



**Town of Cortland**  
**Board of Trustees Town Board Meeting**

Lions Den 70 S Llanos St. Cortland, IL 60112

May 12, 2025 at 7:00 PM

**AGENDA**

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**CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL**

**APPROVAL OF AGENDA**

**PUBLIC WISHING TO SPEAK**

**APPROVAL OF MINUTES**

1. Approve Town Board Minutes of April 28, 2025

**UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

2. Discussion regarding Urban Chickens

<https://www.villageoflombard.org/502/Backyard-Chickens> includes linked details

**NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION**

3. AN ORDINANCE IMPLEMENTING A MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX AND A MUNICIPAL GROCERY SERVICE OCCUPATION TAX FOR THE TOWN OF CORTLAND
4. Consider a motion to re-appoint Planning Commissioners Mark Hedrick and Joelle Morken each for a 3-year term to expire May 2028

**PARKS ADVISORY COMMITTEE REPORT**

5. Presenting proposed park names

**DEPARTMENT HEAD REPORTS**

6. Police Department and Building Permit reports of April 2025

**COMMENTS**

**MAYOR'S REPORT**

7. Town Sign Slogan Contest

**ADJOURNMENT**



**Town of Cortland**  
**Board of Trustees Town Board Meeting**  
 Town Hall, 59 S. Somonauk Road Cortland, IL 60112

April 28, 2025

**MINUTES**

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**CALL TO ORDER / PLEDGE OF ALLEGIANCE / ROLL CALL**

Mayor Pietrowski called the regular meeting of the Board of Trustees to order at 7:03 p.m. The pledge of Allegiance was recited, and roll was called showing as present Trustees Corson, Stone, Fioretto, Walker, Olson and Siewierski. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer/Zoning Administrator Brandy Williams, Police Chief Lin Dargis, and Attorney Kevin Buick.

**APPROVAL OF AGENDA**

Trustee Siewierski moved to approve the agenda as presented, seconded by Trustee Stone. Unanimous voice vote carried the motion.

**PUBLIC WISHING TO SPEAK**

There was no one wishing to speak.

**PRESENTATION**

1. **George Caravelli, Worthington Homes presentation of potential mixed-use project. Information only, no action required.**

George Caravelli of Worthington Homes was present and gave the Board a review of his projects built and contemplated in Robinson Farm Subdivision. He stated he is revisiting the lot between Llanos Street, South Street, and Robinson Avenue (lots 77, 78, 79) which, in his development agreement, spells out Affordable Housing language, Age Restricted. He is contemplating an amendment of this document. He also is considering Lots 110 and 111. He submitted to the table concept drawings for a potential 3-story mixed commercial/residential building for Lot 25. He stated that a parking variance would be needed. Commercial use on the lower level, 6-units, and age restricted rental units above, 24 units. These would be studio units for 55 years or older with elevators. He stated for all of these projects to come to fruition an extension of the TIF district would be necessary.

**CONSENT AGENDA**

2. **Consider a motion to Approve Town Board minutes of April 14, 2025**

Trustee Walker moved, and Trustee Siewierski seconded a motion to approve the minutes of April 14, 2025, as presented.

Roll call vote:

Yea: Trustees Stone, Siewierski, Walker, Corson, Fioretto, and Olson

Nay: None

Absent: None Motion carried.

### NEW BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

3. **Consideration of renewal of a three-year contract with Lauterbach & Amen, LLP to provide outsourced accounting, finance services and utility billing to the Town for the years ending April 30, 2026, April 30, 2027, for a monthly rate of \$13,900.00 and April 30, 2028, for a monthly rate of \$14,250.00**

Trustee Siewierski moved to approve a three-year contract with Lauterbach & Amen for financial services and utility billing to the Town for the years ending April 30, 2026, April 30, 2027, for a monthly rate of \$13,900.00 and April 30, 2028, for a monthly rate of \$14,250.00, seconded by Trustee Olson. Trustee Stone asked if the utility billing was the Town's water and sewer. He was answered in the affirmative.

Roll call vote:

Yea: Trustee Stone, Siewierski, Walker, Corson, Fioretto, and Olson

Nay: None

Absent: None

Motion carried

**C-2025-06**

### UNFINISHED BUSINESS FOR DISCUSSION AND POSSIBLE ACTION

There was no unfinished business.

### DEPARTMENT HEAD REPORTS

4. **Police Reports for February and March 2025** – reports were included in the packet.
5. **Utility Billing Summary - Information only**

Public Works Director Joel Summerhill reviewed with the Board the summary of utility payments as we reach the one-year mark of the payment portal. The majority of payments are now through the portal; however, paperless billing participants remains low, 131 participants. Consideration should be given to requiring paperless billing as the unreliability of postal delivery and rising costs of postage increasing.

### MAYOR'S RECOGNITIONS/COMMENTS

Mayor Pietrowski acknowledged that Trustee Walker would be leaving the Board. He thanked Jim for his years of service and presented him with a certificate of appreciation.

6. **PROCLAMATION 2025-01 - OPEN ROADS ABATE OF ILLINOIS MAY AS MOTORCYCLE AWARENESS MONTH**

Mayor Pietrowski reviewed a Mayoral Proclamation for Open Road Abate of Illinois designating the month of May as motorcycle awareness month.

7. **PROCLAMATION 2025-02 - 56TH ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK - MAY 4-10, 2025**

Mayor Pietrowski reviewed a Mayoral Proclamation of the 56th Annual Professional Municipal Clerks Week - May 4-10, 2025, acknowledging Clerk Cheryl "Cookie" Aldis.

