



Town of Cortland

Board of Trustees Town Board Meeting

Town Hall, 59 S. Somonauk Road Cortland, IL 60112

September 25, 2023 at 7:00 PM

AGENDA

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

APPROVAL OF AGENDA

PUBLIC WISHING TO SPEAK

CONSENT AGENDA

1. Approve Town Board Minutes of September 11, 2023; Approve Expenditure report and Accept Treasurer's report of August 2023.

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. IDOT Compliance Review #63 for period May 1, 2019 – April 30, 2022
3. Consideration of a Motion to Approve an Ordinance Amending the Comprehensive Plan for the Town of Cortland (*If approved this ordinance will replace the existing Comprehensive Plan*)
4. Consideration of a Motion to Approve a Resolution Approving the Plat for the Penelope Almady Subdivision – Unit 3 within the Chestnut Grove – Unit 1 Subdivision (*Resubdivision of Lot 14 Chestnut Grove Subdivision Unit 1*)
5. Consideration of a Motion to Approve an Ordinance Approving the Final Plat for Robinson Farm PUD Unit 3 Resubdivision Lot 208 in the Town of Cortland, DeKalb County, Illinois (*This is the final step in the process for fee simple units*)

COMMENTS

DEPARTMENT HEAD REPORTS

6. Public Works, Police Department, Engineer/Zoning and Monthly Permit Reports

MAYOR'S REPORT

ADJOURNMENT



Town of Cortland

Board of Trustees Town Board Meeting

Town Hall, 59 S. Somonauk Road Cortland, IL 60112

September 11, 2023, at 7:00 PM

MINUTES

CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL

Mayor Pietrowski called the meeting to order at 7:00 p.m. Pledge of Allegiance was recited. Clerk Cheryl Aldis called roll showing as present; Mayor Mark Pietrowski, Trustees Charmaine Fioretto, Jim Walker, Brad Stone, and Doug Corson. Shown as absent was Trustee Mike Siewierski and Randi Olson. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer and Zoning Administrator Brandy Williams, Clerk Cheryl Aldis, Commander Bruce VanWankum and Attorney Kevin Buick.

Trustee Stone moved that in accordance with town policy (*Ordinance No. 2007-11* and *Policy No. 2007-01*) and state statute to allow remote attendance via telephone of Trustee Randi Olson, due to family illness, seconded by Trustee Corson. Unanimous voice vote carried the motion. Randi Olson is phoned in at 7:04 p.m.

APPROVAL OF AGENDA

Trustee Corson moved to approve the agenda as presented with the removal of item E under New Business, seconded by Trustee Walker. Voice vote carried the motion.

PUBLIC WISHING TO SPEAK

No public wishing to speak.

CONSENT AGENDA

1. Approve Town Board Minutes of July 24, 2023 & August 14, 2023; Approve Expenditure report and Accept Treasurer's report of July 2023.

Trustee Walker moved to approve Town Board Minutes of July 24, 2023 & August 14, 2023; Approve Expenditure report and Accept Treasurer's report of July 2023, seconded by Trustee Fioretto.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)

Voting Nay: None

Absent: Trustee Siewierski

Roll call vote carried the motion.

NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

2. FY23 Audit Review – Brian LeFevre, Sikich

Brian LeFevre, Sikich, presented the FY23 Audit Review to the board. He discussed a few main points of interest in the annual financial report but was pleased with how smooth the audit went and how information was received in a timely fashion. The audit shows that the town is in a good financial position to provide municipal services. Additional information regarding the audit can be found in the packet.

3. Consideration of a Motion to Waive Liquor License Fee of \$100 for the Cortland Lion's Club Special Event Liquor License of September 9, 2023

Trustee Walker moved to Waive Liquor License Fee of \$100 for the Cortland Lion's Club Special Event Liquor License of September 9, 2023, seconded by Trustee Corson.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)
Voting Nay: None
Absent: Trustee Siewierski
Roll call vote carried the motion.

4. Consideration of Reimbursement for the Cortland Lions Club Special Event Liquor License fee on September 09, 2023, in the amount of \$100

Trustee Corson moved to reimburse the Cortland Lions Club Special Event Liquor License fee of September 09, 2023, in the amount of \$100, seconded by Trustee Stone. [Clerks note: Personal check written by Dan Black.]

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)
Voting Nay: None
Absent: Trustee Siewierski
Roll call vote carried the motion.

5. Approval of Cortland Lions Club Event – Annual Parade – Sunday, October 8, 2023
Trustee Corson moved to approve the Cortland Lions Club Event – Annual Parade on Sunday, October 8, 2023, seconded by Trustee Walker.

Voting Yea: Trustees Stone, Walker, Corson, Fioretto, and Olson (via electronically)
Voting Nay: None
Absent: Trustee Siewierski
Roll call vote carried the motion.

UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

7. TIF Discussion - Potential Programs

Mayor Pietrowski renewed the discussion of creating diverse types of TIF programs from the previous meeting. The Town of Cortland may utilize its TIF funds to enhance economic development opportunities, purchase property to further interests within the TIF district, repair or demolish blighted or neglected property once Town ownership has been established, ensure all homes within the TIF district have driveways to eliminate primary off-street parking, sidewalk completion programs; town infrastructure including, water, sewer and road projects, parking lot expansion, government building infrastructure, ADA compliance and anything else that the Town Board may deem in the best economic or future interest of the Town. Projects could be taken on a case-by-case basis. Programs created by the Town Board, such as driveway, façades, porches, etc. The TIF is not intended for personal enrichment of residents. Use of TIF funds should benefit the overall goals of the Town.

DEPARTMENT HEAD REPORTS

8. Public Works, Police Department, Engineer/Zoning and Monthly Permit Reports

Ms. Williams reported she filled out a notice of intent application for a grant that would cover up to 75% reimbursement for updating the town's building code to current standards. The application has made it to the second round. She will be completing the application as required. In relationship to building code changes, she will ask for consideration that the town no longer require permits for window for window, door replacement and roofs.

Mr. Summerhill reported he will be installing a water bottle filler at town hall. They have installed this device at the Police and the Public Works building as well as an icemaker.

Commander VanWankum responded to a question regarding a property on East Meadow Drive. He stated the Police Department is doing everything the law will allow and are providing extra watches. He asked that neighbors call while events are happening. Their help in this matter is appreciated.

COMMENTS

Trustee Corson commented that the Sock Hop event, held by the Cortland Lions Club, was well received. No other comments made.

MAYOR'S REPORT

9. Habitat for Humanity Home Preservation Program
Mayor Pietrowski reviewed the provided information with the board and asked for suggestions.
10. Technology Upgrade Discussion for Electronic Sign
Mayor Pietrowski reported it has been determined that the town needs to remit a payment for the modem data package to continue communicating with town hall and the electronic sign.

ADJOURN TO EXECUTIVE SESSION

Exception to Open Meeting Act 5 ILCS 120/2 (c) (5))The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired and; 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Trustee Stone moved to adjourn to Executive Session under exception to Open Meetings Act 5 ILCS 120/2(c)(5), the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, and 5ILCS 120/2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, seconded by Trustee Corson.

Voting Yea: Trustee Stone, Walker, Corson, Fioretto, and Olson (via electronically)

Voting Nay: None

Absent: Trustee Siewierski

Roll call vote carried the motion.

The Board of Trustees moved to Executive Session at 7:55 p.m.

RECONVENE OPEN SESSION

Trustee Stone moved to reconvene to open session, seconded by Trustee Walker. Voice vote carried the motion. The regular meeting of the Board of Trustees reconvened at 8:09 p.m.

POSSIBLE ACTION AFTER EXECUTIVE SESSION

No action required.

ADJOURNMENT

Trustee Walker moved to adjourn, seconded by Trustee Olson. Unanimous voice vote carried the motion. Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Kaity Siewierski
Deputy Clerk

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/11/23	42560	ALLPAID	072623 OBED LOPEZ-111 N HICKORY	072623	07-4011	SERVICE FEES	77.50
08/11/23	42560	ALLPAID	072623 OBED LOPEZ-111 N HICKORY	072623	06-4011	SERVICE FEES	82.50
08/11/23	42560	ALLPAID	072623 OBED LOPEZ-111 N HICKORY	072623	07-4021	LATE CHARGES	1.16
08/11/23	42560	ALLPAID	072623 OBED LOPEZ-111 N HICKORY	072623	06-4021	LATE CHARGES	20.00
08/11/23	42560	ALLPAID	072623 OBED LOPEZ-111 N HICKORY	072623	07-4991	MISC INCOME	2.95
08/11/23	42561	AMERICAN WATER WORKS AS	062023 MEMBERSHIP RENEWAL 10/01	7002129041	07-7400-311	OFFICE EXPENSE	83.00
08/11/23	42562	BRUNNER, LUCINDA	072723 MILEAGE FOR JUNE/JULY 202	072723	01-6200-331	TRAVEL & TRAINING	45.31
08/11/23	42563	COMED	072623 ACCT #3567169021	072623-#690	07-7400-221	UTILITIES	967.92
08/11/23	42564	COMED	072623 ACCT #0993022049	072623-#220	06-7300-221	UTILITIES	2,241.59
08/11/23	42565	COMED	072523 ACCT #4188054000	072523-#540	06-7300-221	UTILITIES	46.60
08/11/23	42566	COMED	072623 ACCT #5631039010	072623-#390	07-7400-221	UTILITIES	500.65
08/11/23	42567	COMED	072623 ACCT #5715097078	072623-#970	06-7300-221	UTILITIES	244.40
08/11/23	42568	COMED	072623 ACCT #3974033034	072623-#330	06-7300-221	UTILITIES	49.40
08/11/23	42569	COMED	072623 ACCT #0723100114	072623-#100	06-7300-221	UTILITIES	118.14
08/11/23	42569	COMED	072623 ACCT #7347065022	072623-#650	06-7300-221	UTILITIES	219.90
08/11/23	42570	COMED	072623 ACCT #4707129051	072623-#290	06-7300-221	UTILITIES	46.19
08/11/23	42571	COMED	072623 ACCT #0403114054	072623-#140	06-7300-221	UTILITIES	1,286.04
08/11/23	42572	COMED	072623 ACCT #0419047171	072623-#471	06-7300-221	UTILITIES	242.41
08/11/23	42573	COMED	072523 ACCT #2863057150	072523-#571	01-6100-316	UTILITIES	88.61
08/11/23	42574	COMED	072523 ACCT #3504012009	072523-#120	01-6100-316	UTILITIES	49.52
08/11/23	42575	COMED	072523 ACCT #2746057001	072523-#570	01-6100-316	UTILITIES	75.19
08/11/23	42576	COMED	072623 ACCT #1565283053	072623-#830	13-8000-840	AIRPORT ROAD UTILITIES	20.30
08/11/23	42577	COMED	072623 ACCT #2875156024	072623-#560	07-7400-221	UTILITIES	1,300.69
08/11/23	42578	DEKALB SYCAMORECHEVROL	072023 '19 CHEVY TAHOE-REPLACE R	511305	01-6100-241	VEHICLE & EQUIPMENT MAINT.	953.16
08/11/23	42579	DIVERSIFIED BENEFIT SERVIC	080123 105-HRA ADMIN SERVICES & P	387080	01-6000-131	EMPLOYEE HEALTH INSURANCE	115.59
08/11/23	42580	ECKBERG LAMMERS, P.C.	051123 ISA NORTH AMERICAN HUMA	A32466	01-6200-331	TRAVEL & TRAINING	499.00
08/11/23	42581	ELBURN NAPA	060223 EP MOLY MP GRS CART,ACP P	863396	01-6100-241	VEHICLE & EQUIPMENT MAINT.	177.38
08/11/23	42581	ELBURN NAPA	060223 SYNTHETIC 5W20 OIL	863397	01-6200-241	VEHICLE MAINTENANCE	75.42
08/11/23	42581	ELBURN NAPA	060523 KUBOTA TRACTOR AIR FILTER	863644	01-6100-241	VEHICLE & EQUIPMENT MAINT.	170.68
08/11/23	42581	ELBURN NAPA	060523 '07 FORD F350 REAR BRAKE P	863698	01-6100-241	VEHICLE & EQUIPMENT MAINT.	408.20
08/11/23	42581	ELBURN NAPA	060623 RETURN OF EMER SERVICE R	863798	01-6100-241	VEHICLE & EQUIPMENT MAINT.	322.14-
08/11/23	42581	ELBURN NAPA	060623 90 DEG HEATER HOSE	863837	01-6100-241	VEHICLE & EQUIPMENT MAINT.	19.39
08/11/23	42581	ELBURN NAPA	061323 GOLD OIL FILTER, SYNTHETIC	864635	01-6200-241	VEHICLE MAINTENANCE	95.98
08/11/23	42581	ELBURN NAPA	062223 '05 FORD E250 ALTERNATOR	865852	01-6100-241	VEHICLE & EQUIPMENT MAINT.	273.99
08/11/23	42581	ELBURN NAPA	062423 CORE DEPOSIT CREDIT	866046	01-6100-241	VEHICLE & EQUIPMENT MAINT.	66.00-
08/11/23	42582	FRONTIER C/O MITEL	072023 BROADBAND & CELL SERVICE	44164026	01-6000-314	TELEPHONE	218.60
08/11/23	42582	FRONTIER C/O MITEL	072023 BROADBAND & CELL SERVICE	44164026	01-6200-314	TELEPHONE	84.11
08/11/23	42582	FRONTIER C/O MITEL	072023 BROADBAND & CELL SERVICE	44164026	06-7300-314	TELEPHONE	38.95
08/11/23	42582	FRONTIER C/O MITEL	072023 BROADBAND & CELL SERVICE	44164026	07-7400-314	TELEPHONE	38.96

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/11/23	42582	FRONTIER C/O MITEL	072023 BROADBAND & CELL SERVICE	44164026	01-6100-314	TELEPHONE	24.30
08/11/23	42583	KAMSTRUP WATER METERING	080723 SUBSCRIPTION 8/7/23-8/6/24	CD99005623	07-7400-311	OFFICE EXPENSE	2,494.11
08/11/23	42584	KSDisplays	072523 REFLECTIVE STICKERS	23095	01-6200-421	COMMUNITY PROGRAMS	68.00
08/11/23	42585	LAUTERBACH & AMEN LLP	080123 PROFESSIONAL SERVICES F	81152	01-6000-214	AUDIT & ACCOUNTING FEES	8,546.38
08/11/23	42585	LAUTERBACH & AMEN LLP	080123 PROFESSIONAL SERVICES F	81152	06-7300-213	OTHER CONSULTING FEES	1,337.45
08/11/23	42585	LAUTERBACH & AMEN LLP	080123 PROFESSIONAL SERVICES F	81152	07-7400-213	OTHER CONSULTING FEES	2,006.17
08/11/23	42586	LE PRINT EXPRESS	072023 DAN WALT, CONNOR ZORN-C	40891	01-6000-315	COPIES & PRINTING	16.25
08/11/23	42587	LEXIS NEXIS	071123 REIMBURSE FOR POLICE REP	071123	01-4990	MISC REV PD REPORTS	5.00
08/11/23	42588	MENARDS	071723 SCOTCH HD GORILLA XL BLA	95094	03-6500-846	SPLASH PAD	70.29
08/11/23	42588	MENARDS	071923 RETURN 155 GALLON WEAVE	95252	03-6500-846	SPLASH PAD	189.99-
08/11/23	42588	MENARDS	072423 INSTANT WATERSTOP	95555	01-6100-255	STORM SEWER REPAIRS	61.44
08/11/23	42588	MENARDS	072523 FAST SET CONCRETE MIX	95607	01-6100-255	STORM SEWER REPAIRS	134.20
08/11/23	42588	MENARDS	072623 PRO GARDEN STAPLE, FG ST	95673	01-6100-236	PARKS - GENERAL MAINTENANCE	204.93
08/11/23	42589	MERRY MAIDS	080323 CLEANING-TOWN HALL-JULY '	080323	01-6100-242	TOWN HALL MAINTENANCE	186.00
08/11/23	42590	METRONET	072823 FIBER SPEED INTERNET	072823	06-7300-311	OFFICE EXPENSE	49.95
08/11/23	42590	METRONET	072823 FIBER SPEED INTERNET	072823	07-7400-311	OFFICE EXPENSE	49.95
08/11/23	42591	MID-CITY OFFICE PRODUCTS I	061323 PAPER, FOLDERS, MARKERS,	656356-0	01-6000-312	OFFICE SUPPLIES	124.63
08/11/23	42592	MUNICIPAL MARKING DIST INC	071823	35815	01-6300-312	OFFICE SUPPLIES	199.00
08/11/23	42593	PACE ANALYTICAL SERVICES L	073123 COLIFORM, E COLI, FLOURID	19563109	07-7400-345	CHEMICALS & TESTING	777.60
08/11/23	42594	PINES COMPUTER CONSULTIN	072723 EMAIL COMPROMISED	4699	01-6000-351	OFFICE EQUIP & MAINT	1,450.00
08/11/23	42594	PINES COMPUTER CONSULTIN	072723 CIVIC	4699	07-7400-311	OFFICE EXPENSE	175.00
08/11/23	42594	PINES COMPUTER CONSULTIN	072723 CIVIC	4699	06-7300-311	OFFICE EXPENSE	175.00
08/11/23	42594	PINES COMPUTER CONSULTIN	072723 INSTALL NEW SERVER	4699	01-6200-550	TECHNOLOGY UPGRADES	75.00
08/11/23	42594	PINES COMPUTER CONSULTIN	072723 SECURITY UPGRADES	4699	01-6000-351	OFFICE EQUIP & MAINT	6,788.75
08/11/23	42595	RK DIXON CO	072023 CONTRACT BASE RATE	IN4597819	01-6000-351	OFFICE EQUIP & MAINT	90.86
08/11/23	42595	RK DIXON CO	072523 CONTRACT BASE RATE 7/28-8	IN4606414	01-6200-315	COPIES & PRINTING	48.75
08/11/23	42595	RK DIXON CO	080123 CONTRACT BASE RATE 8/27/2	IN4620845	01-6000-351	OFFICE EQUIP & MAINT	90.86
08/11/23	42596	SHAW MEDIA	073123 HEARING COMPREHENSIVE	0723100251	01-6000-211	LEGAL EXPENSE	89.90
08/11/23	42597	SIKICH LLP	080723 2ND PROGRESS BILLING-FY2	24330	01-6000-214	AUDIT & ACCOUNTING FEES	5,800.00
08/11/23	42597	SIKICH LLP	080723 2ND PROGRESS BILLING-FY2	24330	06-7300-214	AUDIT FEES	2,100.00
08/11/23	42597	SIKICH LLP	080723 2ND PROGRESS BILLING-FY2	24330	07-7400-214	AUDIT FEES	2,100.00
08/11/23	42598	SOFTWATERCITY INC.	073123 WATER RENT	073123	01-6200-312	OFFICE SUPPLIES	28.38
08/11/23	42599	TRAFFIC CONTROL & PROTEC	072123 NO OUTLET, DRIVE RIVETS, C	115355	01-6100-221	ROAD SIGNS	202.00
08/11/23	42599	TRAFFIC CONTROL & PROTEC	072123 CHERRY MATE RIVETS W/ ST	115367	01-6100-221	ROAD SIGNS	1,033.70
08/11/23	42600	UNIFORM DEN EAST, INC.	072123 POLICE UNIFORMS	87480	01-6200-198	UNIFORMS	24.82
08/11/23	42601	VERIZON CONNECT FLEET US	080123 VEHICLE TRACKING SUBSCRI	6010000487	01-6100-314	TELEPHONE	87.25
08/11/23	42602	WATER PRODUCTS CO	071723 PVC FPT X SOCKET	0317104	03-6500-846	SPLASH PAD	17.76
08/11/23	42603	WATER REMEDIATION TECHNO	080123 WATER TREATMENT CHARGE-	022100	07-7400-222	RADIUM REMOVAL PROCESSING	6,373.89
08/11/23	42603	WATER REMEDIATION TECHNO	080123 WATER TREATMENT CHARGE-	022101	07-7400-222	RADIUM REMOVAL PROCESSING	2,773.00

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/11/23	42604	WESTMORE EQUITIES LLC	080223 TIF 1 PARCELS-2022 PAYABLE	080223	14-6600-591	MISC EXPENSES	23,502.20
08/25/23	42605	ALLPAID	080423 ASMUSSEN/HELMICK RECALL	080423	07-4011	SERVICE FEES	450.00
08/25/23	42606	AMAZON CAPITAL SERVICES	071923 CALIBER PISTOL VIPER DEN	111-2089036-	01-6200-240	EQUIPMENT PURCHASES & MAINT	65.71
08/25/23	42606	AMAZON CAPITAL SERVICES	070723 EXTREME OUTDOOR MOUNTI	111-4576275-	01-6200-421	COMMUNITY PROGRAMS	39.78
08/25/23	42606	AMAZON CAPITAL SERVICES	071923 POP UP CANOPY TENT	112-0103587	01-6200-421	COMMUNITY PROGRAMS	117.59
08/25/23	42606	AMAZON CAPITAL SERVICES	071423 MOTIVATIONAL STRESS BALL	112-0579342	01-6200-421	COMMUNITY PROGRAMS	39.99
08/25/23	42606	AMAZON CAPITAL SERVICES	071423 REFLECTIVE BANDS	112-1092528	01-6200-421	COMMUNITY PROGRAMS	36.99
08/25/23	42606	AMAZON CAPITAL SERVICES	072723 PRIVACY NOTARY JOURNALS	112-2099352	01-6000-312	OFFICE SUPPLIES	50.00
08/25/23	42606	AMAZON CAPITAL SERVICES	072723 PRIVACY NOTARY JOURNALS	112-2099352	01-6200-312	OFFICE SUPPLIES	50.00
08/25/23	42606	AMAZON CAPITAL SERVICES	072723 SHEET PROTECTORS	112-6873171	01-6000-312	OFFICE SUPPLIES	19.49
08/25/23	42606	AMAZON CAPITAL SERVICES	071223 BIKE LOCK CABLES WITH CO	112-7896222	01-6200-421	COMMUNITY PROGRAMS	259.90
08/25/23	42606	AMAZON CAPITAL SERVICES	071823 RUST OLEUM MARKING WAN	114-6763693	06-7300-243	M&O: SEWER PLANT	107.94
08/25/23	42606	AMAZON CAPITAL SERVICES	071823 RUBBER AGRICULTURAL SPR	114-6763693	01-6100-226	TOOLS AND HARDWARE	32.99
08/25/23	42606	AMAZON CAPITAL SERVICES	071823 ROUNDUP SPRAYER PUMP	114-6763693	01-6100-226	TOOLS AND HARDWARE	127.41
08/25/23	42606	AMAZON CAPITAL SERVICES	071823 PAPER ORGANIZER	114-6763693	01-6100-351	OFFICE EQUIP & MAINT	21.99
08/25/23	42607	AMERICAN WATER WORKS AS	072523 MEMBERSHIP RENEWAL 11/01	S0107967	01-6300-321	DUES & SUBSCRIPTIONS	244.00
08/25/23	42607	AMERICAN WATER WORKS AS	062023 MEMBERSHIP RENEWAL 10/01	SO100541	07-7400-311	OFFICE EXPENSE	83.00
08/25/23	42608	AT&T MOBILITY	072523 WIRELESS SERVICE	2872972642	01-6200-314	TELEPHONE	555.11
08/25/23	42609	COMED	071923 ACCT #10711-16045	071923	01-6100-219	ELECTRIC - STREET LIGHTS	2,565.42
08/25/23	42610	CONSERV FS INC	080723 CURLEX ERO BLANKET, STAP	40019976	03-6500-846	SPLASH PAD	745.84
08/25/23	42610	CONSERV FS INC	080923 CURLEX ERO BLANKET	40019989	03-6500-846	SPLASH PAD	177.00
08/25/23	42611	COPS INC	050423 TAURUS GX4 9 MM OFFICER S	13196	01-6200-199	UNIFORM ALLOWANCE	625.35
08/25/23	42611	COPS INC	060623 SERVICE PATCHES OFFICER	13216	01-6200-199	UNIFORM ALLOWANCE	120.00
08/25/23	42611	COPS INC	061523 ARMOR EXPRESS OFFICER H	13218	01-6200-198	UNIFORMS	256.38
08/25/23	42611	COPS INC	062023 HEMMING-DARGIS, NAME PLA	13219	01-6200-198	UNIFORMS	36.00
08/25/23	42611	COPS INC	072423 NAME PLATE-DARGIS	13232	01-6200-198	UNIFORMS	21.06
08/25/23	42611	COPS INC	072423 TACTICAL PANT OFFICER SA	13233	01-6200-199	UNIFORM ALLOWANCE	61.54
08/25/23	42611	COPS INC	072523 ASR FACTION PLATE CARRIE	13235	01-6200-198	UNIFORMS	256.38
08/25/23	42611	COPS INC	080323 SPRINGFIELD DS PRODIGY 9	13241	01-6200-198	UNIFORMS	180.00
08/25/23	42611	COPS INC	081623 CUFF POUCH & DUTY BELT-S	13243	01-6200-199	UNIFORM ALLOWANCE	95.48
08/25/23	42612	DEKALB COUNTY HIGHWAY DE	072723 2023 SEAL COAT PROJECT	22098	02-6400-370	GENERAL MAINTENANCE	49,243.60
08/25/23	42612	DEKALB COUNTY HIGHWAY DE	072723 2023 SEAL COAT PROJECT	22098	02-6400-370	GENERAL MAINTENANCE	V 49,243.60-
08/25/23	42613	ELBURN NAPA	070523 SQUAD OIL CHANGE	867087	01-6200-241	VEHICLE MAINTENANCE	43.01
08/25/23	42613	ELBURN NAPA	070523 MOBIL 15W50 OIL	867092	07-7400-241	M&O: VEH & EQUIP	20.97
08/25/23	42613	ELBURN NAPA	070523 PEAK-30 ALL IN ONE	867116	07-7400-241	M&O: VEH & EQUIP	18.87
08/25/23	42613	ELBURN NAPA	070523 PROMO DECALS	867117	07-7400-241	M&O: VEH & EQUIP	8.16
08/25/23	42613	ELBURN NAPA	070523 PEAK-30 ALL IN ONE	867118	07-7400-241	M&O: VEH & EQUIP	18.87
08/25/23	42613	ELBURN NAPA	071123 '15 SILVERADO POWER BRAK	867854	01-6100-241	VEHICLE & EQUIPMENT MAINT.	284.97
08/25/23	42613	ELBURN NAPA	071223 GREASE CARTS, AIR HOSE, A	867987	01-6100-241	VEHICLE & EQUIPMENT MAINT.	188.12

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/25/23	42613	ELBURN NAPA	071223 GREASE CARTS, REFRIGERA	868008	01-6100-241	VEHICLE & EQUIPMENT MAINT.	17.87
08/25/23	42613	ELBURN NAPA	071423 CORE DEPOSIT RETURNED	868405	01-6100-241	VEHICLE & EQUIPMENT MAINT.	84.34-
08/25/23	42613	ELBURN NAPA	072823 BLUEDEF PLATINUM	869226	07-7400-241	M&O: VEH & EQUIP	9.04
08/25/23	42613	ELBURN NAPA	072823 BLUEDEF PLATINUM	870061	01-6100-241	VEHICLE & EQUIPMENT MAINT.	38.96
08/25/23	42614	ELLIOTT & WOOD INC	080823 INSTALL CONCRETE SPLASH	15786	03-6500-846	SPLASH PAD	27,389.12
08/25/23	42615	ESPY, TONI	082123 FINAL ACCT CREDIT REIMBUR	082123	06-4011	SERVICE FEES	269.52
08/25/23	42616	FERGUSON WATER WORKS	080323 TYLER VLV BX LID, VLV BX EX	0469717	07-7400-243	M&O: WELL SYSTEM	272.52
08/25/23	42617	FRONTIER	081023 BROADBAND CELL SERVICE-F	081023	01-6000-314	TELEPHONE	84.36
08/25/23	42617	FRONTIER	081023 BROADBAND CELL SERVICE-F	081023	01-6200-314	TELEPHONE	29.40-
08/25/23	42617	FRONTIER	081023 BROADBAND CELL SERVICE-F	081023	06-7300-314	TELEPHONE	56.00
08/25/23	42618	GASVODA & ASSOCIATES, INC	072723 CONTRACT BLOWER	INV22JTG00	06-7300-811	CAP OUTLAY: CONSTRUCT	85,871.00
08/25/23	42619	GIBSON, FLOYD	080723 FINAL ACCT CREDIT REIMBUR	080723	07-4011	SERVICE FEES	90.42
08/25/23	42620	G'S R PLUMBING & HEATING IN	080823 RPZ TESTING	190416	03-6500-846	SPLASH PAD	150.00
08/25/23	42621	ILEAS	070123 2023 ANNUAL MEMBERSHIP D	DUES12212	01-6200-321	DUES & SUBSCRIPTIONS	60.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6000-511	INSURANCE EXPENSE	53.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6100-511	INSURANCE EXPENSE	5,981.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6200-511	INSURANCE EXP	2,243.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6300-511	INSURANCE EXP	94.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	06-7300-511	INSURANCE EXPENSE	323.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	07-7400-511	INSURANCE EXPENSE	485.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6100-511	INSURANCE EXPENSE	269.00
08/25/23	42622	ILLINOIS PUBLIC RISK FUND	081423 WC-OCTOBER 23	83364	01-6000-511	INSURANCE EXPENSE	279.00
08/25/23	42623	JOHNSON TRACTOR	080323 HITCH CAST	IR90942	01-6100-241	VEHICLE & EQUIPMENT MAINT.	121.58
08/25/23	42623	JOHNSON TRACTOR	080923 REPLACE KUBOTA ENGINE	WR60757	01-6100-241	VEHICLE & EQUIPMENT MAINT.	21,478.27
08/25/23	42623	JOHNSON TRACTOR	080923 REPLACE REAR WINDOW ON	WR61083	01-6100-241	VEHICLE & EQUIPMENT MAINT.	1,585.14
08/25/23	42624	LITHO SPECIALISTS	081723 BUILDING PERMIT RECEIPT	IS33034	01-6300-315	COPIES & PRINTING	184.00
08/25/23	42625	MENARDS	080723 ANGLE GRINDER, DIAMOND C	96463	03-6500-846	SPLASH PAD	198.95
08/25/23	42625	MENARDS	080723 1G METAL LOW-PRO, POLY BI	96490	01-6100-235	PARKS - EQUIPMENT MAINTENANCE	113.25
08/25/23	42625	MENARDS	080923 PINK GLO GAPE, XTREME CA	96627	01-6100-226	TOOLS AND HARDWARE	42.45
08/25/23	42626	MERRY MAIDS	080323 CLEANING-POLICE DEPT	080323-1	01-6200-242	M&O: OFFICE	471.00
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	070623 PAPER ROLL, FILE FOLDERS,	658063-0	01-6000-312	OFFICE SUPPLIES	74.36
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	070623 PAPER ROLL, FILE FOLDERS,	658063-0	06-7300-311	OFFICE EXPENSE	15.11
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	070623 WHITE COPY PAPER	658064-0	01-6200-312	OFFICE SUPPLIES	49.99
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	071023 PAPER, INK CARTRIDGES	658411-0	01-6100-312	OFFICE SUPPLIES	156.03
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	081023 PAPER, FILES, ENVELOPES, TI	661170-0	01-6300-312	OFFICE SUPPLIES	36.61
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	081023 PAPER, FILES, ENVELOPES, TI	661170-0	01-6000-312	OFFICE SUPPLIES	91.28
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	081123 TOILET TISSUE	661170-1	01-6000-312	OFFICE SUPPLIES	79.99
08/25/23	42627	MID-CITY OFFICE PRODUCTS I	081023 PAPER TOWELS	661186-0	01-6000-312	OFFICE SUPPLIES	72.20
08/25/23	42628	MIDWEST SALT	081723 MVP IND COARSE SOLAR	P469325	07-7400-345	CHEMICALS & TESTING	3,394.97

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/25/23	42629	MID-WEST TRUCKERS ASSOCI	081523 ANNUAL RANDOM TESTING-T	25849	01-6100-197	DRUG/ALCOHOL PROGRAMS	84.00
08/25/23	42630	MIKE'S BIKES	080723 BASIC TUNEUP	2023-14	01-6200-241	VEHICLE MAINTENANCE	75.00
08/25/23	42631	NICOR	072023 54 MARYALDIS LN	072023-1	01-6200-316	UTILITIES	83.60
08/25/23	42632	PHYSICIANS IMMEDIATE CARE	080323 T BOUBIN RAPID DRUG SCRE	4339761	07-7400-311	OFFICE EXPENSE	208.00
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	01-6000-313	POSTAGE	1.06
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	01-6300-351	OFFICE EXPENSE	1.06
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	01-6000-313	POSTAGE	1.06
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	01-6000-313	POSTAGE	177.62
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	01-6200-313	POSTAGE	25.53
08/25/23	42633	PITNEY BOWES PURCHASE PO	081423 POSTAGE	081423	07-7400-311	OFFICE EXPENSE	44.67
08/25/23	42634	SARVER, JANICE	080723 REFUND DEPOSIT FOR PARK	080723	03-4991	MISCELLANEOUS INCOME	250.00
08/25/23	42635	SUMMERHILL, JOEL	080723 JIMMYJOHNS LUNCH-SPLASH	080723	01-6100-331	TRAVEL AND TRAINING	89.04
08/25/23	42636	SUN LIFE ASSURANCE COMPA	081823 DENTAL INS - SEPT 23	081823	01-2100	HEALTH INS WITHHELD	622.43
08/25/23	42637	SUPERIOR ASPHALT MATERIAL	073123 UPM 3/8"	20231040	01-6100-224	STREET REPAIR MATERIALS	1,244.89
08/25/23	42638	SWEDBERG ELECTRIC INC	082123 QUOTED PRICE RE SPLASH P	13789	03-6500-846	SPLASH PAD	4,300.00
08/25/23	42639	TRAFFIC CONTROL & PROTEC	080123 STOP SIGNS	115483	13-8000-350	ROAD IMPROVEMENTS	169.60
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	01-6000-314	TELEPHONE	121.22
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	01-6300-314	TELEPHONE	185.63
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	01-6200-314	TELEPHONE	5.80-
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	07-7400-314	TELEPHONE	113.88
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	06-7300-314	TELEPHONE	69.12
08/25/23	42640	VERIZON WIRELESS	080123 MOBILE BROADBAND SERVIC	9940956024	01-6100-314	TELEPHONE	184.75
08/25/23	42641	VIKING CHEMICAL COMPANY	081423 HYDROFLUOSILICIC ACID, SO	150577	07-7400-345	CHEMICALS & TESTING	1,693.67
08/25/23	42642	WAGNER EXCAVATING LLC	080423 CA6 ROAD ROCK, AGLIME	25367	13-8000-350	ROAD IMPROVEMENTS	22,827.16
08/25/23	42642	WAGNER EXCAVATING LLC	080423 CA6 ROAD ROCK	25403	03-6500-846	SPLASH PAD	1,973.31
08/25/23	42643	WELLS FARGO FINANCIAL LEA	081023 XEROX COPIER-VERSALINK	5026273153	01-6000-351	OFFICE EQUIP & MAINT	131.85
08/25/23	42644	WEX BANK	081523 GASOLINE-PD	91119416	01-6200-371	GAS & PETROLEUM	1,792.38
08/25/23	42644	WEX BANK	081523 SERVICE-PD	91119416	01-6200-241	VEHICLE MAINTENANCE	65.00
08/25/23	42644	WEX BANK	081523 GASOLINE-PW	91119416	01-6100-371	FUEL	709.74
08/25/23	42644	WEX BANK	081523 GASOLINE-ENGINEERING	91119416	01-6300-371	GASOLINE	255.17
08/25/23	42644	WEX BANK	081523 GASOLINE-SEWER	91119416	06-7300-371	GAS & PETROLEUM	247.02
08/25/23	42644	WEX BANK	081523 GASOLINE-WATER	91119416	07-7400-371	GAS & PETROLEUM	576.38
08/25/23	42645	XEROX FINANCIAL SERVICES	072923 COPIER LEASE-PD	4595576	01-6200-315	COPIES & PRINTING	24.72
08/28/23	42646	HELM CIVIL CONSTRUCTORS I	072723 2023 SEAL COAT PROJECT	22098	02-6400-370	GENERAL MAINTENANCE	49,243.60
08/31/23	4740	ADOBE EXPORT PDF	082923 ACROBAT PRO	2539526270	01-6200-351	OFFICE EQUIP & MAINT	21.24
08/31/23	4741	DIVERSIFIED BENEFIT SERVIC	080423 105-HRA REIMBURSEMENT	080423	01-6000-131	EMPLOYEE HEALTH INSURANCE	71.86
08/31/23	4742	HOGUE INC	081023 REMINGTON & MOSSBERG S	W594323	01-6200-240	EQUIPMENT PURCHASES & MAINT	248.65
08/31/23	4743	IL DIR OF EMPLOYMENT SECU	082823 UNEMPLOYMENT BENEFITS-2	082823	01-6100-151	UNEMPLOYMENT BENEFITS	1,110.00
08/31/23	4744	ILLINOIS TOLLWAY	080923 AUTO-REPLENISH #3809	080923	01-6000-331	TRAVEL & TRAINING	20.00

M = Manual Check, V = Void Check

Check Date	Check #	Payee	Description	Invoice #	Invoice GL Account	Invoice GL Account Title	Amount
08/31/23	4745	METROPOLITAN ALLIANCE OF	082923 UNION DUES FOR AUGUST 23	082923	01-2140	UNION DUES	180.00
08/31/23	4746	RESOURCE BANK NA	080223 STOP PAYMENT-TAMCO ACH	080223	01-6000-591	MISC EXPENSE	35.00
08/31/23	4747	US POSTAL SERVICE	080423 AUGUST W/S BILLING	080423	06-7300-311	OFFICE EXPENSE	373.32
08/31/23	4747	US POSTAL SERVICE	080423 AUGUST W/S BILLING	080423	07-7400-311	OFFICE EXPENSE	373.32
08/31/23	4748	DIVERSIFIED BENEFIT SERVIC	081123 105-HRA REIMBURSEMENT	081123	01-6000-131	EMPLOYEE HEALTH INSURANCE	542.77
08/31/23	4749	DIVERSIFIED BENEFIT SERVIC	081823 105-HRA REIMBURSEMENTS	081823	01-6000-131	EMPLOYEE HEALTH INSURANCE	473.31
08/31/23	4750	DIVERSIFIED BENEFIT SERVIC	082523 105-HRA REIMBURSEMENTS	082523	01-6000-131	EMPLOYEE HEALTH INSURANCE	485.74
08/31/23	4751	DIVERSIFIED BENEFIT SERVIC	090123 105-HRA REIMBURSEMENTS	090123	01-6000-131	EMPLOYEE HEALTH INSURANCE	1,152.13
08/31/23	4752	MICROSOFT ONLINE	081123 ONLINE SERVICES	E0200OF591	01-6000-321	DUES & SUBSCRIPTIONS	107.25
08/31/23	4753	INTERMEDIA	080123 EXCHANGE & ARCHIVING SER	253753526	01-6000-351	OFFICE EQUIP & MAINT	417.60
08/31/23	999999	HUMANA INSURANCE CO	071923 HEALTH INS. PREMIUMS-AUG	981752005	01-2100	HEALTH INS WITHHELD	14,090.31
Total 08/23:							347,185.44
Grand Totals:							347,185.44

Funds: #01 = General Fund, #02 = Motor Fuel Tax, #03 = Capital Improvement Fund, #04 = Economic Development Fund, #05 = Special Project Fund, #06 = Sewer System, #07 = Water System, #12 = Police Department, #13 = Restricted Assets Fund, #14 = TIF FUND

General Fund Departments: #01-6000 = Administration, #01-6100 = Operations & Maintenance, #01-6300 = Engineering, Zoning & Building

Town of Cortland

Cash Summaries

Month Ending:

