuals to know the rules of the road

## Safety Equipment

- If operating at night, or low visibility conditions, e-bicycles and e-scooters (> 10 MPH) will have a white light affixed to the front of the bicycle (visible from 500 ft) and a red reflector affixed to the rear (also visible from 500 ft).
- All e-bicycles and any e-scooters must be equipped with an operable working braking system.
- **All e-bicycle and all e-scooter riders under the age of 18 shall wear a protective helmet.**

- The Village does not have a helmet requirement for human powered bikes or scooters

## Parental Liability

- It shall be unlawful under this chapter for any parent or any legal guardian of any minor to permit, authorize or allow or acquiesce in the operation of any motorized vehicle by such a minor in violation of this chapter or fail to exercise reasonable care to prevent the operation of any motorized vehicle by such a minor in violation of this chapter.

- Ownness on the parent/guardian

## Personal Use Vehicles Not Allowed

- Golf Carts/ UTVs
- One-Wheeled E-Skateboards
- Dirt Bikes/ Mini-Bikes
- Snow Mobiles
- Go-Karts
- ATVs
- Exemption for Police Department and Public Works in official capacity

## Enforcement

- Violations in this Village ordinance classified as a **Class II** Violation
  - 1<sup>st</sup> offense - \$75.00
  - 2<sup>nd</sup> offense - \$100.00
  - 3<sup>rd</sup> / subsequent offense - \$150.00, Max Fine \$750.00
- All e-bicycles and all e-scooters in violation of this ordinance will be subject to impoundment by the Village and held as evidence.

Additional discussion included: intent is to call the parent versus impounding the vehicle; goal is compliance; may still issue an ordinance violation; will see usage of the vehicles go down over the winter months and will give staff time to educate the public; adjudication process drives the issuance of \$750 tickets; these tickets will be in extreme circumstances; whether it should be 18 years old to ride these vehicles; can verify if the age can be lowered to 16; some adults are using these to commute to work; whether the vehicles are pedal assisted; class 2 vehicles have a throttle and should be moved to age 16; kids are getting their driver's license later than 16 years of age; whether we can require a test be taken; unsure if there is a third party testing service that teaches rules of the road other than the Secretary of State; whether we could require individuals to have a driver's license to operate the vehicles; concerns with injuries; do not have a lot of control over those with a driver's license; riding on paths in neighborhoods; whether HOAs can put regulations in place; police would not be able to enforce HOA paths other than as a trespass; still need to figure out how HOAs are going to address this; huge part is the education of students and parents through the schools; parental liability; social media outreach; helmet enforcement; enforcement of those who are riding the vehicles while passing through the community; can look into whether a booster seat add-on would be allowed on e-bikes; how we are going to know how fast they are going; speed limits on paths; why certain streets are not included in the downtown district; staff will need to draft a map of the downtown district; not wanting to keep kids from getting access to the library; could remove the downtown district from the regulations; no restrictions on regular bikes; enforce speed limit; positive intent; trying to make it safer; need some level of balance; the Village is at the end of the Fox River Trail; will need to revisit the removal of the downtown district if it becomes a problem; talk to Park District about safety for those under the age of 16; partnering with the park and school districts; it's going to cost money if needing to get certified; dirt bikes are not allowed; can't enforce on private property; whether tickets would be issued to the violator or the parent; will depend on the incident; officer's discretion; whether a warning would be issued first; majority addressed through education; appreciate work that went into this; changing the ages



Director Zenner addressed the Board regarding Polo Crossing. The approximately 80-acre property is located south of the intersection of Secretariat Lane and Wolf’s Crossing Road. A concept plan known as, “The Drake”, was presented to the Planning & Zoning Commission and approved by the Village Board in 2023. Since then, the general layout has remained the same, with a minor change in the number of units and the addition of small-lot single family units. The site plan depicts a total of 320 housing units: 120 single-unit homes and 200 townhomes, as well as a 4-acre park site to be dedicated to the Oswegoland Park District.