### ADJOURN SINE DIE

Trustee Walker moved to adjourn Sine Die, seconded by Trustee Stone. Unanimous voice vote carried the motion. 7:55 p.m.

## **SWEARING OF NEWLY ELECTED OFFICIALS**

Attorney Kevin Buick gave the oath of office to Clerk Cheryl "Cookie" Aldis.

Clerk Aldis gave the oaths of office to Trustees Victoria Haier, Randi Olson and Michael Siewierski, and to Mayor Mark Pietrowski.

## **CALL TO ORDER / ROLL CALL**

Mayor Pietrowski called the new seated Board of Trustees to order at 8:03 p.m.

Roll call showed as present Trustees Stone, Siewierski, Haier, Corson, Fioretto, and Olson. Quorum was present. Also present were Public Works Director Joel Summerhill, Engineer/Zoning Administrator Brandy Williams, Police Chief Lin Dargis, and Attorney Kevin Buick.

## **COMMENTS**

Mayor Pietrowski reported that the Easter Egg Hunt hosted by the Lions Club was well attended, they believe approximately 1,000 people.

Other events scheduled are:

Joker's Wild fundraiser for SummerFest, at Cortland Community Park, ongoing with drawings weekly on Friday.

Craft & Vendor Fair, May 2-4, 2025, at Cortland Community Park

Touch-A-Truck, June 14, 2025 at Cortland Community Park 10 a.m. to 5 p.m.

Annual Motorcycle Run, June 28, 2025, begins at Cortland Community Park, watch for further information

Lions Club Fishing Derby, July 17, 2025, Shabbona Lake State Park

SummerFest, at Cortland Community Park, August 8 & 9, 2025

Golf Outing, August 2025, supporting Diabetes Research, watch for information

Car Show, at Cortland Community Park, September 13, 2025, 9 a.m.- 6 p.m.

Pork Chop Dinner, at Cortland Community Park, September 16, 2025, pre-purchase tickets from any Lions member

Lions Club Candy Day, October 4, 2025, throughout the Town

Annual Town Parade, October 12, 2025, throughout the town and ending at Cortland Community Park

Trunk-or-Treat, October 18, 2025, at Cortland Community Park 10 a.m. to 7 p.m.

## **MAYOR'S REPORT**

No further comments were made.

## **ADJOURNMENT**

Trustee Haier moved to adjourn, seconded by Trustee Olson. Unanimous voice vote carried the motion. The meeting adjourned at 8:06 p.m.

Respectfully, submitted,

Cheryl Aldis  
Town Clerk

Approved: \_\_\_\_\_

## Backyard Chickens



On March 3, 2022, the Village Board approved an ordinance that allows residents to keep chickens (hens) in the rear yards of their single-family home, with a permit issued by the Village. The ordinance was updated on December 15, 2022.

### Overview

- A permit must be obtained before keeping chickens (hens) and a coop.
- Only residents of single-family homes (within the R0, R1, and R2 Zoning Districts) are eligible for backyard chickens (hens) permits. Check your property's zoning here: [ZONING MAP](#).
- Up to 6 hens and no less than 2 are allowed. No roosters are allowed.
- Chicken coops are allowed as a type of accessory structure and must be at least 10 feet from all property lines.
- The coop must have a minimum of 4 square feet per hen and a maximum of 150 square feet will be permitted for both the covered enclosure/structure and outdoor area.
- Residents who do not comply with Municipal Codes Section 155.227, 155.212, and 90.04 will be subject to enforcement action.

- For more information, please review the [Keeping Backyard Chickens Brochure \(PDF\)](#).

## Applications

Residents must obtain a permit to raise hens. An application can be found [HERE](#) and requires the following:

- A plat of survey showing the chicken coop location and setbacks from the property lines
- Chicken coop plans
- Electric plans (if applicable)

The permit has a \$50 fee.

Applicants must also register their property with the [Illinois Department of Agriculture](#) in order to obtain a coop license. Registration with the Illinois Department of Agriculture is free.

## Frequently Asked Questions

### What should I do if I am interested in raising hens?

Contact local hen owners or seek additional information online, particularly through local groups such as the [Chicagoland Chicken Enthusiasts](#). Raising hens requires long-term commitment and would be suggested that if you are unfamiliar with raising chickens you attend a local workshop on raising chickens to ensure adequate preparation.

### Do I need a permit?

Yes! Apply online at [www.villageoflombard.org/onlinepermits](http://www.villageoflombard.org/onlinepermits). Select Residential Building Permit, next select Z – Chickens and submit the required materials below. The permit fee is \$50.

- Plat of survey noting coop location
- Coop plans
- Electric plans, if applicable

### If I have a noise or odor complaint regarding chickens, who do I call?

Call the Village's Code Enforcement Division at 630-620-5757

**If I see a chicken crossing the road, who do I call?**

Chickens are not allowed to be outside of the rear yard. Please call Code Enforcement at 630-620-5757.

**What should I do if my neighbor has chickens, but I am unsure if they have a permit?**

Call the Community Development and Building Department at 630-620-5749

**Other questions?**

Please contact the Community Development and Building Department at 630-620-5749 or [communitydevelopment@villageoflombard.org](mailto:communitydevelopment@villageoflombard.org).