August 31, 2023

	<u>General</u>	<u>MFT</u>	<u>CIF</u>	<u>Sewer</u>	<u>Water</u>	<u>Festival & Parade</u>	<u>RAF</u>	<u>TIF</u>	<u>Total</u>
Beginning Cash	<u>\$ 806,528.91</u>	<u>\$ 733,974.12</u>	<u>\$ 1,018,682.05</u>	<u>\$ 2,370,839.16</u>	<u>\$ 1,148,437.16</u>	<u>\$ 0.00</u>	<u>\$ 1,540,020.30</u>	<u>\$ 867,407.24</u>	<u>\$ 8,485,888.94</u>
Revenue over Expenses:	\$ (74,355.96)	\$ (30,275.66)	\$ 85,887.47	\$ (71,666.40)	\$ (22,161.96)	\$ -	\$ (9,130.27)	\$ (10,721.88)	\$ (132,424.66)
Receivables									
Prev month	\$ 124,159.91	\$ -	\$ 68,455.38	\$ 148,649.29	\$ 146,740.38	\$ -	\$ 4,372.69	\$ -	\$ 492,377.65
Current month	<u>124,159.91</u>		<u>68,455.38</u>	<u>39,185.01</u>	<u>26,853.04</u>	<u>-</u>	<u>4,372.69</u>	<u>-</u>	<u>263,026.03</u>
Change in receivables	\$ -	\$ -	\$ -	\$ 109,464.28	\$ 119,887.34	\$ -	\$ -	\$ -	\$ 229,351.62
Less: non-expense									
AJE for Audit		\$ -				\$ -	\$ -	\$ -	\$ -
Payables									
Prev month	\$ 93,928.49	\$ -	\$ 52,002.73	\$ 710,554.82	\$ 113,693.49	\$ -	\$ 903,744.50	\$ -	\$ 1,873,924.03
Current month	<u>\$ 93,389.77</u>	<u>\$ -</u>	<u>\$ 52,002.73</u>	<u>\$ 710,554.82</u>	<u>\$ 113,693.49</u>	<u>\$ -</u>	<u>\$ 908,598.92</u>	<u>\$ -</u>	<u>\$ 1,878,239.73</u>
Change in Payables	\$ (538.72)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,854.42	\$ -	\$ 4,315.70
Ending Cash	<u>\$ 731,634.23</u>	<u>\$ 703,698.46</u>	<u>\$ 1,104,569.52</u>	<u>\$ 2,408,637.04</u>	<u>\$ 1,246,162.54</u>	<u>\$ 0.00</u>	<u>\$ 1,535,744.45</u>	<u>\$ 856,685.36</u>	<u>\$ 8,587,131.60</u>
Per Cash									
Trial Balance:	<u>\$ 731,634.23</u>	<u>\$ 703,698.46</u>	<u>\$ 1,104,569.52</u>	<u>\$ 2,408,637.04</u>	<u>\$ 1,246,162.54</u>	<u>\$ -</u>	<u>\$ 1,535,744.45</u>	<u>\$ 856,685.36</u>	<u>\$ 8,587,131.60</u>

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>PROPERTY TAX</u>					
01-4051 PROPERTY TAX REVENUE	.00	.00	606,000.00	606,000.00	.0
01-4052 RE TAX - CORPORATE LEVY	6,117.89	272,529.48	.00 (272,529.48)	.0
01-4055 PROPERTY TAX-POLICE	1,831.39	81,582.01	150,000.00	68,417.99	54.4
01-4058 RE TAX - IMRF LEVY	671.67	29,920.51	.00 (29,920.51)	.0
01-4059 RE TAX - SOC SEC LEVY	634.92	28,283.60	.00 (28,283.60)	.0
TOTAL PROPERTY TAX	9,255.87	412,315.60	756,000.00	343,684.40	54.5
<u>FINES & FORFEITURES</u>					
01-4062 COURT FINES	723.00	4,714.42	6,000.00	1,285.58	78.6
01-4063 ADJUDICATION REVENUE	.00	.00	2,500.00	2,500.00	.0
TOTAL FINES & FORFEITURES	723.00	4,714.42	8,500.00	3,785.58	55.5
<u>ROAD & BRIDGE TAX</u>					
01-4071 ROAD & BRIDGE TAX REV	566.16	9,904.08	18,600.00	8,695.92	53.3
TOTAL ROAD & BRIDGE TAX	566.16	9,904.08	18,600.00	8,695.92	53.3
<u>BUILDING & ZONING PERMITS</u>					
01-4081 BUILDING & ZONING PERMITS	25.00	250.00	40,000.00	39,750.00	.6
01-4082 ZONING PERMITS	575.00	1,950.00	.00 (1,950.00)	.0
01-4083 BUILDING PERMITS	5,195.00	20,180.12	.00 (20,180.12)	.0
01-4084 SITE GRADING PLAN REVIEW	500.00	1,800.00	.00 (1,800.00)	.0
TOTAL BUILDING & ZONING PERMITS	6,295.00	24,180.12	40,000.00	15,819.88	60.5
<u>INCOME TAX REVENUE</u>					
01-4101 STATE INCOME TAX REVENUE	43,438.76	264,934.52	726,000.00	461,065.48	36.5
TOTAL INCOME TAX REVENUE	43,438.76	264,934.52	726,000.00	461,065.48	36.5
<u>SALES TAX</u>					
01-4122 SALES TAX	29,856.73	101,609.35	385,000.00	283,390.65	26.4
01-4123 LOCAL USE TAX	13,309.00	55,850.56	180,000.00	124,149.44	31.0
TOTAL SALES TAX	43,165.73	157,459.91	565,000.00	407,540.09	27.9

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REPLACEMENT TAX - STATE</u>					
01-4141 REPLACEMENT TAX - STATE	102.85	1,529.85	3,900.00	2,370.15	39.2
01-4142 VIDEO GAMING TAX - STATE	2,065.15	6,390.63	15,000.00	8,609.37	42.6
01-4143 CANNABIS USE TAX - STATE	594.38	2,224.15	6,500.00	4,275.85	34.2
TOTAL REPLACEMENT TAX - STATE	2,762.38	10,144.63	25,400.00	15,255.37	39.9
<u>OTHER PERMITS</u>					
01-4151 OTHER PERMITS	25.00	225.00	1,000.00	775.00	22.5
01-4153 LIQUOR LICENSES	100.00	100.00	.00	(100.00)	.0
01-4155 NON-HIGHWAY VEHICLES PERMIT	200.00	400.00	1,000.00	600.00	40.0
01-4156 SOLICITORS PERMIT	100.00	250.00	.00	(250.00)	.0
TOTAL OTHER PERMITS	425.00	975.00	2,000.00	1,025.00	48.8
<u>DONATIONS</u>					
01-4166 CEMETERY RECEIPTS	.00	.00	500.00	500.00	.0
TOTAL DONATIONS	.00	.00	500.00	500.00	.0
<u>FRANCHISE FEES</u>					
01-4181 FRANCHISE FEES	1,581.67	7,155.38	25,000.00	17,844.62	28.6
TOTAL FRANCHISE FEES	1,581.67	7,155.38	25,000.00	17,844.62	28.6
<u>SIMPLIFIED TELECOM TAX (IMF)</u>					
01-4201 SIMPLIFIED TELECOMM TAX (IMF)	573.74	2,891.78	6,750.00	3,858.22	42.8
TOTAL SIMPLIFIED TELECOM TAX (IMF)	573.74	2,891.78	6,750.00	3,858.22	42.8
<u>REIMBURSEMENTS</u>					
01-4901 REIMBURSEMENTS	.00	.00	150,000.00	150,000.00	.0
01-4909 REIMBURSEMENTS - OTHER	.00	375.00	.00	(375.00)	.0
TOTAL REIMBURSEMENTS	.00	375.00	150,000.00	149,625.00	.3

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS REVENUE</u>					
01-4990 MISC REV PD REPORTS	.00	40.00	100.00	60.00	40.0
01-4991 MISC REVENUE	.00	386.25	3,000.00	2,613.75	12.9
01-4996 BUSINESS LICENSES	.00	25.00	1,250.00	1,225.00	2.0
TOTAL MISCELLANEOUS REVENUE	.00	451.25	4,350.00	3,898.75	10.4
<u>INTEREST ON INVESTMENT</u>					
01-8011 INTEREST ON INVESTMENT	3,006.11	11,992.37	35,000.00	23,007.63	34.3
TOTAL INTEREST ON INVESTMENT	3,006.11	11,992.37	35,000.00	23,007.63	34.3
<u>TRANSFERS FROM OTHER FUNDS</u>					
01-8101 TRANSFERS FROM OTHER FUNDS	.00	.00	(51,128.00)	(51,128.00)	.0
TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	(51,128.00)	(51,128.00)	.0
TOTAL FUND REVENUE	111,793.42	907,494.06	2,311,972.00	1,404,477.94	39.3

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
01-6000-110 SALARIES - ELECTED OFFICIALS	9,233.14	36,887.70	119,100.00	82,212.30	31.0
01-6000-119 SALARIES - CLERICAL WORKERS	7,063.84	28,582.90	95,000.00	66,417.10	30.1
01-6000-131 EMPLOYEE HEALTH INSURANCE	4,444.14	21,036.87	31,000.00	9,963.13	67.9
01-6000-133 IMRF CONTRIBUTION	1,117.26	4,495.05	14,900.00	10,404.95	30.2
01-6000-193 PAYROLL TAXES	1,244.15	5,039.21	16,400.00	11,360.79	30.7
01-6000-211 LEGAL EXPENSE	89.90	9,189.90	60,000.00	50,810.10	15.3
01-6000-214 AUDIT & ACCOUNTING FEES	14,346.38	36,445.19	121,000.00	84,554.81	30.1
01-6000-311 OFFICE EXPENSE	.00	310.00	.00	(310.00)	.0
01-6000-312 OFFICE SUPPLIES	511.95	907.88	5,000.00	4,092.12	18.2
01-6000-313 POSTAGE	179.74	396.78	2,800.00	2,403.22	14.2
01-6000-314 TELEPHONE	424.18	5,873.20	23,000.00	17,126.80	25.5
01-6000-315 COPIES & PRINTING	16.25	16.25	2,000.00	1,983.75	.8
01-6000-318 ADVERTISING	.00	653.14	1,500.00	846.86	43.5
01-6000-321 DUES & SUBSCRIPTIONS	107.25	7,085.94	16,000.00	8,914.06	44.3
01-6000-331 TRAVEL & TRAINING	(330.00)	3,414.74	7,000.00	3,585.26	48.8
01-6000-351 OFFICE EQUIP & MAINT	8,969.92	20,074.69	16,000.00	(4,074.69)	125.5
01-6000-421 COMMUNITY PROGRAMS	.00	20,000.00	.00	(20,000.00)	.0
01-6000-511 INSURANCE EXPENSE	332.00	4,060.00	13,500.00	9,440.00	30.1
01-6000-531 REAL ESTATE TAXES	.00	1,657.69	12,826.00	11,168.31	12.9
01-6000-591 MISC EXPENSE	35.00	105.00	1,600.00	1,495.00	6.6
01-6000-812 CAP OUTLAY: EQUIP & FURN	.00	13,590.00	(29,000.00)	(42,590.00)	46.9
01-6000-908 TRANSFER TO OTHER FUNDS	.00	(10.30)	20,000.00	20,010.30	(.1)
TOTAL ADMINISTRATION	47,785.10	219,811.83	549,626.00	329,814.17	40.0

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC WORKS</u>					
01-6100-118 SALARIES - MAINT WORKERS	17,105.18	54,979.06	194,000.00	139,020.94	28.3
01-6100-131 EMPLOYEE HEALTH INSURANCE	2,619.08	9,285.83	41,000.00	31,714.17	22.7
01-6100-133 IMRF CONTRIBUTION	1,272.05	4,660.28	17,100.00	12,439.72	27.3
01-6100-151 UNEMPLOYMENT BENEFITS	1,110.00	3,330.00	.00	(3,330.00)	.0
01-6100-193 PAYROLL TAXES	1,308.55	4,267.47	14,850.00	10,582.53	28.7
01-6100-197 DRUG/ALCOHOL PROGRAMS	84.00	84.00	800.00	716.00	10.5
01-6100-198 UNIFORMS	.00	.00	1,600.00	1,600.00	.0
01-6100-218 MAINTENANCE - STREET LIGHTS	.00	.00	5,000.00	5,000.00	.0
01-6100-219 ELECTRIC - STREET LIGHTS	2,565.42	8,280.31	36,500.00	28,219.69	22.7
01-6100-220 ROAD SALT	.00	.00	30,000.00	30,000.00	.0
01-6100-221 ROAD SIGNS	1,235.70	4,340.75	5,000.00	659.25	86.8
01-6100-222 RAILROAD CROSSING MAINTENANCE	.00	.00	1,000.00	1,000.00	.0
01-6100-224 STREET REPAIR MATERIALS	1,244.89	1,244.89	24,000.00	22,755.11	5.2
01-6100-226 TOOLS AND HARDWARE	202.85	544.96	3,000.00	2,455.04	18.2
01-6100-227 SMALL EQUIPMENT PURCHASES	.00	8,586.99	10,000.00	1,413.01	85.9
01-6100-232 MAINTENANCE TOWN GARAGE	.00	.00	2,000.00	2,000.00	.0
01-6100-235 PARKS - EQUIPMENT MAINTENANCE	113.25	2,709.46	12,000.00	9,290.54	22.6
01-6100-236 PARKS - GENERAL MAINTENANCE	204.93	204.93	.00	(204.93)	.0
01-6100-239 NUISANCE MOWING	.00	.00	1,000.00	1,000.00	.0
01-6100-241 VEHICLE & EQUIPMENT MAINT.	25,245.23	29,779.18	25,000.00	(4,779.18)	119.1
01-6100-242 TOWN HALL MAINTENANCE	186.00	558.00	6,000.00	5,442.00	9.3
01-6100-245 EQUIPMENT RENTAL	.00	.00	20,000.00	20,000.00	.0
01-6100-255 STORM SEWER REPAIRS	195.64	1,022.50	7,000.00	5,977.50	14.6
01-6100-258 FORESTRY	.00	.00	8,000.00	8,000.00	.0
01-6100-312 OFFICE SUPPLIES	156.03	156.03	1,000.00	843.97	15.6
01-6100-314 TELEPHONE	296.30	1,381.72	6,000.00	4,618.28	23.0
01-6100-316 UTILITIES	213.32	1,633.52	8,125.00	6,491.48	20.1
01-6100-331 TRAVEL AND TRAINING	89.04	1,147.04	2,000.00	852.96	57.4
01-6100-351 OFFICE EQUIP & MAINT	21.99	21.99	2,000.00	1,978.01	1.1
01-6100-371 FUEL	709.74	5,362.97	25,000.00	19,637.03	21.5
01-6100-511 INSURANCE EXPENSE	6,250.00	18,535.00	31,500.00	12,965.00	58.8
01-6100-522 FEES/PERMITS	.00	.00	2,000.00	2,000.00	.0
01-6100-525 TECHNOLOGY UPGRADES	.00	.00	500.00	500.00	.0
01-6100-591 MISC EXPENSE	.00	.00	500.00	500.00	.0
01-6100-592 CEMETERY EXPENSE	.00	.00	2,000.00	2,000.00	.0
01-6100-611 PRINCIPAL PAYMENTS	.00	20,452.53	41,142.00	20,689.47	49.7
01-6100-621 INTEREST EXPENSE	.00	5,111.37	9,986.00	4,874.63	51.2
01-6100-811 CAP OUTLAY: CONSTRUCT	.00	.00	15,000.00	15,000.00	.0
01-6100-812 CAP OUTLAY: EQUIP & FURN	.00	25,500.00	120,000.00	94,500.00	21.3
TOTAL PUBLIC WORKS	62,429.19	213,180.78	731,603.00	518,422.22	29.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>						
01-6200-114	SALARIES - REGULAR	36,087.12	145,791.70	451,000.00	305,208.30	32.3
01-6200-115	SALARIES - SPECIAL ASSIGNMENT	2,247.13	8,012.80	20,000.00	11,987.20	40.1
01-6200-116	SALARIES - OVERTIME	631.07	2,173.68	8,000.00	5,826.32	27.2
01-6200-119	SALARIES - CLERICAL	1,441.46	5,799.15	19,500.00	13,700.85	29.7
01-6200-131	EMPLOYEE HEALTH INS	5,782.58	22,621.70	90,075.00	67,453.30	25.1
01-6200-133	IMRF CONTRIBUTION	3,254.02	13,109.27	42,000.00	28,890.73	31.2
01-6200-193	PAYROLL TAXES	2,947.80	11,836.99	38,100.00	26,263.01	31.1
01-6200-198	UNIFORMS	774.64	1,910.97	4,000.00	2,089.03	47.8
01-6200-199	UNIFORM ALLOWANCE	902.37	2,319.02	7,500.00	5,180.98	30.9
01-6200-211	LEGAL EXPENSE	.00	175.00	1,000.00	825.00	17.5
01-6200-212	ADJUDICATION	.00	43.75	5,000.00	4,956.25	.9
01-6200-240	EQUIPMENT PURCHASES & MAINT	314.36	1,387.78	14,500.00	13,112.22	9.6
01-6200-241	VEHICLE MAINTENANCE	354.41	5,249.90	13,500.00	8,250.10	38.9
01-6200-242	M&O: OFFICE	471.00	1,099.00	500.00	(599.00)	219.8
01-6200-261	TELECOMMUNICATIONS SERVICE	.00	54,383.34	66,000.00	11,616.66	82.4
01-6200-312	OFFICE SUPPLIES	128.37	339.76	.00	(339.76)	.0
01-6200-313	POSTAGE	25.53	39.66	150.00	110.34	26.4
01-6200-314	TELEPHONE	604.02	3,536.70	15,500.00	11,963.30	22.8
01-6200-315	COPIES & PRINTING	73.47	738.59	1,000.00	261.41	73.9
01-6200-316	UTILITIES	83.60	235.25	2,850.00	2,614.75	8.3
01-6200-317	BUSINESS FORMS EXPENSE	.00	559.80	2,500.00	1,940.20	22.4
01-6200-321	DUES & SUBSCRIPTIONS	60.00	12,753.32	25,000.00	12,246.68	51.0
01-6200-331	TRAVEL & TRAINING	544.31	3,763.03	8,500.00	4,736.97	44.3
01-6200-351	OFFICE EQUIP & MAINT	21.24	106.20	4,000.00	3,893.80	2.7
01-6200-361	DUI PREVENTION EQUIP	.00	.00	3,000.00	3,000.00	.0
01-6200-371	GAS & PETROLEUM	1,792.38	6,248.36	18,000.00	11,751.64	34.7
01-6200-421	COMMUNITY PROGRAMS	562.25	562.25	1,000.00	437.75	56.2
01-6200-511	INSURANCE EXP	2,243.00	7,609.00	25,500.00	17,891.00	29.8
01-6200-550	TECHNOLOGY UPGRADES	75.00	195.00	5,000.00	4,805.00	3.9
01-6200-591	MISC EXPENSE	.00	.00	3,000.00	3,000.00	.0
01-6200-812	CAP OUTLAY: EQUIP/FURN	.00	8,246.00	8,300.00	54.00	99.4
TOTAL POLICE DEPARTMENT		61,421.13	320,846.97	903,975.00	583,128.03	35.5

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ENGINEERING & ZONING</u>					
01-6300-118 SALARIES - CODE OFFICIAL	2,646.66	7,649.04	35,000.00	27,350.96	21.9
01-6300-119 ENGINEERING INTERN	.00	.00	12,000.00	12,000.00	.0
01-6300-120 SALARIES - ENGINEER	8,976.84	35,842.00	116,700.00	80,858.00	30.7
01-6300-131 EMPLOYEE HEALTH/LIFE	15.42	61.68	204.00	142.32	30.2
01-6300-133 EMPLOYER IMRF	786.38	3,139.79	10,300.00	7,160.21	30.5
01-6300-193 PAYROLL TAXES	889.19	3,327.03	9,850.00	6,522.97	33.8
01-6300-211 ENGINEERING: NON-REIMBURSABLE	.00	3,237.50	150,000.00	146,762.50	2.2
01-6300-213 PLANNING/ZONING/BUILDING	.00	.00	1,500.00	1,500.00	.0
01-6300-215 ZONING ADM: REIMBURSABLE	.00	1,400.00	.00 (1,400.00)	.0
01-6300-216 ZONING ADMINISTRATION FEES	.00	11,000.00	.00 (11,000.00)	.0
01-6300-241 VEHICLE & EQUIPMENT MAINT.	.00	.00	3,000.00	3,000.00	.0
01-6300-312 OFFICE SUPPLIES	235.61	235.61	3,000.00	2,764.39	7.9
01-6300-313 POSTAGE	.00	.00	100.00	100.00	.0
01-6300-314 TELEPHONE	185.63	722.04	2,160.00	1,437.96	33.4
01-6300-315 COPIES & PRINTING	184.00	428.50	500.00	71.50	85.7
01-6300-321 DUES & SUBSCRIPTIONS	244.00	768.00	1,000.00	232.00	76.8
01-6300-331 CONFERENCE AND TRAINING	.00	829.00	5,000.00	4,171.00	16.6
01-6300-351 OFFICE EXPENSE	1.06	1,364.10	5,000.00	3,635.90	27.3
01-6300-371 GASOLINE	255.17	1,076.59	2,500.00	1,423.41	43.1
01-6300-511 INSURANCE EXP	94.00	391.00	800.00	409.00	48.9
TOTAL ENGINEERING & ZONING	14,513.96	71,471.88	358,614.00	287,142.12	19.9
TOTAL FUND EXPENDITURES	186,149.38	825,311.46	2,543,818.00	1,718,506.54	32.4
NET REVENUE OVER EXPENDITURES	(74,355.96)	82,182.60	(231,846.00)	(314,028.60)	35.5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MOTOR FUEL TAX REVENUES</u>					
02-4011	MFT APPROPRIATION	15,695.28	48,076.46	177,000.00	128,923.54	27.2
	TOTAL MOTOR FUEL TAX REVENUES	15,695.28	48,076.46	177,000.00	128,923.54	27.2
	<u>INTEREST ON INVESTMENT</u>					
02-8011	INTEREST ON INVESTMENT	3,272.66	12,441.87	12,000.00	(441.87)	103.7
	TOTAL INTEREST ON INVESTMENT	3,272.66	12,441.87	12,000.00	(441.87)	103.7
	TOTAL FUND REVENUE	18,967.94	60,518.33	189,000.00	128,481.67	32.0

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MOTOR FUEL EXPENSES</u>					
02-6400-237	REBUILD ILLINOIS EXPENSES	.00	.00	55,000.00	55,000.00	.0
02-6400-370	GENERAL MAINTENANCE	49,243.60	49,243.60	200,000.00	150,756.40	24.6
	<u>TOTAL MOTOR FUEL EXPENSES</u>	<u>49,243.60</u>	<u>49,243.60</u>	<u>255,000.00</u>	<u>205,756.40</u>	<u>19.3</u>
	<u>TOTAL FUND EXPENDITURES</u>	<u>49,243.60</u>	<u>49,243.60</u>	<u>255,000.00</u>	<u>205,756.40</u>	<u>19.3</u>
	<u>NET REVENUE OVER EXPENDITURES</u>	<u>(30,275.66)</u>	<u>11,274.73</u>	<u>(66,000.00)</u>	<u>(77,274.73)</u>	<u>17.1</u>

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

CAPITAL IMPROVEMENT FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>ELECTRICITY</u>					
03-4011	UTILITY TAX - ELECTRICITY	10,117.46	30,051.35	95,000.00	64,948.65	31.6
	TOTAL ELECTRICITY	10,117.46	30,051.35	95,000.00	64,948.65	31.6
	<u>GAS</u>					
03-4021	UTILITY TAX - GAS	2,911.73	16,913.99	70,000.00	53,086.01	24.2
	TOTAL GAS	2,911.73	16,913.99	70,000.00	53,086.01	24.2
	<u>TELEPHONE</u>					
03-4031	SIMPLIFIED TELECOMM TAX (UT)	2,022.39	10,193.21	20,000.00	9,806.79	51.0
	TOTAL TELEPHONE	2,022.39	10,193.21	20,000.00	9,806.79	51.0
	<u>SALES TAX</u>					
03-4041	NON HOME RULE SALES TAX	21,328.12	71,622.04	225,000.00	153,377.96	31.8
	TOTAL SALES TAX	21,328.12	71,622.04	225,000.00	153,377.96	31.8
	<u>MISCELLANEOUS REVENUE</u>					
03-4991	MISCELLANEOUS INCOME	(250.00)	(250.00)	.00	250.00	.0
	TOTAL MISCELLANEOUS REVENUE	(250.00)	(250.00)	.00	250.00	.0
	<u>INTEREST ON INVESTMENTS</u>					
03-8011	INTEREST ON INVESTMENTS	4,993.04	18,086.71	15,000.00	(3,086.71)	120.6
	TOTAL INTEREST ON INVESTMENTS	4,993.04	18,086.71	15,000.00	(3,086.71)	120.6
	<u>FUNDS FOR GRADE CROSSINGS</u>					
03-8301	GRANT FUNDS	79,597.01	79,597.01	935,000.00	855,402.99	8.5
03-8302	DEKALB CTY COMMUNITY FDN GRANT	.00	19,200.00	.00	(19,200.00)	.0
	TOTAL FUNDS FOR GRADE CROSSINGS	79,597.01	98,797.01	935,000.00	836,202.99	10.6
	TOTAL FUND REVENUE	120,719.75	245,414.31	1,360,000.00	1,114,585.69	18.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

CAPITAL IMPROVEMENT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CAPITAL IMPR EXPENSES</u>					
03-6500-421 COMMUNITY PROGRAMS	.00	.00	15,000.00	15,000.00	.0
03-6500-522 NPDES PERMIT FEE	.00	1,000.00	.00 (1,000.00)	.0
03-6500-726 DONATIONS- COMMUNITY AGENCIES	.00	2,000.00	5,000.00	3,000.00	40.0
03-6500-824 STREET IMPROVEMENT	.00	.00	800,000.00	800,000.00	.0
03-6500-837 EMERGENCY PREPAREDNESS	.00	3,068.52	.00 (3,068.52)	.0
03-6500-840 HOLIDAY DECORATIONS	.00	215.28	15,000.00	14,784.72	1.4
03-6500-842 SIDEWALKS, NEW CONSTRUCTION	.00	.00	50,000.00	50,000.00	.0
03-6500-846 SPLASH PAD	34,832.28	130,339.52	135,000.00	4,660.48	96.6
03-6500-910 TRANSFERS TO OTHER FUNDS	.00	13,327.32	(26,655.00)	(39,982.32)	50.0
03-6500-912 LOAN PAYMENTS	.00	.00	(51,128.00)	(51,128.00)	.0
03-6500-913 CAPITAL PURCHASE TRANSFERS	.00	.00	(172,300.00)	(172,300.00)	.0
TOTAL CAPITAL IMPR EXPENSES	34,832.28	149,950.64	769,917.00	619,966.36	19.5
TOTAL FUND EXPENDITURES	34,832.28	149,950.64	769,917.00	619,966.36	19.5
NET REVENUE OVER EXPENDITURES	85,887.47	95,463.67	590,083.00	494,619.33	16.2

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

SEWER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
06-4010	CONNECTION FEES	3,000.00	10,000.00	10,000.00	.00	100.0
06-4011	SERVICE FEES	(57.40)	140,508.91	552,000.00	411,491.09	25.5
	TOTAL SERVICE FEES	2,942.60	150,508.91	562,000.00	411,491.09	26.8
	<u>LATE CHARGES</u>					
06-4021	LATE CHARGES	7,762.70	14,244.16	28,000.00	13,755.84	50.9
	TOTAL LATE CHARGES	7,762.70	14,244.16	28,000.00	13,755.84	50.9
	<u>BAD CHECK CHARGES</u>					
06-4041	BAD CHECK CHARGES	.00 (19.99)	25.00	44.99 (80.0)		
	TOTAL BAD CHECK CHARGES	.00 (19.99)	25.00	44.99 (80.0)		
	<u>PERMITS</u>					
06-4051	PERMITS	10,500.00	35,000.00	35,000.00	.00	100.0
	TOTAL PERMITS	10,500.00	35,000.00	35,000.00	.00	100.0
	<u>INTEREST ON INVESTMENT</u>					
06-8011	INTEREST ON INVESTMENT	10,840.55	40,620.86	50,000.00	9,379.14	81.2
	TOTAL INTEREST ON INVESTMENT	10,840.55	40,620.86	50,000.00	9,379.14	81.2
	<u>LEASE INCOME</u>					
06-8801	LEASE INCOME	.00	.00	10,725.00	10,725.00	.0
	TOTAL LEASE INCOME	.00	.00	10,725.00	10,725.00	.0
	TOTAL FUND REVENUE	32,045.85	240,353.94	685,750.00	445,396.06	35.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

SEWER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SEWER SYSTEM EXPENSES</u>					
06-7300-118 SALARIES: MAINT WORKERS	6,525.70	25,940.29	97,500.00	71,559.71	26.6
06-7300-131 EMPLOYEE HEALTH INSURANCE	857.14	3,428.56	18,000.00	14,571.44	19.1
06-7300-133 IMRF CONTRIBUTION	571.66	2,272.37	8,650.00	6,377.63	26.3
06-7300-193 PAYROLL TAXES	499.22	1,984.47	7,200.00	5,215.53	27.6
06-7300-198 UNIFORMS	.00	.00	1,000.00	1,000.00	.0
06-7300-211 LEGAL/COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
06-7300-212 ENGINEERING EXPENSE	.00	.00	2,500.00	2,500.00	.0
06-7300-213 OTHER CONSULTING FEES	1,337.45	4,341.93	16,000.00	11,658.07	27.1
06-7300-214 AUDIT FEES	2,100.00	3,150.00	4,000.00	850.00	78.8
06-7300-218 EQUIPMENT	.00	.00	3,000.00	3,000.00	.0
06-7300-221 UTILITIES	4,494.67	19,507.84	110,000.00	90,492.16	17.7
06-7300-241 M&O: VEH & EQUIP	.00	305.62	3,000.00	2,694.38	10.2
06-7300-243 M&O: SEWER PLANT	107.94	2,108.58	40,000.00	37,891.42	5.3
06-7300-311 OFFICE EXPENSE	613.38	2,351.97	6,500.00	4,148.03	36.2
06-7300-312 ANNUAL PERMIT FEES	.00	7,500.00	11,000.00	3,500.00	68.2
06-7300-313 TRAINING	.00	.00	2,000.00	2,000.00	.0
06-7300-314 TELEPHONE	164.07	1,023.50	5,000.00	3,976.50	20.5
06-7300-345 WASTEWATER TESTING	.00	1,226.30	17,500.00	16,273.70	7.0
06-7300-371 GAS & PETROLEUM	247.02	784.37	2,200.00	1,415.63	35.7
06-7300-511 INSURANCE EXPENSE	323.00	1,339.00	4,100.00	2,761.00	32.7
06-7300-591 MISC EXPENSES	.00	30.05	500.00	469.95	6.0
06-7300-611 DEBT SERVICE PRINCIPAL	.00	.00	49,106.00	49,106.00	.0
06-7300-621 INTEREST EXPENSE	.00	.00	11,841.00	11,841.00	.0
06-7300-811 CAP OUTLAY: CONSTRUCT	85,871.00	85,871.00	15,000.00	(70,871.00)	572.5
06-7300-812 CAP OUTLAY: EQUIPMENT	.00	.00	58,500.00	58,500.00	.0
TOTAL SEWER SYSTEM EXPENSES	103,712.25	163,165.85	499,097.00	335,931.15	32.7
TOTAL FUND EXPENDITURES	103,712.25	163,165.85	499,097.00	335,931.15	32.7
NET REVENUE OVER EXPENDITURES	(71,666.40)	77,188.09	186,653.00	109,464.91	41.4

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

WATER SYSTEM FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>SERVICE FEES</u>					
07-4011	SERVICE FEES	(253.64)	145,382.29	520,000.00	374,617.71	28.0
	TOTAL SERVICE FEES	(253.64)	145,382.29	520,000.00	374,617.71	28.0
	<u>LATE CHARGES</u>					
07-4021	LATE CHARGES	523.98	930.35	1,500.00	569.65	62.0
	TOTAL LATE CHARGES	523.98	930.35	1,500.00	569.65	62.0
	<u>BAD CHECK CHARGES</u>					
07-4041	BAD CHECK CHARGES	.00	75.00	25.00	(50.00)	300.0
	TOTAL BAD CHECK CHARGES	.00	75.00	25.00	(50.00)	300.0
	<u>PERMITS</u>					
07-4051	PERMITS	11,400.00	38,000.00	50,000.00	12,000.00	76.0
	TOTAL PERMITS	11,400.00	38,000.00	50,000.00	12,000.00	76.0
	<u>METER SALES</u>					
07-4301	METER SALES	.00	.00	5,000.00	5,000.00	.0
	TOTAL METER SALES	.00	.00	5,000.00	5,000.00	.0
	<u>MISCELLANEOUS REVENUE</u>					
07-4991	MISC INCOME	(2.95)	900.00	1,500.00	600.00	60.0
	TOTAL MISCELLANEOUS REVENUE	(2.95)	900.00	1,500.00	600.00	60.0
	<u>INTEREST ON INVESTMENT</u>					
07-8011	INTEREST ON INVESTMENT	5,813.51	20,376.94	25,000.00	4,623.06	81.5
	TOTAL INTEREST ON INVESTMENT	5,813.51	20,376.94	25,000.00	4,623.06	81.5

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

WATER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEASE INCOME</u>					
07-8801 LEASE INCOME	.00	1,240.00	3,720.00	2,480.00	33.3
TOTAL LEASE INCOME	.00	1,240.00	3,720.00	2,480.00	33.3
TOTAL FUND REVENUE	17,480.90	206,904.58	606,745.00	399,840.42	34.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

WATER SYSTEM FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>WATER SYSTEM EXPENSES</u>					
07-7400-118 SALARIES: MAINT WORKERS	9,788.58	38,910.42	142,500.00	103,589.58	27.3
07-7400-131 EMPLOYEE HEALTH INSURANCE	1,285.74	5,142.96	2,700.00	(2,442.96)	190.5
07-7400-133 IMRF CONTRIBUTION	857.47	3,408.54	21,000.00	17,591.46	16.2
07-7400-193 PAYROLL TAXES	748.81	2,976.58	17,950.00	14,973.42	16.6
07-7400-198 UNIFORMS	.00	.00	900.00	900.00	.0
07-7400-212 ENGINEERING EXPENSE	.00	.00	2,500.00	2,500.00	.0
07-7400-213 OTHER CONSULTING FEES	2,006.17	6,512.88	24,075.00	17,562.12	27.1
07-7400-214 AUDIT FEES	2,100.00	3,150.00	4,000.00	850.00	78.8
07-7400-221 UTILITIES	2,769.26	14,996.34	75,000.00	60,003.66	20.0
07-7400-222 RADIUM REMOVAL PROCESSING	9,146.89	37,910.56	111,510.00	73,599.44	34.0
07-7400-241 M&O: VEH & EQUIP	75.91	75.91	5,000.00	4,924.09	1.5
07-7400-243 M&O: WELL SYSTEM	272.52	650.54	30,000.00	29,349.46	2.2
07-7400-311 OFFICE EXPENSE	3,511.05	5,221.93	11,000.00	5,778.07	47.5
07-7400-314 TELEPHONE	152.84	1,206.98	5,000.00	3,793.02	24.1
07-7400-331 TRAVEL & TRAINING	.00	138.75	2,000.00	1,861.25	6.9
07-7400-341 METER PURCHASES & SUPPLIES	.00	.00	15,000.00	15,000.00	.0
07-7400-343 CONNECTION EXP	.00	.00	5,000.00	5,000.00	.0
07-7400-344 ACCESS SUPPLY PURCH	.00	.00	2,000.00	2,000.00	.0
07-7400-345 CHEMICALS & TESTING	5,866.24	11,552.51	20,000.00	8,447.49	57.8
07-7400-346 TOOLS	.00	.00	1,250.00	1,250.00	.0
07-7400-371 GAS & PETROLEUM	576.38	1,830.24	8,000.00	6,169.76	22.9
07-7400-511 INSURANCE EXPENSE	485.00	2,028.00	6,800.00	4,772.00	29.8
07-7400-531 REAL ESTATE TAXES	.00	236.56	.00	(236.56)	.0
07-7400-811 CAP OUTLAY: CONSTRUCT	.00	5,740.00	25,000.00	19,260.00	23.0
07-7400-812 CAP OUTLAY: EQUIPMENT	.00	.00	100,000.00	100,000.00	.0
07-7400-826 CAP OUTLAY: ENG STUDY	.00	.00	50,000.00	50,000.00	.0
TOTAL WATER SYSTEM EXPENSES	39,642.86	141,689.70	688,185.00	546,495.30	20.6
TOTAL FUND EXPENDITURES	39,642.86	141,689.70	688,185.00	546,495.30	20.6
NET REVENUE OVER EXPENDITURES	(22,161.96)	65,214.88	(81,440.00)	(146,654.88)	80.1

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

FESTIVAL & PARADE FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS</u>					
09-4961	DONATIONS	.00	.00	5,000.00	5,000.00	.0
	TOTAL DONATIONS	.00	.00	5,000.00	5,000.00	.0
	<u>FUNDRAISERS</u>					
09-4972	FESTIVAL RECEIPTS	.00	.00	17,500.00	17,500.00	.0
	TOTAL FUNDRAISERS	.00	.00	17,500.00	17,500.00	.0
	<u>INTEREST</u>					
09-8011	INTEREST ON INVESTMENT	.00	.04	60.00	59.96	.1
	TOTAL INTEREST	.00	.04	60.00	59.96	.1
	<u>ALLOTMENT FROM GF</u>					
09-8192	FESTIVAL/PARADE TRANSFER	.00 (10.30)	20,000.00	20,010.30 (.1)
	TOTAL ALLOTMENT FROM GF	.00 (10.30)	20,000.00	20,010.30 (.1)
	TOTAL FUND REVENUE	.00 (10.26)	42,560.00	42,570.26	.0

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

FESTIVAL & PARADE FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FESTIVAL & PARADE EXPENSES</u>					
09-7700-218 CONTRACTED GROUPS/EVENTS/LABOR	.00	6,565.68	20,000.00	13,434.32	32.8
09-7700-241 RENTALS	.00	.00	4,500.00	4,500.00	.0
09-7700-312 SUPPLIES	.00	.00	4,500.00	4,500.00	.0
09-7700-313 POSTAGE	.00	.00	100.00	100.00	.0
09-7700-315 COPIES, PRINTING & ADVERTISING	.00	.00	1,500.00	1,500.00	.0
09-7700-571 PRIZES & AWARDS	.00	.00	750.00	750.00	.0
09-7700-591 MISC EXPENSE	.00	.00	500.00	500.00	.0
TOTAL FESTIVAL & PARADE EXPENSES	.00	6,565.68	31,850.00	25,284.32	20.6
TOTAL FUND EXPENDITURES	.00	6,565.68	31,850.00	25,284.32	20.6
NET REVENUE OVER EXPENDITURES	.00	(6,575.94)	10,710.00	17,285.94	(61.4)

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

RESTRICTED ASSETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DONATIONS</u>					
13-4167 WASTE COLLECTION AGREEMENT	.00	.00	17,000.00	17,000.00	.0
TOTAL DONATIONS	.00	.00	17,000.00	17,000.00	.0
<u>PARK DEVELOPMENT FEES</u>					
13-4171 PARK LOT DEV FEES - GENERAL	.00	.00	1,000.00	1,000.00	.0
TOTAL PARK DEVELOPMENT FEES	.00	.00	1,000.00	1,000.00	.0
<u>CAPITAL CONTRIBUTIONS: TOWN</u>					
13-4201 CAP CONTRIB: PUBLIC WORKS BLDG	1,513.89	5,046.30	.00 (5,046.30)	.0
13-4202 CAP CONTRIB: POLICE FACILITY	1,208.34	4,027.80	.00 (4,027.80)	.0
13-4203 CAP CONTRIB: EMERGENCY SIREN	34.71	115.70	.00 (115.70)	.0
13-4204 CAP CONTRIB: TOWN HALL BLDG	2,188.89	7,296.30	.00 (7,296.30)	.0
13-4205 CAP CONTRIB: SPORTS COMPLEX	1,979.16	6,597.20	.00 (6,597.20)	.0
13-4206 CAP CONTRIB: CAPITAL EQUIPMENT	.00	.00	18,000.00	18,000.00	.0
TOTAL CAPITAL CONTRIBUTIONS: TOWN	6,924.99	23,083.30	18,000.00 (5,083.30)	128.2
<u>INTEREST</u>					
13-8011 INTEREST ON INVESTMENT	6,961.80	26,150.15	35,000.00	8,849.85	74.7
TOTAL INTEREST	6,961.80	26,150.15	35,000.00	8,849.85	74.7
<u>TRANSFERS</u>					
13-8101 TRANSFERS FROM OTHER FUNDS	.00	13,327.32	26,655.00	13,327.68	50.0
TOTAL TRANSFERS	.00	13,327.32	26,655.00	13,327.68	50.0
TOTAL FUND REVENUE	13,886.79	62,560.77	97,655.00	35,094.23	64.1

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

RESTRICTED ASSETS FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RESTRICTED ASSETS</u>					
13-8000-350 ROAD IMPROVEMENTS	22,996.76	27,617.95	35,000.00	7,382.05	78.9
13-8000-813 CAP OUTLAY: TOWN HALL	.00	.00	5,000.00	5,000.00	.0
13-8000-814 CAP OUTLAY: SSA#4	.00	.00	50,000.00	50,000.00	.0
13-8000-815 CAPITAL OUTLAY SPLASH PAD NEUM	.00	.00	79,851.00	79,851.00	.0
13-8000-824 CAP O/L: PARK DEV (MCPHILLIPS)	.00	.00	14,305.00	14,305.00	.0
13-8000-833 CAP OUTLAY: PUBL WKS FACILITY	.00	.00	5,000.00	5,000.00	.0
13-8000-839 AIRPORT ROAD PROPERTY TAXES	.00	8,471.72	.00	(8,471.72)	.0
13-8000-840 AIRPORT ROAD UTILITIES	20.30	61.26	.00	(61.26)	.0
TOTAL RESTRICTED ASSETS	23,017.06	36,150.93	189,156.00	153,005.07	19.1
TOTAL FUND EXPENDITURES	23,017.06	36,150.93	189,156.00	153,005.07	19.1
NET REVENUE OVER EXPENDITURES	(9,130.27)	26,409.84	(91,501.00)	(117,910.84)	28.9

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

		TIF FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>INTEREST INCOME</u>						
14-8010	TIF RE TAX RECEIVED	8,867.97	264,146.63	355,000.00	90,853.37	74.4
14-8011	INTEREST ON INVESTMENT	3,912.35	13,120.82	15,000.00	1,879.18	87.5
TOTAL INTEREST INCOME		12,780.32	277,267.45	370,000.00	92,732.55	74.9
TOTAL FUND REVENUE		12,780.32	277,267.45	370,000.00	92,732.55	74.9

TOWN OF CORTLAND
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 4 MONTHS ENDING AUGUST 31, 2023

Item 1.