	<b>The Drake</b> (2023 Concept Plan)	<b>Polo Crossing</b> (Current Proposal)
Townhomes	219	200
Single-Unit (8,400 sf)	126	86
Single-Unit (5,400 sf)	0	34
<b>TOTAL</b>	<b>345</b>	<b>320</b>

The Planning and Zoning Commission reviewed the request and held a public meeting on August 7, 2025. Two neighboring property owners spoke during the public hearing; they discussed concerns about traffic and asked questions about stormwater management. Commissioners asked questions relating to the phasing of the development and discussed the unique architecture. The Commission recommended approval (7-0).

a) Conduct the public hearing for the Polo Crossing Annexation Agreement  
 President Kauffman opened the public hearing at 8:10 p.m.

The following individuals were present on behalf of the development:

- Carrie Hansen, Director of Planning & Government Services with Schoppe Design Assoc.
- Mike Schoppe, Owner of Schoppe Design Assoc.
- Tom Drake, The Drake Group
- Chris Lindley, Senior Project Manager at CEMCOM
- Daniel Brinkman, Traffic Engineer with Gewalt Hamilton Associates

Carrie Hansen presented the following:

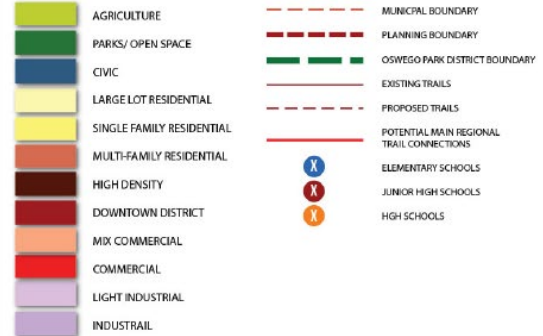


# 2015 VILLAGE COMPREHENSIVE PLAN

## Single-Family Residential District 2 Medium Density



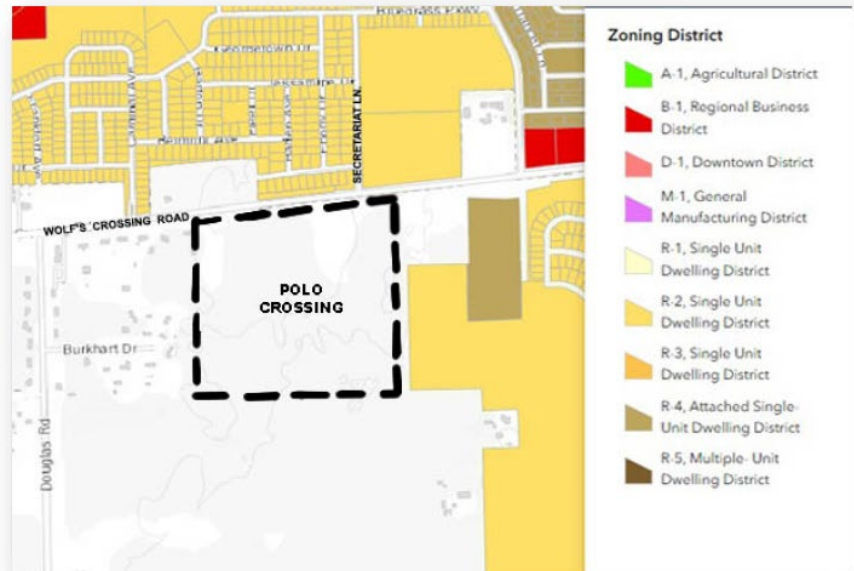
### LAND USE LEGEND



\* NOTE: Open Space at Rance and Stewart may be converted to low density residential in the future

### SURROUNDING ZONING

- North: R-2 Village and A1 County
- East: A1 County (driveway) and R-2 and R-4 Village (Sonoma Trails)
- South: A1 County and future Saddlebrook Farm project (expires Nov. 2025)
- West: R1 County