# RESIDENTIAL CHICKENS

VILLAGE OF LOMBARD | DEPARTMENT OF COMMUNITY DEVELOPMENT | PLANNING SERVICES

This handout was developed to identify the basic requirements and assist you with your chicken coop project. The guidelines provided herein are by no means all-inclusive, but they do identify the most critical items that are involved in this type of project.

## PERMITS REQUIRED? **YES**

## REFERENCED CODES

## REQUIRED INSPECTIONS: **FINAL**

- LOMBARD MUNICIPAL CODES, SECTION 155.227 and SECTION 155.212
- LOMBARD MUNICIPAL CODES, SECTION 90.04

To apply for a permit or schedule an inspection visit portal [PERMITS@VILLAGEOFLOMBARD.ORG/ONLINEPERMITS](mailto:PERMITS@VILLAGEOFLOMBARD.ORG/ONLINEPERMITS)

**Chickens and chicken coops are allowed in the rear yards on single-family home properties (within the R0, R1, and R2, Zoning Districts). A permit shall be obtained before keeping chickens and a coop.**

## SUBMITTAL CHECKLIST (review process cannot begin without complete document submittal, please see the list below)

☐ ONLINE PORTAL PERMIT APPLICATION (Select Z-chickens in sub-type drop-down menu)

☐ DOCUMENT SUBMITTAL (combine into a single PDF file):

### BUILDING COMPLIANCE REVIEW

#### TO-SCALE AND DIMENSIONED DRAWINGS SHOWING:

☐ CHICKEN COOP PLAN

SIZE, MATERIAL AND REINFORCEMENT OF THE FOUNDATION SYSTEM (E.G. TRENCH, THICKENED EDGE, ETC.),

☐ ELECTRIC PLAN

CONSTRUCTION DRAWING WITH A CABLE ROUTING DIAGRAM, AN ELECTRICAL DISTRIBUTION WIRING DIAGRAM, AND A TECHNICAL DESCRIPTION.

### ZONING AND DRAINAGE COMPLIANCE REVIEW

☐ PLAT OF SURVEY

UP-TO-DATE PLAT SHOWING TO-SCALE: 1) THE LOCATION OF THE PROPOSED STRUCTURE, 2) DISTANCE TO THE PRINCIPAL RESIDENCE AND OTHER STRUCTURES, 3) SETBACKS FROM THE PROPERTY LINES, AND 4) APPROXIMATE LOCATION OF THE NEARBY UTILITY LINES.

PAPER-BASED SUBMITTAL: (1) COMPLETELY FILLED OUT PERMIT APPLICATION AND COPIES OF THE DOCUMENTS AS LISTED ABOVE.

PAPER-BASED SUBMITTAL MAY TAKE LONGER.

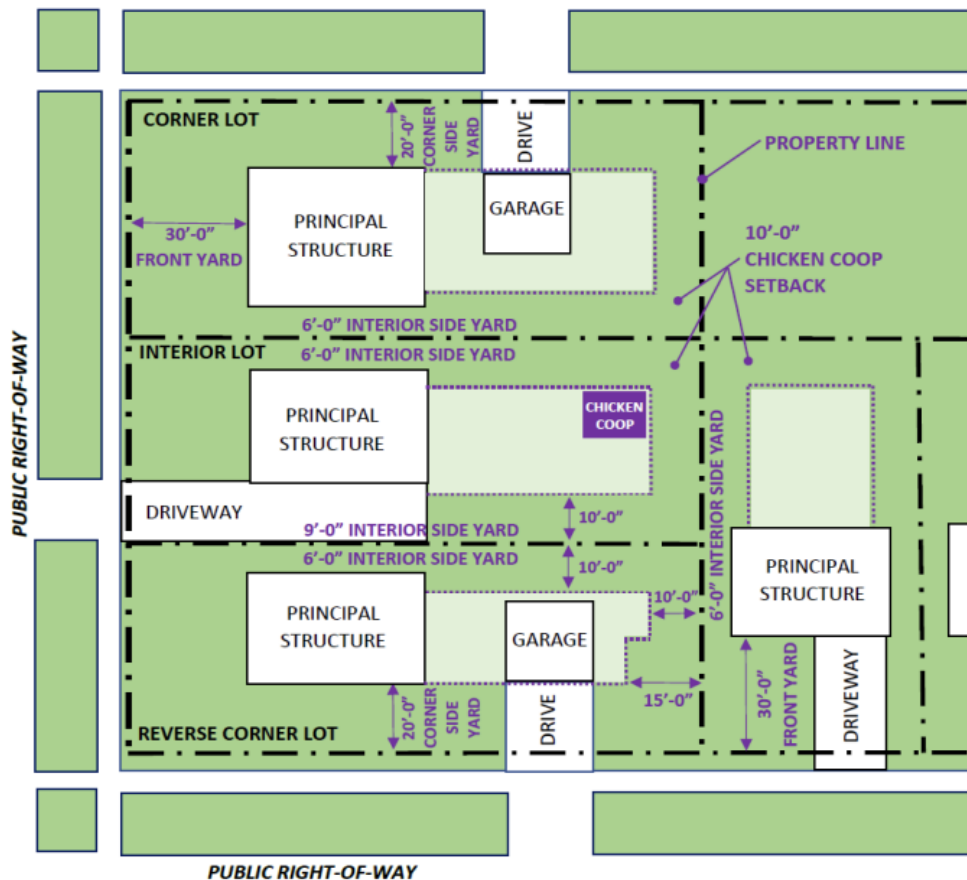
## QUESTIONS OR CONCERNS? PLEASE CONTACT:

VILLAGE OF LOMBARD | DEPARTMENT OF COMMUNITY DEVELOPMENT | PLANNING SERVICES  
255 EAST WILSON AVENUE, LOMBARD, IL 60148 | (630) 620-5749 | [PERMITS@VILLAGEOFLOMBARD.ORG](mailto:PERMITS@VILLAGEOFLOMBARD.ORG)



## ZONING REQUIREMENTS

- A maximum of six (6) hens, and a minimum of two (2) hens, shall only be permitted on properties zoned R0, R1, or R2 Districts; and occupied for single-family residential use. Chicken coops are allowed as a type of accessory structure.
- All hens shall be kept within a covered enclosure/structure with an attached covered/enclosed outdoor area to prevent hens from encroaching onto neighboring properties. The covered/enclosed outdoor area shall be fenced.
- An outdoor area minimum of four (4) sq. ft. per hen will be required and a maximum of one hundred and fifty (150) sq. ft. will be permitted for both the covered enclosure/structure and outdoor area.
- The maximum height of a chicken coop shall be eight (8) ft.
- All hens and requisite fence enclosures/structures shall be kept/located in the rear yard or within the buildable area of the lot behind the rear exterior walls of the principal structure.
- All enclosures/ structures shall be located a minimum of ten (10) ft. from all lot lines.
- The structure shall contain insulated walls and/ or an insulated blanket that must cover the structure during the winter months.
- Roosters are prohibited.
- The sale of eggs is prohibited.
- Chicken coops shall not be allowed to be in any part of a home and/ or garage.



The light green area shows where a chicken coop could be placed on the example property.

FIGURE 1. ALLOWABLE CHICKEN COOP LOCATION WITHIN SETBACK LINES

**OTHER REQUIREMENTS**

- All areas where hens are kept shall be clean and well maintained with little to no accumulation of waste. In addition, all areas where hens are kept shall not produce or cause odors that are detectable on adjacent properties.
- Chicken coops shall be maintained in a manner that provides adequate lighting and ventilation, and protects chickens from cold weather, precipitation, rodents, predators, and trespassers.
- All feed shall be kept in a sealed metal container.
- All electrical appurtenances shall be UL listed, clearly labeled, and plugged into a GFCI protected electric device.
- A hen permit issued under this article may be revoked upon the commission of three (3) violations within a period of twelve (12) months. If the permit is revoked, the property shall not be eligible for a permit for one year after revocation. Any enclosure/ structure shall be required to be removed within fifteen (15) days of revocation.
- No slaughtering.
- No other poultry, including but not limited to geese, ducks, and turkeys shall be kept on the property.
- A building permit shall be required for all permanent enclosures/ structures associated with the keeping of hens.
- A permit issued by the Village with a one-time fee, per Section 150.141, shall be required prior to purchasing the hens.

**BUILDING CODE REQUIREMENTS**

- Chicken coop structures must be secured to the ground to withstand wind loads.
- Stick-built chicken coops shall be of approved wood of natural resistance to decay (redwood, western cedar, etc.) or treated lumber (painted or stained).
- Prefabricated chicken coops shall be installed per the manufacturer's published installation instructions.

**UNITED CITY OF YORKVILLE  
KENDALL COUNTY, ILLINOIS**

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**ORDINANCE NO. 2022-37**

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**AN ORDINANCE OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY,  
ILLINOIS, ALLOWING BACKYARD COOPS/ENCLOSURES FOR DOMESTICATED  
HENS IN CERTAIN RESIDENTIAL DISTRICTS AS A PERMITTED ACCESSORY  
STRUCTURE AND SUBJECT TO CERTAIN REGULATIONS**

**Passed by the City Council of the  
United City of Yorkville, Kendall County, Illinois  
This 27<sup>th</sup> day of September, 2022**

**Published in pamphlet form by the  
authority of the Mayor and City Council  
of the United City of Yorkville, Kendall  
County, Illinois on October 4, 2022.**

**Ordinance No. 2022-37**

**AN ORDINANCE OF THE UNITED CITY OF YORKVILLE, KENDALL COUNTY, ILLINOIS, ALLOWING BACKYARD COOPS/ENCLOSURES FOR DOMESTICATED HENS IN CERTAIN RESIDENTIAL DISTRICTS AS A PERMITTED ACCESSORY STRUCTURE AND SUBJECT TO CERTAIN REGULATIONS**

**WHEREAS**, the United City of Yorkville (the “City”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

**WHEREAS**, domesticated chickens are of benefit to mankind by providing fresh eggs, garden fertilizer services, and companionship to their owners; and,

**WHEREAS**, pursuant to sections 11-5-3, 11-5-6, and 11-20-9 of the Illinois Municipal Code, as amended, (65 ILCS 5/11-5-3, 5/11-5-6, and 5/11-20-9) the City has the power and authority to regulate the licensing, treatment and prevention of nuisances regarding animals in the City.

**WHEREAS**, the Mayor and City Council deem it necessary to allow and regulate domesticated hens in order to promote the health, safety, and welfare of the City’s residents.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and City Council of the United City of Yorkville, Kendall County, Illinois, as follows:

**Section 1:** That Title 8 of the United City of Yorkville Code of Ordinances is hereby amended by adding Chapter 19 to read as follows:

**CHAPTER 19  
DOMESTICATED HENS**

**8-19-1: Definitions**

As used in this chapter, the following words and terms shall have the meanings ascribed in this section unless the context of their usage clearly indicates another meaning:

- A. “Coop” means an enclosure constructed with a covered roof.
- B. “Domesticated Hen” means all life stages of the subspecies of the species *Gallus Domesticus* which are kept in an enclosure in the rear or side yard of a residentially zoned property as permitted and regulated in this Title.
- C. “Rooster” means an adult male chicken of the subspecies of the species *Gallus Domesticus*.
- D. “Slaughtering” means the killing of an animal for food or other reason, with the exception for humane or religious reasons.