TIF FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TIF EXPENSES</u>					
14-6600-212	ADMINISTRATIVE EXPENSE	.00	1,719.95	.00	(1,719.95)	.0
14-6600-591	MISC EXPENSES	23,502.20	23,502.20	427,000.00	403,497.80	5.5
	TOTAL TIF EXPENSES	23,502.20	25,222.15	427,000.00	401,777.85	5.9
	TOTAL FUND EXPENDITURES	23,502.20	25,222.15	427,000.00	401,777.85	5.9
	NET REVENUE OVER EXPENDITURES	(10,721.88)	252,045.30	(57,000.00)	(309,045.30)	442.2

General Fund - Streets and Maintenance		
Facility 250 S Halwood		
Loan Date: 12/31/11, Maturity Date: 6/30/30, Loan Amount: \$655,200.00		
Interest Rate: 7.25%, Semi-Annual P&I due 6/30 and 12/31		
Beginning Balance 5/1/2023		\$ 340,817.46
Principal Paid Fiscal Year 2024:		\$ (20,452.53)
Interest Paid Fiscal Year 2024:	\$ 5,111.37	
Current Balance:		\$ 320,364.93
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 18,218.32	\$ 11,708.68
Fiscal Year Ending 2025	\$ 38,582.92	\$ 21,271.08
Future	\$ 263,563.69	\$ 59,692.54
Total:	<u>\$ 320,364.93</u>	<u>\$ 92,672.30</u>
* rate change 3 year variable		

General Fund - IEPA Loan		
Wastewater Project: L17-5003		
Maturity Date 9/25/2034, Int Rate: 1.93%, Semi-Annual Payments		
Beginning Balance 5/1/2023		\$ 625,740.66
Principal Paid Fiscal Year 2024:		\$ -
Interest Paid Fiscal Year 2024:	\$ -	
Current Balance:		\$ 625,740.66
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 49,105.78	\$ 11,841.00
Fiscal Year Ending 2025	\$ 50,058.09	\$ 10,888.69
Future	\$ 526,576.79	\$ 52,265.07
Total:	<u>\$ 625,740.66</u>	<u>\$ 74,994.76</u>

Restricted Asset Fund Loan		
North Avenue Road Repairs		
Maturity Date 12/31/2024, Int Rate: 2%, Semi-Annual Payments		
Beginning Balance 5/1/2023		\$ 52,002.73
Principal Paid Fiscal Year 2024:		\$ (12,807.29)
Interest Paid Fiscal Year 2024:	\$ 520.03	
Current Balance:		\$ 39,195.44
Remaining Debt Schedule		
	Principal	Interest
Fiscal Year Ending 2024	\$ 12,935.36	\$ 391.95
Fiscal Year Ending 2025	\$ 26,260.08	\$ 394.55
Total:	<u>\$ 39,195.44</u>	<u>\$ 786.50</u>

Town of Cortland
Restricted Assets
August 31, 2023

		Balance 8/1/2023	Deposits 8/31/2023	Expenditures 8/31/2023	Balance 8/31/2023
<u>Customer Deposits</u>					
13-2010	AP	\$ -			\$ -
13-2020	Deferred Revenue	\$ -	-	-	-
13-2301	Occupany Deposits	\$ -	-		-
13-2355	Airport Road Security Deposits	\$ -	-	-	-
<u>Engineering Deposits</u>					
13-2316	DCUSD #428	\$ 51,668.29	\$ -	\$ -	\$ 51,668.29
<u>Land/Cash Contributions</u>					
13-2401	Cortland Fire Protection District	\$ 3,000.00	\$ 900.00		\$ 3,900.00
13-2405	Sycamore School District # 427	\$ 2,363.69			2,363.69
13-2406	#428 Schools	\$ 105,648.75			105,648.75
13-2407	Cortland Library	\$ 450.00	135.00		585.00
<u>Storm Sewer Escrow</u>					
13-2411	Neumann Homes Inc	\$ 79,850.65		\$ -	\$ 79,850.65
<u>Capital Contributions #428 Schools</u>					
13-2432	DRH Cambridge - Richland Trails	\$ 246,288.85			\$ 246,288.85
<u>Library Building</u>					
13-2452	Library Building	\$ 14,829.76	\$ 1,011.12	\$ -	\$ 15,840.88
<u>Fire Department Building</u>					
13-2461	DRH Cambridge - Richland Trails	\$ 91,144.90			\$ 91,144.90
13-2462	Montalbano - Chestnut Grove	\$ 19,188.40	1,308.30	-	20,496.70
<u>WasteWater Irrigation Land Acquisition</u>					
13-2501	SSA # 4 Connection Fees	\$ 54,500.00		\$ -	\$ 54,500.00
13-2505	SSA # 8 Connection Fees	\$ -		-	\$ -
13-2551	Waste Water Irrigation Land Fee	\$ 83,500.00	1,500.00	-	\$ 85,000.00
<u>Cortland Events Committee</u>					
13-2900	Festival Parade	\$ -	\$ -	\$ -	\$ -
13-2350	Road Improvements	\$ 39,815.43	\$ -		\$ 39,815.43
13-2352	Administrative Fund	\$ 99,423.32	-	-	99,423.32
13-2354	Punch List Follow Up Items	\$ 12,072.46	-	-	12,072.46

Capital Contributions - Town Use (By Purpose)

13-3100	McPhillips Park Improvements	\$ 14,305.60	\$ -	\$ -	\$ 14,305.60
13-4096	Town Services	\$ -	-	-	-
13-4167	Road Improvements - DC Trash Agreement	\$ 67,148.36		-	67,148.36
13-4168	Airport Road Property Rent	\$ 17,325.26	-	20.30	17,304.96
13-4170	Airport Road Farm Rent	\$ 106,953.83		-	106,953.83
13-4161	Parks Improvements	\$ 256.00	-	-	256.00
13-4171	Park Development Fees	\$ 8,500.00		-	8,500.00
13-4201	Public Works Facility	\$ 12,615.75	1,513.89	-	14,129.64
13-4202	Police Facility	\$ 10,484.96	1,208.34	-	11,693.30
13-4203	Emergency Siren	\$ 2,927.21	34.71	-	2,961.92
13-4204	Town Hall	\$ 27,690.75	2,188.89	-	29,879.64
13-4205	Sports Complex	\$ 168,242.85	1,979.16	-	170,222.01
13-4206	Capital Improvements	\$ 126,232.43	6,961.80	-	133,194.23
13-4206	SCADA - Chestnut Grove	\$ 9,520.60	-	-	9,520.60
13-8101	Transfers from Other Funds - Town Loan	\$ 77,937.04		-	77,937.04
13-8701	InvestForeclosures (Dep less Ltr of Credit)	\$ -	-	-	-
13-8702	Performance Bond - Nature's Crossing	\$ -	-	-	-
		\$ 650,140.64	\$ 13,886.79	\$ 20.30	\$ 664,007.13

"FUND BAL"	\$ 642,805.51
Reserve for McPhillips	\$ 14,305.60
YTD Revs over Exps	\$ 26,409.84

Fund Equity \$ 683,520.95

Total Assets \$ 1,592,119.87

Total Liabilities & Equity \$ 1,592,119.87

Account Interest \$ 6,961.80

13-8011

* Account Interest posted to Capital Improvements

SUMMARY OF INCOME AND EXPENSES FOR THE MONTH OF:
August 31, 2023

	Beginning Balance	Receipts/ Transfers In	Dividends/ Interest	Expenditures/ Transfers Out	Ending Balance
SSA #1 Special Tax Refunding Bonds 2017					
Bond & Interest Fund	\$ 253,456.42	\$ 4,742.50	\$ 960.55	\$ 10,000.00	249,159.47
2017 Reserve Fund	\$ 358,149.92	-	1,375.96		359,525.88
Special Redemption Account	\$ -	-	-	-	-
Special Reserve Fund 2017	\$ 40,576.95	-	155.87		40,732.82
Administrative Expense Fund	\$ 1,531.18	10,000.00	5.94	5,925.06	5,612.06
Total SSA #1 Refunding Bonds	\$ 653,714.47	\$ 14,742.50	\$ 2,498.32	\$ 15,925.06	\$ 655,030.23
SSA #4-8 (Sheaffer Project)					
Bond & Interest Fund	\$ 0.00	\$ -			\$ 0.00
Special Redemption Account	\$ -	-	-	-	-
Debt Service Reserve Fund	\$ -	-	-		-
Administrative Expense Fund	\$ -		-		-
Total SSA #4-8	\$ 0.00	\$ -	\$ -	\$ -	\$ 0.00
SSA #9 (Richland Trails)					
SSA #9					
Bond & Interest Fund	\$ 140,121.00	\$ 3,333.00	\$ 602.66		\$ 144,056.66
Reserve Fund	\$ 155,819.86	-	670.08	-	156,489.94
Improvement Fund	\$ -	-	-	-	-
Administrative Expense Fund	\$ 15,862.88		68.22	1,000.00	14,931.10
Total SSA #9	\$ 311,803.74	\$ 3,333.00	\$ 1,340.96	\$ 1,000.00	\$ 315,477.70
Total All SSA	965,518.21	18,075.50	3,839.28	16,925.06	970,507.93



Illinois Department of Transportation

Office of Highways Project Implementation / Region 2 / District 3
700 East Norris Drive / Ottawa, Illinois 61350-1628

September 7, 2023

Ms. Cheryl Aldis, Village Clerk
Town of Cortland
PO Box 519
59 S. Somonauk Rd.
Cortland, IL. 60112

Dear Ms. Aldis:

Enclosed is a copy of Compliance Review #63 covering the receipt and disbursement of Motor Fuel Tax funds by the town for the period beginning May 1, 2019 and ending April 30, 2022.

PLEASE REFER TO THE REVIEWER'S COMMENTS PAGE FOR SPECIFIC COMMENTS IN REGARDS TO THIS COMPLIANCE REVIEW.

This report should be presented to the President and Board of Trustees at the first regular meeting after the receipt of this letter and then filed as a permanent record in your office.

This report is a compliance review conducted by Local Roads and Streets. An audit will be performed at a later date by an auditor from the Bureau of Investigations and Compliance.

If you have any questions, please contact Jesse Hanson at (815) 434-8414.

Sincerely,

Masood Ahmad, P.E.
Region Two Engineer

A handwritten signature in blue ink, appearing to read 'Steve Chery', written over a blue circular stamp.

By: Steve Chery, MSCE, P.E.
Local Roads and Streets Engineer

JH:dcm/ComplianceCoverLetter-Munic_Cortland_2022



Illinois Department of Transportation

Memorandum

TO: Steve Chery
FROM: Jesse Hanson
SUBJECT: Documentation Review No. 63 for the Town of Cortland from May 1, 2019 through April 30, 2022
DATE: September 7, 2023

Message:

All Invoices examined at the time of Review.

Review #62 and #61 showed erroneous expenditures incurred in the amount of \$726.00 that the Town still needs to reimburse.

Review #63 found two RBI Allotments that have been deposited into the Towns General account but not credited to the MFT Fund. After speaking with the Towns financial department (Lauterbach & Amen, LLP), the total amount of \$93,803.26 will be transferred to the MFT Fund.

Review #63 shows two Comingled Cash Transfers to the MFT Fund in the amount of \$73699.87. This amount may remain in the MFT Fund or be transferred to Local funds at the Towns discretion but must be tracked separately along with interest incurred or be obligated to MFT.

21GM MES has been corrected to show actual Maintenance authorizations and credits.

Interest to be credited for 2019, 2020, 2021, and 2022.

Signed: _____

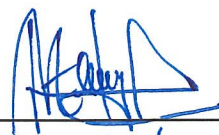


Reviewer

Reply:

The documentation review has been examined and is satisfactory for processing.

Signed: _____



Date: _____

9/7/2023



Documentation Review Cover Sheet

Agency: TOWN OF Cortland	
Documentation Review for: <input checked="" type="checkbox"/> Motor Fuel Tax <input type="checkbox"/> Township Bridge <input type="checkbox"/> Special Assessment <input type="checkbox"/> G.O. Bond Issue <input type="checkbox"/> MFT Fund Bond Issue	Documentation Review Year(s): 2019 - 2022
	Documentation Review Number: 63
	Date: September 7, 2023



Documentation Reviewer's Certificate

TOWN OF Cortland

Documentation Review No. 63


We hereby certify that we have reviewed the books and records in so far as they pertain to the receipt and disbursement of the Motor Fuel Tax Fund of the Town of Cortland for the period beginning May 1, 2019 and ending April 30, 2022, and that entries for receipts in these books and records are true and correct and are in agreement with the records maintained by the Department of Transportation and that entries for disbursements are supported by cancelled warrants or checks with exceptions noted in the documentation review findings.

We further certify that we have verified entries in the claim registers with the original claims and cancelled warrants, that we have examined and checked the records of the Town Clerk and Town Treasurer and have compared the expenditures listed in the warrant registers of those offices and if necessary against the minutes of the Town Board maintained by the Town Clerk and have found them to be in accordance therewith exceptions noted in the documentation review findings.



Reviewer

REVIEWED AND APPROVED BY



District Local Roads and Streets Engineer

Date: 9/7/2023



Reviewer's Comments

TOWN OF Cortland

Documentation Report No. 63

Audit Period: May 1, 2019 to April 30, 2022

Purpose of Documentation Review: To determine the status of Motor Fuel Tax Funds as of April 30, 2022

The other receipts to the Motor Fuel Tax Fund were \$237,584.39 received as follows:

INTEREST 2019	\$	1,946.04
INTEREST 2020	\$	664.50
INTEREST 2021	\$	171.61
INTEREST 2022	\$	294.09
Rebuild Illinois	\$	234,508.15
	\$	-

All invoices examined at the time of review.

Maintenance Expenditure Statement on file for 2018, 2019, and 2021 General Maintenance Programs.

Documentation Review #61 and #62 found \$726.00 in erroneous disbursements out of MFT to be reimbursed by Local funds.

Two Rebuild Illinois Allotments totaling \$93,803.26 that were deposited into the General account need to be credited to the MFT fund.

Comingled cash transfers totaling \$73,699.87 in the MFT fund to be removed, tracked separately, or obligated to MFT.

Total received: \$ 237,584.39

SIGNED



Fund Balance and Bank Reconciliation

TOWN OF Cortland

Documentation Review Report No. 63

Documentation Reivew Period: May 1, 2019 - April 30, 2022

Date: September 7, 2023

Fund Balance	Unobligated	Obligated	Total	Outstanding Warrants		
Balance Previous Documentation Review	113,161.27	1,166.38	114,327.65	RBI Comingled Xfer		
Allotments	475,798.82	0.00	475,798.82			
Total MFT Funds	588,960.09	1,166.38	590,126.47			
Approved Authorizations	(506,664.39)	506,664.39	0.00			
Other Receipts		237,584.39	237,584.39			
Total	82,295.70	745,415.16	827,710.86			
Disbursements		392,367.99	392,367.99			
Surplus (Credits)	350,696.93	(350,696.93)	0.00			
Unexpended Balance	432,992.63	2,350.24	435,342.87			
Bank Reconciliation				RBI Comingled Xfer		
Balance in Fund per Bank Certificate April 30, 2022			415,239.48			
Deduct Outstanding Warrants						
Add Outstanding investments			0.00			
Additions			93,803.26			
Subtraction's			73,699.87			
Net Balance in Account April 30, 2022			435,342.87			

Certified Correct


Reviewer

TOWN OF Cortland

Documentation Review Period: May 1, 2019 - April 30, 2022

Documentation Review Report No. 63

Section	Balance Prev. Review	Total Amount Authorized	Adjustments	Other Receipts	Total Funds Available	Total Disbursements	Surplus to Unobligated Balance (Credits)	Unexpended Balance	Prev. Accumulated Disbursements	Total Accumulated Disbursements	
Maintenance					0.00			0.00		0.00	
15-00000-00-GM	(2,400.27)	2,400.27			0.00			0.00		0.00	
16-00000-00-GM	(821.25)	821.25			0.00			0.00		0.00	
17-00000-00-GM					0.00			0.00		0.00	
18-00000-00-GM					0.00			0.00	121,662.48	121,662.48	
19-00000-00-GM					0.00	151,834.64		(151,834.64)		151,834.64	need to authorize.
21-00000-00-GM		290,325.26			290,325.26	192,285.60	98,039.66	0.00		192,285.60	
Engineering					0.00			0.00		0.00	
15-00000-00-GM					0.00			0.00		0.00	
16-00000-00-GM					0.00			0.00		0.00	
17-00000-00-GM	821.25				821.25		821.25	0.00		0.00	
18-00000-00-GM					0.00			0.00		0.00	
19-00000-00-GM					0.00	20,130.14		(20,130.14)		20,130.14	need to authorize.
21-00000-00-GM		28,117.61			28,117.61	28,117.61		(0.00)		28,117.61	
RBI					0.00			0.00		0.00	
FY-2020				46,901.63	46,901.63		46,901.63	0.00		0.00	
FY-2021				140,704.89	140,704.89		140,704.89	0.00		0.00	
FY-2022				46,901.63	46,901.63		46,901.63	0.00		0.00	
					0.00			0.00		0.00	
Other					0.00			0.00		0.00	
19-00000-00-GM		185,000.00			185,000.00		13,035.22	171,964.78		0.00	need to credit.
					0.00			0.00		0.00	
ERRONEOUS	(726.00)				(726.00)			(726.00)		0.00	need to reimburse.
					0.00			0.00		0.00	
INTEREST 2018	3,044.53				3,044.53		3,044.53	0.00		0.00	
INTEREST 2019	1,248.12			1,946.04	3,194.16		1,248.12	1,946.04		0.00	need to credit
INTEREST 2020				664.50	664.50			664.50		0.00	need to credit
INTEREST 2021				171.61	171.61			171.61		0.00	need to credit
INTEREST 2022				294.09	294.09			294.09		0.00	need to credit
					0.00			0.00		0.00	
TOTALS	1,166.38	506,664.39	0.00	237,584.39	745,415.16	392,367.99	350,696.93	2,350.24	121,662.48	514,030.47	

The ILLINOIS Funds

Investor Statement

Page 1

Item 2.

for the period of: April 1, 2022 - April 30, 2022



Investor Services: (800) 947-8479



Internet: www.illinoisfunds.com



TOWN OF CORTLAND
GENERAL ACCOUNT
59 S SOMONAUK RD
CORTLAND IL 60112-4070

000434

Portfolio at-a-Glance

Portfolio Value Beginning 04/01/2022	\$4,640,011.21
+ Purchases	\$159,436.56
- Withdrawals	\$0.00
Portfolio Value Ending 04/30/2022	\$4,801,314.58

Portfolio Summary

Account Number	1600228952	Fund Name	Shares	Share Price	Market Value on 04/30/2022	% of Account Holdings
TOWN OF CORTLAND GENERAL ACCOUNT		Illinois LGIP	4,801,314.580	\$1.00	\$4,801,314.58	100.0%

Account Transactions

Account Number	1600228952	Trade Date	Transaction Description	Dollar Amount	Share Price	Shares this Transaction	Total Shares Owned
Illinois LGIP/5000			Beginning Balance as of 04/01/2022	\$4,640,011.21	\$1.00		4,640,011.210
TOWN OF CORTLAND		04/06/22	SHARES PURCHASED - WIRE	\$8,297.53	\$1.00	8,297.530	4,648,308.740
GENERAL ACCOUNT		04/06/22	SHARES PURCHASED - WIRE	\$5,917.04	\$1.00	5,917.040	4,654,225.780
		04/08/22	SHARES PURCHASED - WIRE	\$658.89	\$1.00	658.890	4,654,884.670
		04/08/22	SHARES PURCHASED - WIRE	\$23,790.61	\$1.00	23,790.610	4,678,675.280
Distributions:	Dividends	04/08/22	SHARES PURCHASED - WIRE	\$35,362.97	\$1.00	35,362.970	4,714,038.250
	Cap Gains	04/08/22	SHARES PURCHASED - WIRE	\$13,266.36	\$1.00	13,266.360	4,727,304.610
	REINVEST	04/13/22	SHARES PURCHASED - WIRE	\$89,189.24	\$1.00	89,189.240	4,796,493.850
	REINVEST	04/13/22	SHARES PURCHASED - WIRE	\$877.27	\$1.00	877.270	4,797,371.120
		04/13/22	SHARES PURCHASED - WIRE	\$2,276.65	\$1.00	2,276.650	4,799,647.770
		04/25/22	TRANSFER FROM 1600006630	\$0.00	\$0.00	0.010	4,799,647.780
		04/29/22	INCOME REINVEST	\$1,866.80	\$1.00	1,866.800	4,801,514.580
			Ending Balance as of 04/30/2022	\$4,801,314.58	\$1.00		4,801,314.580

* 93,803.26 to be transferred from General Account to MFT Fund.



XIL..*34100*.0093757004.00813.00813.CNSFST01.INVMIL.....XIL.....000000804

From: Mary Frost <mfrost@lauterbachamen.com>
Sent: Wednesday, March 29, 2023 3:43 PM
To: Hanson, Jesse G. <Jesse.Hanson@Illinois.gov>
Cc: Julie Wons <jwons@lauterbachamen.com>; Wes Levy <wlevy@lauterbachamen.com>
Subject: [External] Re: Compliance Review Cortland 5-1-19 to 4-30-22

Jesse,

As per our phone conversation, I researched the receipt of the questioned allotments and have the following information:

Rebuild IL Installment #4 for \$46,901.63 was received and deposited into the General Checking account on May 20, 2021.

Rebuild IL Installment #5 for \$46,901.63 was received and deposited into the General Checking account on March 17, 2022.

Please let me know if I can be of any further assistance.

Thank you,

Mary Frost
Finance Department
Town of Cortland



Message from Ron Amen and Sherry Lauterbach: Our clients' satisfaction remains our highest priority. If you have any concerns or questions, please call: 630.393.1483 or email feedback@lauterbachamen.com. Thank you.

TOWN OF CORTLAND
REVENUES WITH COMPARISON TO BUDGET
FOR THE 12 MONTHS ENDING APRIL 30, 2022

Item 2.

MOTOR FUEL TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>MOTOR FUEL TAX REVENUES</u>					
02-4011	MFT APPROPRIATION	14,476.46	170,222.37	150,000.00	(20,222.37)	113.5
	TOTAL MOTOR FUEL TAX REVENUES	14,476.46	170,222.37	150,000.00	(20,222.37)	113.5
	<u>REBUILD ILLINOIS</u>					
02-4050	REBUILD ILLINOIS	.00	93,803.26	94,000.00	196.74	99.8
	TOTAL REBUILD ILLINOIS	.00	93,803.26	94,000.00	196.74	99.8
	<u>INTEREST ON INVESTMENT</u>					
02-8011	INTEREST ON INVESTMENT	163.39	385.57	500.00	114.43	77.1
	TOTAL INTEREST ON INVESTMENT	163.39	385.57	500.00	114.43	77.1
	TOTAL FUND REVENUE	14,639.85	264,411.20	244,500.00	(19,911.20)	108.1

IL Funds General Pooled Account # 1 516 0022 8952

MFT Funds Reconciliation

Fiscal Year 2022

02-1130	Beginning	May 21	June 21	July 21	August 21	September 21	October 21	November 21	December 21	January 22	February 22	March 22	April 22	Total
MFT Funds GL Balance		\$383,623.52	\$397,701.57	\$403,057.75	\$417,397.91	\$335,260.83	\$350,675.32	\$269,513.48	\$293,951.23	\$308,950.74	\$324,850.23	\$339,406.14	\$349,514.52	\$383,623.52
<u>Deposits</u>														
5/8		14,066.63												14,066.63
6/2			13,952.23											13,952.23
7/10				14,332.98										14,332.98
8/13					14,209.18									14,209.18
9/8						15,407.00								15,407.00
10/5							14,763.32							14,763.32
11/4								13,598.74						13,598.74
12/2									14,984.69					14,984.69
1/6										15,878.70				15,878.70
2/5											14,525.25			14,525.25
3/2												10,027.19		10,027.19
4/7													14,214.57	14,214.57
Comingled Cash Xfers								22,350.93					51,348.94	73,699.87
Total Deposits:		\$14,066.63	\$13,952.23	\$14,332.98	\$14,209.18	\$15,407.00	\$14,763.32	\$35,949.67	\$14,984.69	\$15,878.70	\$14,525.25	\$10,027.19	\$65,563.51	\$243,660.35
<u>Disbursements</u>														
(see below)		0.00	8,599.50	0.00	96,353.71	0.00	95,931.89	11,518.11	0.00	0.00	0.00	0.00	0.00	Total 212,403.21
Total Outs:		\$0.00	\$8,599.50	\$0.00	\$96,353.71	\$0.00	\$95,931.89	\$11,518.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$212,403.21
EOM w/o Interest		\$397,690.15	\$403,054.30	\$417,390.73	\$335,253.38	\$350,667.83	\$269,506.75	\$293,945.04	\$308,935.92	\$324,829.44	\$339,375.48	\$349,433.33	\$415,078.03	\$414,880.66
INTEREST ALLOCATION														
Total Bank Balance		3,706,877.77	3,867,310.23	4,036,223.63	4,175,974.95	4,329,927.43	4,496,944.97	4,635,001.82	4,479,235.77	4,640,522.99	4,521,514.92	4,640,011.22	4,801,314.58	52,330,860.28
Current months MFT		11.42	14.87	22.05	29.50	36.99	43.72	49.91	64.73	85.52	116.18	197.37	358.82	1,031.08
Interest Allocation		11.42	3.45	7.18	7.45	7.49	6.73	6.19	14.82	20.79	30.66	81.19	161.45	358.82
EOM Balance		\$397,701.57	\$403,057.75	\$417,397.91	\$335,260.83	\$350,675.32	\$269,513.48	\$293,951.23	\$308,950.74	\$324,850.23	\$339,406.14	\$349,514.52	\$415,239.48	415,239.48

Disbursements

Vendor	Fehr Graham	Peter Baker & Son Co	Peter Baker & Son Co	Fehr Graham	N/A	N/A	N/A	N/A	N/A
Invoice	101004	21022.01F	72721	\$402,268.00	0	0	0	0	0
Amount	\$ 8,599.50	\$ 96,353.71	95,931.89	\$ 11,518.11					
Check #	40643	40873	41015	\$41,024.00					
Check Date	6/18/2021	8/27/2021	10/22/2021	11/5/2021					
Vendor									
Invoice									
Amount									
Check #									
Check Date									

* Comingled Cash Xfers to be tracked Separately.

MFT Agency Transaction List

Agency Name : Cortland		County : DeKalb		Agency Type : Municipality		District : 3	
Beginning Unobligated Balance as of 4/30/2019		\$113,161.27		Average MFT Allotment		\$8,143.34	
Unobligated Balance as of 4/29/2022		\$432,992.63		Average TRF Allotment		\$5,707.45	
Total MFT and TRF Allotment		\$475,798.82		Total Authorizations		\$506,664.39	
Total Supplemental Allotments		\$234,508.15		Total Credits		\$116,188.78	
Date	Transaction Type	Category	Section No.	Memo	Amount	Balance	Section Status
4/30/2019	Motor Fuel Tax Fund				\$9,451.46	\$122,612.73	
5/31/2019	Motor Fuel Tax Fund				\$8,661.67	\$131,274.40	
6/28/2019	Authorization	Maint. Engineer	19-00000-00-GM	MEMC \$21,256.63	\$0.00	\$131,274.40	C
6/28/2019	Authorization	Maintenance	19-00000-00-GM	MEMC \$163,696.60	\$0.00	\$131,274.40	C
6/28/2019	Authorization	Other	19-00000-00-GM	Resolution	\$185,000.00	(\$53,725.60)	C
6/30/2019	Motor Fuel Tax Fund				\$7,896.27	(\$45,829.33)	
7/31/2019	Motor Fuel Tax Fund				\$9,869.89	(\$35,959.44)	
8/2/2019	Authorization	Maint. Engineer	19-00000-00-GM	REV MEMC \$3,198.51	\$0.00	(\$35,959.44)	C
8/2/2019	Authorization	Maintenance	19-00000-00-GM	REV MEMC \$181,801.19	\$0.00	(\$35,959.44)	C
8/26/2019	Authorization	Maintenance	16-00000-00-GM	CR #62	\$821.25	(\$36,780.69)	C
8/26/2019	Authorization	Maintenance	15-00000-00-GM	CR #62	\$2,400.27	(\$39,180.96)	C
8/26/2019	Credit	Maintenance	17-00000-00-GM	Compliance Review #62	\$821.25	(\$38,359.71)	C
8/26/2019	Credit	Interest		2019 Jan-April	\$1,248.12	(\$37,111.59)	
8/26/2019	Credit	Interest		2018 CR #62	\$3,044.53	(\$34,067.06)	
8/31/2019	MFT Transportation Renewal Fund				\$6,362.74	(\$27,704.32)	
8/31/2019	Motor Fuel Tax Fund				\$7,836.70	(\$19,867.62)	
9/30/2019	MFT Transportation Renewal Fund				\$6,410.22	(\$13,457.40)	
9/30/2019	Motor Fuel Tax Fund				\$9,013.28	(\$4,444.12)	
10/31/2019	MFT Transportation Renewal Fund				\$5,766.31	\$1,322.19	
10/31/2019	Motor Fuel Tax Fund				\$8,385.67	\$9,707.86	
11/30/2019	MFT Transportation Renewal Fund				\$6,346.83	\$16,054.69	

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.

Agency Name : Cortland

County : DeKalb

Agency Type : Municipality

District : 3

Beginning Unobligated Balance as of 4/30/2019		\$113,161.27		Average MFT Allotment		\$8,143.34	
Unobligated Balance as of 4/29/2022		\$432,992.63		Average TRF Allotment		\$5,707.45	
Total MFT and TRF Allotment		\$475,798.82		Total Authorizations		\$506,664.39	
Total Supplemental Allotments		\$234,508.15		Total Credits		\$116,188.78	
Date	Transaction Type	Category	Section No.	Memo	Amount	Balance	Section Status
11/30/2019	Motor Fuel Tax Fund				\$9,588.82	\$25,643.51	
12/31/2019	MFT Transportation Renewal Fund				\$6,037.47	\$31,680.98	
12/31/2019	Motor Fuel Tax Fund				\$12,706.47	\$44,387.45	
1/21/2020	Credit	Maint. Engineer	19-00000-00-GM	MMES (\$16,931.33)	\$0.00	\$44,387.45	C
1/21/2020	Credit	Maintenance	19-00000-00-GM	MMES \$29,966.55	\$0.00	\$44,387.45	C
1/21/2020	Credit	Other	19-00000-00-GM	MMES	\$13,035.22	\$57,422.67	C
1/31/2020	MFT Transportation Renewal Fund				\$5,842.52	\$63,265.19	
1/31/2020	Motor Fuel Tax Fund				\$7,439.53	\$70,704.72	
2/29/2020	MFT Transportation Renewal Fund				\$5,721.53	\$76,426.25	
2/29/2020	Motor Fuel Tax Fund				\$7,417.75	\$83,844.00	
3/31/2020	MFT Transportation Renewal Fund				\$5,376.71	\$89,220.71	
3/31/2020	Motor Fuel Tax Fund				\$8,225.42	\$97,446.13	
4/30/2020	MFT Transportation Renewal Fund				\$5,079.10	\$102,525.23	
4/30/2020	Motor Fuel Tax Fund				\$7,585.16	\$110,110.39	
5/8/2020	Supplemental Allotment			FY2020 Rebuild Illinois Installment #1	\$46,901.63	\$157,012.02	
5/31/2020	MFT Transportation Renewal Fund				\$4,073.07	\$161,085.09	
5/31/2020	Motor Fuel Tax Fund				\$5,954.24	\$167,039.33	
6/30/2020	MFT Transportation Renewal Fund				\$4,417.64	\$171,456.97	
6/30/2020	Motor Fuel Tax Fund				\$5,899.05	\$177,356.02	
7/24/2020	Supplemental Allotment			FY2021 Rebuild Illinois Bond Grant Installment #2	\$46,901.63	\$224,257.65	
7/31/2020	MFT Transportation Renewal Fund				\$5,283.20	\$229,540.85	
7/31/2020	Motor Fuel Tax Fund				\$7,341.60	\$236,882.45	

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.

Filter Criteria: District=3, County=DeKalb, Agency=Corland, AgencyType=Municipality, FromDate=04/30/2019, ToDate=04/29/2022, TransactionType=ALL, Category=All

2/27/2023 3:25:43 PM

Beginning Unobligated Balance as of 4/30/2019		\$113,161.27		Average MFT Allotment		\$8,143.34	
Unobligated Balance as of 4/29/2022		\$432,992.63		Average TRF Allotment		\$5,707.45	
Total MFT and TRF Allotment		\$475,798.82		Total Authorizations		\$506,664.39	
Total Supplemental Allotments		\$234,508.15		Total Credits		\$116,188.78	
Date	Transaction Type	Category	Section No.	Memo	Amount	Balance	Section Status
8/31/2020	MFT Transportation Renewal Fund				\$6,001.62	\$242,884.07	
8/31/2020	Motor Fuel Tax Fund				\$8,730.32	\$251,614.39	
9/30/2020	MFT Transportation Renewal Fund				\$5,738.08	\$257,352.47	
9/30/2020	Motor Fuel Tax Fund				\$7,945.95	\$265,298.42	
10/31/2020	MFT Transportation Renewal Fund				\$5,534.49	\$270,832.91	
10/31/2020	Motor Fuel Tax Fund				\$7,967.83	\$278,800.74	
11/30/2020	MFT Transportation Renewal Fund				\$5,700.67	\$284,501.41	
11/30/2020	Motor Fuel Tax Fund				\$7,940.67	\$292,442.08	
12/31/2020	MFT Transportation Renewal Fund				\$5,487.82	\$297,929.90	
12/31/2020	Motor Fuel Tax Fund				\$8,686.95	\$306,616.85	
1/8/2021	Authorization	Maint. Engineer	21-00000-00-GM	EMC	\$20,534.19	\$286,082.66	C
1/8/2021	Authorization	Maintenance	21-00000-00-GM	EMC	\$189,465.81	\$96,616.85	C
1/31/2021	MFT Transportation Renewal Fund				\$5,489.36	\$102,106.21	
1/31/2021	Motor Fuel Tax Fund				\$6,866.29	\$108,972.50	
2/28/2021	MFT Transportation Renewal Fund				\$5,231.23	\$114,203.73	
2/28/2021	Motor Fuel Tax Fund				\$6,436.99	\$120,640.72	
3/19/2021	Supplemental Allotment			FY2021 Rebuild Illinois Bond Grant Installment #3	\$46,901.63	\$167,542.35	
3/31/2021	MFT Transportation Renewal Fund				\$5,103.48	\$172,645.83	
3/31/2021	Motor Fuel Tax Fund				\$6,986.27	\$179,632.10	
4/28/2021	Authorization	Maintenance	21-00000-00-GM	SUP EMC	\$90,000.00	\$89,632.10	C
4/30/2021	MFT Transportation Renewal Fund				\$5,819.28	\$95,451.38	
4/30/2021	Motor Fuel Tax Fund				\$8,247.35	\$103,698.73	

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.

Agency Name : Corland

County : DeKalb

Agency Type : Municipality

District : 3

Beginning Unobligated Balance as of 4/30/2019		\$113,161.27		Average MFT Allotment		\$8,143.34	
Unobligated Balance as of 4/29/2022		\$432,992.63		Average TRF Allotment		\$5,707.45	
Total MFT and TRF Allotment		\$475,798.82		Total Authorizations		Paid to State Debits	
Total Supplemental Allotments		\$234,508.15		Total Credits		Paid to State Credits	
Date	Transaction Type	Category	Section No.	Memo	Amount	Balance	Section Status
5/13/2021	Supplemental Allotment			* FY2021 Rebuild Illinois Bond Grant Installment #4	\$46,901.63	\$150,600.36	
5/31/2021	MFT Transportation Renewal Fund				\$5,844.90	\$156,445.26	
5/31/2021	Motor Fuel Tax Fund				\$8,107.33	\$164,552.59	
6/30/2021	MFT Transportation Renewal Fund				\$5,931.85	\$170,484.44	
6/30/2021	Motor Fuel Tax Fund				\$8,401.13	\$178,885.57	
7/31/2021	MFT Transportation Renewal Fund				\$5,958.71	\$184,844.28	
7/31/2021	Motor Fuel Tax Fund				\$8,250.47	\$193,094.75	
8/31/2021	MFT Transportation Renewal Fund				\$6,360.90	\$199,455.65	
8/31/2021	Motor Fuel Tax Fund				\$9,046.10	\$208,501.75	
9/30/2021	MFT Transportation Renewal Fund				\$6,268.34	\$214,770.09	
9/30/2021	Motor Fuel Tax Fund				\$8,494.98	\$223,265.07	
10/31/2021	MFT Transportation Renewal Fund				\$5,690.48	\$228,955.55	
10/31/2021	Motor Fuel Tax Fund				\$7,908.26	\$236,863.81	
11/30/2021	MFT Transportation Renewal Fund				\$6,219.34	\$243,083.15	
11/30/2021	Motor Fuel Tax Fund				\$8,765.35	\$251,848.50	
12/31/2021	MFT Transportation Renewal Fund				\$6,428.80	\$258,277.30	
12/31/2021	Motor Fuel Tax Fund				\$9,449.90	\$267,727.20	
1/31/2022	MFT Transportation Renewal Fund				\$5,984.68	\$273,711.88	
1/31/2022	Motor Fuel Tax Fund				\$8,540.57	\$282,252.45	
2/23/2022	Authorization	Maint. Engineer	21-000000-00-GM	SUP EMC	\$1,842.87	\$280,409.58	C
2/23/2022	Authorization	Maint. Engineer	21-000000-00-GM	MES	\$5,740.55	\$274,669.03	C
2/23/2022	Authorization	Maintenance	21-000000-00-GM		\$10,859.45	\$263,809.58	C

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.