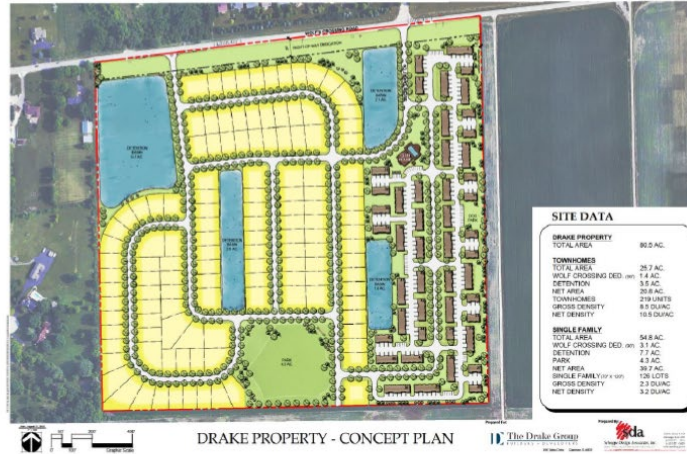


### Zoning District



## 2023 CONCEPT PLAN

- 345 total units
  - 219 townhomes
  - 126 single-family lots
- +/- 4-acre park site
- Recommended for approval by both PZC and Village Board
  - Realign street and park site to match preliminary plan for Saddlebrook Farm to south
  - Consider reduction in density



DRAKE PROPERTY - CONCEPT PLAN

The Drake Group



## PROJECT ELEMENTS

- 320 total units
  - 120 single-family
    - 86 traditional
    - 34 middle market
  - 200 single-family attached
    - 10 duplexes
    - 15 triplexes
    - 175 townhomes
- 4-acre park site dedicated to OPD
- +/- 3,000 square foot clubhouse and pool
- 90' from centerline dedication of Wolf's Crossing Road ROW = 4.5 acres
- One full access point aligning with Secretariat and one right-in/right-out in western portion
- Stormwater sized to accommodate Village's Wolf's Crossing detention

- Less linear and softer design
- Cohesive neighborhood
- All public streets
- Clubhouse near the entrance

# POLO CROSSING

LIVE WELL

## ARCHITECTURE

- Consistent design across all home types
- Clear sense of place and definitive neighborhood style
- Preferred styles:
  - Modern farmhouse
  - Traditional farmhouse
  - Contemporary Scandinavian
  - Scandinavian farmhouse
- Required characteristics
  - Horizontal lap and/or board and batten siding
  - Panelized siding for accent areas
  - Contrasting colors in shades of white, gray, brown and black
  - Primary/secondary colors won't detract from community design cohesiveness
  - Mixed roof forms with prominent gables
  - Simple, modern fenestration patterns
  - Front stoops and porches
  - Minimal trim detailing



## TOWNHOMES

- 175 total units
- Rear loaded product



- Eastern section
- Focused on streetscape; less dense feel
- Garages in the rear; four parking spaces per unit; 25 public parking spaces



### DUPLEX AND TRIPLEX

- 10 duplex
- 15 triplex
- Rear loaded
- Integrated into townhome area



- Eastern area
- Duplex noted in gray
- Triplex noted in darker gray



### MIDDLE-MARKET SINGLE-FAMILY

- 34 lots @ 45' x 120
- Minimum home size: 1,300 square feet
- Consistent architectural style throughout
- Anti-monotony requirements in Annexation Agreement
- Architecture finalized at time of final PUD



- Located in the middle of the development (noted in yellow)



**TRADITIONAL SINGLE-FAMILY LOTS**

- 86 lots @ 70' x 120
- Minimum home size: 2,000 square feet
- Anti-monotony requirements in Annexation Agreement
- Blend of home types demonstrating architectural design outlined in Style Guide

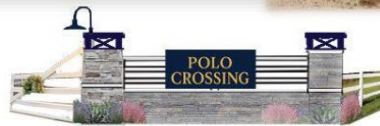
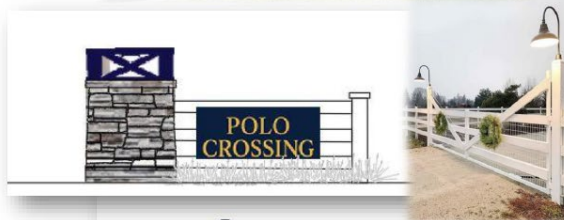


- Western half of the development



**CLUBHOUSE and ENTRANCE**

- +/- 3,000 sq. ft. clubhouse with pool, located at entry
- Consistently themed entry features, mail kiosk



- Horse themed influence
- Development area will be fenced

Fees, Dedications and Contributions



Oswegoland  
Park  
District

- Land Cash (8.485 acres)
  - Land: **4.0 acres (\$318,000 equivalent)**
  - Cash: **\$356,557.50**
- Impact Fees: **\$134,335.60**