**8-19-2: Certain conduct declared unlawful.**

- A. The keeping by any person of domesticated hens in the City is prohibited except in compliance with this Chapter or upon any property zoned for agricultural uses.
- B. The purpose of this article is to establish certain requirements of sound domesticated hen practices, which are intended to avoid problems that may otherwise be associated with the keeping of chickens in populated areas.
- C. Notwithstanding compliance with the various requirements of this Chapter, it shall be unlawful for any persons to keep any domesticated hens in such a manner or of such disposition as to cause any unhealthy condition, interfere with the normal enjoyment of human or animal life of others, or interfere with the normal use and enjoyment of any public property or property of others.

**8-19-2: Restrictions**

- A. Domesticated hens shall be permitted on lots used for single-family detached residential purposes of eleven thousand (11,000) square feet or greater in area and zoned within the E-1 Estate, R-1 Single-Family Suburban Residence and R-2 Single-Family Traditional Residence districts.
- B. A maximum of six (6) domesticated hens shall be permitted on any lot.
- C. Roosters shall be prohibited in the City limits.
- D. Domesticated hens and associated enclosures, coops and fencing shall be located within the rear yard of any lot and must maintain a minimum setback of thirty (30) feet from any occupied residential structure, other than of the owner, but not less than the minimum setback required for accessory structures in the zoning district.
- E. Slaughtering of domesticated hens shall be prohibited in City limits, except for humane or religious reasons.

**8-19-3: Coop and fence type.**

- A. Hens shall be provided with a covered inside enclosure up to 144 square feet and an adjacent outside fenced area. The outside fenced area shall be no less than 32 square feet in area.
- B. Electric service to enclosures shall not be provided by an extension cord.
- C. Hens shall be kept in the enclosure and fenced area at all times.

- D. A minimum four foot (4') tall privacy or solid yard fence shall be required along the perimeter of the subject property lot in accordance with Chapter 17 Fencing and Screening of Title 10 Zoning of the Yorkville City Code.

#### **8-19-4: Sanitation**

- A. Enclosures or coops for domesticated hens shall be constructed and maintained in such a manner as to be free of rodent infestation, kept clean and sanitary at all times. Any dirt or refuse resulting from the fowl or livestock shall be disposed in a clean and sanitary fashion.
- B. All feed and other items that are associated with the keeping of domesticated hens that likely to attract or become infested with rodents shall be protected in a container with a tightly fitted lid so as to prevent rodents from gaining access to or coming into contact with them. No feed shall be scattered on the ground.
- C. All areas where hens are kept shall be free of undue accumulation of waste such as to cause odors detectable on adjacent properties.
- D. No person shall allow domesticated hens to produce noise loud enough to disturb the peace of persons of reasonable sensitivity.

#### **8-19-5: Permit.**

- A. Permit applications for domesticated hens shall be obtained from and submitted to the Community Development Director or his/her designee. At the time of permit application, the applicant shall:
  - 1. Submit proof of authorization from the property owner to allow domesticated hens if the property is not owner occupied; and
  - 2. Pay a twenty-five dollar (\$25.00) nonrefundable application fee.
- B. Permit approval shall allow the Community Development Director or designees to have the right to inspect any enclosure or coop between the hours of 8:00 a.m. and 5:00 p.m. Where practicable, prior notice shall be given to the permittee.

#### **8-19-6: Compliance.**

Upon receipt of information that any domesticated chicken enclosure or coop situated within the City is not being kept in compliance with this article, the Community Development Director or designee shall cause an investigation to be conducted. If grounds are found to exist to believe that one or more violations have occurred notices of violation for administrative adjudication pursuant to Chapter 14 of Title 1 may be issued or a complaint filed in the circuit court of Kendall County.

**Section 2:** That Subsection 5-2-1: Definitions of the United City of Yorkville Police Regulations of the Yorkville City Code is hereby amended to read as follows:

“AGRICULTURAL ANIMAL: Livestock, poultry with the exception of domesticated hens as regulated in Title 8 Chapter 19, and other farm animals.”

“DOMESTIC ANIMAL: Dogs, cats and any other types of animals or fowl, including domesticated hens as regulated in Title 8 Chapter 19, normally maintained as a household pet or guardian.”

“DOMESTICATED HENS: A subspecies of the species Gallus Domesticus which are kept in an enclosure in the rear yard of a residentially zoned property as permitted and regulated in Title 8 Chapter 19.”

**Section 3:** That Subsection 5-2-5: Agricultural Animals of the United City of Yorkville Police Regulations of the Yorkville City Code is hereby amended to read as follows:

“Agricultural animals are prohibited within the corporate limits of the city, unless they are domesticated hens regulated in Title 8 Chapter 19 or are confined within an enclosure on land zoned A-1 agricultural zoning district, in accordance with title 10, chapter 9 of this code.”


**Section 4:** This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed by the City Council of the United City of Yorkville, Kendall County, Illinois  
this 27<sup>th</sup> day of September, A.D. 2022.