* To be transferred to MFT Fund.

Agency Name : Cortland

County : DeKalb

Agency Type : Municipality

District : 3

Beginning Unobligated Balance as of 4/30/2019		\$113,161.27	Average MFT Allotment		\$8,143.34		
Unobligated Balance as of 4/29/2022		\$432,992.63	Average TRF Allotment		\$5,707.45		
Total MFT and TRF Allotment		\$475,798.82	Total Authorizations	\$506,664.39	Paid to State Debits	\$0.00	
Total Supplemental Allotments		\$234,508.15	Total Credits	\$116,188.78	Paid to State Credits	\$0.00	
Date	Transaction Type	Category	Section No.	Memo	Amount	Balance	Section Status
2/23/2022	Credit	Maintenance	21-000000-00-GM		\$18,442.87	\$282,252.45	C
2/23/2022	Credit	Maintenance	21-000000-00-GM	MES	\$79,596.79	\$361,849.24	C
2/28/2022	MFT Transportation Renewal Fund				\$5,210.08	\$367,059.32	
2/28/2022	Motor Fuel Tax Fund				\$4,817.11	\$371,876.43	
3/21/2022	Supplemental Allotment			* FY2022 Rebuild Illinois Bond Grant Installment #5	\$46,901.63	\$418,778.06	
3/31/2022	MFT Transportation Renewal Fund				\$5,917.04	\$424,695.10	
3/31/2022	Motor Fuel Tax Fund				\$8,297.53	\$432,992.63	

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.

* To be transferred to MFT Fund.

Filter Criteria: District=3, County=DeKalb, Agency=Corlond, AgencyType=Municipality, FromDate=04/30/2019, ToDate=04/29/2022, TransactionType=ALL, Category=All

2/27/2023 3:25:43 PM

Transactions with an Asterisk indicate an unprocessed transaction at the time report was requested.



Town of Cortland

Agenda Request

Item 3.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☒ ORDINANCE ☐ INFORMATION ☐ OTHER

DATE PREPARED: 09/20/23

FOR MEETING ON: 09/25/23

DESCRIPTION/TITLE: ORDINANCE APPROVING AMENDING THE COMPREHENSIVE PLAN

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE (ACTION ITEM)

STAFF RECOMMENDATION: ZONING ADMINISTRATOR RECOMMENDS THE BOARD APPROVE THE ORDINANCE

STATEMENT OF SUMMARY: PLANNING COMMISSION RECOMMENDS APPROVAL OF THE AMENDED COMPREHENSIVE PLAN

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\092523 board meeting agenda items\agenda request - ordinance approving amending cortland comprehensive plan.doc

ORDINANCE NO. 2023-XX

AN ORDINANCE ADOPTING
AN AMENDED COMPREHENSIVE PLAN
FOR THE TOWN OF CORTLAND

WHEREAS 65 ILCS 5/11-12-6 authorizes a municipality to create a Comprehensive Plan to identify the location of land uses and public roads and public lands in the corporate limits and upon territory within the municipality's extraterritorial jurisdiction, and to establish the goals, objectives and policies to apply to decisions affecting growth and development of the Town; and,

WHEREAS, the Town Board has previously adopted a Cortland Comprehensive Plan; and

WHEREAS, the Comprehensive Plan is not a regulatory device but is a set of policies intended to provide a clear direction for the manner in which the Town will change over time and what the community wants to achieve as change occurs in the Town, and to identify the overarching principles that characterize the physical form and appearance of the community and which symbolize the core community values about the Town that need to be maintained as growth and change occur in the future; and,

WHEREAS, it is necessary and desirable to review and revise the Comprehensive Plan to reflect changing circumstances in the community from time to time; and

WHEREAS, the Planning Commission has undertaken the process of updating the Town Comprehensive Plan; and,

WHEREAS, after due notice, the Planning Commission held a public hearing on August 9, 2023; and,

WHEREAS, in the wake of said public hearing and in accordance with the requirements of Section 9-9-2. C.4.c of the Cortland Town Code, the Planning Commission has submitted their report and recommendation, attached hereto and incorporated herein as Exhibit "A," and has recommended to the Town Board of Trustees that the 2023 Cortland Comprehensive Plan be adopted; and

WHEREAS, the corporate authorities of the Town concur with the Planning Commission's recommendation.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF CORTLAND, DEKALB COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: That the Cortland Comprehensive Plan, attached hereto as Exhibit B, and made a part hereof by this reference, be, and it is hereby, adopted.

SECTION TWO: That Chapter 10 of Title 1, Comprehensive Plan, Section 1-10-1 be amended as follows:

1-10-1. Adoption of plan.

The Cortland Comprehensive Plan is hereby amended and adopted in the form attached to Ordinance 2023-__ and made a part hereof by reference.

SECTION THREE: That this Ordinance shall be in full force and effect from and after its passage as provided by law.

Presented, Passed, Recorded and Published this ____ day of _____, 2023.

Vote among the Trustees of said Town:

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED:

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk

(Corporate Seal)

EXHIBIT A

Planning Commission Report and Recommendation

EXHIBIT B

Cortland Comprehensive Plan



Town of Cortland

59 South Somonauk Road
P.O. Box 519
Cortland, Illinois 60112-0519
www.cortlandil.org

Item 3.

To: Town President and Board of Trustees
From: Planning Commission
Date: Meeting of August 9, 2023
Subject: Comprehensive Plan Amendment

We transmit for your consideration our recommendation for the referenced matter.

PROPOSAL

The Town of Cortland is proposing amending the Comprehensive Plan to update the previous version.

PUBLIC HEARING

After due notice, the Planning Commission held a public hearing on August 9, 2023. No objectors were present. No public comments were received.

DISCUSSION

The purpose of a Comprehensive Plan is to provide a path, or a blueprint, or a vision to direct decisions in the community about matters affecting the physical form and appearance of the built environment, and the relationship between the built environment and the natural environment, the local economy, infrastructure investment, and the quality of life in the community in the long run. It is intended to provide a destination or an end state that the community aspires to become or to achieve.

A Comprehensive Plan is not a regulatory tool; it is only a policy document and does not regulate anything in the community. However, it is the basis or foundation for the many land use and community design regulations, infrastructure investment decisions, ordinances, and programs a community will adopt and implement over time.

In 2021, the Town contacted Northern Illinois University (NIU) Center for Government Studies regarding updating the Town's Comprehensive Plan. The last amendment to the Comprehensive Plan was completed in 2009.

The current comprehensive plan, utility maps and other applicable community data and background were provided to NIU. A Task Force was created to gather and provide direction. This Task Force held several meetings and compiled input.

Town Engineer and Zoning Administrator, Brandy Williams, worked with NIU on several iterations of the plan and maps to correctly reflect existing conditions as well as logistical future use and utility needs. Ms. Williams assisted the Planning Commission in reviewing and assessing the Comprehensive Plan.



Town of Cortland

59 South Somonauk Road
P.O. Box 519
Cortland, Illinois 60112-0519
www.cortlandil.org

Item 3.

STANDARDS FOR REVIEWING PROPOSED COMPREHENSIVE PLAN AMENDMENTS

Per Section 9-9-2.C.4.e. of Town Code, in deciding whether to recommend adoption of a proposed amendment to the comprehensive plan, the planning commission shall consider whether the amendment is necessary based on one or more of the following factors:

- (1) There has been a change in projections or assumptions (such as demographic trends or the availability of public facilities) from those on which the comprehensive plan is based;
- (2) The data used as the basis for formulating the comprehensive plan are in error or out of date;
- (3) New issues or needs have presented themselves to the town that are not adequately addressed in the comprehensive plan; or
- (4) The amendment will not adversely affect the character of the area in which the proposed development is to be located.

RECOMMENDATION

After careful deliberation, the Planning Commission recommends the Town Board APPROVE the amended Comprehensive Plan, dated September 2023, and attached hereto and made a part of.

Ayes: M. Hedrick, B. Lawson, V. Torres, J. Morken, A. Haughee

Nays: None

Absent: A. Bower, R. Barnhart

Abstain: None

MOTION PASSED



TOWN OF CORTLAND, ILLINOIS 2023 COMPREHENSIVE PLAN





Acknowledgments

Mayor of Cortland

Mark Pietrowski

Town Board of Trustees

Doug Corson
Charmaine Fioretto
Randi Olson
Mike Siewierski
Brad Stone
Jim Walker

Planning Commission

Chad Bergeson, Chair
Ben Haier
Mark Hedrick
Brad Lawson
Julie Steadman

Town Officials

Cheryl “Cookie” Aldis, Town Clerk
Joel Summerhill, Public Works Director
Brandy Williams, Town Engineer

Comprehensive Plan Task Force

LaBrian Carrington
Nick Cercelli
Jason Goode
Ben Haier
Cindy Hardy
Janthina Luna
Michelle Lynn
Veronica Martinez
Alex Nerad
Brian Oster
Gretchen Sprinkle
Vicky Torres

Planning Consultants

Northern Illinois University Center for Governmental Studies
Egret & Ox Planning, LLC

Table of Contents

Chapter 1: Introduction	1
Chapter 2: Community Profile	3
Location	3
Existing Land Use	4
Community Conditions	6
Economic Conditions	7
Chapter 3: Community Framework	11
Vision Statement	11
Goals & Objectives	12
Chapter 4: Town Plan	15
Future Land Use	15
Development Typologies	19
Access & Mobility	22
Community Facilities & Assets	24
Natural Resources	26
Annexations	28
Utilities & Infrastructure	29
Community Design Principles	30
Chapter 5: Implementation	33
Overview	33
Key Partners	33
Implementation Plan	34



CHAPTER 1

Introduction

The Town of Cortland began the process of preparing a new comprehensive plan in 2021. Recognizing that much has changed since the existing plan was last updated in 2007, the Town felt that a new plan based on current conditions and an anticipated future would better serve the community. The 2023 Cortland Comprehensive Plan charts that future path for the next 10+ years.

A comprehensive plan is a process as much as a document. Creating a comprehensive plan is an opportunity for Town officials, residents, businesses, and other organizations to think about what they would like the future of the community to be and share those ideas with each other. The community did this by participating in resident and business surveys, sharing comments on a dedicated project website, and providing comments on the plan during a public hearing conducted by the Planning Commission and discussion at

a Town Board meeting. In addition, an appointed group of Cortland residents representing a variety of community interests served on a Comprehensive Plan Task Force that participated in four work sessions where they developed the vision, goals, and strategies included in the plan.

The plan focuses on physical attributes such as land use, access and mobility, and natural resources, but affects all aspects of the community. While this plan is presented as a final document, it should not be viewed as permanent. The plan should be reviewed regularly, typically every five years, to ensure that it still reflects the interests and features of the community and surrounding area. Additionally, the plan can be modified at any time through the amendment process. This process requires Plan Commission review at a public hearing and final approval from the Town Board.

The 2023 Cortland Comprehensive Plan presents a vision for the community, which is what the community will work towards in the coming years. The plan will guide Town officials in decision making as they review proposed developments and allocate resources for municipal projects. The plan also shows prospective developers, entrepreneurs, and investors what Cortland finds desirable and how to shape their proposals to best fit the Town's vision.

The plan includes suggestions for implementation, including strategies, suggested projects, and potential resources that will help guide the Town as it works towards achieving its vision and goals.

Taken altogether, the 2023 Comprehensive Plan promotes a positive image of Cortland as a progressive, forward-looking community ready to shape its future.

The plan is organized into the following chapters:

- Community Profile
- Community Framework
- Town Plan
- Implementation

Numerous maps, including the Future Land Use Plan, can be found in the document. Additional information is available in the Appendix.



This page intentionally left blank.

CHAPTER 2

Community Profile

Located in eastern DeKalb County, Cortland is one of the first towns beyond Kane County and the main Chicago metropolitan area. Cortland is situated east of the City of DeKalb, which is home to Northern Illinois University, as well as southeast of the City of Sycamore. Cortland has superior regional access via I-88 and IL Route 38.

The general planning area for Cortland runs north to Barber Greene Road, east to Airport Road, south to I-88, and west to Webster Road. The northern and western edges of the Town's planning area are influenced by boundary agreements with Sycamore and DeKalb, respectively.

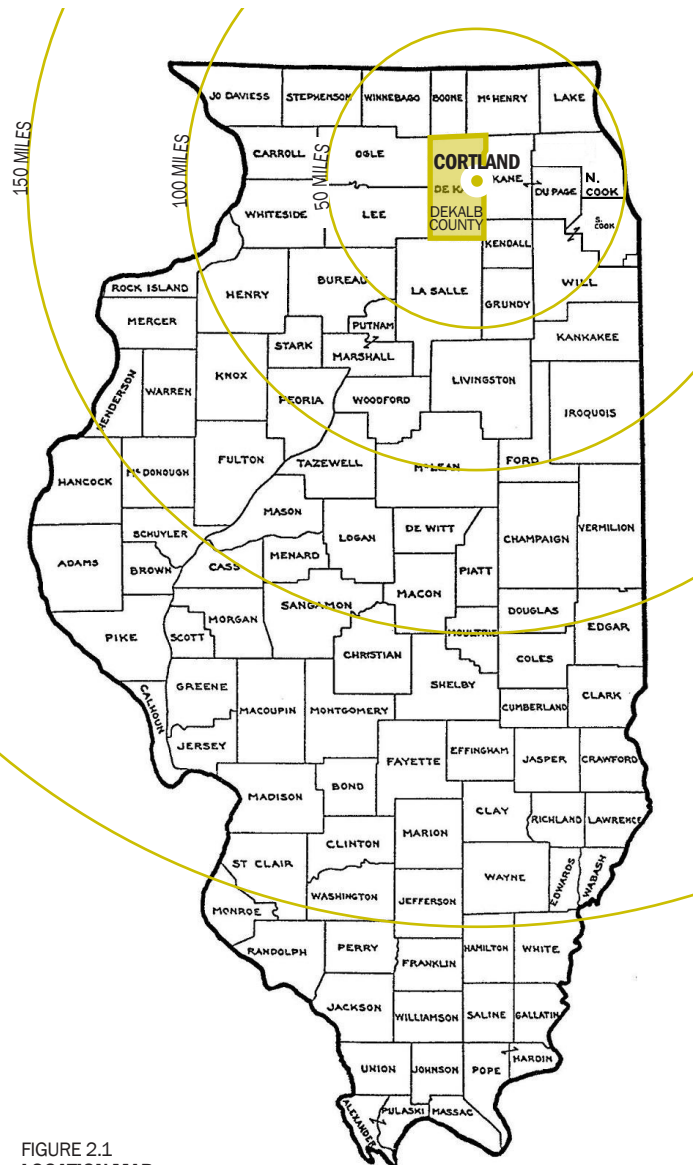


FIGURE 2.1
LOCATION MAP



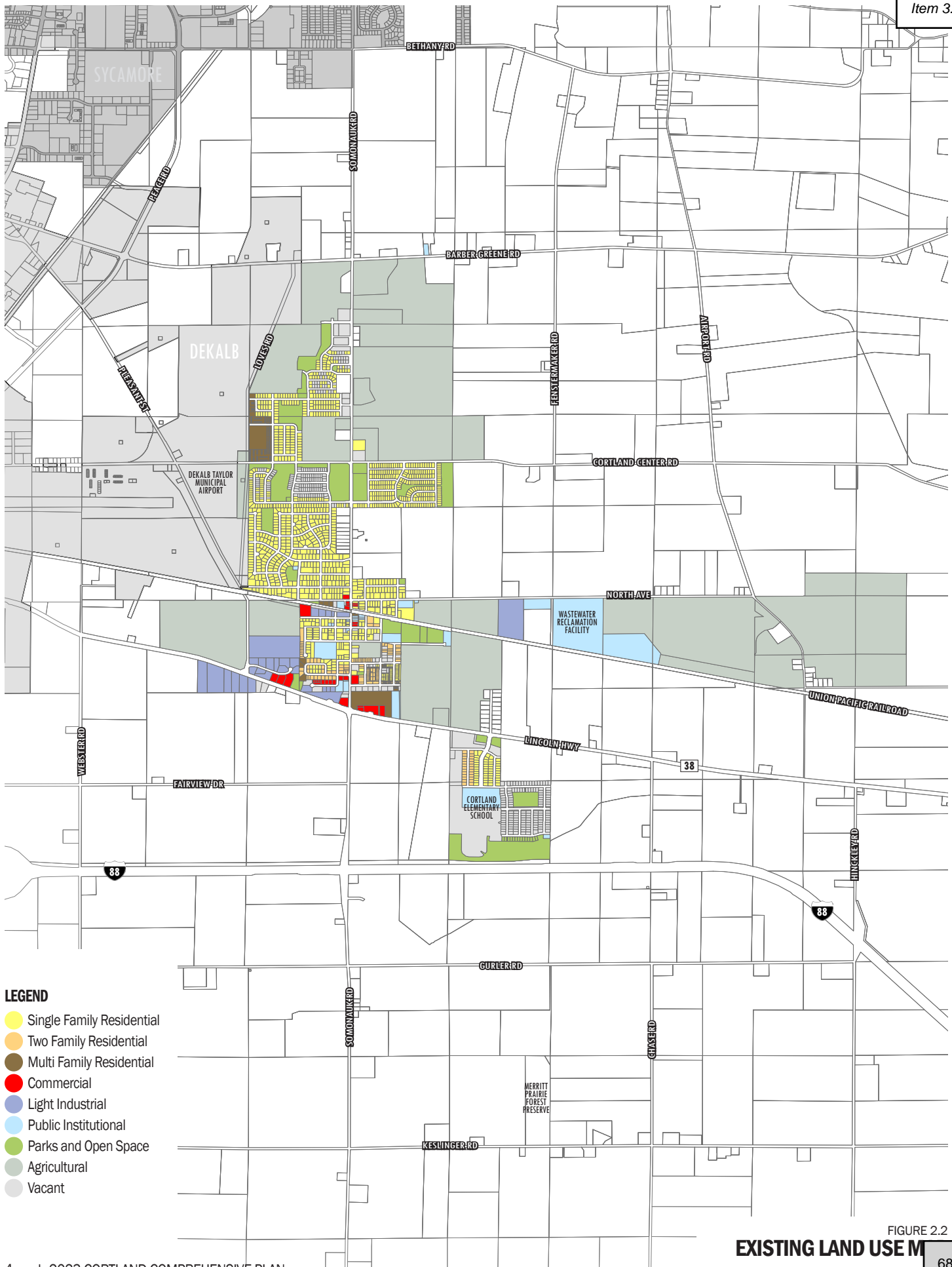


FIGURE 2.2
EXISTING LAND USE M

EXISTING LAND USE

The present state of land use in Cortland forms a solid foundation to plan for future growth and development. Cortland's existing land use composition is summarized in the Existing Land Use Map and land use pie chart provided in Figures 2.2 and 2.3, respectively.

Agricultural land comprises about 58.8% of total existing land use within Cortland's current municipal limits, which highlights its longstanding character as a rural community. Much of this agricultural land is located on Cortland's east and north sides, of which the latter is viewed as one of the Town's primary growth areas due to recent development trends and access to Somonauk Road.

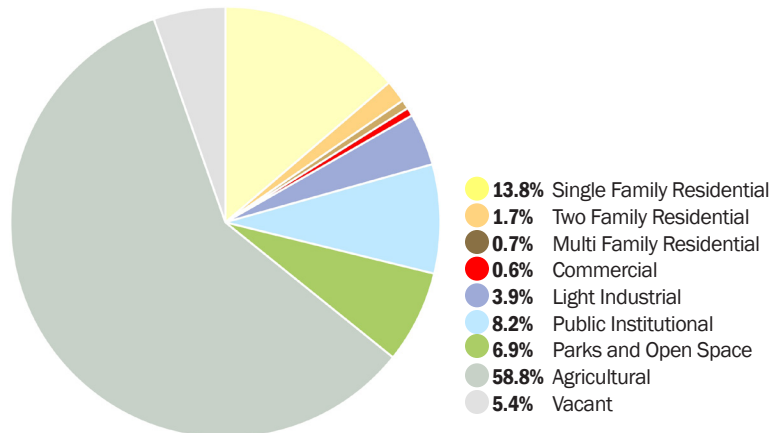
About 16.2% of land use is devoted to residential land use types, including a majority (13.8%) for single family residential. Approximately 2.4% of land use is allocated to other residential use types like two family (1.7%) and multi family (0.7%) options, which accentuates the limited diversity in Cortland's housing stock.

Less than 5% of Cortland's present land use is allocated to commercial and industrial uses, which is significantly impacted by the extensive growth of such development in neighboring DeKalb and Sycamore. A majority of Cortland's current commercial development (0.6%) is concentrated along Somonauk Road between the railroad and IL Route 38. Current industrial uses (3.9%) are generally located in the same area, with most industrial situated on Cortland's far southern end along IL Route 38.

Public institutional uses, including civic uses and schools, make up 8.2% of land use. Parks and open space comprise an additional 6.9%.

While about 5.4% of land is considered vacant, a significant portion of vacant land includes parcels that have been platted for residential use but remain undeveloped. Platted but undeveloped parcels provide an integral opportunity to efficiently manage growth in Cortland, as summarized in the Town Plan in Chapter 4.

FIGURE 2.3
EXISTING LAND USE COMPOSITION



Cortland Community Library and Town Hall in town core (top); Barb City Roasters (middle left); Sam's Family Restaurant (middle right); single family home (bottom)



KEY COMMUNITY TRENDS

- After doubling in the 1990s and then doubling again between 2000 and 2010, population growth in Cortland moderated in the 2010s. Between 2010 and 2020, the total population in Cortland grew 3.0%.
- Population growth in Cortland generally outpaced the county. In 1960, Cortland represented 0.9% of the population. By 2020, Cortland represented 4.4% of the county population.
- The population in Cortland is somewhat more diverse than DeKalb County. Hispanic residents represented 13.5% of the population in Cortland and 11.4% in the county, and African Americans represented 11.4% compared to 7.2% countywide.
- Cortland residents are typically younger than in the county overall, with less than 10% of residents of retirement age. The median age is 30.2, compared to 31.3 in DeKalb County.
- Over the past decade, the number of households in Cortland grew 22.5%. The number of family households decreased 0.5% while the number of non-family households more than doubled.
- The average family in Cortland has 3.48 people compared to 3.24 countywide. Cortland also has a larger share of households with children- 36.1% compared to 27.4% in the county.
- In 2019, there were 370 jobs in Cortland and 1,890 residents with jobs. There are substantial commuter flows in Cortland, with nearly all jobs held by nonresidents, and nearly all residents commuting out.
- There were 304 Cortland residents who work in DeKalb and 164 who work in Sycamore. Other significant places of work included St. Charles with 95 outbound commuters, and Chicago with 75 commuters.
- There were 54 workers who commuted to Cortland from DeKalb and 32 workers who commuted in from Sycamore. The remaining inbound commuters were divided across many places, each sending 10 workers or fewer.
- The top three industries by employment for Cortland residents were manufacturing, health care and social assistance, and retail trade.
- The COVID 19 pandemic did not appear to have a lasting effect on retail sales in Cortland. Total retail sales tax collections were higher in 2021 than they were in 2019.
- Between 2015 and 2020, the total property tax base in Cortland grew by 34.0%, which is consistent with the countywide increase of 30.0%.
- Between August 1st 2019 and August 1st 2022, there were 212 homes sold in Cortland. Homes sold in 2022 were typically worth about \$30,000 more than homes sold in the same quarter for 2021.

COMMUNITY CONDITIONS

The total population in Cortland has generally increased since 1960. The population decreased 5.5% in the 1980s, but has increased in each decade since. The population doubled in the 1990s and then doubled again in the 2000s with growth stabilizing in the 2010s. Between 2010 and 2020, the total population in Cortland grew 3.0%.

Population growth in Cortland generally outpaced DeKalb County. In 1960, Cortland represented 0.9% of the population. By 2020, Cortland represented 4.4% of the county population.

The population in Cortland is somewhat more diverse than DeKalb County, as illustrated in Figure 2.4. About 71.7% of Cortland residents identify as white compared to 76.1% in the county. Hispanic residents represented 13.5% of the population in Cortland and 11.4% in the county, and African Americans represented 11.4% compared to 7.2% countywide.

As shown in Figure 2.5, the largest share of the population in Cortland is in the 25-44 age group, which represents mid-career young adults. Cortland residents are typically younger than in the county overall, with less than 10% of residents of retirement age. Regardless, the share of residents in Cortland of age 65 or older more than tripled between 2010 and 2020. For reference, the median age in Cortland is 30.2, compared to 31.3 in DeKalb County overall.



FIGURE 2.4
POPULATION BY RACE & ETHNICITY, 2020

Source: U.S. Census Bureau, 2020 Census Redistricting Data

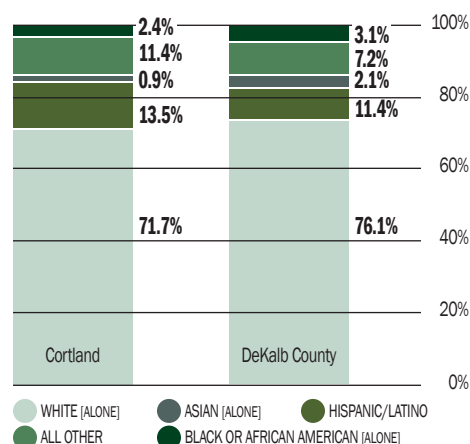
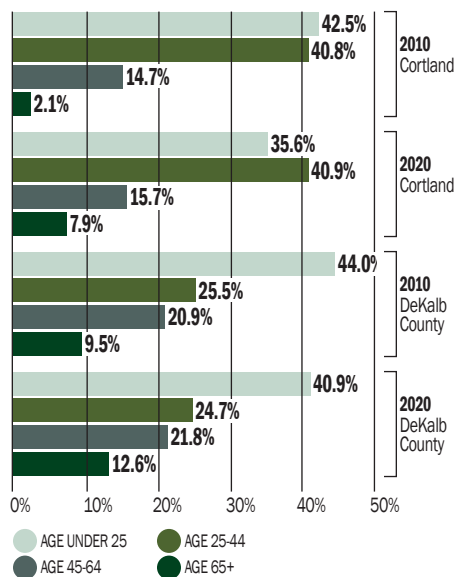


FIGURE 2.5
POPULATION BY AGE, 2010 AND 2020

Source: U.S. Census Bureau, 2010 & 2020 Decennial Census Redistricting Data, Table P2



Educational attainment for Cortland residents aged 25 or higher is consistent with education in the county as a whole. About 43.2% of Cortland residents had an Associate's Degree or higher, compared to 42.8% in DeKalb County. About 5.5% of Cortland residents did not complete high school, compared to 7.9% in the county.

According to the 2016-2020 American Community Survey, there are currently 1,419 households in Cortland, an increase of 22.5% since 2006-2010. The number of family households decreased 0.5% while the number of non-family households (e.g., people living alone, unmarried couples without children) more than doubled from 214 to 480. Consistent with the increase in non-family households, the average household size in Cortland decreased from 3.28 to 3.00 over the past decade. For reference, the total number of households countywide increased 2.1%, and the countywide average household size increased from 2.52 to 2.59.

About 66.2% of households in Cortland are family households compared to 59.5% of households in DeKalb County. The average family in Cortland has 3.48 people compared to 3.24 countywide. Cortland also has a larger share of households with children with 36.1% compared to 27.4% in the county. Non-family households represented 33.8% of total households in Cortland, compared to 40.4% in DeKalb County.

Cortland residents typically have higher incomes than DeKalb County residents as a whole. The median household in Cortland has \$74,821 in income compared to \$62,533 in DeKalb County. About 5.1% of Cortland households had incomes less than \$15,000, compared to 11.5% of households countywide.

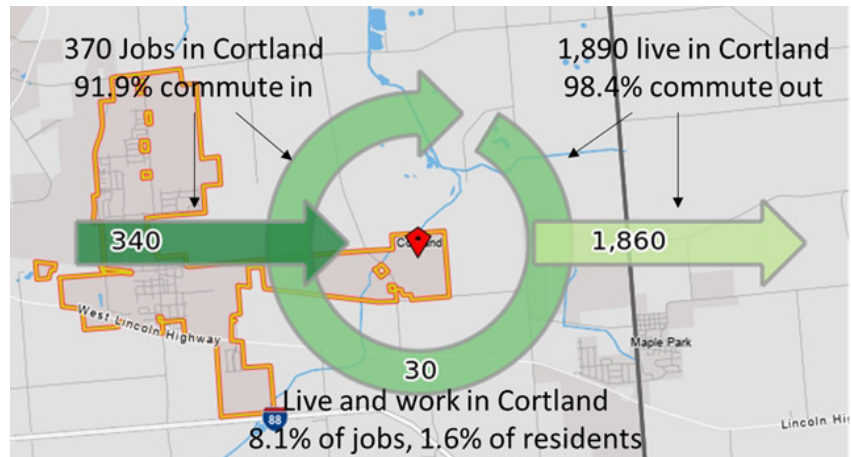


ECONOMIC CONDITIONS

In 2019, there were 370 jobs in Cortland and 1,890 residents with jobs. The graphic in Figure 2.6 highlights the substantial commuter flows in Cortland, with nearly all jobs held by nonresidents, and nearly all residents employed outside of Cortland. About 30 jobs located in Cortland were held by residents, representing 8.1% of jobs and 1.6% of the residents.

FIGURE 2.6
CORTLAND COMMUTER FLOWS, 2019

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019



About 45.4% of the workers in Cortland live in DeKalb County, and 32.5% of Cortland residents work within DeKalb County. There were 304 residents who work in the City of DeKalb and 164 who work in Sycamore. Other significant places of work for Cortland residents included St. Charles with 95 outbound commuters, and Chicago with 75 commuters.

There were 54 workers who commuted to Cortland from DeKalb and 32 workers who commuted in from Sycamore. The remaining inbound commuters were divided across many places, each sending 10 workers or fewer. Aurora, Chicago, and Elgin each had 10 workers in Cortland. About 10.8% of Cortland workers commute in from Kane County and 5.1% commute in from Cook County.

Care must be taken when interpreting these commuter patterns, as 2019 is the latest data available and does not

FIGURE 2.7
JOBS LOCATED IN CORTLAND, 2013-2019

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019

Industry	Jobs in 2013	Jobs in 2019	Share in 2019	Jobs Change
Retail Trade	54	78	21.1%	24
Manufacturing	94	70	18.9%	-24
Construction	14	66	17.8%	52
Wholesale Trade	38	47	12.7%	9
Admin & Support, Waste Mgmt and Remediation	19	25	6.8%	6
Public Administration	3	18	4.9%	15
Health Care and Social Assistance	4	15	4.1%	11
Real Estate, Rental and Leasing	11	14	3.8%	3
Accommodations and Food Services	4	9	2.4%	5
Information	0	7	1.9%	7
Finance and Insurance	4	7	1.9%	3
Professional, Scientific, and Technical Services	3	7	1.9%	4
Transportation and Warehousing	3	3	0.8%	0
Other Services, excluding Public Administration	0	3	0.8%	3
Educational Services	0	1	0.3%	1
Total, All Industries	251	370		119



include the effects of remote work and business closures beginning in 2020.

Of the 370 jobs located in Cortland, the largest share was in retail trade with 78 jobs (21.1%), as summarized in the table in Figure 2.7. The second largest industry was manufacturing with 70 jobs (18.9%). About 66 jobs were in construction (17.8%). Manufacturing employment fell since 2013, while all other sectors had increased employment.

As summarized in the table in Figure 2.8, the top three industries by employment for Cortland residents were manufacturing, health care and social assistance, and retail trade. The number of residents employed in manufacturing increased 25.7% between 2013 and 2019, compared to a 13.6% increase in the total number of employed residents. The number of residents with jobs in health care and

social assistance increased 8.5% and the number of residents with jobs in retail trade increased 8.7%.

The COVID 19 pandemic did not appear to have a lasting effect on retail sales in Cortland. The table in Figure 2.9 indicates that total retail sales tax collections in Cortland were higher in 2021 than they were in 2019. The largest share of sales tax comes from gas stations, which declined 6.3% between 2019 and 2020, but then returned to 2019 levels in 2021. The second largest source of sales tax revenue is lumber, building, and hardware stores. Sales in this category increased 38.4% between 2019 and 2021. The third largest category was sales from drug stores and miscellaneous retailers, which had limited sales in 2019, but increased to more than \$55,000 in 2021. There were substantial increases in sales from miscellaneous retail and the

“Agriculture & All Others” categories, which suggests that additional retailers opened in 2021.

Between 2015 and 2020, the chart in Figure 2.10 indicates that total property tax base in Cortland grew by 34.0%, which is consistent with the countywide increase of 30.0%. Nearly 90% of the total property tax base in Cortland is residential, compared to 60.0% of DeKalb County. Commercial and industrial properties represent considerably lower shares of the property tax base compared to the county as a whole.

FIGURE 2.8
EMPLOYMENT FOR CORTLAND RESIDENTS, 2013-19

Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics, 2013-2019

Industry	Jobs in 2013	Jobs in 2019	Share in 2019	% Change
Manufacturing	222	279	14.8%	25.7%
Health Care and Social Assistance	212	230	12.2%	8.5%
Retail Trade	196	213	11.3%	8.7%
Educational Services	257	203	10.7%	-21.0%
Accommodations and Food Services	101	139	7.4%	37.6%
Construction	82	128	6.8%	56.1%
Wholesale Trade	108	113	6.0%	4.6%
Admin & Support, Waste Mgmt and Remediation	75	107	5.7%	42.7%
Transportation and Warehousing	60	84	4.4%	40.0%
Professional, Scientific, and Technical Services	64	80	4.2%	25.0%
Other Services, excluding Public Administration	43	66	3.5%	53.5%
Finance and Insurance	44	58	3.1%	31.8%
Public Administration	73	57	3.0%	-21.9%
Real Estate, Rental and Leasing	17	30	1.6%	76.5%
Arts, Entertainment, and Recreation	24	30	1.6%	25.0%
Information	30	27	1.4%	-10.0%
Mgmt of Companies and Enterprises	22	22	1.2%	0.0%
Agriculture, Forestry, Fishing, and Hunting	15	11	0.6%	-26.7%
Utilities	19	10	0.5%	-47.4%
Mining, Quarrying, and Oil and Gas Extraction	0	3	0.2%	-
Total, All Industries	1,664	1,890		13.6%

FIGURE 2.9
SALES TAX RECEIPTS IN CORTLAND, 2019-21

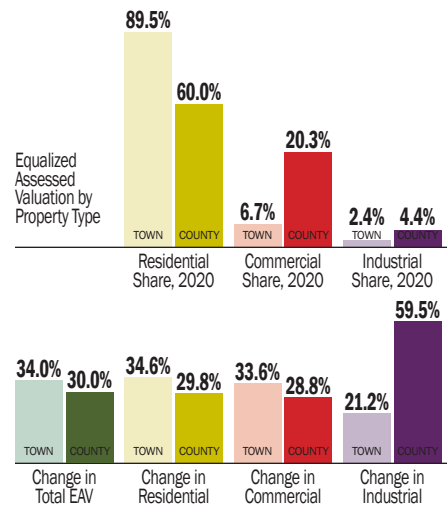
Source: Illinois Department of Revenue, Sales Tax Statistics, 2019-2021

Retailer Type	2019	2021	% Change
Automotive, Filling Stations	\$172,219	\$173,716	0.9%
Lumber, Building, Hardware	\$116,824	\$161,647	38.4%
Drugs, Misc. Retail	\$3,180	\$55,717	1652%
Agriculture, All Others	\$1,847	\$37,595	1935.7%
Manufacturers	\$22,347	\$19,771	-11.5%
Food	\$12,626	\$12,712	0.7%
All Others*	\$7,946	\$11,838	49.0%
Total	\$336,988	\$472,997	40.4%

* Calculated as the total minus components. This represents the sum of sales tax from retailers in categories with insufficient data due to publication standards for sectors with fewer retailers. This category includes general merchandise drinking and eating places, apparel, and furniture.

FIGURE 2.10
EAV BY PROPERTY TYPE, 2015-2020

Source: Illinois Department of Revenue, Sales Tax Statistics, Tables 15 and 28, 2015 and 2020



* Shares do not total 100% because not all categories are shown



Between August 1, 2019, and August 1, 2022 (latest available at time of writing), there were 212 homes sold in Cortland, with average home sale prices sold in Cortland summarized in Figure 2.11. The average home sold for \$202,467, had 3.4 bedrooms and 1,856 square feet. Over this time, the average sale price increased 25.4%. The average sale price was its lowest in the 4th quarter of 2019, when the homes sold were considerably smaller than average for the area, which was 1,504 square feet compared to the average of 1,856 over the three-year period. Homes sold in 2022 were typically worth about \$30,000 more than homes sold in the same quarter for 2021.

Counts of home sales in Cortland are difficult to compare over time, due to seasonal fluctuations and limited numbers of sales. Regardless, home sales appear to be stable when comparing year-over-year, as illustrated on the chart in Figure 2.12. There were 77 home sales in 2020 and 75 sales in 2021. There were 23 home sales in the first six months of 2022, compared to 29 home sales in the first six months of 2021.

FIGURE 2.11

AVERAGE HOME SALE PRICE BY QUARTER | CORTLAND TOWN LIMITS, AUGUST 2019 – JULY 2022

Source: Zillow.com sales listed as of August 1, 2022

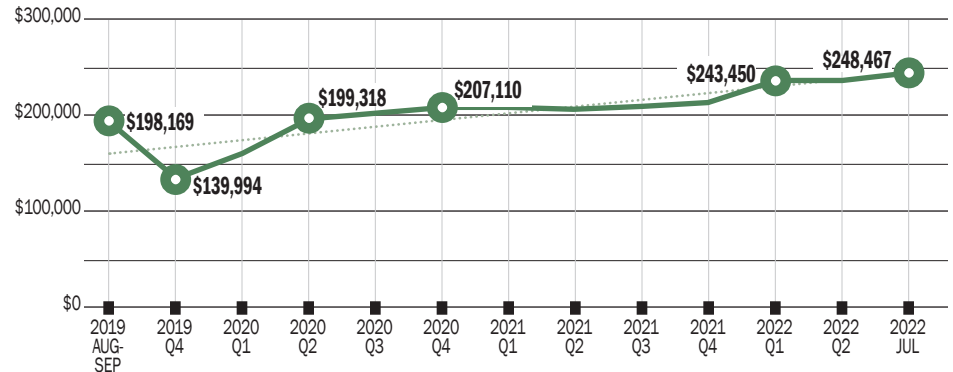
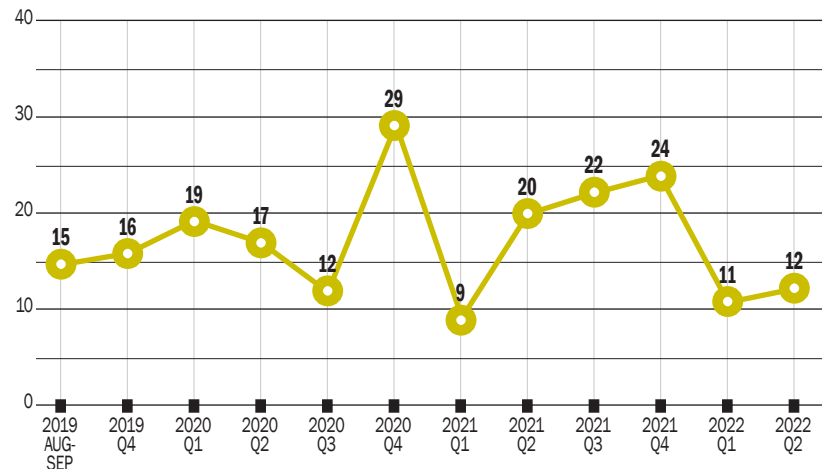


FIGURE 2.12

COUNTS OF HOME SALES BY QUARTER | CORTLAND TOWN LIMITS, AUGUST 2019 – JULY 2022

Source: Zillow.com sales listed as of August 1, 2022



This page intentionally left blank.