**TOTAL CASH EQUIVALENT: \$808,893.10**



SD308

- Land Cash (4.765 acres):
  - Cash: **\$378,817.50**
- Impact Fees: **\$566,070.40**

**TOTAL CASH DONATION: \$944,887.90**



Oswego Fire Protection  
District

Impact Fees:

**\$243,251.20**



Oswego Library District

Impact Fees:

**\$121,728.80**



Village of Oswego

- Transportation Fee: **\$612,800**
- Direct Impact Fee: **\$1,001,317**
- Wolf's Crossing ROW Value:  
4.5 acres/**\$180,000.00**
- Water Connection Fees: **\$1,664,000\***

**TOTAL CASH EQUIVALENT: \$3,458,117**

***\*Recently increased to assist with Lake Michigan water costs***

- New tap-on fee rate with increase
- Total does not include building permit fees



Village of Oswego

- Real Estate Transfer Tax\*
  - 320 total dwelling units
  - \$3/\$1000 of value, at each point of sale
  - EXAMPLE:
    - 120 single-family homes @\$600,000
    - +/- \$216,000

***\*To be allocated to the Village's Water and Sewer fund exclusively for the costs associated with Lake Michigan Water.***



Lake Michigan Water Easement



- Subsequent to 8/7/25 PZC approval
- Request from Village/DuPage Water Commission engineer to provide easement for Village's Lake Michigan Water
- For 36" transmission main
- Re-engineered to accommodate 15' permanent and 40' temporary construction easement along entire west property line
- Easements provided at no cost, and upon effect of Annexation Agreement





## Wolf's Crossing Road



- Dedication of 90' from centerline – 4.5 acres at no cost to Village for acquisition
  - Subsequent to PZC approval
    - Request from Village to install 2 south lanes of ultimate Wolf's Crossing improvement
    - Along entirety of frontage
    - With first phase of development
    - Instead of interim turn lane improvements
  - Will create a 4-lane cross section for this portion (2000 linear feet) of Wolf's Crossing Rd. well in advance of the Village's current timetable
  - Village will complete the 2 permanent north lanes when funding is secured for this segment
- ▶
- Village's current timetable for this section is year 2031



## Wolf's Crossing Road



- Estimated costs based on preliminary estimates
  - Village impact fees generated by the townhome portion of the project will be used to fund the improvement
  - Construction to commence after issuance of 60<sup>th</sup> townhome building permit
  - Completed within one year of commencement of construction (unless extension mutually agreed upon)
  - If actual bids based on final engineering exceed funds generated by townhome impact fees:
    - Village can opt to cover difference (SF fees still to be generated)
    - Defer the 2-lane improvement and owner instead constructs interim turn lane improvement and
    - Village keeps escrowed impact fees for future use
- ▶
- Engineering estimates



**TOTAL CASH EQUIVALENT OF ALL  
LAND/CASH, IMPACT FEES PLUS ROW  
DEDICATIONS FOR POLO CROSSING  
DEVELOPMENT:**

**\$5,576,878**

- Excludes RET, building permit fees

Summary

**Oswego 2015 Comprehensive Plan:**

*“It is anticipated that new development will account for changing demographics and consist of a greater proportion of townhome and multi-family housing options. Demographic shifts and associated housing preferences in the future indicate a demand for a greater diversity of housing products.” (P. 54)*

- Supported by current market studies, reflected in recent development trends

**Homes for a Changing Region:**

**Village of Oswego**

**Housing Action Plan 2024**

**Executive Summary, Page 5, Recommended Actions:**

**“Encourage housing development to match the needs of Oswego’s current and growing population of residents and workers.** Along with development of single-family homes, Oswego can continue attracting housing development that enhances downtown Oswego, allow and encourages more “Missing Middle Housing,” and facilitate multifamily development to attract experienced developers that can include housing options that meet the needs of Oswego’s local workforce.”