  
CITY CLERK

KEN KOCH	<u>NAY</u>	DAN TRANSIER	<u>AYE</u>
ARDEN JOE PLOCHER	<u>AYE</u>	CRAIG SOLING	<u>AYE</u>
CHRIS FUNKHOUSER	<u>AYE</u>	MATT MAREK	<u>AYE</u>
SEAVER TARULIS	<u>NAY</u>	JASON PETERSON	<u>AYE</u>

**APPROVED** by me, as Mayor of the United City of Yorkville, Kendall County, Illinois  
this 4<sup>th</sup> day of October, A.D. 2022.

  
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MAYOR



## ORDINANCE NO. 2025-XX

### AN ORDINANCE IMPLEMENTING A MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX AND A MUNICIPAL GROCERY SERVICE OCCUPATION TAX FOR THE TOWN OF CORTLAND, DEKALB COUNTY, IL

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and,

WHEREAS, the **Town of Cortland** is a non-home rule Illinois municipality pursuant to the Constitution of the State of Illinois of 1970, as amended; and,

WHEREAS, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) provides that, beginning on January 1, 2026, all Illinois municipalities may impose a tax “upon all persons engaged in the business of selling groceries at retail in the municipality” (the “Municipal Grocery Tax”) (65 ILCS 5/8-11-24); and,

WHEREAS, the Municipal Grocery Retailers’ Occupation Tax may be imposed “at the rate of 1% of the gross receipts from these sales” (65 ILCS 5/8-11-24); and,

WHEREAS, any Municipal Grocery Retailers’ Occupation Tax shall be administered, collected and enforced by the Illinois Department of Revenue; and,

WHEREAS, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) requires any municipality imposing a Municipal Grocery Retailers’ Occupation Tax under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) to also impose a Service Occupation Tax at the same rate, “upon all persons engaged, in the municipality, in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries” as “an incident to a sale of service” (the “Municipal Grocery Service Occupation Tax”) (65 ILCS 5/8-11-24); and,

WHEREAS, any Municipal Grocery Service Occupation Tax shall be administered, collected and enforced by the Illinois Department of Revenue; and,

WHEREAS, the **Board of Trustees of the Town** believe that it is appropriate, necessary and in the best interests of the **Town** and its residents, that the **Town** levy a Municipal Grocery Retailers’ Occupation Tax as permitted by Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24); and,

WHEREAS, the **Board of Trustees of the Town** believe that it is appropriate, necessary and in the best interests of the **Town** and its residents, that the **Town** levy a Municipal Grocery Service

Occupation Tax as permitted by Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24); and,

NOW, THEREFORE, be it ordained, by the Mayor and **Board of Trustees of the Town of Cortland** as follows:

Section 1. Incorporation of Recitals. The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. Municipal Grocery Retailers' Occupation Tax Imposed. A tax is hereby imposed upon all persons engaged in the business of selling groceries at retail in this municipality at the rate of 1% of the gross receipts from such sales made in the course of such business while this Ordinance is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

Section 3. Municipal Grocery Service Occupation Tax. A tax is hereby imposed upon all persons engaged in this municipality in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries as an incident to a sale of service. The rate of this tax shall be the same rate identified in Section 2, above. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

Section 4. Illinois Department of Revenue to Administer Both Taxes. The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department of Revenue of the State of Illinois. The Illinois Department of Revenue shall have full power to administer and enforce the provisions of this Ordinance.

Section 5. Clerk to file Ordinance with Illinois Department of Revenue. As required under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24), the Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue on or before October 1, 2025.

Section 6. Effective Date. The taxes imposed by this Ordinance shall take effect on the later of: (i) January 1, 2026; (ii) the first day of July next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding April 1st; or, (iii) the first day of January next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding October 1st.

Section 7. Repeal of Conflicting Provisions. All ordinances, resolutions and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

Section 8. Severability. If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the

invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

Section 9. Headings/Captions. The headings/captions identifying the various sections and subsections of this Ordinance are for reference only and do not define, modify, expand or limit any of the terms or provisions of the Ordinance.

Section 10. Publication. The Clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

AYES: \_\_\_\_\_  
 NAYS: \_\_\_\_\_  
 ABSTENTIONS: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_

APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
**Mayor Mark Pietrowski, Jr.**

ATTEST:

\_\_\_\_\_  
 Clerk Cheryl Aldis

## Top Park Names

**Dragons Tail Park or Dragon Lair Park-** These names would only be options for the park by the pond.

**Spur Line Park-** Named after the Spur line that used to go through Cortland. Also near the old spur line was an area of trees that when Cortland didn't have a park people used to go to hangout, camp, and picnic. It was considered Cortland's first park. Could do a sign with the information and pictures from the history book at a park is named this.

**Legacy Park or Founders Park-** Either one of these names would make a great name for a park that we could have in memory/honor of signs. We could do a shelter/gazebo and have it named in memory or honor of someone with a plaque. We could do that with beaches, park equipment, trees, and statues. All with plaques and a story.

**Walnut Park-**This name would only work for the park off Walnut Street. The Committee's plan is a passive park with a little path, some sitting areas, and to plant some walnut trees there as well.

**Ohio Grove Park-** This name comes from the first hotel in Cortland that they believe Abe Lincoln may have stayed at. The park then would have a plaque with a photo explaining where the name came from.

**Rich Land Park-** Named after Cortlands original town name of Richland. The town was called Richland because of all the rich farmland that it had. There would be a plaque explaining story behind it from the history book.