CHAPTER 3

Community Framework

A comprehensive plan is typically supported by a community framework – including a vision, goals, and objectives – to guide the Town’s approach to future growth and development. The Comprehensive Plan Task Force helped shape the Town of Cortland’s vision, goals, and objectives. The vision developed by the Task Force describes what the Town aspires to be. It is a snapshot of what one would find in Cortland in an ideal future. The objectives lay the foundation for the Implementation Plan in Chapter 5, which outlines strategies and projects that Town officials and their partners can pursue to put the Comprehensive Plan into action.

The goals and objectives are categorized by the nine primary topics, which are graphically illustrated in Figure 3.1 below. These topics form the policy framework of the Comprehensive Plan. The graphic below illustrates how the various topics covered by the Comprehensive Plan are interdependent and work in conjunction with each other to build a cohesive and holistically supportive community.

VISION STATEMENT

Cortland is a connected, forward-thinking community that values its agricultural roots, focuses on strategic progress, and offers a high quality of life.

POLICY FRAMEWORK

Goals and objectives are summarized in this chapter. Strategies for each objective are provided in Chapter 5: Implementation.

GOAL

An achievable outcome that supports a common vision.

» **OBJECTIVE** » A specific, measurable step to achieve a goal.

» **STRATEGY** » A project or action to meet the objective.

FIGURE 3.1
PRIMARY COMPREHENSIVE PLAN TOPICS

Note: Graphic for illustration purposes only; not a depiction of Cortland



PRIORITIZING OBJECTIVES

Prioritized objectives guide the Town when allocating resources, pursuing grants and funding, budgeting staff time, building community support, and laying the groundwork for subsequent tasks and projects. The Task Force prioritized the objectives through a ranking system. They were asked to consider the following factors:

- How achievable is this objective?
- How much of a positive impact would achieving this objective have on the community?
- How interested is the community in this objective?
- Is funding necessary and if so, is it available?
- Can this objective be achieved quickly, generating additional local interest and momentum?

Based on the goals and objectives outlined in Chapter 3, each objective was ranked within its goal category rather than across goal categories. The Task Force ranked each objective as high, medium, or lower priority.

- HIGH PRIORITY
- MEDIUM PRIORITY
- LOWER PRIORITY

However, objectives will not always be addressed in priority order if opportunities or obstacles may arise that enter into the decision making process. All objectives are still important to achieving the Town's vision, regardless of their level of priority.

The prioritized objectives are shown in the following tables.

GOALS & OBJECTIVES

Item 3.

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

#	OBJECTIVE	PRIORITY
1.1	Guide Cortland's growth in accordance with the comprehensive plan to avoid haphazard or piecemeal development.	● HIGH
1.2	Support a diverse population.	● HIGH
1.3	Collaborate with schools and other public service providers and utilities to match capacity with population growth.	● HIGH
1.4	Balance growth to maintain a small-town character.	● HIGH
1.5	Build out existing incomplete and platted residential subdivisions.	● MEDIUM
1.6	Pursue annexation where appropriate.	● MEDIUM
1.7	Serve as an example of a sustainable community.	● LOWER
1.8	Develop infill sites.	● LOWER

2: Housing

GOAL | Cortland will offer a variety of housing to meet different needs.

#	OBJECTIVE	PRIORITY
2.1	Balance renter and owner-occupied units.	● HIGH
2.2	Consider large lot subdivisions and larger homes.	● MEDIUM

3: Access & Mobility

GOAL | Cortland will be well connected internally and with neighboring communities through a variety of mobility options.

#	OBJECTIVE	PRIORITY
3.1	Build an interconnected trail network.	● HIGH
3.2	Prioritize and phase sidewalk improvements in the Town's annual capital improvement plan.	● HIGH
3.3	Promote a healthy lifestyle for all residents.	● HIGH
3.4	Examine transportation connections in the region.	● MEDIUM
3.5	Support public transportation options such as a park and ride facility.	● MEDIUM
3.6	Support sustainable transportation such as electric vehicles.	● LOWER

GOALS & OBJECTIVES

4: Economic Development

GOAL | Cortland will prosper as a community by attracting new businesses and growing existing businesses.

#	OBJECTIVE	PRIORITY
4.1	Attract retail along Somonauk Road and Route 38.	● HIGH
4.2	Pursue growth that enhances the tax base.	● HIGH
4.3	Encourage the growth of existing and small businesses	● HIGH
4.4	Consider environmental impact of proposed businesses.	● MEDIUM
4.5	Leverage proximity of the airport and its growth potential.	● MEDIUM
4.6	Prioritize light industrial and research and development businesses.	● MEDIUM
4.7	Maintain communication with DeKalb County to evaluate long term status of the existing landfill.	● LOWER

5: Communications

GOAL | Cortland will encourage growth and development through outstanding communication.

#	OBJECTIVE	PRIORITY
5.1	Develop a communications plan to attract business and industry to Cortland.	● HIGH
5.2	Establish and maintain easy two-way communications channels with Town government for businesses and residents.	● MEDIUM
5.3	Make information on potential development available on the Town's website.	● MEDIUM

6: Utilities

GOAL | Cortland will ensure its utilities efficiently meet the needs of the community.

#	OBJECTIVE	PRIORITY
6.1	Coordinate utility projects to save on future infrastructure expenses.	● HIGH
6.2	Fill in gaps in high-speed internet service to ensure all homes, businesses, and public buildings have reliable access.	● HIGH

7: Community Facilities

GOAL | Cortland will focus its community facilities on meeting the needs of all residents and strengthening key locations.

#	OBJECTIVE	PRIORITY
7.1	Provide equitable distribution of parks and recreation facilities.	● HIGH
7.2	Continue ongoing evaluation of the recently acquired former school site for renovation for municipal use.	● HIGH
7.3	Strengthen town core as a focal point for the community.	● MEDIUM
7.4	Provide an indoor gathering space for community and private events.	● LOWER

8: Natural Resources

GOAL | Cortland will work with the area's native attributes to preserve natural resources.

#	OBJECTIVE	PRIORITY
8.1	Encourage native landscaping for storm water management.	● HIGH
8.2	Preserve existing natural areas.	● HIGH
8.3	Investigate prairie restoration.	● MEDIUM

9: Agriculture Preservation

GOAL | Cortland will preserve its agricultural assets.

#	OBJECTIVE	PRIORITY
9.1	Identify agricultural buildings with reuse potential.	● MEDIUM
9.2	Preserve agricultural land.	● LOWER



This page intentionally left blank.

CHAPTER 4

Town Plan

The Town Plan is the core element of the Cortland Comprehensive Plan, providing recommendations for future land use, housing, economic development, access and mobility, community facilities and assets, natural resources, utilities, and infrastructure. Building upon the community profile and framework in the previous chapters), the Town Plan synthesizes the findings and policies from the planning process to formulate a guide for sensible growth and sustainable development in Cortland for the next 10+ years.

FUTURE LAND USE PLAN

The principal intent of the Future Land Use Plan is to maintain Cortland's small town character while positioning it for growth. New development will help enhance Cortland's quality-of-life through a balanced composition of land uses providing residential, commercial, employment, civic, and recreational opportunities.

When reviewing the Future Land Use Plan, it is important to understand its generalized nature. Given the scale at which municipal comprehensive planning occurs, only broad areas of land use are indicated. On specific parcels of land, certain exceptions may be appropriate. For example, a daycare center located within a residential neighborhood may be permitted even though the Future Land Use Plan does not strictly indicate a commercial use in the neighborhood; such exceptions should be addressed on a case-by-case basis in accordance with all municipal ordinances.

Future Land Use Plan Map

The Future Land Use Plan Map, which is provided in Figure 4.1, depicts all projected land uses within the current municipal limits and within the Town's 1½-mile planning area, excluding areas that are incorporated into Sycamore to the north and DeKalb to the west. The map illustrates Cortland's long term growth capacity which includes moderate development to accommodate desired growth.

The map illustrates the arrangement of future land uses, particularly with respect to existing land uses, past development patterns, and recent trends. In addition, the map provides areas of substantial agricultural land and open space conservation to create a naturalized growth boundary for Cortland. The potential for the Town to extend public utilities to certain areas served as an additional determining factor to assess future land uses.



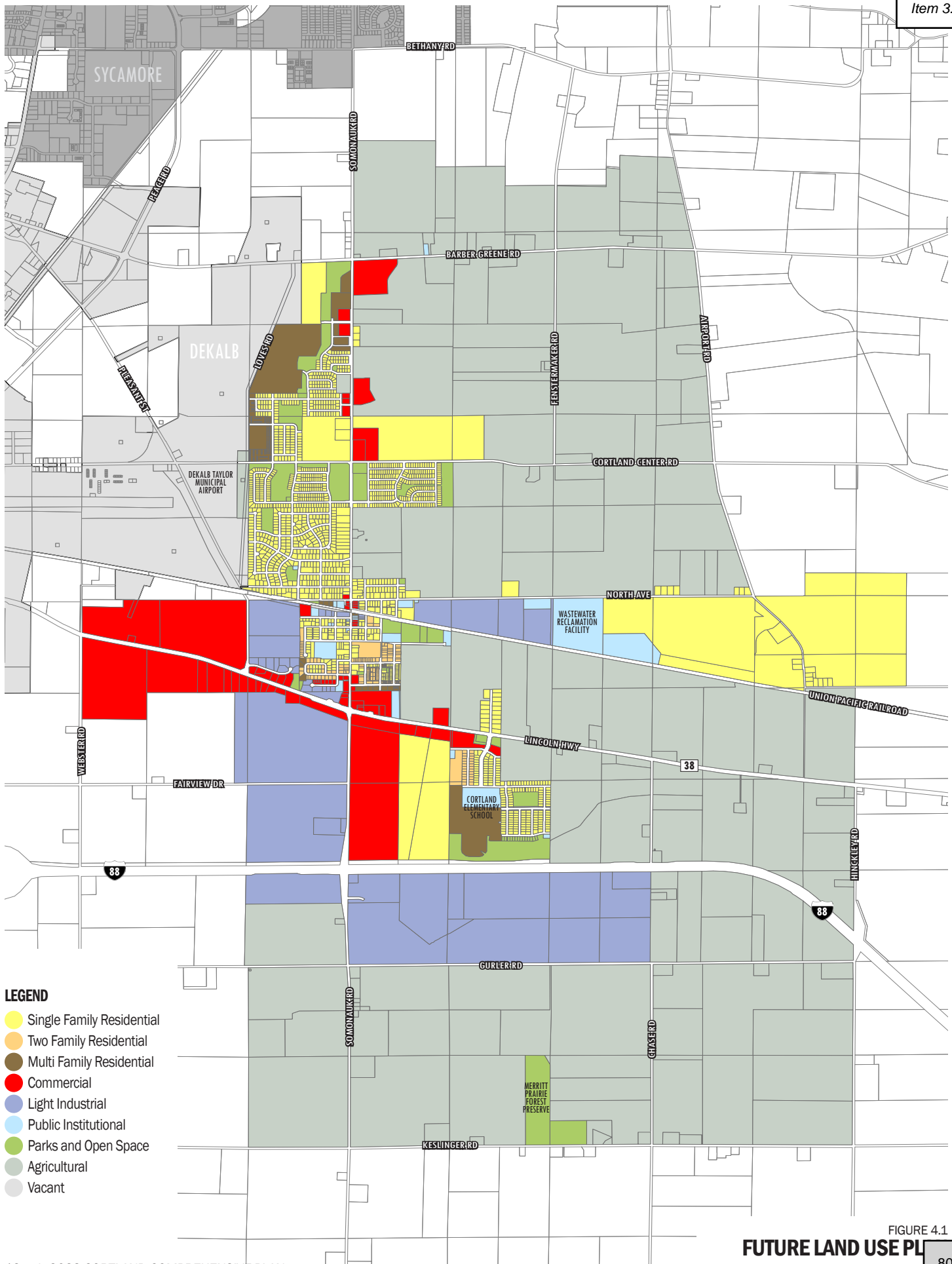


FIGURE 4.1
FUTURE LAND USE PL

Platted but Undeveloped Residential Parcels

The change in residential street patterns across Cortland is a primary indicator of the Town's residential growth over the past 20+ years. In particular, the curvilinear street patterns in more recent subdivisions contrast to the historical grid street pattern that characterizes Cortland's core area immediately north and south of the railroad.

While recent subdivisions like Nature's Crossing, Richland Trails, and Chestnut Grove are well established on Cortland's northern and southern growth areas, many of the platted lots remain undeveloped. This served as another determining factor for the Future Land Use Plan, particularly guiding different land use buildout scenarios that have the most significant impact on Cortland's population growth and capacity to provide municipal services.

Land Use Scenario Planning

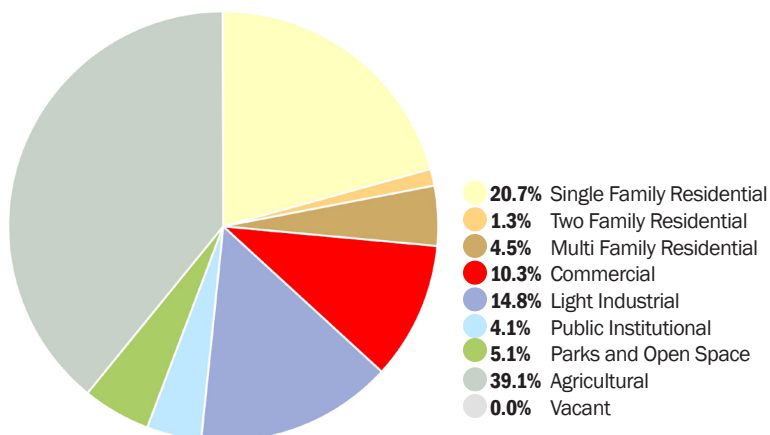
A series of three land use buildout scenarios is provided in Figure 4.3 (full page maps of the three scenarios are provided in the Appendix). Each scenario illustrates how the buildout of these platted but undeveloped residential parcels can be paired with additional residential development of varying degrees. The resulting three scenarios generate different population projections that guided the decision making on an appropriate level of growth for Cortland.

The Task Force selected Scenario B as the preferred land use planning scenario due to its moderate population projection, which balanced buildout of the platted but undeveloped residential parcels with limited additional residential development, which is depicted as the preferred scenario in the Future Land Use Plan in Figure 4.1. Future land use composition is summarized in Figure 4.2.

Population Projections

Based on the Future Land Use Plan, buildout of all undeveloped residential plats, infill parcels, and limited new residential development generates about 5,724 new residents. Add that population increase to Cortland's 2020 population of 4,519 residents provides a population projection of 10,243 total residents at full buildout.

FIGURE 4.2
FUTURE LAND USE COMPOSITION



LAND USE CATEGORIES

RESIDENTIAL

Residential uses encompass a diverse set of housing types to provide residents with options that meet varying needs, budgets, and life stages. Single family housing will continue to be the most prominent residential type in Cortland. Two-family and multi-family residential diversify the Town's housing stock while respecting the single family character of the community. Different residential typologies are summarized on the following pages to highlight different housing types that may be appropriate for Cortland.



Single Family Residential

Two-Family Residential

Multi-Family Residential

COMMERCIAL

Commercial uses provide retail goods and services with stores, restaurants, and businesses that serve the needs of residents and the daytime population generated by offices and other employment centers. Commercial uses are located along Cortland's major corridors, primarily Somonauk Road and IL Route 38. Various commercial typologies are summarized on the following pages to show businesses and services that may be appropriate for Cortland.



Commercial

EMPLOYMENT GENERATORS

Employment uses provide job opportunities for local residents and job seekers from around the region. With its locational advantages, Cortland will work towards providing for a range of employment generating uses. Light industrial uses may include uses like tech, research and development, offices, etc. that capitalize on the Town's access to I-88, as well as hybrid industrial/commercial businesses similar to the WeatherTech Factory Store or a brewery with a tasting room or restaurant component. Other industrial uses may include manufacturing, logistics, warehousing, etc. These employment generating typologies are summarized on the following pages.



Light Industrial

COMMUNITY FACILITIES & ASSETS

These elements provide for a range of public/institutional uses like schools, religious institutions, and municipal facilities that provide services, programs, and opportunities that support day-to-day civic life in Cortland. Other community assets include parks, open space, agricultural lands, and environmental features that help preserve Cortland's rural character and natural resources. Vacant land is also listed as assets given the opportunities they offer the Town to provide new uses that bring benefit to the community.



Public Institutional

Parks and Open Space

Agricultural

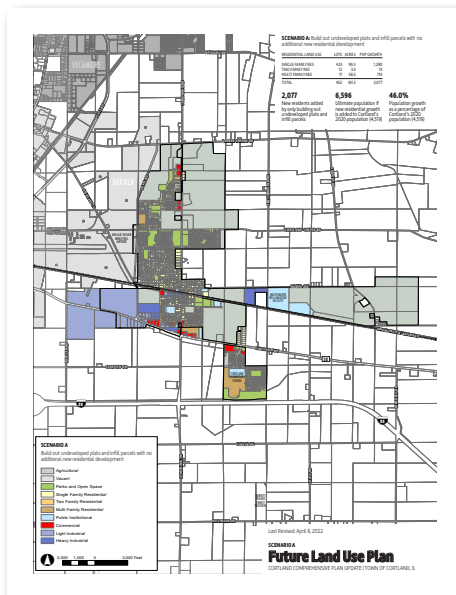
Vacant

FIGURE 4.3 LAND USE SCENARIO PLANNING

As presented to the Comprehensive Plan Task Force, with minor edits, at their April 26, 2022 meeting

SCENARIO A

Build out undeveloped plats and infill parcels with no additional residential development



RESIDENTIAL LAND USE	LOTS	ACRES	POP GROWTH
SINGLE FAMILY RES	397	94.4	1,211
TWO FAMILY RES	38	3.4	232
MULTI FAMILY RES	17	58.6	715
TOTAL	452	156.4	2,158

2,158

New residents added by only building out undeveloped plats and infill parcels

6,677

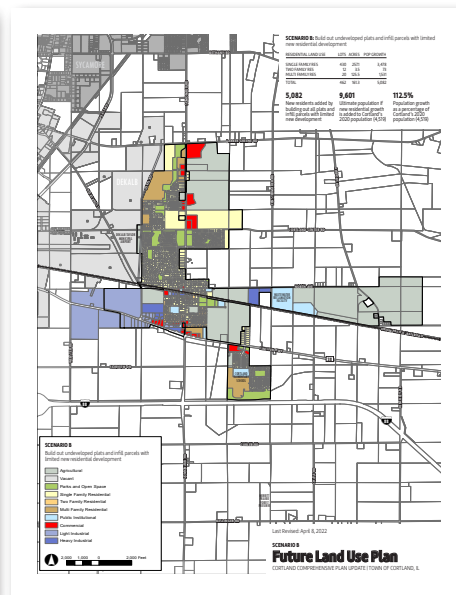
Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

47.7%

Population growth as a percentage of Cortland's 2020 population (4,519)

SCENARIO B

Build out undeveloped plats and infill parcels with limited new residential development



RESIDENTIAL LAND USE	LOTS	ACRES	POP GROWTH
SINGLE FAMILY RES	404	272.5	4,046
TWO FAMILY RES	38	9.1	223
MULTI FAMILY RES	20	165.5	2,020
TOTAL	462	447.1	6,289

6,289

New residents added by building out undeveloped plats and infill parcels and limited new residential development

10,808

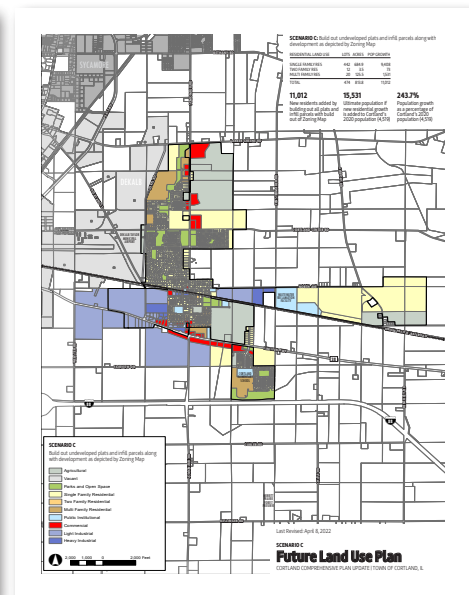
Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

139.2%

Population growth as a percentage of Cortland's 2020 population (4,519)

SCENARIO C

Build out undeveloped plats and infill parcels with development as depicted on Zoning Map



RESIDENTIAL LAND USE	LOTS	ACRES	POP GROWTH
SINGLE FAMILY RES	416	680.0	9,329
TWO FAMILY RES	38	3.4	232
MULTI FAMILY RES	20	125.5	1,531
TOTAL	474	808.9	11,092

11,092

New residents added by building out undeveloped plats and infill parcels and all residential depicted on the Zoning Map

15,611

Ultimate population if new residential growth is added to Cortland's 2020 population (4,519)

245.5%

Population growth as a percentage of Cortland's 2020 population (4,519)

LAND USE VS ZONING

It is important to note that the Future Land Use Plan is not a zoning map. Zoning regulates specific aspects of development, such as yard dimensions and building height, in addition to the location of certain types of uses within districts. Thus, zoning is a useful tool for protecting the use of property and community character, even if the zoning map does not exactly align with the land use map.

On the other hand, the Future Land Use Plan is intended to guide where certain types of development are to be located and is not intended to restrict the use of land. A land use plan indicates, in a general manner, the location of current and future uses of land for various types of development. It is meant to be a guide for establishing more finely-tuned regulations such as zoning and to guide decision making which may involve public or private investment in property development.

The degree to which a zoning map will conform to a land use map depends on two factors: (1) how finely-tuned the land use map is in terms of dividing land uses into those which conform to districts, and (2) how often the zoning map is amended. Once the updated Comprehensive Plan is approved by Town officials, one of the first follow-up tasks is typically to update the Town's zoning regulations and map to ensure they align with the land use and development policies outlined in the plan.

Typically, a land use map is changed much less frequently than a zoning map because it is intended to encompass a longer time frame, embody a broad community vision, and provide a more general guide for town growth and development.



DEVELOPMENT TYPOLOGIES

Viewing potential development concepts through the lens of development typologies allows the community to consider various housing options, business types, employment generators, and general development approaches that are appropriate for a community with a character and profile like Cortland. For example, recommending a concept that allows for businesses like a café or specialty grocer points more towards community support for these general uses, rather than targeting specific businesses like a Starbucks or Buffalo Wild Wings. Similarly, a concept that calls for a business park may accommodate a range of uses, from professional offices and healthcare facilities to coworking spaces and a satellite college campus.

The development typologies provide Town officials with a general sense of the types of development to pursue for Cortland, whether it is national brands or locally-owned businesses. In addition, the typologies provide a foundation for the Future Land Use Plan.

As provided on the following pages, the general description for each development typology looks ahead to how each development type may influence how Cortland grows and develops into the future.

In addition, the development typologies provide for a more balanced mix of land uses that promote the following objectives:

- Account for adequate utilities and infrastructure capacity
- Diversify the local housing stock
- Expand the Town's tax base
- Enhance employment options
- Complement Cortland's rural heritage
- Support stewardship of the natural environment
- Advance a more sustainable and resilient local economy

DEVELOPMENT TYPOLOGIES

Residential

While Cortland has primarily developed as a single-family residential community, the Town's housing stock has a notable share of two-family and multi-family housing options. The Comprehensive Plan recommends continual diversification of the local housing stock to provide options that meet varying budgets, life stages, family structures, and housing needs. This may include providing options like senior housing, accessory dwelling units (ADUs), and large lot subdivisions.

Part of Cortland's housing approach will focus on building out residential lots that have already been platted in unfinished subdivisions or infill sites. This approach is a key component of the Town's preferred land use planning scenario, which is summarized in Figure 4.3. This approach also includes allowing for limited residential development in other parts of Cortland, particularly the northern portion of the community on the east and west sides of Somonauk Road.

As the Town considers new residential development, it may look to some of its current neighborhoods as prototypes, as highlighted in the sample images below.

Detached single family homes (top); attached single family homes like townhouses, duplexes, and multiplexes (center); multi-family homes like apartments and condos (bottom)



DEVELOPMENT TYPOLOGIES

Commercial

Cortland's commercial base is fairly limited, with businesses primarily located in the core area, as well as certain points along Somonauk Road and IL Route 38. Current businesses comprise a mix of retail, services, and restaurants or food establishments, with almost all locally owned and very few name brands. Community members have shown interest in expanding the commercial base with a greater diversity of goods and services, particularly supporting local entrepreneurs and small business owners. Strong support for existing small businesses should continue and will help to shape the character of Cortland's commercial development.

Expansion of Cortland's commercial base will enhance the Town's tax base. Market conditions, demographics, and local assets often dictate where certain businesses will locate. The Town should be proactive in attracting the types of businesses that meet local needs, match community priorities, and boost the tax base. Cortland has a prime opportunity to fill niches that are not adequately offered in the DeKalb/Sycamore/Cortland area, such as businesses focused on family entertainment and recreation.

Cortland's two primary commercial areas should continue to be the focus for new businesses and considered as gateways into the community. Avoiding scattered commercial development will strengthen the quality and quantity of all other land uses in Cortland. It will also reduce the cost of development since infrastructure and services will not need to be extended. Transportation is a critical component to serve commercial centers and can be maximized in a more focused area.

Cafés and bakeries (top left); brunch spots (top center); grocery stores (top right); experience-based businesses like Pinot's Palette (middle left); restaurants (center); boutique or specialty shops (middle right); youth-centric businesses like indoor play areas, creative arts, sports and recreation, etc. (bottom left); farm-based businesses like Wiltse's Farm in Maple Park (bottom center); personal care businesses like yoga, pilates, massage therapy, etc. (bottom right)



DEVELOPMENT TYPOLOGIES

Office

Item 3.

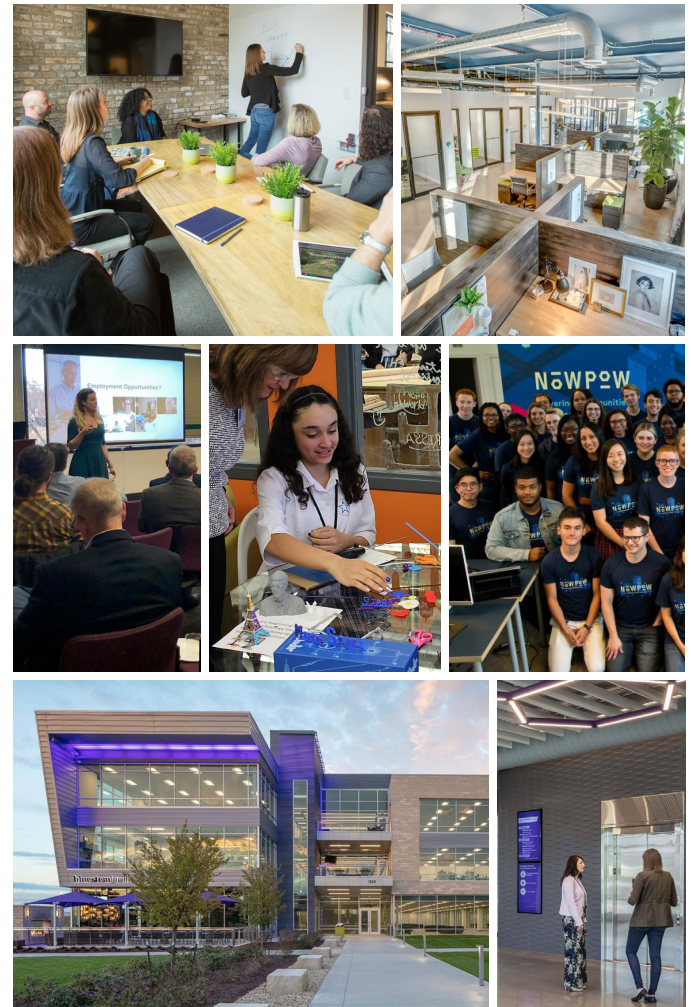
While office uses are typically viewed as being part of commercial or industrial development, they fit into a particular segment of a community's employment base and economic development strategy. As the map on the following page shows, extensive growth of industrial and office uses is occurring in a significant portion of the Cortland/DeKalb/Sycamore region. Cortland can capture some of the office growth, even as much of that growth has developed in DeKalb and Sycamore.

Office/business parks are increasingly making room for unique tenants. While corporate headquarters, professional offices, and banking/financial services are common, the examples illustrated below can enhance the tenant mix of an office/business park, provide spaces for local entrepreneurs, and diversify employment opportunities available to the local workforce.

Healthcare is one of the more prominent growth markets, particularly as the region manages more growth and the senior population continues to age. Coworking spaces and business incubators support small businesses and entrepreneurs with facilities, classes, and access to shared resources. Makerspaces support creators of all ages, from at-home hobbyists and amateur builders to school STEM classes and robotics teams. Colleges, universities, and other education organizations often seek to expand their footprint in unique office settings. Same with tech startups to provide a suite of meeting spaces, resources, and amenities to recruit top-tier talent and like-minded businesses.

Examples of these spaces include Northwestern Medicine Kishwaukee Hospital (Sycamore), Northern Illinois University (DeKalb), 25N Coworking (Geneva), and Fox.Build (St. Charles).

Community meeting spaces (top right); coworking spaces (top left); business incubator (middle left); makerspaces (center); tech and business startup spaces (middle right); healthcare, higher education, and other learning campuses (bottom)



DEVELOPMENT TYPOLOGIES

Industrial

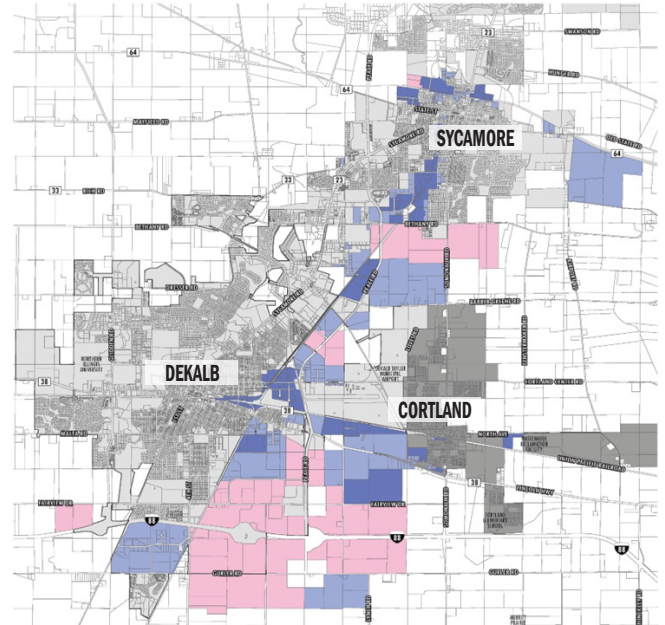
Item 3.

Industrial currently comprises about 3.9% of Cortland's existing land use. The Future Land Use Plan expands the amount of industrial uses by over 2.5 times. As the map on the right illustrates, a significant portion of the Cortland/DeKalb/Sycamore region is currently undergoing extensive growth of industrial and office uses. While much of that industrial and office growth has developed in DeKalb and Sycamore, the door is open for Cortland to capture some of that growth.

Industrial sites can take a variety of forms and sizes. While industrial buildings will generally occupy a sizable footprint, they can still be designed in such a way that adds positive value to the Town's character and integrates natural features into their site design. The amenities listed below can also enhance the quality of the site and blend in well with the local transportation network. Light industrial uses should be encouraged as part of mixed use developments or office/business parks.

Hybrid industrial/commercial enterprises are becoming more prominent by providing product creation, warehousing, and sales under a single roof. This model reduces transport and infrastructure costs, as well as attracts customers curious about the source and production of the items they purchase. The sales area or showroom typically occupies less than 20% of the building, with product creation and warehousing comprising the remaining floor area. Examples from the region include the WeatherTech Factory Store (Bolingbrook), Ashley Furniture HomeStore (Romeoville), and "Save" by Yellow Products (St. Charles).

Another popular example is a brewery with a restaurant or tasting room component like Two Brothers Tap House in Warrenville and Obscurity Brewing in Elburn. Hybrid industrial/commercial enterprises may be part of a office/business park, commercial area, or mixed use district.



Hybrid industrial/commercial enterprises (top); breweries and distilleries with or without a restaurant or tasting room component (middle); industrial buildings like warehousing, logistics, manufacturing, etc. (bottom)

**BUILDING DESIGN & SITE AMENITIES**

- Quality building materials
- Environmentally-appropriate lighting
- Green space and landscaping
- Renewable energy and sustainable features
- Protection of wetlands, trees, and other natural features
- Trail, sidewalk, and transit options

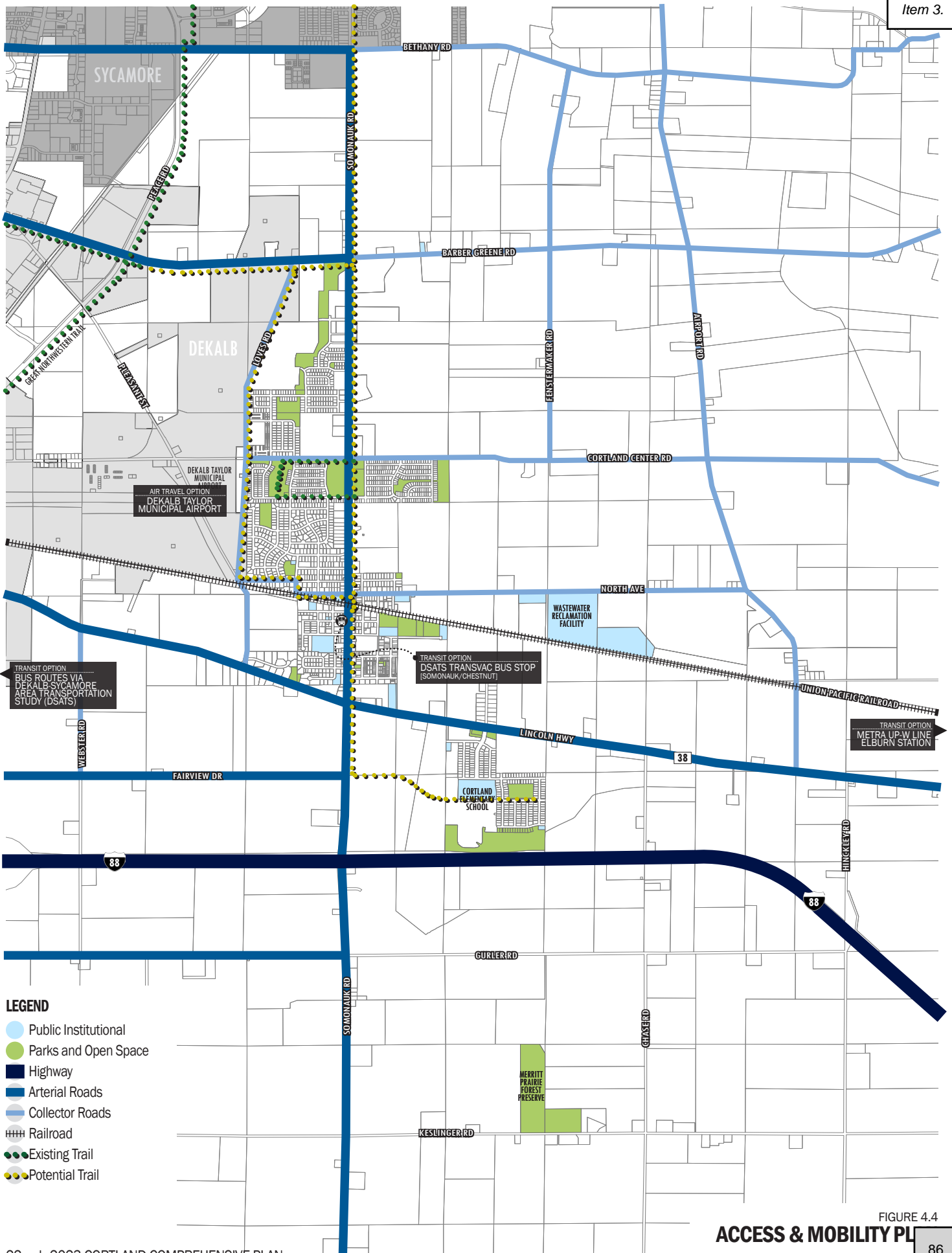


FIGURE 4.4
ACCESS & MOBILITY PLAN

ACCESS & MOBILITY

Cortland is strategically located just north of an interstate highway (I-88) and along a major state highway (IL Route 38), providing the Town with superior regional transportation connectivity and access that open up opportunities that advance strong community growth and economic development prosperity.

As illustrated on the Access and Mobility Plan Map in Figure 4.4, Cortland's existing transportation network provides a solid foundation that can be reinforced with periodic improvements and strengthened connections to the regional transportation network, which include opportunities to build up the trail network, expand transit options, and take advantage of proximity to DeKalb Taylor Municipal Airport. There are also opportunities to provide safe access and mobility for people of all ages and abilities.

Given the scope and capacity of Cortland's transportation network, intergovernmental cooperation is integral to improve and maintain a transportation network that adequately serves Cortland, while making the community an attractive destination to build new homes, establish new businesses, and provide jobs for the region.

TRANSPORTATION ELEMENTS

ROAD NETWORK

All roads serving Cortland are classified according to their function in the local circulation system:

- **Highways:** I-88
- **Arterial Roads:** IL Route 38, Somonauk Road, Bethany Road and Barber Greene Road (west of Somonauk Road), Fairview Road, Gurler Road
- **Collector Roads:** Bethany Road and Barber Greene Road (east of Somonauk Road), Cortland Center Road, Loves Road, North Avenue, Fenstermaker Road, Airport Road, Webster Road
- **Local Roads:** All other roads

Given their regional coverage, I-88 and IL Route 38 provide a competitive advantage for economic development. Proper roadway classifications help ensure safe and efficient movement of vehicles to accommodate current traffic volumes and anticipate future increases as Cortland experiences growth and development. It also aids in capital improvements programming and in the designation of specialized traffic routes, such as designating specific roads for truck traffic.

SIDEWALKS & TRAILS

Small towns like Cortland are often viewed as friendly to pedestrians and bicyclists, even if infrastructure like sidewalks and bike paths are lacking in certain areas. For example, not all neighborhoods have a complete network of sidewalks, which opens up the opportunity to fill in sidewalk gaps where deemed necessary.