#### POLO CROSSING:

- Does it all
- Is designed as a vibrant and modern development
- Offers a comprehensive and diverse range of housing options for its future residents
- Includes individual smaller neighborhoods interconnected to create one overall cohesive community

- *Unanimously recommended for approval by PZC on 8/7/25*
- *Offers fresh, elevated, and consistent architecture with a unique sense of place*
- *Re-engineered to accommodate DWC transmission main routing through the property*
- *Addition of the 2 south lanes of the ultimate improvement to Wolf's Crossing Rd.*
  - *Provides an interim 4-lane section well in advance of the Village's schedule*
  - *Accommodates road improvement SWM needs*
- *Overall design that connects and balances the built and natural environments of the Wolf's Crossing Road corridor*

Tom Drake thanked the Board for the opportunity and he thanked staff for their cooperation. He stated: creating a neighborhood the Village can be proud of; they secured the land three years ago; refined the plan along the way and incorporated meaningful benefits; long-term investment into the infrastructure; different and diverse home types for different life stages and income levels; designed for Oswego.

President Kauffman asked if there was anyone else who would like to speak. There was no one else who wanted to speak. The public hearing was closed at 8:38 p.m.

Additional discussion included: like the project; beautiful product; project helps to push forward the timeline of widening Wolfs Crossing; why the addition of small, duplex, and triplex; wider footprint; water retention increased; unsure if the smaller homes will be owner occupied or rented; going through the analysis; minimum size of 1,300 sq. ft.; fitting too much on a small lot; Village code will restrict the size; impervious surfaces; setbacks dictate the footprint; single and two-story; phase 1 will be the townhomes constructed from east to west; townhomes will be rentals; love the architecture; smaller lot houses; setbacks; need to follow the setback guidelines; UDO says we don't want 10 feet setbacks; two car garage would represent half of the setback; against the 10 feet between the homes; not desired by the residents; not allowing the setback would compromise the project; this is a new market for the missing middle; it's 34 lots out of the total lots in the project; tried to make it a small portion of the overall project; whether there are any other 15 foot wide setbacks; the Board negotiated with Sonoma Trails on the setbacks; UDO was voted on in early 2024; can allow PUD variances and considerations; allowed to ask for deviations; love the development; Planning & Zoning Commission approved the development after the density change; need this diversity; people may want the homes to be closer together; other



Nay: Karin McCarthy-Lange

The motion was declared carried by a roll call vote with five (5) aye votes and one (1) nay vote.

### **TRUSTEE REPORTS**

Trustee Hughes- look at changing the trick or treat hours from 4pm-7pm; history dictates we are not getting kids coming early; whether there is a support of it when it is a school day; need to be consistent. Staff to schedule a Committee of the Whole discussion for a future date.

Trustee Cooper- Veterans Day ceremony is on November 11<sup>th</sup> at 11am; can't imagine being in a situation that Sergio Jr. and Ana were in; very thankful for them and that they helped the community; appreciate the research on the e-bikes.

Trustee Torres- incredible bravery by Sergio Jr. and Ana; could have been worse; great discussion on e-bikes and e-scooters; need to get ahead of it; 250<sup>th</sup> anniversary of the USMC; thank you for your service; excellent discussions tonight.

Trustee Koenig- as a mother, I appreciate Ana jumping into action; Veterans Day is coming up; thank you to all Veterans; a lot of people in need of food; please donate to food banks and food pantries in the area; there are a lot of families without benefits; remember to have grace for people.

Trustee McCarthy-Lange- happy we were able to have Sergio Jr. and Ana come tonight; very lucky to have them in the community; thank you for the discussions tonight; wonderful that President Kauffman has Veterans come in and do the pledge; thank a Veteran every day.

Trustee Novy- let her know if you would like to adopt a family for Christmas; toys and meals needed; this is a project close to her heart; thank you to Sergio Jr. and Ana; appreciate what they did; thank you for the e-bike discussion.

### **PRESIDENT'S REPORT**

Looking forward to Veterans Day and reading the proclamation again; there will be a luncheon at the American Legion after the Veterans ceremony; happy birthday to USMC; thank you to Sergio Jr. and Ana; hard to get over how incredible the act was; thank you to everyone for the discussions tonight; respectfully disagreeing is a healthy sign of a good Board.

### **CLOSED SESSION**

There was no closed session.

### **ADJOURNMENT**

A motion was made by Trustee Koenig and seconded by Trustee Novy to adjourn the meeting; upon a voice vote with all remaining members voting aye, the meeting was adjourned at 9:35 p.m.

Tina Touchette  
Village Clerk