**Ole Red Barn Park-**Named after the oldest red barn still standing in Cortland. Also the story behind it could be displayed in a plaque from the information in the history book with photos.

**Grist Mill Park-**Named after the flouring mill dated late 1800's that burned down in 1910. Story from the history book on a plaque with photos to be displayed at the park.

**Prairieview Park-**No story behind the name, the committee just liked the name due to all the open land in Cortland. Thought it would make a nice peaceful park name.

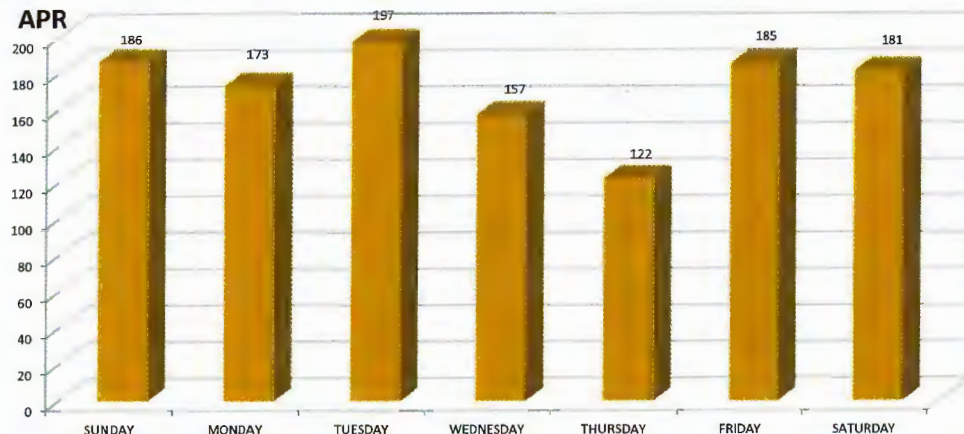
# CORTLAND POLICE DEPARTMENT 2025

SUMMARY	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Group A Offenses (NIBRS)	8	4	10	10									32
Mental Health Calls (NIBRS)	4	5	1	1									11
Community Contacts	49	43	52	69									213
Drug Offenses	0	0	1	1									2
Alcohol Offenses	0	0	0	0									0
Juvenile Offenses	0	1	1	1									3
Municipal Code	9	0	0	3									12
Traffic Stops	46	45	113	83									287
Warnings	39	38	100	68									245
Tickets Issued	5	8	21	15									49
Accidents	3	4	2	1									10
Criminal Arrests	2	3	5	5									15
*Warrant Arrests (# also included in Criminal Arrests)	0	1	0	1									2
Calls For Service	124	96	100	123									443
CAD Events	1,060	1052	1258	1201									4,571
Case Reports	39	40	45	40									164
Parking Tickets	0	0	0	1									1
<b>Total</b>	<b>1,388</b>	<b>1,340</b>	<b>1,709</b>	<b>1,623</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,060</b>

## SPECIAL SERVICES FOR APR 2025

ASSIST OTHER AGENCIES	06
ASSIST MOTORISTS	07
KEYS IN CAR	05
HOUSE/BUSINESS CHECK	152
EXTRA PATROL	296
FOOT PATROL	17
SCHOOL PATROL	17
STATIONARY PATROL	255
CONCENTRATED PATROL	49
COMMUNITY CONTACT	69

## APR



## SQUAD CAR MILEAGE as of APRIL 2025

VEHICLE	YEAR	MILES
Ford Explorer	2021	29453
Ford Taurus	2018	73862
Ford Taurus	2019	43138
Chevy Tahoe	2020	51028
Ford Explorer	2025	2014
Ford Explorer	2017	127221

## SQUAD CAR EXPENSES APRIL 2025

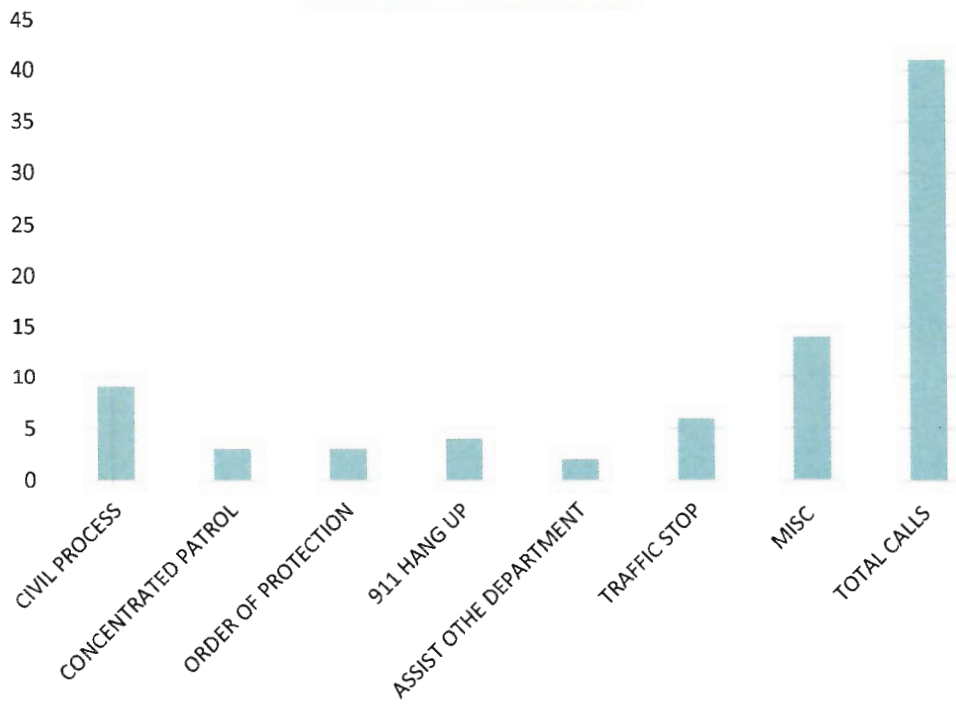
(01-6200-241)