The local trail network has improved as new developments created needs for linkages to neighborhoods. For example, trails cut through McPhillips Park and Richland Trails Park, which serve the Town's relatively newer subdivisions. Similar to filling sidewalk gaps, there are opportunities to create an interconnected network of bike paths, trails, and sidewalks throughout Cortland, including links to regional trails.

A pedestrian- and bike-friendly community also encompasses safe access and mobility for people of all ages and abilities. This includes ADA-compliant facilities at crosswalks, parking lots, and entry points to buildings.

TRANSIT

Transit is fairly limited in Cortland, with a DeKalb-Sycamore Area Transportation Study (DSATS) TransVac bus stop located in town at the intersection of Somonauk Road and Chestnut Avenue. Other options are situated beyond town limits but nearby to provide opportunities for linkages in Cortland. While many commuters utilize the Metra station in Elburn, this creates the potential to establish new transit opportunities like a park 'n ride facility or shuttle bus service between Cortland and Elburn.

The DeKalb-Sycamore Area Transportation Study (DSATS) provides bus service to DeKalb and Sycamore but no present routes into Cortland. As Cortland grows, particularly adding employment centers to its economic base, this would open potential to extend existing DSATS bus routes into Cortland via Barber Greene Road and IL Route 38.

Transit access can also be enhanced by working with local and regional employers that can build a shared shuttle service utilizing pooled resources. Paratransit is also an option to consider.

AIRPORT

DeKalb Taylor Municipal Airport, which is located outside of Cortland and west of Loves Road, offers aviation and meeting facilities to businesses and travelers in the DeKalb County area. Given Cortland's adjacent location to the airport, there is potential to pursue businesses and recreation opportunities with aviation themes. This may include but are not limited to aviation themed restaurants and other businesses near the airport.

While DeKalb Taylor Municipal Airport is classified as a local airport, IDOT's 2022 Illinois Aviation System Plan indicates certain improvements could help with reclassification as a regional airport, which would open up a wider net of opportunities.



Civic Uses [Public Institutional]

- 1: Town Hall
- 2: Public Works
- 3: Water & Wastewater Department
- 4: Water Tower #1
- 5: Water Tower #2
- 6: Wastewater Reclamation Facility
- 7: Police Department
- 8: Fire Department
- 9: Community Library
- 10: U.S. Post Office
- 11: Cortland Township
- 12: Public Parking Lot

Institutions [Public Institutional]

- 13: Cortland Elementary School
- 14: Cortland Methodist Church
- 15: Mound Rest Cemetery
- 16: Lions Den

Parks and Open Space

- 17: Cortland Community Park
- 18: Welsh Park
- 19: Hetchler Park
- 20: Richland Trails Park
- 21: Suppeland Park
- 22: McPhillips Park
- 23: Merritt Prairie Forest Preserve
- 24: Dragon Tail Park
- 25: Bluebell Avenue Park
- 26: Chestnut Grove Park
- 27: Walnut Street Park

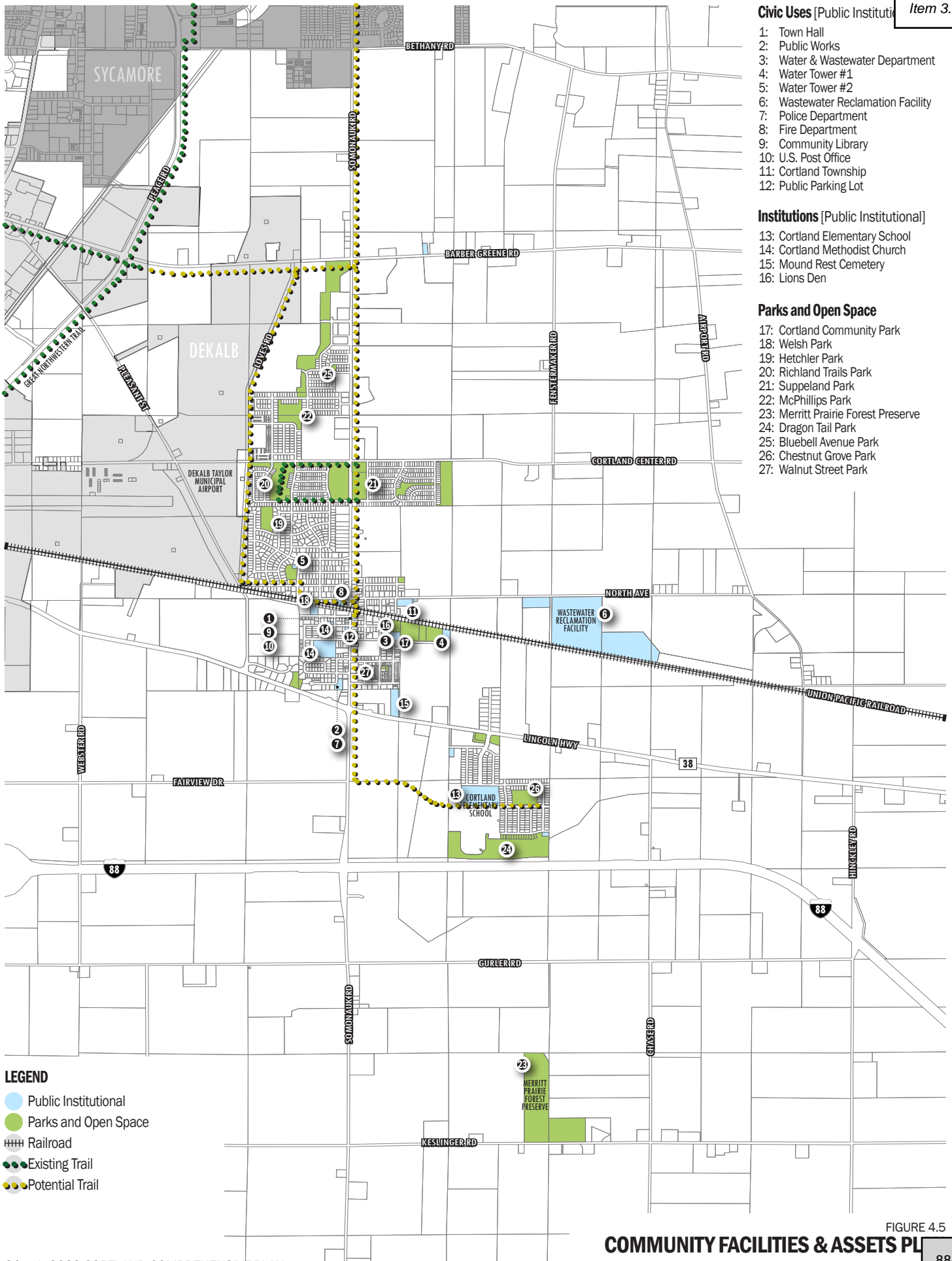


FIGURE 4.5

COMMUNITY FACILITIES & ASSETS PL

COMMUNITY FACILITIES & ASSETS

Item 3.

Community facilities and public infrastructure are generally comprised of services, resources, and institutions that meet the civic, cultural, social, recreational, educational, and spiritual needs of the community. Though different in nature, community facilities and public infrastructure form the physical backbone of a community, providing essential services and functions to the community.

As summarized on the Community Facilities and Assets Plan Map in Figure 4.5, Cortland is served by a broad system of community facilities and public infrastructure, including: municipal services, public safety, utilities, school, library, historic resources, and parks and recreation. However, a small town like Cortland is limited in its offerings of other facilities, such as healthcare facilities and religious institutions.

While community facilities are maintained and operated by a range of providers, including municipal, public, quasi-public, and private entities, public infrastructure generally encompasses municipal services and utilities that are vital to the daily function of Cortland's residents, businesses, and institutions.

As Cortland manages the growth and development of the community, improvements will continually be needed to ensure the services, functions, and utilities provided to the community have adequate capacity, are well-maintained, and are distributed equitably.

FACILITIES & ASSETS

SCHOOLS

Cortland is primarily served by DeKalb School District #428, with Cortland Elementary School being the only school facility within Cortland's municipal limits. Demographics at Cortland Elementary point to the need to ensure teachers, students, and their families have what they need to succeed. Changes in the Town and student populations will need to be monitored to assess future space needs.

Coordination with other school districts like Sycamore School District and Kaneland School District is encouraged to assess how local and regional population growth impacts school enrollments across the various schools serving Cortland and neighboring communities.

PARKS

Cortland's park system has continually grown as residential development has increased. Continued population growth could create demand for more park and recreational opportunities, including trails and a mix of indoor/outdoor facilities. The Town is starting a new Parks Advisory Committee to support parks initiatives. Existing parks include:

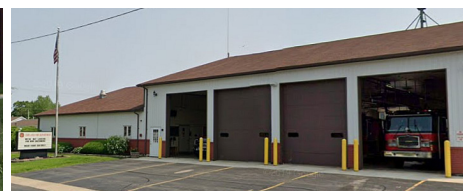
- Cortland Community Park
- Welsh Park
- Hetchler Park
- Dragon Tail Pond
- Chestnut Grove Park
- Bluebell Avenue Park
- Walnut Street Park
- Suppeland Park
- McPhillips Park

CIVIC USES

A key benefit of Cortland's core area is its central location for civic uses, including Town Hall, Community Library, Fire Department, and Post Office, which helps to maintain the community's small town feel and provide daily services in the town core. Other civic uses located beyond the core area are Public Works, Police Department, Water and Wastewater Department, and the Wastewater Reclamation Facility. The continued clustering of civic uses in the core area should be encouraged to sustain this part of Cortland. Most of the Town's administrative and governmental offices are located at Town Hall.

OTHER FACILITIES & ASSETS

Cortland is home to a U.S. Post Office, which offers full retail service post office boxes, and curbside delivery to customers. The Post Office is one of the Town's oldest institutions, dating back to 1892. Located across the street from Town Hall and a block from the Cortland Fire Department, the Post Office adds to the civic nature of Downtown Cortland.



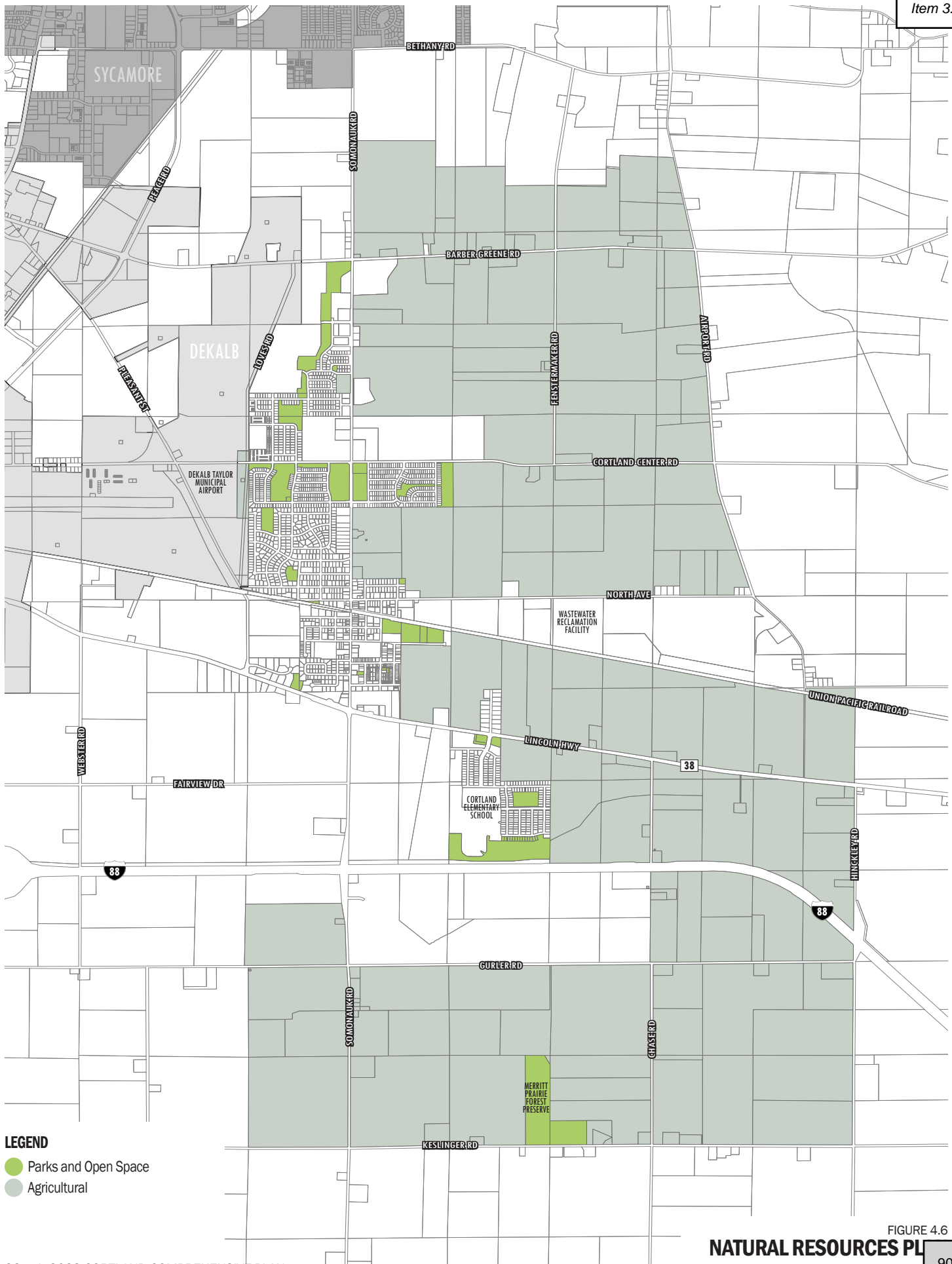


FIGURE 4.6
NATURAL RESOURCES PL

NATURAL RESOURCES

The natural environment within and around Cortland help to define the character of the community and provide recreational opportunities for residents. While conservation of local environmental features and open space will help preserve the small town atmosphere of Cortland, it will also guide the Town's capacity to sensibly manage growth and development in the future. The Natural Resources Plan Map is provided in Figure 4.6.

NATURAL RESOURCES

ENVIRONMENTAL FEATURES

Floodplain is entirely situated on the far northeastern section of the Town's planning area with coverage along the Kishwaukee River and sections of the Union Ditch. Branches of the Union Ditch, including Union Ditch No. 1 and Ditch No. 2, are channelized streams that flow through farm fields to expedite drainage and improve mechanical farming operations. The western portion of the Union Ditch meanders into Cortland's southern growth area south of IL Route 38.

Wetlands are located at various points around the community and the larger planning area. Many of the wetlands are located within the floodplain along or near the Kishwaukee River and smaller tributaries north of Barber Greene Road.

While the Kishwaukee River is generally located beyond Cortland's current municipal boundaries, it flows on the outer northeastern section of the larger planning area. Potential open space and greenway connections can link Cortland's core to the Kishwaukee River as the community considers the prospects for growth north and east of the town.

Aside from small tree patches in neighborhoods, Cortland does not have substantial woodlands.

AGRICULTURAL LAND

As a community that still has active farms in operation, Cortland counts its agricultural land among its key natural resources. The generally flat topography and natural drainage make Cortland a suitable place for active farming. According to 2016 metrics from the American Farmland Trust, much of the land in and surrounding Cortland is Nationally Significant Agricultural Land which is best suited for long-term production of food and other crops.

Agriculture continues to be a significant aspect in the local and regional economy, even as certain neighboring communities manage development and growth of emerging industries. The protection of agricultural land has a multi-pronged effect:

(1) Growth management: Taking a proactive approach to the preservation of agricultural land around Cortland's northern, eastern, and southern perimeters will create a de facto growth management boundary that protects agricultural resources, curtails sprawling development, and encourages infill and adaptive reuse of existing properties.

(2) Economically viable farming: Supporting research and technology needed to cultivate new uses of agricultural products will help keep farming viable by developing markets that support agriculture in Cortland, across DeKalb County, and into the larger region.

(3) Farm-style design: Catering to Cortland's agricultural heritage provides space for a farm-style aesthetic in architectural and site design practices, which are becoming more prevalent to create a unique identity that is rooted in the history and culture of the community. A similar approach could be taken to build upon Cortland's history as a railroad town.

OPEN SPACE

Open space preservation is important to Cortland.

Conservation Development

The 2007 Comprehensive Plan emphasizes the integration of conservation development principles:

"whereby a relatively low overall density is maintained on a given tract of land but development is concentrated in one or more locations and surrounded by open space that is used for farming, recreation, [etc.]."

"the maximum density [of a development] will ultimately be determined by the amount of open space and building typology ratios provided on any given development parcel,"

This underscores the critical role of and level of community importance placed on open space conservation in relation to the growth and development of Cortland.

At that time in the mid-2000s, conservation development was intended to ensure up to 50% of land development would be conserved for open space, farm land, recreation, and general land conservation. This new Comprehensive Plan – particularly the underlying vision, goals and objectives, community design principles, and future land use plan – will help determine the extent to which open space preservation will continue to be a key priority for Cortland.

Detention Ponds and Green Space

Detention ponds and green space in residential neighborhoods are characterized as open space within Cortland's planning area. Merritt Prairie Forest Preserve is one of the most notable and largest public open spaces serving the community. Located far south along Keslinger Road, Merritt Prairie Forest Preserve includes about 56 acres with rolling topography covered in a mix of cool season grass pasture and planted prairie. The preserve also includes about 4 acres of wetland mitigation, which provides for biodiversity and expands the native landscape. About 2.5 miles of hiking trails run through the preserve.

Other Open Spaces

To be consistent with the 2007 Comprehensive Plan, open spaces will also include formal public spaces (e.g., civic squares, plazas, etc.), facilities for programmed recreational activities, linear trails along road rights-of-way and drainage ways, parkways, and other natural and conservation areas.

Peripheral open spaces, which define the outer edges of Cortland and individual neighborhoods, should also be included, particularly as a means of buffering adjacent uses and creating a green belt to curtail sprawling development.

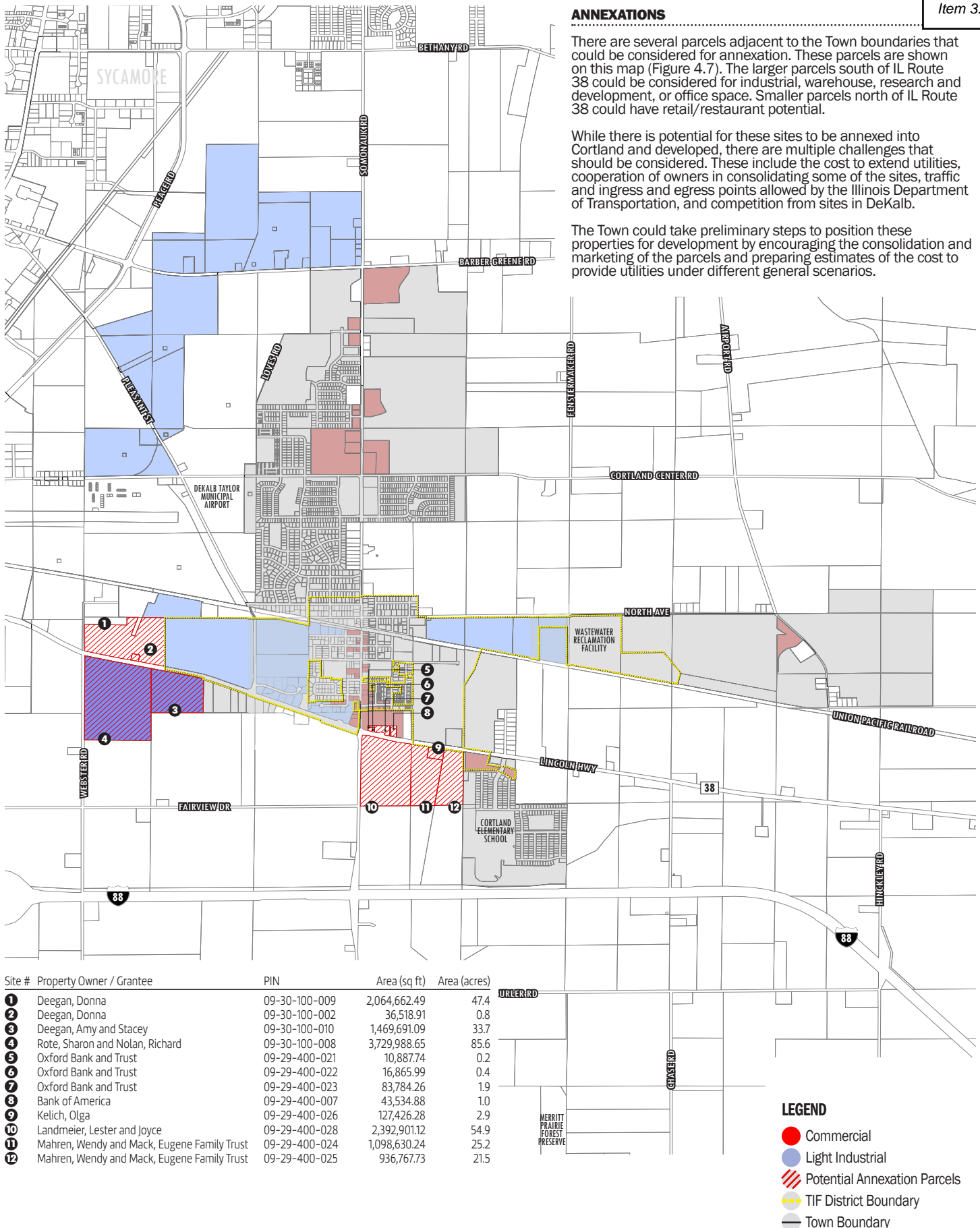


ANNEXATIONS

There are several parcels adjacent to the Town boundaries that could be considered for annexation. These parcels are shown on this map (Figure 4.7). The larger parcels south of IL Route 38 could be considered for industrial, warehouse, research and development, or office space. Smaller parcels north of IL Route 38 could have retail/restaurant potential.

While there is potential for these sites to be annexed into Cortland and developed, there are multiple challenges that should be considered. These include the cost to extend utilities, cooperation of owners in consolidating some of the sites, traffic and ingress and egress points allowed by the Illinois Department of Transportation, and competition from sites in DeKalb.

The Town could take preliminary steps to position these properties for development by encouraging the consolidation and marketing of the parcels and preparing estimates of the cost to provide utilities under different general scenarios.



LEGEND

- Commercial
- Light Industrial
- ▨ Potential Annexation Parcels
- TIF District Boundary
- Town Boundary

FIGURE 4.7
ANNEXATIONS MAP

UTILITIES & INFRASTRUCTURE

Item 3.

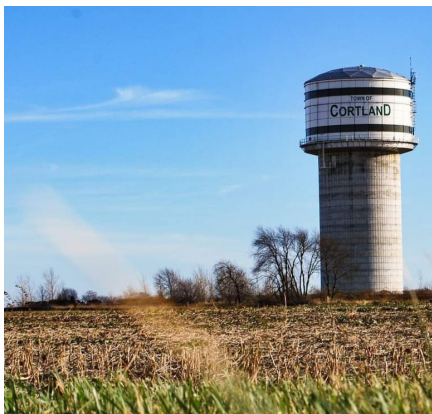
Cortland is generally well served by water and wastewater utility service, which will need to be continually monitored as the Town grows and develops. Expansion of services and new infrastructure may be needed to accommodate such growth, particularly as the Town seeks to annex any land into Cortland and serve them with municipal utilities.

UTILITIES

WATER

Cortland is currently served by four public water supply wells, which produce approximately 272,468 gallons of water per day. From July 2020 through July 2021, all four public water supply wells generated a total pumpage of treated water ranging between 7.5 to 10 million gallons per month. Well #4 generally pumps a majority of the treated water.

The water system also includes two water towers, with one tower near the Spruce Street/Amber Avenue intersection and the other tower located at the eastern terminus of Maple Avenue near Cortland Community Park and the Town's Water and Wastewater Department Building. This second tower holds 1 million gallons of water.



WASTEWATER

Constructed in 2006, the Town's Wastewater Reclamation Facility is designed to treat 1.5 million gallons of wastewater per day. This lagoon based treatment facility uses disc filters for filtration and ultra-violet technology for disinfection resulting in high quality effluent.

STORMWATER

Newer subdivisions integrated detention ponds to aid in stormwater management. Cortland's current stormwater management code is similar to DeKalb County's. Residents see minimal flooding occurrences. The Town should continue to promote best management practices (BMPs) for stormwater management to decrease stormwater runoff, improve quality in downstream creeks, reduce long-term maintenance costs, and minimize impacts on farmland and environmentally sensitive areas.

TELECOMMUNICATIONS

A strong telecommunications system has progressively become a critical facet of a community's infrastructure. This is becoming increasingly more apparent with more people working and learning from home, which requires reliable internet service to ensure residents, workers, and students can interact and access resources. From an economic development perspective, internet service is an important infrastructure element that supports existing businesses and employers, as well as attracts new ones, to support their day-to-day activities and steadfast commerce.

According to the Illinois Department of Commerce and Economic Opportunity (DCEO), Cortland is presently served by varying levels of internet service, primarily within the Town's existing municipal limits from Barber Greene Road on the north to IL Route 38 on the south. Some internet coverage extends south of IL Route 38 into the Chestnut Grove subdivision and the Cortland Elementary School campus. Internet service is generally defined by different forms of broadband infrastructure, including fixed and wireline, fiber, cable, DSL, and fixed wireless. Any gaps can likely be filled given the adequate coverage of a majority of Cortland and neighboring DeKalb and Sycamore, with infrastructure extending along IL Route 38.

Cortland is presently served by varying levels of broadband infrastructure, including: fixed and wireline, fiber, cable, DSL, and fixed wireless. Any gaps can likely be filled given the adequate coverage of a majority of Cortland and neighboring DeKalb and Sycamore.





RENEWABLE ENERGY

As Cortland seeks to grow and develop in a sustainable manner, that includes seeking means to be sustainable with energy generation and consumption. The Town already has taken certain steps to this end, such as integrating standards for solar energy systems into its Zoning Code. As highlighted below, additional steps can be taken to advance the community's commitment to renewable energy.

While renewable energy approaches can be incorporated at a larger community scale, they also enable individual property owners to play a role in being energy conservation stewards and making their own properties more sustainable.

Solar Energy

Cortland presently has zoning standards in place to regulate solar farms and other solar energy systems. DeKalb County and some of its municipalities have approved solar farms that produce energy for sale to the grid. The Town of Cortland could consider allowing solar farms within its municipal boundaries or planning area. Some of the vacant parcels may be well-suited for this use and the Town could choose to address this possibility proactively rather than when a project is proposed. Solar farms may also be established as either a long-term use or an interim use.

Wind Energy

Similar to solar energy, Cortland's Zoning Code provides standards for wind energy, including wind turbines. This includes compliance with FAA regulations given the proximity to DeKalb Taylor Municipal Airport. While zoning standards cover small wind energy conversion systems (SWECS), the Town may seek to update its standards to cover wind farms that may take up larger parcels of land.

Electric Vehicles

One of the Access and Mobility objectives is to "support sustainable transportation such as electric vehicles." Another Zoning Code update should include the addition of regulations for electric vehicle charging stations and other infrastructure. Future research would be needed to understand the impacts of electric vehicles and related infrastructure on existing gas stations and how to reuse gas station sites.

COMMUNITY DESIGN PRINCIPLES

Cortland's 2007 Comprehensive Plan included a set of community design principles and strategies intended to enhance the physical form and appearance of the community, preserve the agrarian roots of the town, and protect the natural environment. As the 2007 Plan indicated, the community design principles "are a record of the physical form of Cortland and its neighborhoods, today... [but] not a yearning for nostalgia, nor an exclusionary strategy."

The original set of community design principles formed out of the results of an image preference survey and community planning charrette. These interactive outreach activities were designed to identify the design principles that reflected the accepted standards and desires of the Cortland community.

The 2023 Comprehensive Plan continues to support these community design principles and underlying strategies, which are summarized below and on the next page (with minor revisions to the original). They still reflect the type of community envisioned in the vision statement, goals, and plan elements. While the Comprehensive Plan elements help to achieve these design principles and strategies, follow-up efforts will also help to meet these ends. Such follow-up efforts include updating the Zoning Code and other municipal ordinances, preparing a new Town Strategic Plan, and coordinating a full-fledged set of architectural, streetscape, and landscape design guidelines. The goals, objectives, and strategies outlined in Chapter 5 will also serve as a beneficial guide.

The complete set of community design principles and strategies from the 2007 Plan are provided in the Appendix.

1 PRINCIPLE ONE

Pedestrian scale shall be the common denominator in neighborhood development in Cortland to create a positive comfortable public realm and facilitate interaction among neighborhood residents.

STRATEGY 1.1:

Human Scale Proportions and Perceptions

STRATEGY 1.2:

Semi-Public and Private Spaces

STRATEGY 1.3:

Community Spaces

STRATEGY 1.4:

A Mix of Houses and People

STRATEGY 1.5:

Person-to-Person Interaction

STRATEGY 1.6:

Walking and the Pedestrian

2 PRINCIPLE TWO

Neighborhood development in Cortland must complement the natural features of the landscape and respect the natural and man-made environment.

STRATEGY 2.1:

Indigenous Vegetation

STRATEGY 2.2:

Responsible Stormwater Management

STRATEGY 2.3:

Balanced Interface between Agriculture and Neighborhood Development

STRATEGY 2.4:

Suitable Land Development

STRATEGY 2.5:

Walking and Biking

3 PRINCIPLE THREE

Neighborhoods in Cortland, and all development within them, shall be designed along pedestrian dimensions and distances through compact form, layout, and streetscape characteristics.

STRATEGY 3.1:

Neighborhood Size and Function based on Walking Scale

STRATEGY 3.2:

Intensity of Uses

STRATEGY 3.3:

Transit Linkages to Expand Pedestrianism

STRATEGY 3.4:

A Network of Sidewalks

STRATEGY 3.5:

Continuity in the Streetscape and Built Environment

STRATEGY 3.6:

Sidewalk Width

STRATEGY 3.7:

Security in Pedestrian Realm

STRATEGY 3.8:

Sidewalk Edges

STRATEGY 3.9:

Street Lights and Furniture

STRATEGY 3.10:

Signs

STRATEGY 3.11:

Bicycle Paths





4 PRINCIPLE FOUR

Open spaces of all types and sizes for visual and aesthetic qualities, recreational, ecological, agricultural and economic functions shall be provided within, as well as on the periphery of, neighborhoods and the Town.

STRATEGY 4.1:

Rear Yards

STRATEGY 4.2:

Front Yards

STRATEGY 4.3:

Public Spaces

STRATEGY 4.4:

Active and Passive Recreation

STRATEGY 4.5:

Peripheral Spaces

STRATEGY 4.6:

The Parkway (Tree Bank)

5 PRINCIPLE FIVE

Cortland must have a central core or focus. Every neighborhood in Cortland must have a core or community focus.

STRATEGY 5.1:

Neighborhood Core

STRATEGY 5.2:

Location

STRATEGY 5.3:

Balanced Land Use

STRATEGY 5.4:

Design

- Building scale
- Building height
- Site design
- Parking
- Retail street frontage
- Architectural details

6 PRINCIPLE SIX

Streets create the form and scale of the community and must accommodate the pedestrian, bicycle, and the motor vehicle.

STRATEGY 6.1:

Streets with a Positive Community Image

STRATEGY 6.2:

Interconnected Street Network

STRATEGY 6.3:

Hierarchy of Streets

STRATEGY 6.4:

Alleys

STRATEGY 6.5:

Design Features

7 PRINCIPLE SEVEN

Variation within the design conformity creates the most visually positive communities.

STRATEGY 7.1:

Variety and Variation in Neighborhoods

- Lot width
- Lot depth
- Blocks
- Alleys
- Build-to lines
- Build-up lines
- Non-residential uses
- Housing types

8 PRINCIPLE EIGHT

A mix of land uses, housing, jobs, and incomes creates a more balanced community, reduces traffic and maintenance costs, and better fiscal balance for Cortland.

STRATEGY 8.1:

Mixed and Multiple Uses

STRATEGY 8.2:

Housing Above Retail

STRATEGY 8.3:

Housing Mix

STRATEGY 8.4:

Attainable Housing

STRATEGY 8.5:

Land Use Boundaries

STRATEGY 8.6:

Large Floor Area Uses

9 PRINCIPLE NINE

Cortland is committed to maintaining its character and quality of place and the character and quality of place within its individual neighborhoods.

STRATEGY 9.1:

Property Maintenance Codes

STRATEGY 9.2:

Preservation of Cortland's Heritage

STRATEGY 9.3:

Sense of Security

STRATEGY 9.4:

High Level of Public Maintenance

This page intentionally left blank.

Implementation

CHAPTER 5

Cortland has taken a major step towards realizing its vision by updating its a comprehensive plan. Implementing the plan is the next step. Careful consideration of the plan's guidelines during all relevant deliberations by Town officials is the next step to implement the plan.

The Implementation Plan in this chapter takes the goals and objectives from Chapter 3 a few steps further by adding recommended strategies that help to activate the plan with projects and tasks the Town can take to implement the plan. Potential resources are also listed to provide further guidance for Town officials and local partners.

The plan was developed at a point in time with the knowledge that changing conditions may make revisions necessary. The Town should be open to amending the plan to continually position the community for progress. Periodically, often every five years, the plan should be reviewed in its entirety and an update prepared to respond to significant changes to community conditions, needs, and priorities.



KEY PARTNERS FOR PLAN IMPLEMENTATION

Achieving Cortland's vision will be more likely if key partners come together to implement the plan. These key players and their roles are briefly described below.

TOWN BOARD OF TRUSTEES

The Board of Trustees sets Town policy. Their approval is necessary to establish ordinances, allocate funds, enter contracts, and take other actions. Trustees should be familiar with the plan and consider whether proposed actions will move the Town towards achieving its vision.

PLANNING COMMISSION

The Planning Commission makes recommendations regarding the growth and development of the community. Planning Commissioners are specifically charged with considering whether proposals align with the Town's plan. Planning Commissioners should be familiar with the plan and refer to it regularly in their deliberations. In addition, Commissioners should educate developers and others who come before them on the relevance of the plan and encourage applicants to create proposals that enhance the Town's ability to achieve its vision.

RESIDENTS

It is important that residents support the plan and are involved in its implementation. The Town should make it easy for residents to be well informed on planning related issues and encourage them to participate in discussions, workshops, and other opportunities. Additionally, residents can lead the implementation of specific elements of the plan by serving on committees, raising funds, sharing information with their neighbors, volunteering their time, and sharing their expertise.

BUSINESS COMMUNITY

Local businesses can support plan implementation by communicating their needs to Town officials. Business success is critical to the Town's overall success, and communication between the private and public sector is the first step in developing a business-friendly environment. Local financial institutions can support the plan through financing of projects that align with it. Corporations can support the plan through their own site development and growth plans and by supporting projects the Town undertakes. Real estate professionals and developers should be mindful of the kinds of projects that align with the plan.

DEKALB COUNTY

The Town should work closely with the County to coordinate growth efforts. The County can provide technical support valuable to the Town. The County's Comprehensive Economic Development Strategy (CEDS) and the Town's comprehensive plan should be mutually supportive.

IMPLEMENTATION PLAN

Item 3.

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

OBJECTIVE 1.1 PRIORITY: ● HIGH	Guide Cortland's growth in accordance with the comprehensive plan to avoid haphazard or piecemeal development.
STRATEGY 1.1A: Make the Comprehensive Plan easily available on the Town website for access by developers, real estate professionals, and the general public. STRATEGY 1.1B: Educate the Planning Commission and Town Board on how to consult the Comp Plan as part of their regular order of business.	RESOURCES: • Web design support from NIU 40TUDE students [LINK] • APA Illinois Commissioner Training [LINK]
OBJECTIVE 1.2 PRIORITY: ● HIGH	Support a diverse population.
STRATEGY 1.2A: Encourage diversity in the Town Board, committees, and commissions. STRATEGY 1.2B: Include diverse representation in Town visuals. STRATEGY 1.2C: Plan facilities and services that support a diverse range of ages, abilities, and lifestyles.	RESOURCES: • Town statement supporting diversity • Updated recruitment and application processes for Town officials and appointees to encourage diversity • AARP Livable Communities best practices [LINK]
OBJECTIVE 1.3 PRIORITY: ● HIGH	Collaborate with schools and other public service providers and utilities to match capacity with population growth.
STRATEGY 1.3A: Communicate regularly with the school district, fire district, and other service providers as proposed developments go through the Town review and approval process. STRATEGY 1.3B: Establish a schedule for service expansion.	RESOURCES: • Checklist for outside review on major projects • Annual State of the Town to review the past year's major developments and projects and preview upcoming ones
OBJECTIVE 1.4 PRIORITY: ● HIGH	Balance growth to maintain a small-town character.
STRATEGY 1.4A: Review impacts of proposed developments on population growth, school enrollment, scale of development, etc.	RESOURCES: • ULI Chicago's Building Health 21st Century Equitable Development Principles and Scorecard [LINK]
OBJECTIVE 1.5 PRIORITY: ● MEDIUM	Build out existing incomplete and platted residential subdivisions.
STRATEGY 1.5A: Investigate obstacles to completion and ease where possible. STRATEGY 1.5B: Explore potential to consolidate certain parcels that may hold potential to include duplexes, triplexes, or other multi-family options to diversify the housing stock.	RESOURCES: • Coordination with owners of incomplete subdivisions • Identification of areas that may be appropriate to build non-single family housing options or large lot subdivisions
OBJECTIVE 1.6 PRIORITY: ● MEDIUM	Pursue annexation where appropriate.
STRATEGY 1.6A: Investigate annexation costs and benefits and prioritize parcels. STRATEGY 1.6B: Collaborate with adjacent municipalities to update boundary agreements.	RESOURCES: • APA Annexation Studies [LINK] • Annexation Guide (Municipal Research and Services Center of Washington) [LINK]

Continued on next page

IMPLEMENTATION PLAN

1: Growth & Development

GOAL | Cortland will grow in an intentional and cohesive manner.

OBJECTIVE 1.7 PRIORITY: ● LOWER	Serve as an example of a sustainable community.
STRATEGY 1.7A: Include appropriate regulations regarding sustainable development when updating the Zoning Code, e.g., native landscaping, stormwater management best practices, permeable paving materials, reduction of impervious surfaces, etc. STRATEGY 1.7B: Identify potential locations for pilot installation projects for bioswales, natural detention ponds, parking lots using permeable pavers, etc. STRATEGY 1.7C: Identify potential locations suitable for large scale renewable energy projects, such as solar farms and wind farms	RESOURCES: <ul style="list-style-type: none"> • APA Climate Change Resources [LINK] • Sustainable Development Code [LINK]
OBJECTIVE 1.8 PRIORITY: ● LOWER	Develop infill sites.
STRATEGY 1.8A: Identify key sites and desired uses. STRATEGY 1.8B: Ensure appropriate uses are identified as permitted or special uses on potential infill sites when updating the Zoning Code. STRATEGY 1.8C: Facilitate development on infill sites.	RESOURCES: <ul style="list-style-type: none"> • APA Infill Development Resources [LINK]

2: Housing

GOAL | Cortland will offer a variety of housing to meet different needs.

OBJECTIVE 2.1 PRIORITY: ● HIGH	Balance renter and owner-occupied units.
STRATEGY 2.1A: Ensure a range of residential uses are identified as permitted or special uses when updating the Zoning Code. STRATEGY 2.1B: Coordinate with neighboring municipalities to conduct a regional housing study to identify needs and market potential.	RESOURCES: <ul style="list-style-type: none"> • Village of Wauconda 2021 Building Code Update [LINK] • CMAP Homes for a Changing Region [LINK] • Coordination with DeKalb and Sycamore
OBJECTIVE 2.2 PRIORITY: ● MEDIUM	Consider large lot subdivisions and larger homes.
STRATEGY 2.2A: Identify appropriate locations. STRATEGY 2.2B: Ensure residential zoning districts properly allow for large lot homes when updating the Zoning Code.	RESOURCES: <ul style="list-style-type: none"> • APA Minimum Requirements for Lot and Building Size PAS Report [LINK]

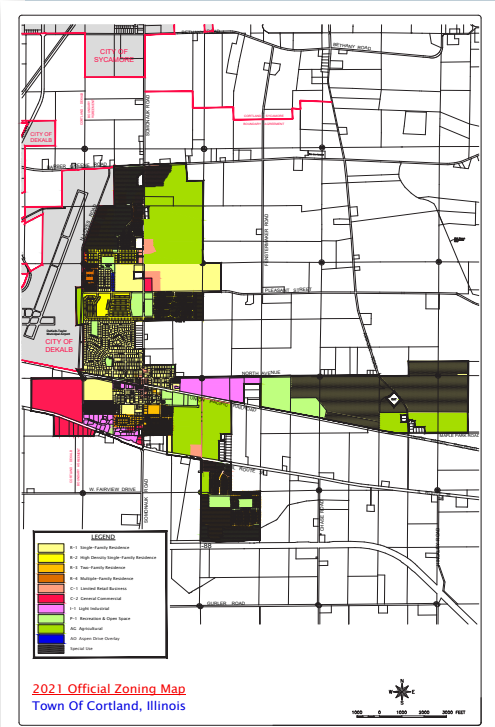


UPDATING THE ZONING CODE & MAP

Several of the strategies summarized in the Implementation Plan relate to updating the Town's Zoning Code and Zoning Map to align with plan recommendations. Typically, this process to update the Zoning Code and Zoning Map is one of the first steps to follow the adoption of the Comprehensive Plan. While the Future Land Use Plan and other recommendations in the Comprehensive Plan serve as a framework to guide growth and development in Cortland, the Zoning Code provides the legally enforceable regulations that guide how property owners can use, develop, and improve their land.

The strategies relating to updating the Zoning Code include:

- Strategy 1.7A: Sustainable development
- Strategy 1.8B: Special uses on infill sites
- Strategy 2.1A: Diverse residential uses
- Strategy 2.2B: Large lot homes
- Strategy 3.6A: Electric vehicles
- Strategy 4.7B: Uses on landfill site
- Strategy 7.2B: Uses on old school site
- Strategy 8.1A: Native plantings
- Strategy 8.2A: Conservation development
- Strategy 8.3A: Prairie restoration



IMPLEMENTATION PLAN

Item 3.

3: Access & Mobility

GOAL | Cortland will be well connected internally and with neighboring communities through a variety of mobility options.

OBJECTIVE 3.1 PRIORITY: ● HIGH	Build an interconnected trail network.
STRATEGY 3.1A: Develop a phasing plan to prioritize buildout of trail segments. STRATEGY 3.1B: Apply for grant funds.	RESOURCES: • Illinois Trails Grant Programs [LINK]
OBJECTIVE 3.2 PRIORITY: ● HIGH	Prioritize and phase sidewalk improvements in the Town's annual capital improvement plan.
STRATEGY 3.2A: Identify sidewalks that need improvement and any gaps in the sidewalk network. STRATEGY 3.2B: Develop a phasing plan to prioritize sidewalk improvements over time.	RESOURCES: • AARP Walk Audit Tool Kit [LINK]
OBJECTIVE 3.3 PRIORITY: ● HIGH	Promote a healthy lifestyle for all residents.
STRATEGY 3.3A: Consider walkability in plan reviews. STRATEGY 3.3B: Build out bike infrastructure around town, including on-street bike lanes, shared use on trails, bike racks in commercial areas and parks, etc.	RESOURCES: • APA Metrics for Planning Healthy Communities [LINK] • AARP Walkability Resources [LINK]
OBJECTIVE 3.4 PRIORITY: ● MEDIUM	Examine transportation connections in the region.
STRATEGY 3.4A: Coordinate trail connections to the regional trail network. STRATEGY 3.4B: Participate in County-wide transportation planning efforts, including future updates to the 2019 DSATS Active Transportation Plan.	RESOURCES: • DSATS Active Transportation Plan [LINK]
OBJECTIVE 3.5 PRIORITY: ● MEDIUM	Support public transportation options such as a park and ride facility.
STRATEGY 3.5A: Coordinate informational meetings with the RTA, Metra, Pace, and other transit providers to learn details. STRATEGY 3.5B: Conduct a survey of Cortland and other DeKalb County communities to gauge interest in a park and ride facility.	RESOURCES: • RTA Programs and Projects [LINK] • RTA Access & Parking Strategies for TOD [LINK] • Metra Information [LINK] • PaceBus Information [LINK]
OBJECTIVE 3.6 PRIORITY: ● LOWER	Support sustainable transportation such as electric vehicles.
STRATEGY 3.6A: Include appropriate regulations for electric vehicle charging stations when updating the Zoning Code. STRATEGY 3.6B: Identify locations to set up initial set of electric vehicle charging stations.	RESOURCES: • Community Planning Guide for Electric Vehicles [LINK]

IMPLEMENTATION PLAN

Item 3.

4: Economic Development

GOAL | Cortland will prosper as a community by attracting new businesses and growing existing businesses.

OBJECTIVE 4.1 PRIORITY: ● HIGH	Attract retail along Somonauk Road and Route 38.
STRATEGY 4.1A: Work with local realtors to provide a summary of site data for available sites that developers typically seek when evaluating potential sites. STRATEGY 4.1B: List available sites on the Town's website. STRATEGY 4.1C: Consider unique uses not present in the DeKalb area that might draw visitors to Cortland.	RESOURCES: <ul style="list-style-type: none"> • ULI Chicago Building Healthy 21st Century Retail [LINK] • Rooster Ag, Inc. Owner Joe Ludwig, 630-774-5887 [LINK] • DCEDC Available Sites Website [LINK] • Funway in Batavia [LINK]
OBJECTIVE 4.2 PRIORITY: ● HIGH	Pursue growth that enhances the tax base.
STRATEGY 4.2A: Require a fiscal analysis to accompany all development proposals.	RESOURCES: <ul style="list-style-type: none"> • City of Reno Fiscal Impact Analysis Guidelines Memo [LINK]
OBJECTIVE 4.3 PRIORITY: ● HIGH	Encourage the growth of existing and small businesses
STRATEGY 4.3A: Connect businesses with technical assistance. STRATEGY 4.3B: Explore the creation of a small business incubator.	RESOURCES: <ul style="list-style-type: none"> • DeKalb County Business Incubator [LINK] • Kishwaukee Small Business Development, sbdc@kish.edu [LINK] • Fox Valley SCORE Entrepreneur and Small Business Support [LINK]
OBJECTIVE 4.4 PRIORITY: ● MEDIUM	Consider environmental impact of proposed businesses.
STRATEGY 4.4A: Prioritize health & welfare over possible business revenue.	RESOURCES: <ul style="list-style-type: none"> • APA Metrics for Planning Healthy Communities [LINK]
OBJECTIVE 4.5 PRIORITY: ● MEDIUM	Leverage proximity of the airport and its growth potential.
STRATEGY 4.5A: Identify potential aviation-themed businesses to attract near the airport, e.g., skydiving, flight schools, air tours, aviation-themed restaurant, etc. STRATEGY 4.5B: Coordinate with Amazon and other emerging businesses in the region to discuss how airport access may serve them.	RESOURCES: <ul style="list-style-type: none"> • DeKalb Taylor Municipal Airport. Renee Riani, Airport Manager, 815-748-8102 [LINK] • DeKalb County Economic Development Corporation (DCEDC), guidance on airport related development [LINK] • 2022 Illinois Aviation Systems Plan [LINK]
OBJECTIVE 4.6 PRIORITY: ● MEDIUM	Prioritize light industrial and research and development businesses.
STRATEGY 4.6A: Research industrial and R&D uses that benefit from locating near an Amazon facility and other emerging businesses in the region. STRATEGY 4.6B: Coordinate with NIU to identify the types of businesses that may benefit from being located close to a university offering research partnerships, student internships, etc.	RESOURCES: <ul style="list-style-type: none"> • APA Planning for Freight Logistics and Industrial Development: Lessons Learned (Video) [LINK]
OBJECTIVE 4.7 PRIORITY: ● LOWER	Maintain communication with DeKalb County to evaluate long term status of the existing landfill.
STRATEGY 4.7A: Discuss potential options for long term use of the landfill site, including coordination with DeKalb County and others involved in the landfill's operation. STRATEGY 4.7B: Evaluate the implications of potential annexation of the landfill site and any Zoning Code amendments that may be needed to support the site to remain as a landfill or reuse in different forms.	RESOURCES: <ul style="list-style-type: none"> • Landfill Article: What Happens When a Landfill Is Full? [LINK] • Settler's Hill Landfill End Use Plan [LINK]



IMPLEMENTATION PLAN

Item 3.

5: Communications

GOAL | Cortland will encourage growth and development through outstanding communication.

OBJECTIVE 5.1 PRIORITY: ● HIGH	Develop a communications plan to attract business and industry to Cortland.
STRATEGY 5.1A: Identify opportunities for Town officials to promote Cortland. STRATEGY 5.1B: Post summary of site data for available sites that developers typically seek when evaluating potential sites.	RESOURCES: <ul style="list-style-type: none"> • International Council of Shopping Centers [LINK] • Illinois Municipal League [LINK] • Highland Park Communication Plan Example [LINK] • DeKalb County Economic Development Corporation (DCEDC) Sites and Buildings Inventory [LINK]
OBJECTIVE 5.2 PRIORITY: ● MEDIUM	Establish and maintain easy two-way communications channels with Town government for businesses and residents.
STRATEGY 5.2A: Establish and regularly update Town social media accounts. STRATEGY 5.2B: Develop a monthly or quarterly Town newsletter in digital and printed formats. STRATEGY 5.2C: Continue periodic Coffee with Town Officials events to provide informal forums for community interaction. STRATEGY 5.2D: Have a Town booth at community events where information is available and volunteers can answer questions/note comments.	RESOURCES: <ul style="list-style-type: none"> • Survey responses indicate preferred means of contact: <ul style="list-style-type: none"> - Social media (70%) - Direct Email (48%) - Town Website (47%) - US Postal Service (44%) • Town newsletter examples <ul style="list-style-type: none"> - Village of Maple Park, IL [LINK] - City of DeKalb, IL [LINK]
OBJECTIVE 5.3 PRIORITY: ● MEDIUM	Make information on potential development available on the Town's website.
STRATEGY 5.3A: Provide a summary sheet or site plan for proposed developments. STRATEGY 5.3B: Properly link project information to related Planning Commission and Town Board meeting packets.	RESOURCES: <ul style="list-style-type: none"> • City of Geneva Development Projects [LINK] • Online inventory of municipal meeting agendas and minutes [LINK]

6: Utilities

GOAL | Cortland will ensure its utilities efficiently meet the needs of the community.

OBJECTIVE 6.1 PRIORITY: ● HIGH	Coordinate utility projects to save on future infrastructure expenses.
STRATEGY 6.1A: Partner with other communities and districts to coordinate services and resources. STRATEGY 6.1B: Assess the impact of proposed developments on existing utilities infrastructure.	RESOURCES: <ul style="list-style-type: none"> • CMAP Infrastructure Coordination Resources [LINK] • ASCE 2022 Report Card for Illinois Infrastructure [LINK]
OBJECTIVE 6.2 PRIORITY: ● HIGH	Fill in gaps in high-speed internet service to ensure all homes, businesses, and public buildings have reliable access.
STRATEGY 6.2A: Coordinate with existing and future businesses to identify internet service needs. STRATEGY 6.2B: Work with internet service providers to improve service, expand coverage, and offer up-to-date plans.	RESOURCES: <ul style="list-style-type: none"> • iFiber: High Speed Internet for Northwest Illinois [LINK] • State of Illinois Broadband Expansion [LINK]

IMPLEMENTATION PLAN

Item 3.

7: Community Facilities

GOAL | Cortland will focus its community facilities on meeting the needs of all residents and strengthening key locations.

OBJECTIVE 7.1 PRIORITY: ● HIGH	Provide equitable distribution of parks and recreation facilities.
STRATEGY 7.1A: Ensure total amount of park space meets or exceeds national standards (1.1 acres of park space per 1,000 residents). STRATEGY 7.1B: Ensure proposed residential developments provide for park or open space, including trail connections. STRATEGY 7.1C: Create parks and recreation facilities that accommodate different age groups.	RESOURCES: <ul style="list-style-type: none"> • AARP Parks and Public Spaces Resources [LINK] • OSLAD Open Space Grants [LINK]
OBJECTIVE 7.2 PRIORITY: ● HIGH	Assess the future use of the former school site.
STRATEGY 7.2A: Evaluate viable site redevelopment options. STRATEGY 7.2B: Ensure appropriate uses are identified as permitted or special uses for the former school site when updating the Zoning Code.	RESOURCES: <ul style="list-style-type: none"> • Adaptive Reuse School Site Examples [LINK] • APA Advancing Active Living through Adaptive Reuse [LINK] • A Case for Reusing Old School Buildings [LINK]
OBJECTIVE 7.3 PRIORITY: ● MEDIUM	Strengthen town core as a focal point for the community.
STRATEGY 7.3A: Prepare an updated plan for the town core. STRATEGY 7.3B: Prioritize town core as a preferred location for public facilities.	RESOURCES: <ul style="list-style-type: none"> • Creating Resilient and Vibrant Downtowns [LINK] • USDA Downtown Revitalization Resources [LINK]
OBJECTIVE 7.4 PRIORITY: ● LOWER	Provide an indoor gathering space for community and private events.
STRATEGY 7.4A: Identify potential sites that accommodate gathering spaces. STRATEGY 7.4B: Coordinate public-private partnership to build out the space.	RESOURCES: <ul style="list-style-type: none"> • Old Elburn Hall Event Center [LINK]

8: Natural Resources

GOAL | Cortland will work with the area's native attributes to preserve natural resources.

OBJECTIVE 8.1 PRIORITY: ● HIGH	Encourage native landscaping for storm water management.
STRATEGY 8.1A: Ensure a range of native plant types are permitted when updating the landscape requirements of the Zoning Code. STRATEGY 8.1B: Encourage native landscaping when reviewing planting materials for proposed developments.	RESOURCES: <ul style="list-style-type: none"> • Tri-County RPC Stormwater Best Management Practices [LINK] • Lake County Streams and Stormwater Facilities Guide [LINK] • Illinois Dept of Natural Resources Plant List Guide [LINK]
OBJECTIVE 8.2 PRIORITY: ● HIGH	Preserve existing natural areas.
STRATEGY 8.2A: Consider adding conservation development standards that provide better protections for natural areas and properly integrate them into developments when updating the Zoning Code.	RESOURCES: <ul style="list-style-type: none"> • USDA Conservation Practice Standards [LINK] • CMAP Conservation Design Resource Manual [LINK] • APA Farm Protection Guide [LINK]
OBJECTIVE 8.3 PRIORITY: ● MEDIUM	Investigate prairie restoration.
STRATEGY 8.3A: Consider integration of prairie restoration best practices when updating the Zoning Code. STRATEGY 8.3B: Identify locations for pilot prairie restoration projects.	RESOURCES: <ul style="list-style-type: none"> • Northern Illinois Prairie Restoration [LINK] • Illinois Dept of Natural Resources Prairies List [LINK] • Illinois Dept of Natural Resources Prairies Resources [LINK]



IMPLEMENTATION PLAN

Item 3.

9: Agriculture Preservation

GOAL | Cortland will preserve its agricultural assets.

OBJECTIVE 9.1 PRIORITY: ● MEDIUM	Identify agricultural buildings with reuse potential.
STRATEGY 9.1A: Create an inventory of all vacant or underutilized agricultural buildings. STRATEGY 9.1B: Work with building owners to explore potential adaptive reuse, e.g., event spaces, agricultural education spaces, food establishments, etc.	RESOURCES: <ul style="list-style-type: none"> • Maple Park Wiltse's Farm [LINK] • Kane County Barn Event Venue [LINK] • Naperville Green Barn [LINK] • Waterman Mora Farm [LINK] • Elburn Heritage Prairie Farm [LINK] • Aurora Blackberry Farm [LINK]
OBJECTIVE 9.2 PRIORITY: ● LOWER	Preserve agricultural land.
STRATEGY 9.2A: Educate owners on preservation options. STRATEGY 9.2B: Create an inventory of all agricultural land that should be preserved for: (a) active farming, (b) open space conservation, or (c) potential development. Develop a monthly or quarterly Town newsletter in digital and printed formats.	RESOURCES: <ul style="list-style-type: none"> • Illinois Department of Agriculture Farmland Protection [LINK] • American Farmland Trust [LINK]



Appendix

Complete Demographic Analysis	A1
Future Land Use Plan Scenarios	A2
Scenario A	
Scenario B	
Scenario C	
Community Design Principles	A3
From 2007 Comprehensive Plan	



Town of Cortland

Agenda Request

Item 4.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☒ **RESOLUTION** ☐ **ORDINANCE** ☐ **INFORMATION** ☐ **OTHER**

DATE PREPARED: 09/20/23

FOR MEETING ON: 09/25/23

**DESCRIPTION/TITLE: RESOLUTION APPROVING THE PLAT FOR THE PENELOPE ALMADY SUBDIVISION – UNIT 3
WITHIN THE CHESTNUT GROVE – UNIT 1 SUBDIVISION**

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE RESOLUTION

**STATEMENT OF SUMMARY: A DUPLEX IS UNDER CONSTRUCTION. THE REQUIREMENTS OF TOWN CODE AND THE
ANNEXATION AGREEMENT HAVE BEEN MET IN REGARDS TO THE PLAT.**

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\092523 board meeting agenda items\agenda request - resolution for plat for penelope almady subdivision - unit 3 within the chestnut grove -unit 1 subdivision.doc

RESOLUTION 2023-XX

A RESOLUTION APPROVING THE PLAT FOR THE PENELOPE ALMADY SUBDIVISION - UNIT 3 WITHIN THE CHESTNUT GROVE – UNIT 1 SUBDIVISION

WHEREAS, the Town of Cortland entered into an Annexation Agreement with RBR Properties dated August 23, 2004; reaffirmed September 27, 2004, and as amended, regarding land that includes the Chestnut Grove – Unit 1 Subdivision, the terms of the Annexation Agreement have not expired; and

WHEREAS, the Annexation Agreement contains a procedure in which the Town Board has the authority to approve a proposed subdivision if the subdivision conforms with Town regulations as certified by the Town Engineer; and

WHEREAS, the Town Engineer recommends that the Town Board approve the plat for the Penelope Almadly Subdivision – Unit 3 as set forth in the attached Exhibit “A.”

NOW THEREFORE, BE IT RESOLVED by the Mayor and the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, as follows:

1. That the Town approves the plat for the Penelope Almadly Subdivision – Unit 3 set forth on Exhibit “A,” which is attached and incorporated herein; and
2. That the Town of Cortland hereby authorizes the Mayor and Town Engineer to approve the plat and execute the necessary Certificates.

PASSED by the Board of Trustees of the Town of Cortland, DeKalb County, Illinois, at its regular Board meeting held on September 25, 2023.

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Mayor on the 25th day of September 2023.

(SEAL)

Mark Pietrowski, Mayor

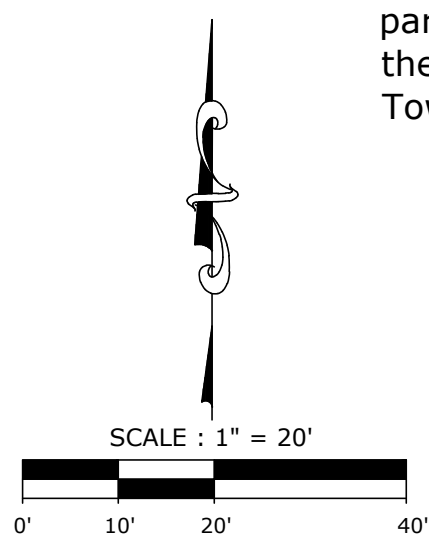
ATTEST:

Cheryl Aldis, Town Clerk

PENELOPE ALMADY SUBDIVISION UNIT 3

Exhibit "A"

Being a subdivision of Lot 14 in Chestnut Grove - Unit 1, a subdivision of part of the Southwest Quarter of Section 28 and part of the Northwest Quarter of Section 33, Township 40 North, Range 5 East of the Third Principal Meridian, according to the plat thereof recorded February 20, 2007, in Plat Cabinet 10 at Slide #15-B, as Document number 2007003009, in the Town of Cortland, DeKalb County, Illinois.



LEGEND

- Set 3/4" Iron Pipe
- Concrete Foundation
- Boundary Line
- Lot Line
- Setback Line
- Easement Line

Notes:

- 1) Easements and Building Lines are per Chestnut Grove - Unit 1 as recorded February 20, 2007, Plat Cabinet 10 at Slide #15-B, as document number 2007003009 in DeKalb County, Illinois.
- 2) Property is subject to covenants recorded February 20, 2007, Plat Cabinet 10 at Slide #15-B, as document number 2007003009 in DeKalb County, Illinois.

OWNER'S CERTIFICATE

State of Illinois }
County of DeKalb } ss

This is to certify that Finney Homes, LLC is the owner of the property described in the foregoing surveyor's certificate and has caused the same to be surveyed and subdivided as indicated on the attached plat for the uses and purposes therein set forth and does hereby acknowledge and adopt the same under the style and title of Penelope Almady Subdivision Unit 3, in the Town of Cortland, DeKalb County, Illinois, and further certify that to the best of our knowledge and belief, all lots shown hereon lie within DeKalb School District #428 in the State of Illinois.

Dated this ____ day of _____, A.D., 20__.

By: _____
Keith Almady, President
Finney Homes, LLC
535 Olin H. Smith Drive
Sycamore, IL 60178

NOTARY CERTIFICATE

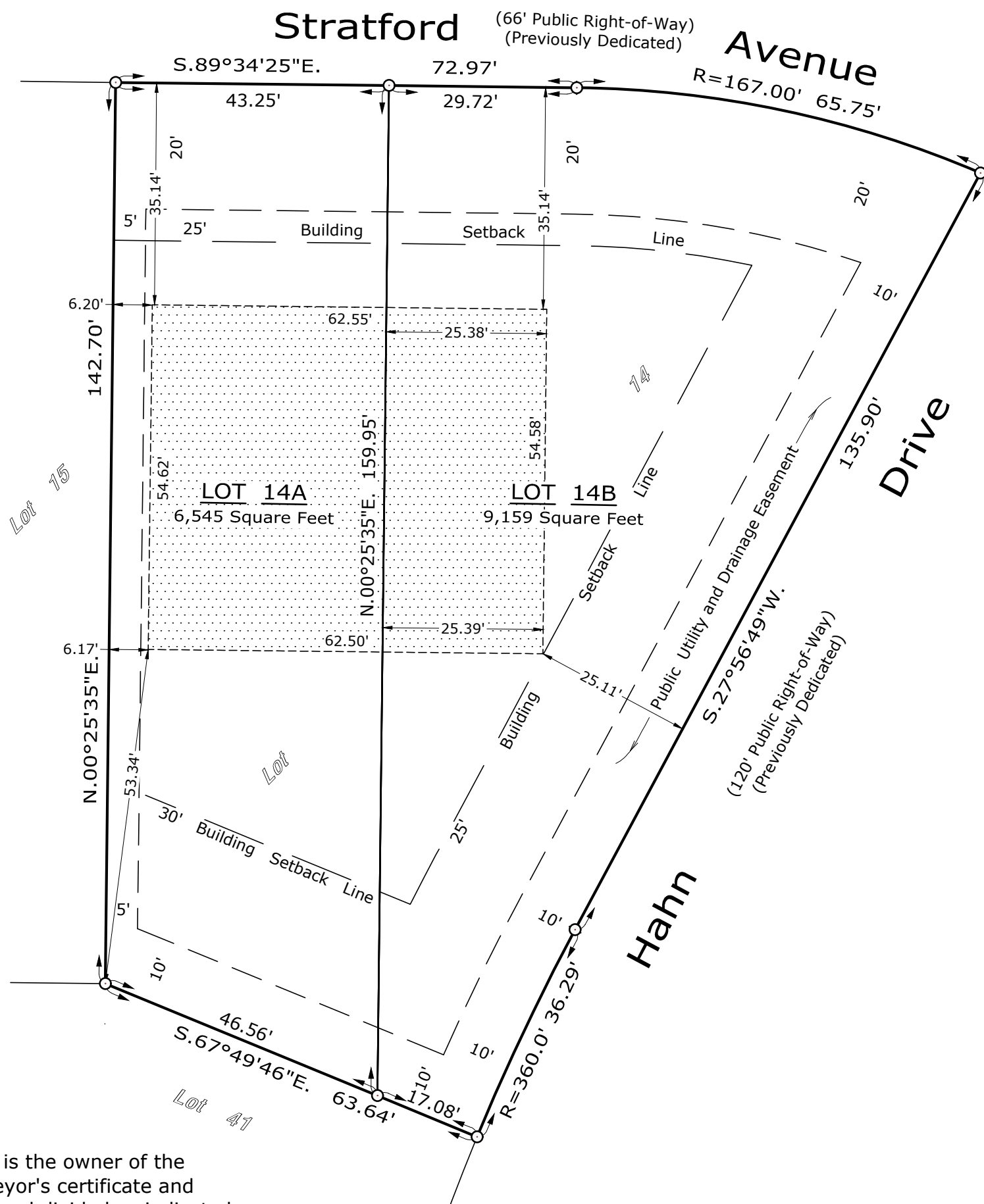
State of Illinois }
County of DeKalb } ss

I, the undersigned, a Notary Public in and for said County in the State aforesaid, do hereby certify that Keith Almady who is personally known to me to be the same person whose name is subscribed to the foregoing instrument as owner appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this ____ day of _____ A.D., 20__.

Notary Public

My commission expires _____



COUNTY RECORDER'S CERTIFICATE

State of Illinois }
County of DeKalb } ss

This plat was filed for record in the Recorder's Office of DeKalb County, aforesaid on this ____ day of _____, 20__ at ____ o'clock ____ M. and recorded in Plat Cabinet ____ at Slide No. ____ as Document No. ____.

By: _____
Tasha Sims, DeKalb County, Illinois
DeKalb County Recorder

TOWN ENGINEER CERTIFICATE

State of Illinois }
County of DeKalb } ss

I, Brandy Williams, do hereby certify that the required improvements have been installed, or the required bond has been posted for the completion of all required land improvements.

Dated at Cortland, Illinois, this ____ day of _____, A. D. 20__.

By: _____, P.E.
Town Engineer

SURVEYOR'S CERTIFICATE

State of Illinois }
County of Kane } ss

This is to certify that I, Carol A. Sweet-Johnson, an Illinois Professional Land Surveyor, have surveyed and subdivided the following described property.

Lot 14 in Chestnut Grove - Unit 1, a subdivision of part of the Southwest Quarter of Section 28 and part of the Northwest Quarter of Section 33, Township 40 North, Range 5 East of the Third Principal Meridian, according to the plat thereof recorded February 20, 2007, in Plat Cabinet 10 at Slide #15-B, as Document Number 2007003009, in the Town of Cortland, DeKalb County, Illinois.

I, further certify that the Property shown on the Plat hereon drawn is within the corporate limits of the Town of Cortland which has adopted a comprehensive plan and which is exercising the special powers authorized by Division 12 Article 11 of the Illinois Municipal Code as heretofore and hereafter amended.

I, further certify that the property covered by this subdivision is located within Zone X, which is not a Special Flood Hazard Area as identified by the Federal Emergency Management Agency on the Flood Insurance Rate Map, Panel No. 17037C0275E dated January 2, 2009.

All measurements are shown in feet and decimal parts thereof.

This Professional Service conforms to the current Illinois Minimum Standards for a Boundary Survey.

Given under my hand and seal in Batavia, Illinois, this ____ day of July A.D. 20__.

Carol A. Sweet-Johnson
Illinois Professional Land Surveyor No. 035-003342
License Expiration Date: November 30, 2024

TOWN OF CORTLAND ACCEPTANCE RESOLUTION

State of Illinois }
County of DeKalb } ss

WHEREAS, Finney Homes, LLC, Owner of the land shown hereon have caused some to be subdivided and platted as shown, and

WHEREAS, the said land lies within the corporate limits of the Town of Cortland, Illinois, DeKalb County, Illinois.

NOW, THEREFORE BE IT RESOLVED by the Town of Cortland that the plat hereon be accepted and approved subject to the provisions of all applicable ordinances of the Town of Cortland.

Approved this ____ day of _____, A.D. 20__.

Mayor, Mark Pietrowski, Jr.

Town Clerk, Cheryl L. Aldis

COUNTY CLERK'S CERTIFICATE

State of Illinois }
County of DeKalb } ss

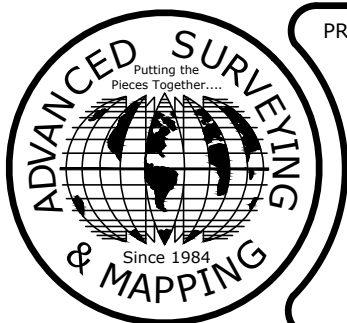
I, Tasha Sims, County Clerk of DeKalb County, in the State of Illinois - do hereby certify that I have examined the records and have found no delinquent general taxes, no unpaid current general taxes, no delinquent special assessments or unpaid current special assessments against the tract of land described and plotted hereon.

This ____ day of _____, AD. 20__.

By: _____
Tasha Sims, DeKalb County, Illinois
DeKalb County Clerk



9/5/2023-Issued for Review



PREPARED BY:



ASM Consultants, Inc.
16 E Wilson St, Batavia IL 60510
(630) 879-0200 - advanced@advct.com
Professional Design Firm #184-006014 Expires 4/30/2025
© COPYRIGHT 2023, ASM CONSULTANTS, INC. ALL RIGHTS RESERVED.



Town of Cortland

Agenda Request

Item 5.

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR

☐ RESOLUTION ☒ ORDINANCE ☐ INFORMATION ☐ OTHER

DATE PREPARED: 09/20/23

FOR MEETING ON: 09/25/23

DESCRIPTION/TITLE: ORDINANCE APPROVING THE PLAT OF ROBINSON FARM SUBDIVISION PUD UNIT 3
RESUBDIVISION LOT 208

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR MAYOR TO EXECUTE (ACTION ITEM)

STAFF RECOMMENDATION: ENGINEER RECOMMENDS THE BOARD APPROVE THE ORDINANCE

STATEMENT OF SUMMARY: A SINGLE-FAMILY ATTACHED BUILDING IS UNDER CONSTRUCTION. THE REQUIREMENTS
OF TOWN CODE AND THE PUD AGREEMENT HAVE BEEN MET IN REGARDS TO THE PLAT.

AGENDA PLACEMENT:

☐ BOARD REVIEW OF PENDING BUSINESS ☒ NEW BUSINESS ☐ CONCERNS ☐ STAFF REPORTS
☐ COMMITTEE OF THE WHOLE ☐ PRESIDENT'S REPORT ☐ CONSENT AGENDA ☐ UNFINISHED BUSINESS
☐ PUBLIC HEARING

Prepared by: BCW

Approved by:

Date

f:\engineering and zoning\2023\board reports\092523 board meeting agenda items\agenda request - ordinance approving the plat of
robinson farm subdivision pud unit 3 resubdivision lot 208.doc

**TOWN OF CORTLAND
DEKALB COUNTY, ILLINOIS**

**TOWN OF CORTLAND
ORDINANCE NO. 2023-XX**

**AN ORDINANCE APPROVING THE FINAL PLAT FOR ROBINSON
FARM P.U.D. UNIT 3 RESUBDIVISION OF LOT 208
IN THE TOWN OF CORTLAND, DEKALB COUNTY, ILLINOIS
(WORTHINGTON PROPERTIES, LTD.)**

**ADOPTED BY THE
MAYOR AND BOARD OF TRUSTEES
OF THE TOWN OF CORTLAND**

This ____ day of _____, 2023

Effective date: _____, 2023

Published in pamphlet form by the authority of the Mayor and Board of Trustees of the Town of Cortland,
DeKalb County, Illinois, this ____ day of _____, 2023.

ORDINANCE 2023-XX

AN ORDINANCE APPROVING THE FINAL PLAT FOR ROBINSON
FARM P.U.D. UNIT 3 RESUBDIVISION OF LOT 208 IN THE TOWN OF
CORTLAND, DEKALB COUNTY, ILLINOIS
(WORTHINGTON PROPERTIES, LTD.)

WHEREAS, the Town of Cortland (the “Town”) has adopted a Subdivision Ordinance (Title 10 of the Town Code) in accordance with the provisions of Illinois Compiled Statutes, to regulate the division of land and specify the minimum requirements for public improvements on land in the Town of Cortland; and

WHEREAS, WORTHINGTON PROPERTIES, LTD., an Illinois corporation, is the owner of the property described in the subdivision plat attached hereto as Exhibit A, and made a part hereof by this reference, has petitioned the Town for approval of the Final Plat of Robinson Farm P.U.D. - Unit 3 Resubdivision of Lot 208 (the “Plat of Resubdivision” or “Plat”) in accordance with the requirements of the Special Use Permit for Planned Residential Development granted by the Town Board in Ordinance No. 2003-13; and

WHEREAS, the territory included on this Plat of Re-subdivision is part of a planned residential development previously approved by the corporate authorities of the Town and this Plat is in conformance with all necessary requirements set forth in Title 10, Land Subdivisions, of the Cortland Town Code, subject to any further directions from Town staff regarding technical compliance.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE TOWN OF CORTLAND, DEKALB COUNTY, ILLINOIS AS FOLLOWS:

SECTION ONE: That the Final Plat of Robinson Farm P.U.D. – Unit 3 Resubdivision of Lot 208, attached hereto and made a part hereof by this reference, is hereby approved in the form set forth on Exhibit A, prepared by Taurus Engineering, LLC, subject to any necessary ministerial corrections directed by Town staff.

SECTION TWO: That the Mayor and Town Clerk are hereby authorized and directed to execute the Final Plat upon presentment of such proper and sufficient documents as may be necessary to comply with the requirements of Title 10, Land Subdivisions, of the Town Code.

Intentionally left blank

SECTION THREE: That the Town Clerk is hereby authorized and directed to record said plat with the DeKalb County Recorder of Deeds after the plat is properly executed by all of the officers of the Town.

Presented, Passed, Recorded and Published on this _____ day of _____, 2023.

Vote among the Trustees of said Town:

AYES:

NAYS:

ABSENT:

APPROVED:

Mark Pietrowski, Mayor

ATTEST:

Cheryl Aldis, Town Clerk

EXHIBIT A

ROBINSON FARM P.U.D. – UNIT 3 RESUBDIVISION OF LOT 208

(see next page attached)

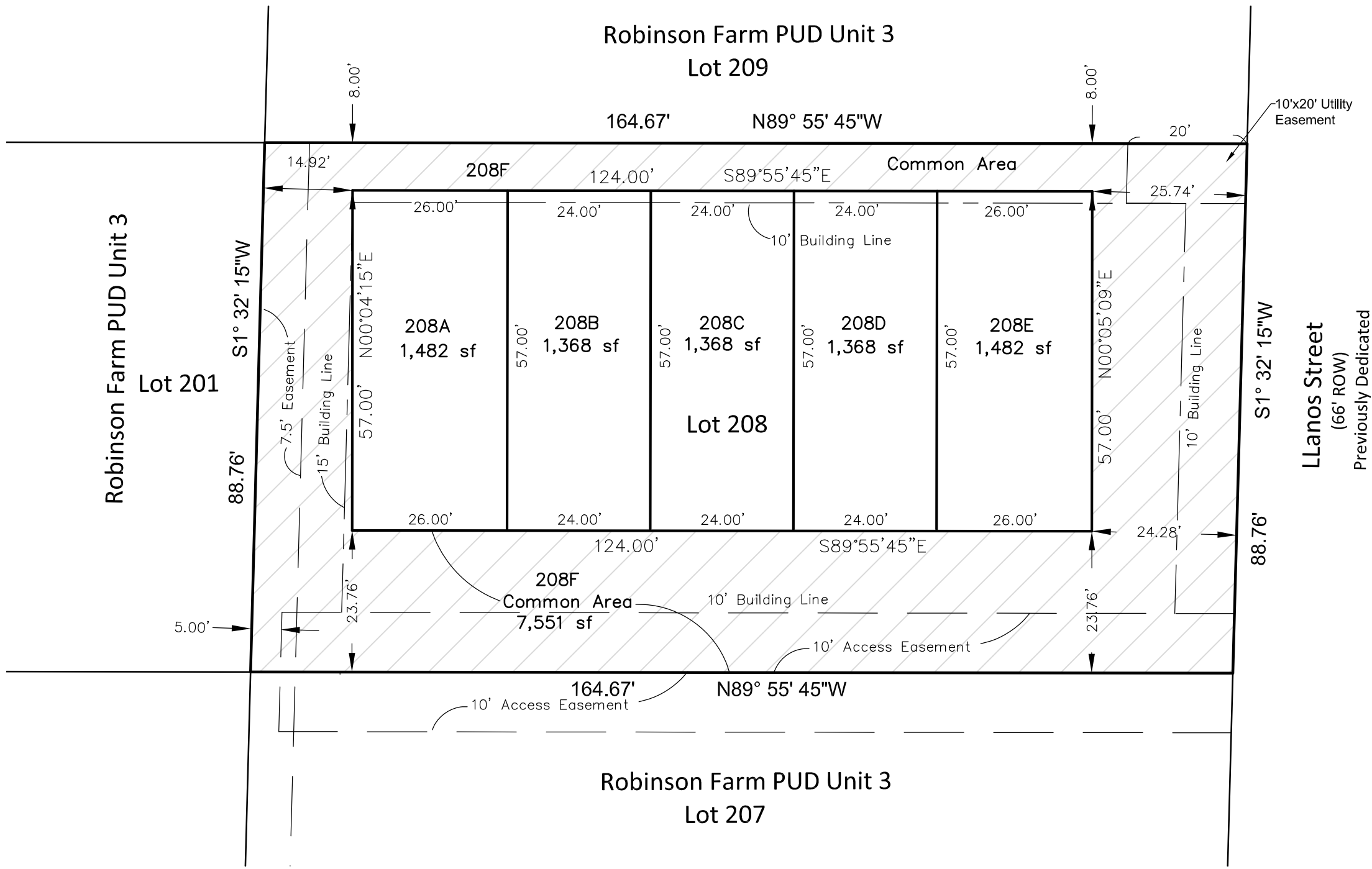
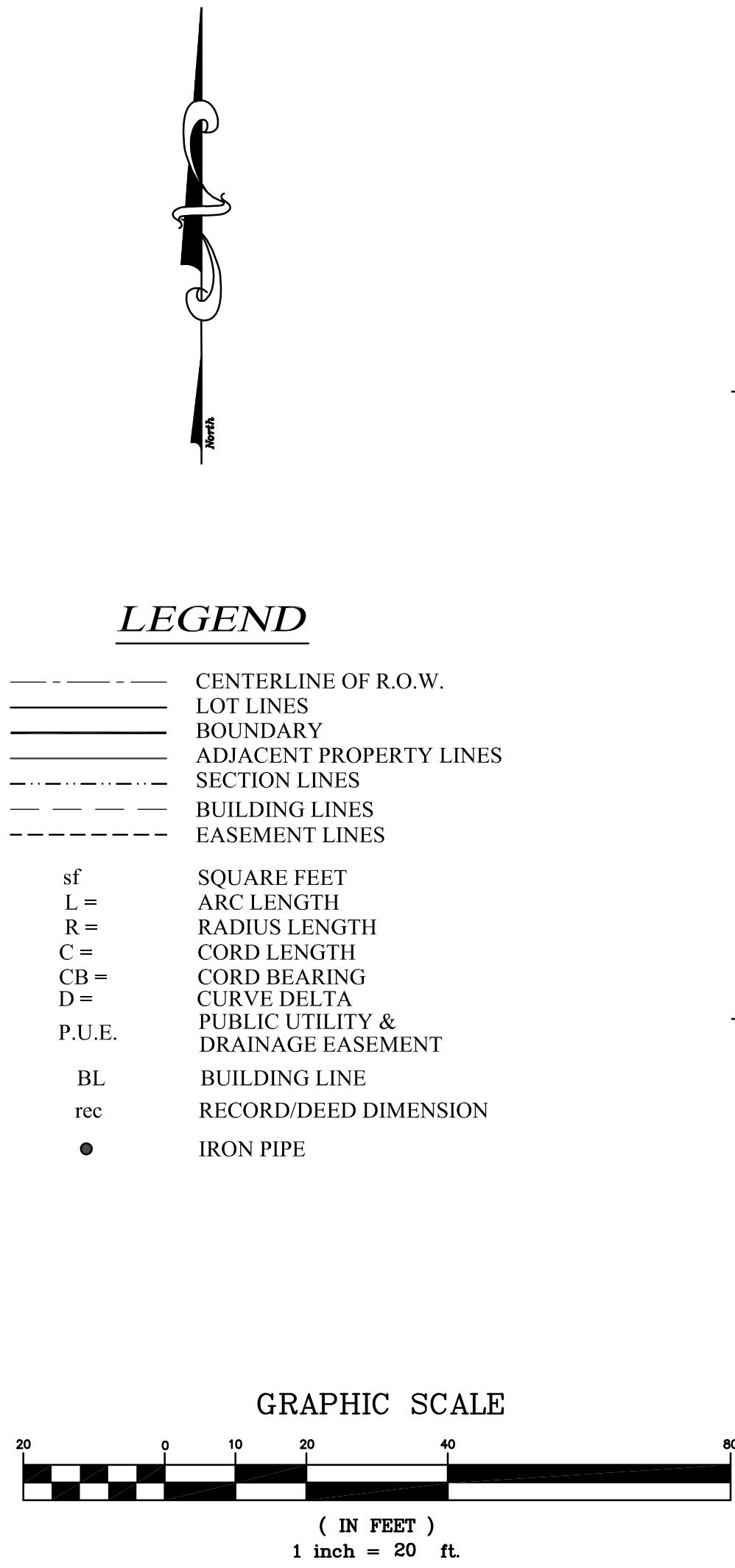
Final Plat

Robinson Farm PUD Unit 3 Resubdivision

of Lot 208

Exhibit "A"

being a resubdivision of Lot 208 in Robinson Farm PUD - Unit 3 Resubdivision a Planned Unit Development recorded July 17, 2018, in Plat Cabinet 10, Slide #183-C, as document number 2018006869, in the Northeast Quarter of Section 29, Township 40 North, Range 5 East of the Third Principal Meridian, DeKalb County, Illinois.



UTILITY EASEMENT PROVISIONS

AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO THE TOWN OF CORTLAND, ILLINOIS (TOWN) AND THEIR SUCCESSORS AND ASSIGNS, OVER, UPON, UNDER AND THROUGH THE AREA MARKED "UTILITY EASEMENT" ON THE PLAT FOR THE PERPETUAL, RIGHT, PRIVILEGE AND AUTHORITY TO INSTALL, SURVEY, CONSTRUCT, RECONSTRUCT, REPAIR, INSPECT, MAINTAIN, AND OPERATE VARIOUS UTILITY TRANSMISSION AND DISTRIBUTION SYSTEMS, INCLUDING WATER, STORM AND/OR SANITARY SEWERS, TOGETHER WITH ANY AND ALL NECESSARY MANHOLES, CATCHBASINS, CONNECTIONS, APPLIANCES AND OTHER STRUCTURES AND APPURTENANCES AS MAY BE DEEMED NECESSARY BY SAID TOWN, OVER, UPON, UNDER AND THROUGH SAID INDICATED EASEMENTS, TOGETHER WITH THE RIGHT OF ACCESS ACROSS THE PROPERTY FOR NECESSARY PERSONNEL AND EQUIPMENT TO DO ANY OF THE ABOVE WORK.

THE RIGHT IS ALSO GRANTED TO TRIM OR REMOVE ANY TREES, SHRUBS OR OTHER PLANTS ON THE EASEMENT THAT INTERFERE WITH THE OPERATION OF THE SEWERS OR OTHER UTILITIES. NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENTS, BUT SAME MAY BE USED FOR GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS.

EASEMENTS ARE HEREBY RESERVED AND GRANTED TO THE TOWN OF CORTLAND AND OTHER GOVERNMENTAL AUTHORITIES HAVING JURISDICTION OF THE LAND SUBDIVIDED HEREBY OVER THE ENTIRE EASEMENT AREA FOR INGRESS, EGRESS AND THE PERFORMANCE OF MUNICIPAL AND OTHER GOVERNMENTAL SERVICES, INCLUDING BUT NOT LIMITED TO, WATER, STORM AND SANITARY SEWER SERVICE AND MAINTENANCE.

ACCESS EASEMENT PROVISIONS

AN EASEMENT FOR INGRESS AND EGRESS IS HEREBY PROVIDED FOR THOSE AREAS DESIGNATED ON THE PLAT AS ACCESS EASEMENTS. SAID EASEMENT IS GRANTED TO ALL LOTS WHICH ACCESS ONTO SAID EASEMENT. THE COMMON DRIVEWAY CONTAINED IN SAID EASEMENT SHALL BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION OR IF ONE IS NOT ESTABLISHED OR IN EXISTENCE BY ALL OF THE OWNERS OF LOTS WHICH ACCESS SAID EASEMENT AND ALL OWNERS AND SUCCESSOR OWNERS AGREE TO MUTUALLY MAINTAIN THE EASEMENT PREMISES AND EQUALLY SHARE THE MAINTENANCE EXPENSES.

TOWN OF CORTLAND ACCEPTANCE RESOLUTION

State of Illinois)
County of DeKalb) ss

WHEREAS, _____ Owners of the land shown hereon have caused same to be subdivided and plotted as shown, and

WHEREAS, the said land lies within the corporate limits of the Town of Cortland, Illinois, DeKalb County, Illinois.

NOW, THEREFORE, BE IT RESOLVED by the Town of Cortland that the plat hereon be accepted and approved subject to the provisions of all applicable ordinances of the Town of Cortland.

Approved this _____ day of _____, A.D. 2023.

Mayor Mark Pietrowski Jr.

Town Clerk, Cheryl L. Aldis

COUNTY CLERK'S CERTIFICATE

State of Illinois)
County of DeKalb) ss

I, Tasha Sims, County Clerk of DeKalb County, in the State of Illinois, do hereby certify that I have examined the records and have found no delinquent general taxes, no unpaid current general taxes, no delinquent special assessments or unpaid current special assessments against the tract of land described and plotted hereon.

This _____ day of _____, A.D. 2023.

By: _____
Tasha Sims, DeKalb County Clerk

COUNTY RECORDER'S CERTIFICATE

State of Illinois)
County of DeKalb) ss

This plat was filed for record in the Recorder's office of DeKalb County, aforesaid on this _____ day of _____, 2023 at _____ o'clock _____ M. and recorded in plat cabinet _____, at slide No. _____, as Document No. _____.

Tasha Sims
DeKalb County Recorder

ENGINEER'S AND OWNER'S DRAINAGE CERTIFICATE

State of Illinois)
County of DeKalb) ss

Pursuant to paragraph 2 of 765 ILCS 205/2 (formally chapter 109, section 2 of the Illinois revised statutes), we hereby certify that to the best of our knowledge and belief, the drainage of surface water will not be changed by the construction of this subdivision or any part thereof, or that such surface water drainage will be changed, adequate provision has been made for the collection and diversion of such surface water into water retention areas, public use areas or drains which the subdivider has the right to use, and that such surface water will not be deposited on the property of adjoining lands in such concentration as may cause damage to the adjoining property because of construction of the subdivision.

Dated at _____ this _____ day of _____, 2023.

Raymond G. Ulreich
Illinois Professional Engineer No. 062-040213

Dated at _____ this _____ day of _____, 2023.

Owner: George Caravelli, Worthington Properties LTD

TOWN ENGINEER CERTIFICATE

State of Illinois)
County of DeKalb) ss

I, _____, do hereby certify that the required improvements have been installed or the required guarantee bond has been posted for the completion of all required land improvements.

Dated at Cortland, Illinois, this _____ day of _____, A.D. 2023.

_____, P.E. No. _____

Brandy Williams
Town Engineer

OWNER'S CERTIFICATE

State of Illinois)
County of Kane) ss

This is to certify that Worthington Properties LTD an Illinois Corporation, is the owner of a portion of the property described in the foregoing surveyor's certificate and has caused the same to be surveyed and subdivided as indicated on the attached plat for the uses and purposes therein set forth and does hereby acknowledge and adopt the same under the style and title of Robinson Farm P.U.D. Unit 3 Resubdivision of Lot 208, in the Town of Cortland, DeKalb County, Illinois, and further certify that to the best of our knowledge and belief, all lots shown hereon lie within DeKalb School District #428 in the State of Illinois.

Dated this _____ day of _____, A.D. 2023.

By: _____
George Caravelli

Its: President

Worthington Properties, LTD
460 Briargate Dr., Suite 500
South Elgin, IL 60177

NOTARY PUBLIC CERTIFICATE

State of Illinois)
County of Kane) ss

I, the undersigned, a notary Public in and for said County in the State aforesaid, do hereby certify that George Caravelli who is personally known to me to be the same person whose name is subscribed to the foregoing instrument as President appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this _____ day of _____, A.D., 2023.

Notary Public

My commission expires _____

SURVEYOR'S CERTIFICATE

State of Illinois)
County of DuPage) ss

This is to certify that I, Raymond G. Ulreich, an Illinois Professional Land Surveyor, have surveyed and subdivided the following described property:

Lot 208 in Robinson Farm PUD - Unit 3 Resubdivision a Planned Unit Development recorded July 17, 2018, in Plat Cabinet 10, Slide #183-C, as document number 2018006869, in the Northeast Quarter of Section 29, Township 40 North, Range 5 East, of the Third Principal Meridian, in the Town of Cortland, DeKalb County, Illinois, containing a total area of 14,615 square feet more or less, as shown hereon, which is a true and correct representation of said property. All distances are shown in feet and decimals thereof.

I further certify that the Property shown on the Plat hereon drawn is within the corporate limits of the Town of Cortland which has adopted a comprehensive plan and which is exercising the special powers authorized by Division 12 Article 11 of the Illinois Municipal Code as heretofore and hereafter amended.

I, further certify that a part of the property covered by this subdivision is located within Zone X, which is not a Special Flood Hazard Area as identified by the Federal Emergency Management Agency on the Flood Insurance Rate Map, Panel No. 17037 C0275E dated January 2, 2009.

This is also to certify that upon completion of construction, concrete monuments, as shown and iron pipes at all lot corners and points of change in alignment will be set.

All measurements are shown in feet and decimal parts of a foot.

This Professional Service conforms to the current Illinois Minimum Standards for a Boundary Survey.

Given under my hand and seal in Bartlett, Illinois, this _____ day of _____, A.D. 2023.

Illinois Professional Land Surveyor Number 2674





Public Works Department Monthly Report August 2023

Listed below is a summary of the activities of the Public Works Department for August

STREETS, PROPERTIES, AND STORM SEWER

- Patched potholes as needed.
- Mowed Town property
- Swept all streets.
- Finished construction on the splash pad.
- Continued to sweep the streets in Neucort Lakes
- Installed radar signs on Somonauk Rd.
- Changed air filters in all Town owned properties.
- Mulched CCP, Veteran's Memorial, Lighted Sign

EQUIPMENT/VEHICLE MAINTENANCE AND REPAIRS

- Squad 20 – Oil Change
- Engineer 15 – Oil Change/Check Trans.
- WW2 – Replaced Front Brake Pads
- WW1 - Oil Change/Replace Fuel Filter

TRAINING

Joel Summerhill attended the Public Works Conference, below is a brief example of the classes attended:

- Self-Assessment and Accreditation Workshop
- Accessibility of New Pedestrian Mobility Trends
- How to Successfully Partner with a Railroad on Your Next Public Works Project
- Building an Equipment Program to Enhance Employee Recruitment and Retention
- Who Cares What Operation's Needs!?
- Embrace Your Mistakes
- Get a Grip on Your Winter Maintenance
- Rock and Roll! Public Works Response to the 2020 Magna Utah Earthquake

- Emergency Management-Fire and Virtualization
- Wont You Be My Neighbor-Mutual Aid Assistance Between Municipalities
- Accessibility Requirements for Accessible and Inclusive Parks

WATER AND WASTEWATER

GENERAL

- Completed work orders for:

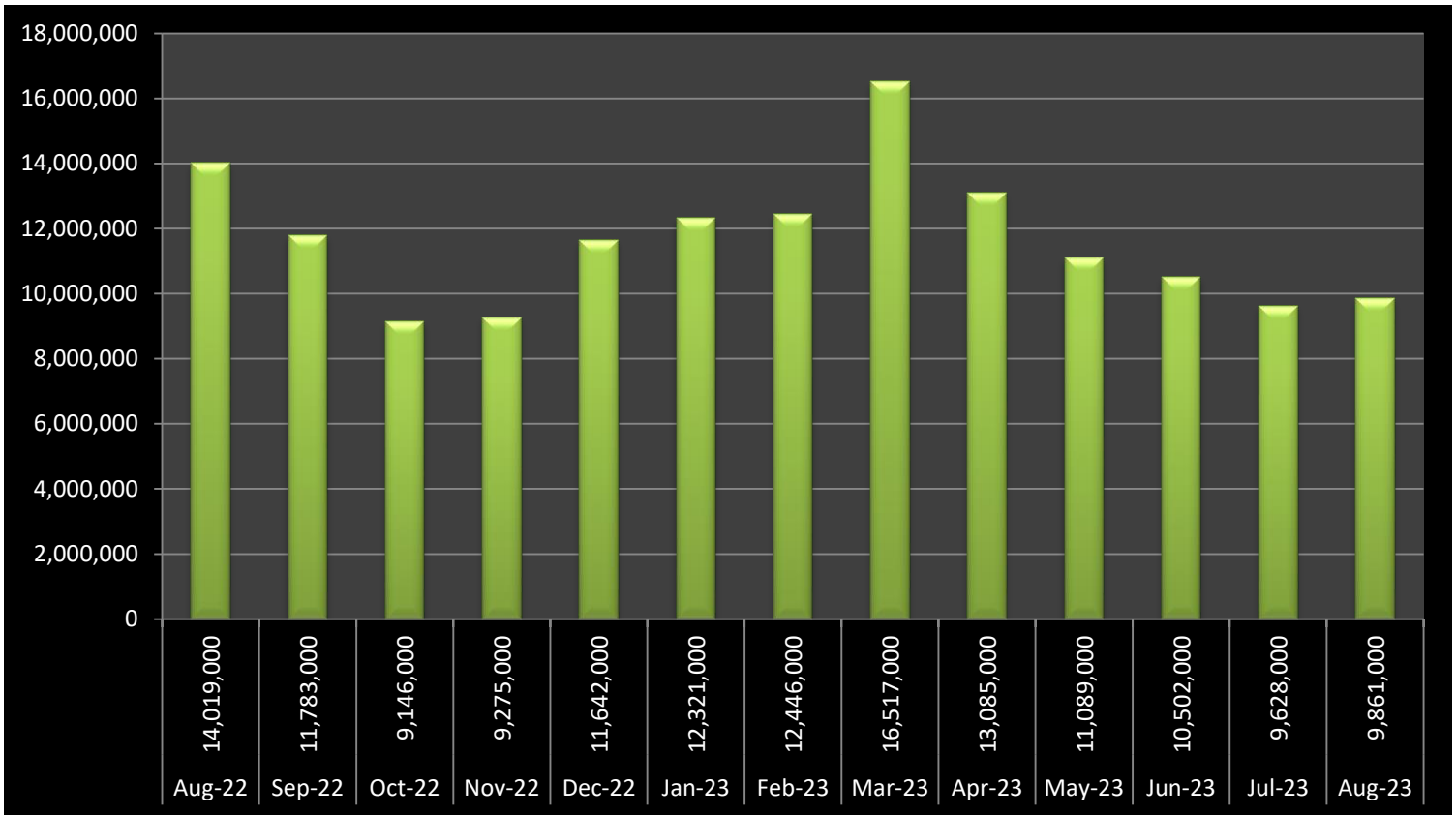
Shut-Off Service:	0
Turn On Service:	0
Final Read:	8
Courtesy Read:	0
Julie Locate Requests:	153
New Meters Installed:	2
Existing Meters Replaced with New Meters:	6
Other:	
Final Inspections:	1
Total Work Orders:	18

WASTEWATER

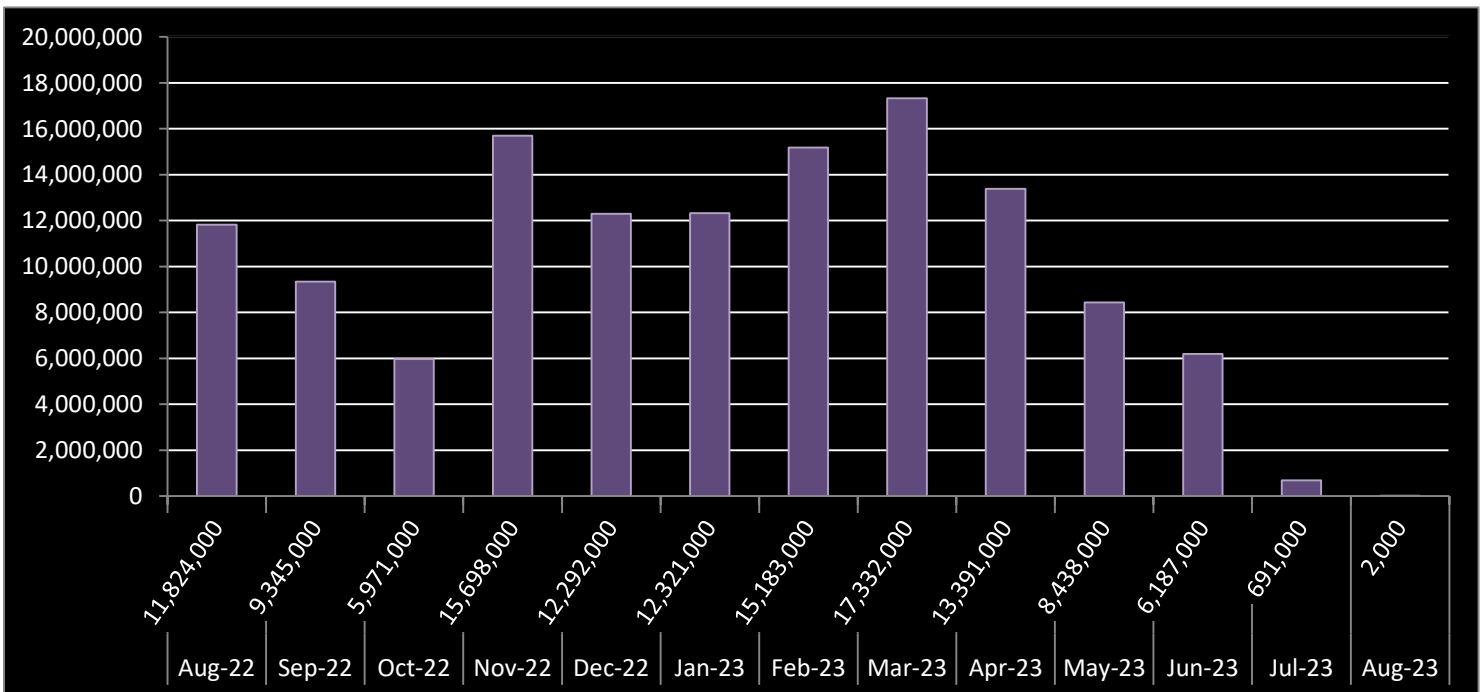
- Approx. 9,861,000 gallons flowed into the treatment plant.
- Approx. 2,000 gallons were discharged.
- The Discharge Monitoring Report (DMR) was completed and filed with the IEPA.
- Completed monthly wastewater sampling.
- Completed normal sewer main jetting.
- Continued with maintenance overhaul of all the process equipment at STP.

INFLUENT

Item 6.



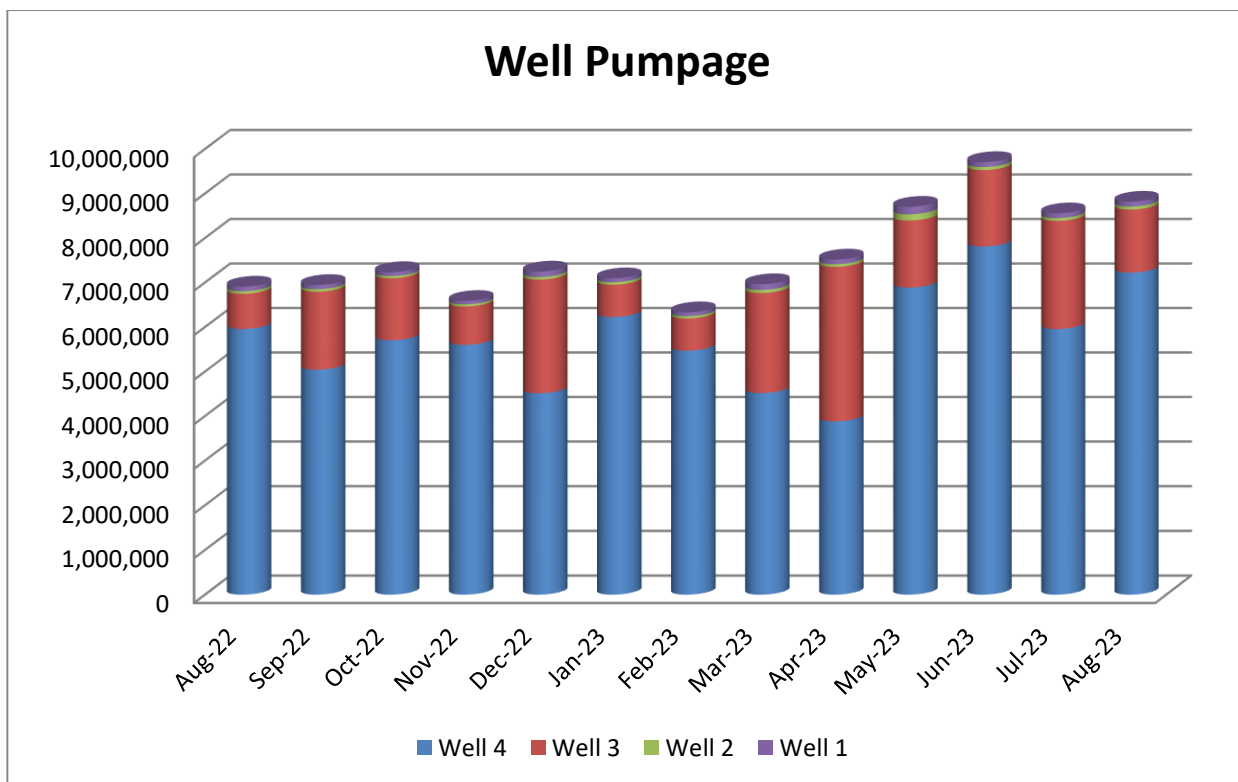
EFFLUENT



WATER

Item 6.

- Completed daily lab samples related to water quality. (pH, Fluoride, Chlorine, Hardness)
- Monthly chemical injection reports were complete and mailed to the IEPA.
- Completed monthly sampling.
- Completed re-reads for utility billing.
- Completed final preparations for the Splash Pad opening.



Well 1	108,400
Well 2	67,500
Well 3	1,417,000
Well 4	7,222,400

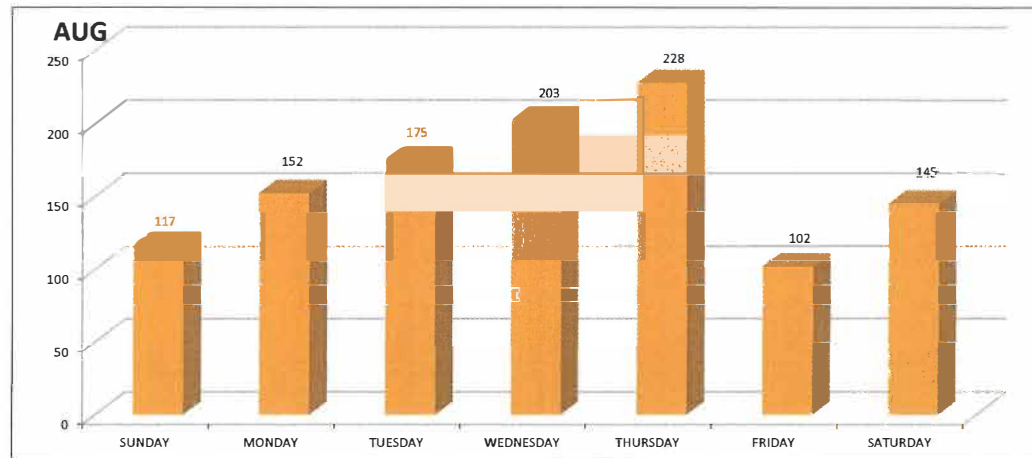
Total pumpage of treated water from wells for August 2023: 8,815,300

CORTLAND POLICE DEPARTMENT 2023 (THRU AUG)

SUMMARY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Group A Offenses (NIBRS)	3	11	6	6	10	10	9	12	0	0	0	0	67
Mental Health Calls (NIBRS)	6	1	3	1	1	2	1	2	0	0	0	0	17
Community Contacts	88	171	48	66	127	60	84	97	0	0	0	0	741
Drug Offenses	1	0	2	1	1	2	2	2	0	0	0	0	11
Alcohol Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Juvenile Offenses	0	0	4	1	2	1	1	0	0	0	0	0	9
Municipal Code	1	1	1	1	13	8	4	6	0	0	0	0	35
Traffic Stops	4	11	28	24	35	28	56	23	0	0	0	0	209
Warnings	4	5	10	21	18	17	44	15	0	0	0	0	134
Tickets Issued	1	2	14	10	26	12	22	9	0	0	0	0	96
Accidents	3	1	1	3	4	1	5	3	0	0	0	0	21
Criminal Arrests	1	1	4	3	6	5	8	10	0	0	0	0	38
*Warrant Arrests (# also included in Criminal Arrests)	0	2	0	0	2	3	1	1	0	0	0	0	9
Calls For Service	143	120	144	140	159	185	180	176	0	0	0	0	1,247
CAD Events	1,122	1049	1058	1098	1189	1115	1270	1122	0	0	0	0	9,023
Case Reports	39	30	38	35	59	56	48	49	0	0	0	0	354
Parking Tickets	27	4	0	1	0	1	0	0	0	0	0	0	33
Total	1,443	1,409	1,361	1,411	1,652	1,506	1,735	1,527	0	0	0	0	12,044

SPECIAL SERVICES FOR AUGUST

ASSIST OTHER AGENCIES	06
ASSIST MOTORISTS	03
KEYS IN CAR	00
HOUSE/BUSINESS CHECK	257
EXTRA PATROL	289
FOOT PATROL	00
SCHOOL PATROL	08
STATIONARY PATROL	90
CONCENTRATED PATROL	37
COMMUNITY CONTACT	97



SQUAD CAR MILEAGE as of August 2023

VEHICLE	YEAR	MILES
Ford Explorer	2021	13454
Ford Explorer	2017	113389
Ford Taurus	2018	53986
Ford Taurus	2019	35914
Chevy Tahoe	2020	37025

SQUAD CAR EXPENSES

(01-6200-241)

Exxon Mobil Car Wash	\$65
Napa Auto	\$214.41
Communications Direct	\$226.65
Bike	\$75.00

THRU AUGUST 2023

SUMMARY	DAVENPOR T 9726	DARGIS 971	FRENCH 975	HARRIS 974	RYDER 976	HOPKINS 979	SAWYER 977	SCHAIBL E 978	VANWANKU M 972	TOTAL
Case Reports	0	15	7	93	3	31	75	54	27	305
Community Contacts	3	13	14	462	2	19	112	15	16	656
Warnings	0	0	2	31	0	1	81	3	0	118
Tickets Issued	0	0	2	6	1	2	68	9	0	88
Accidents	0	0	0	5	0	1	3	6	2	17
Criminal Arrests	0	0	0	16	0	2	27	6	1	52
Total Calls	11	172	84	4368	41	586	2264	1255	403	9184
Traffic Stops	0	0	4	36	0	1	134	11	1	187
Self Initiated	5	85	51	4119	25	442	2019	972	224	7942
Parking Tickets	0	0	10	8	0	0	7	1	7	33
Total	19	285	174	9144	72	1085	4790	2332	681	18582

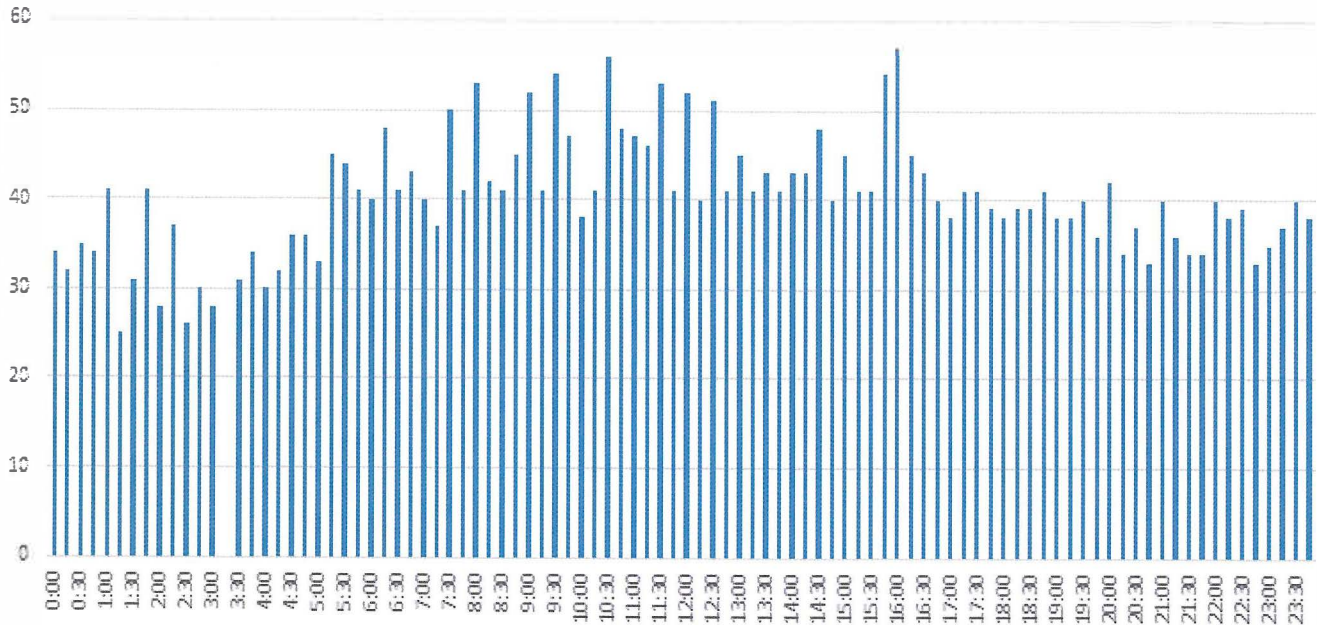


SPEED SIGN FOR SOUTH BOUND SOMONAUK AND CORTLAND CENTER

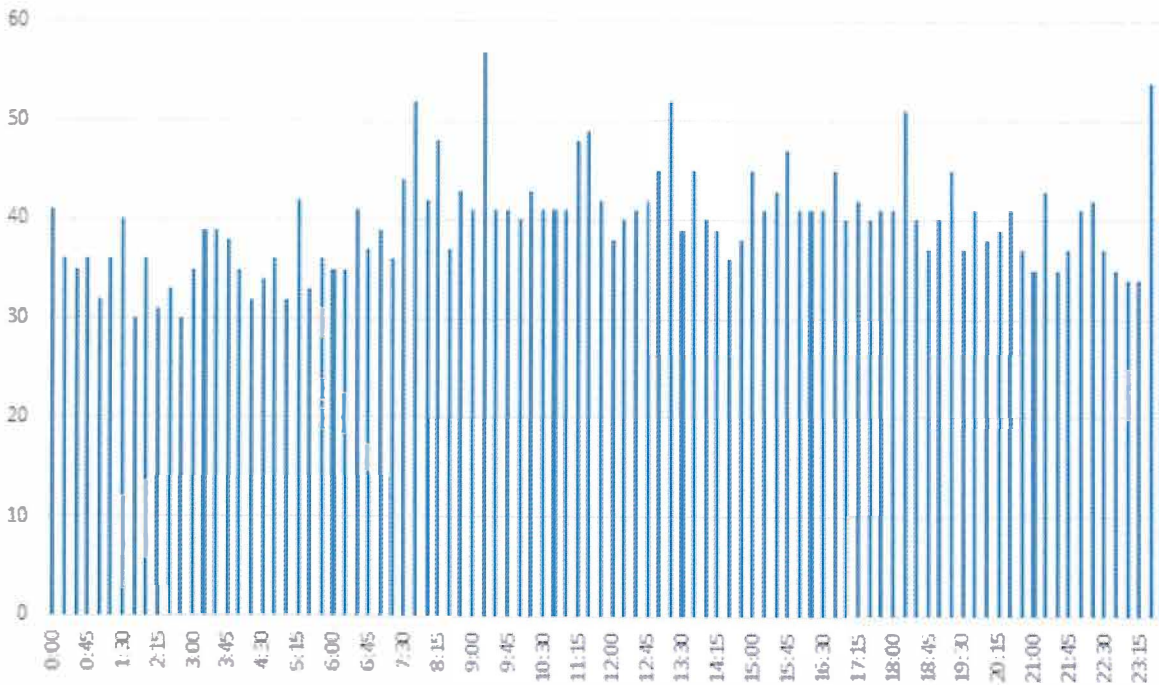
S/B Somonauk and Cortland Center
08/16/23 - 08/20/23



Somonauk and South Speed Study 08/16/23



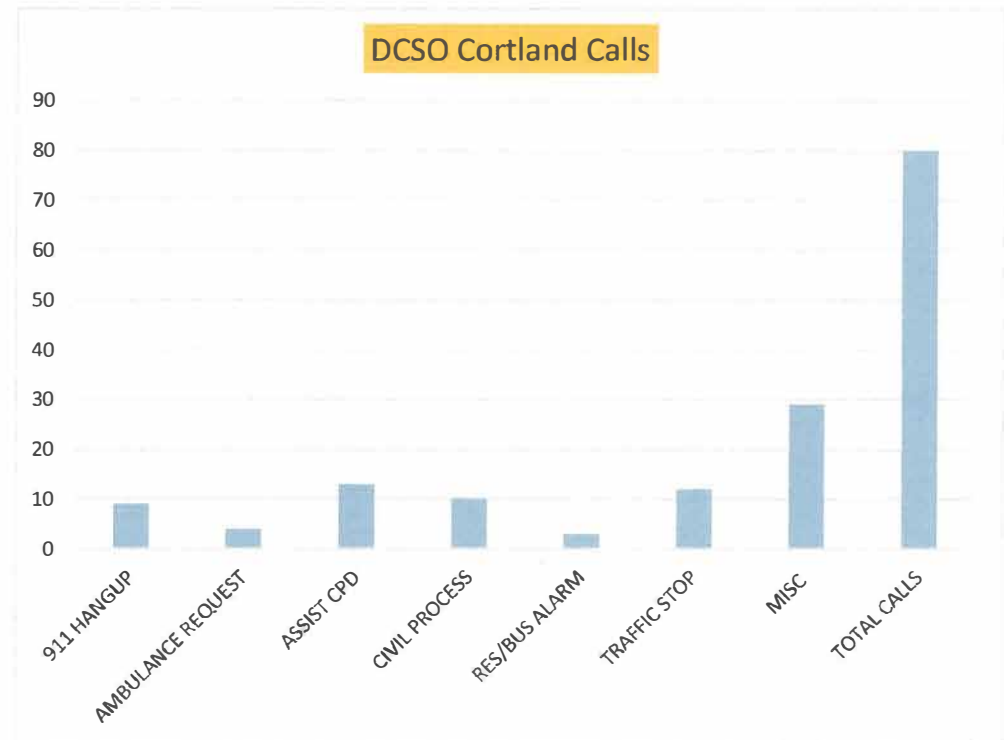
Somonauk and South Speed Study 08/19/23



COUNTY CALLS AFTER HOURS

911 HANGUP	AMBULA NCE REQUEST	ASSIST CPD	CIVIL PROCESS	RES/BUS ALARM	TRAFFIC STOP	MISC	TOTAL CALLS
9	4	13	10	3	12	29	80

HOURLY	
0000 HRS	4
0100 HRS	4
0200 HRS	4
0300 HRS	2
0400 HRS	2
0500 HRS	1
0600 HRS	3
0700 HRS	1
0800 HRS	2
0900 HRS	8
1000 HRS	3
1100 HRS	2
1200 HRS	5
1300 HRS	5
1400 HRS	2
1500 HRS	2
1600 HRS	4
1700 HRS	4
1800 HRS	3
1900 HRS	3
2000 HRS	4
2100 HRS	2
2200 HRS	6
2300 HRS	4
TOTAL	80



2023 MONTHLY PERMITS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yearly Total
NEW CONSTRUCTION													
RESIDENTIAL	1	2	3	3	3	2	1	3					18
INDUSTRIAL / COMMERCIAL BLDG													0
SALT SHED													0
REMODELING/RENOVATION													
ELECTRICAL / ELEC SERVICE UPGRADE		1			1		2						4
PLUMBING			1	1	1		1	1					5
HVAC	4	1						1					6
REMODEL / REPAIR / ALTERATION					1		1						2
REPLACEMENT DOORS	1				1	1	1						4
REPLACEMENT WINDOWS	1	2	1	1	1	1	1	2					10
ROOF	1	1	1	3	3	2	6	3					20
ROOF OVER PORCH/BACK DOOR COVER													0
SIDING							1	1					2
ADDITION					1								1
RADON MITIGATION													0
DEMOLITION													
GARAGE													0
HOUSE													0
INDUSTRIAL / COMMERCIAL BLDG													0
OTHER						1							1
MISCELLANEOUS													
ELECTRICAL - WATER TOWER													0
FIRE ALARM SYSTEM													0
FIRE SPRINKLER SYSTEM							5						5
IRRIGATION SYSTEM ELECTRICAL													0
LIFT STATION													0
WATER SERVICE													0
HOT WATER HEATER					2		2						4
SEWER REPAIR													0
DUMPSTER ENCLOSURES													0
SITE GRADING	1					1							2
WIRELESS CELL ANTENNA													0
ALL OTHER IMPROVEMENTS													
AES FIRE RADIO													0
AIR CONDITIONER													0
DECK		1		1		1							3
DECK/PATIO - PRIVACY WALL													0
DIESEL CANOPY													0
DRIVEWAY / DRIVEWAY EXT				3	3	1	3	1					11
EXCAVATION													0
FENCE	2	2	2	7	5	4	14	10					46
FIREPLACE													0
GARAGE								1					1
GARAGE HEATER													0
GAS LINE FOR POOL													0
GRAVEL LOT EXTENSION													0
OUTDOOR FIREPLACE/ PATIO WALL													0
PERGOLA/GAZEBO													0
PARKING LOT NEW													0
PARKING LOT ADDITION													0
PAVING													0
POOL / HOT TUB								1					1
PORCH													0
RAMP													0
SHED				1	1		1						3
SIGN	1					1							2
SOLAR PANELS	1	1	1			2	1	3					9
CONCRETE SLAB							1						1
CONCRETE STEPS/STOOP					1								1
STORAGE BUILDING													0
UTILITY PERMIT		1	1	1	1								4
WHOLE HOUSE GENERATOR				1		1	1						3
TOTAL	13	12	10	22	25	18	42	27	0	0	0	0	169