Exxon Mobil	\$100.00
Napa	\$113.51
Ardnt	\$6460.96
Lin Dargis Fuel	\$126.04

DCSO Calls in Cortland

CIVIL PROCESS	CONCENT RATED PATROL	ORDER OF PROTECTI ON	911 HANG UP	ASSIST OTHE DEPARTME NT	TRAFFIC STOP	MISC	TOTAL CALLS
9	3	3	4	2	6	14	41

DCSO Cortland Calls

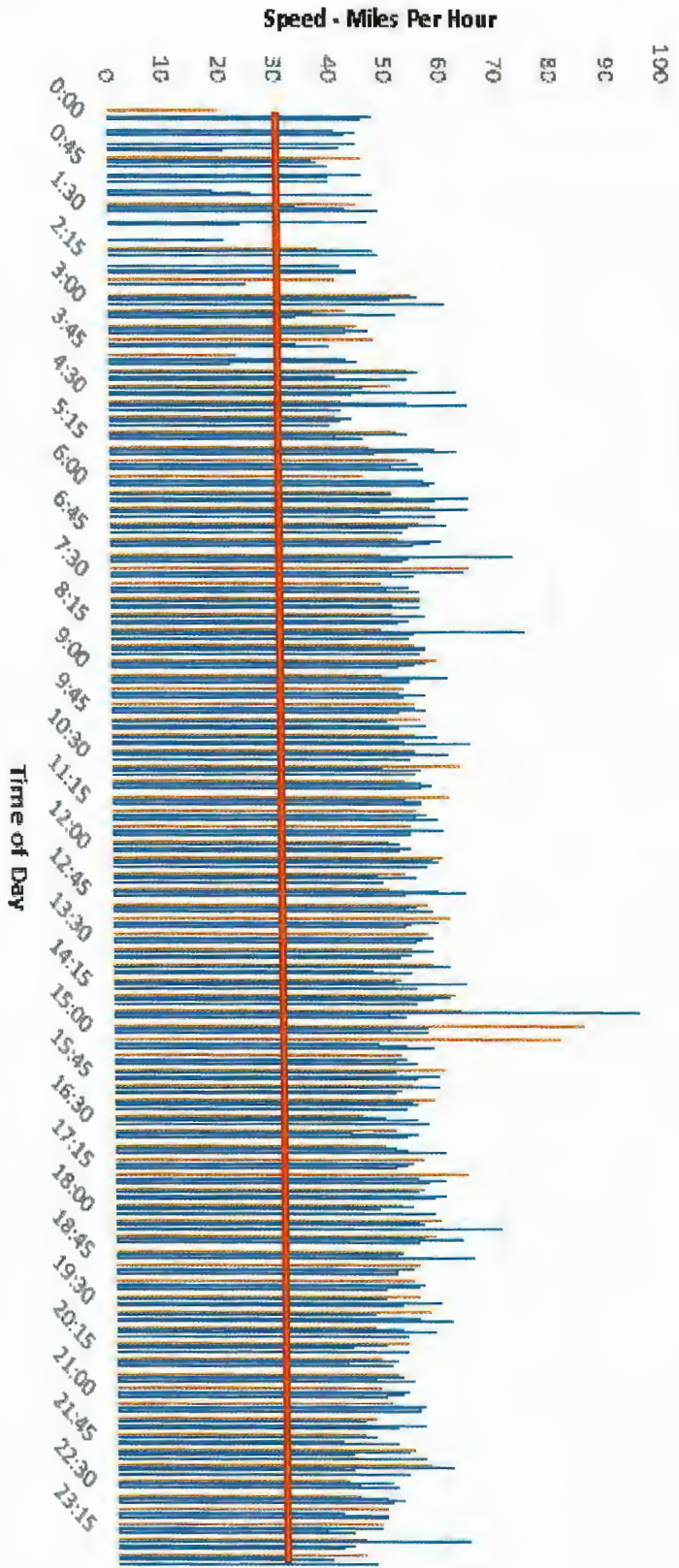


Apr-25									
SUMMARY	CORYELL 9722	DARGIS 971	HARRIS 974	RYDER 976	HOPKINS 979	SAWYER 977	SCHAIBLE 978	VANWANKU M 972	TOTAL
Case Reports	19	2	47	22	15	27	27	5	164
Community Contact	3	1	26	21	90	53	3	1	198
Warnings	130	0	10	17	19	38	31	0	245
Tickets Issued	0	0	0	4	1	19	25	0	49
Accidents	1	0	2	4	0	2	1	0	10
Criminal Arrests	0	0	6	1	0	6	9	0	22
Total Calls	990	8	533	364	727	1196	653	57	4528
Traffic Stops	130	1	9	16	25	54	52	0	287
Self Initiated	934	3	471	312	661	1135	543	34	4093
Parking Tickets	1	0	0	0	0	0	0	0	1
Total	2208	15	1104	761	1538	2530	1344	97	9597



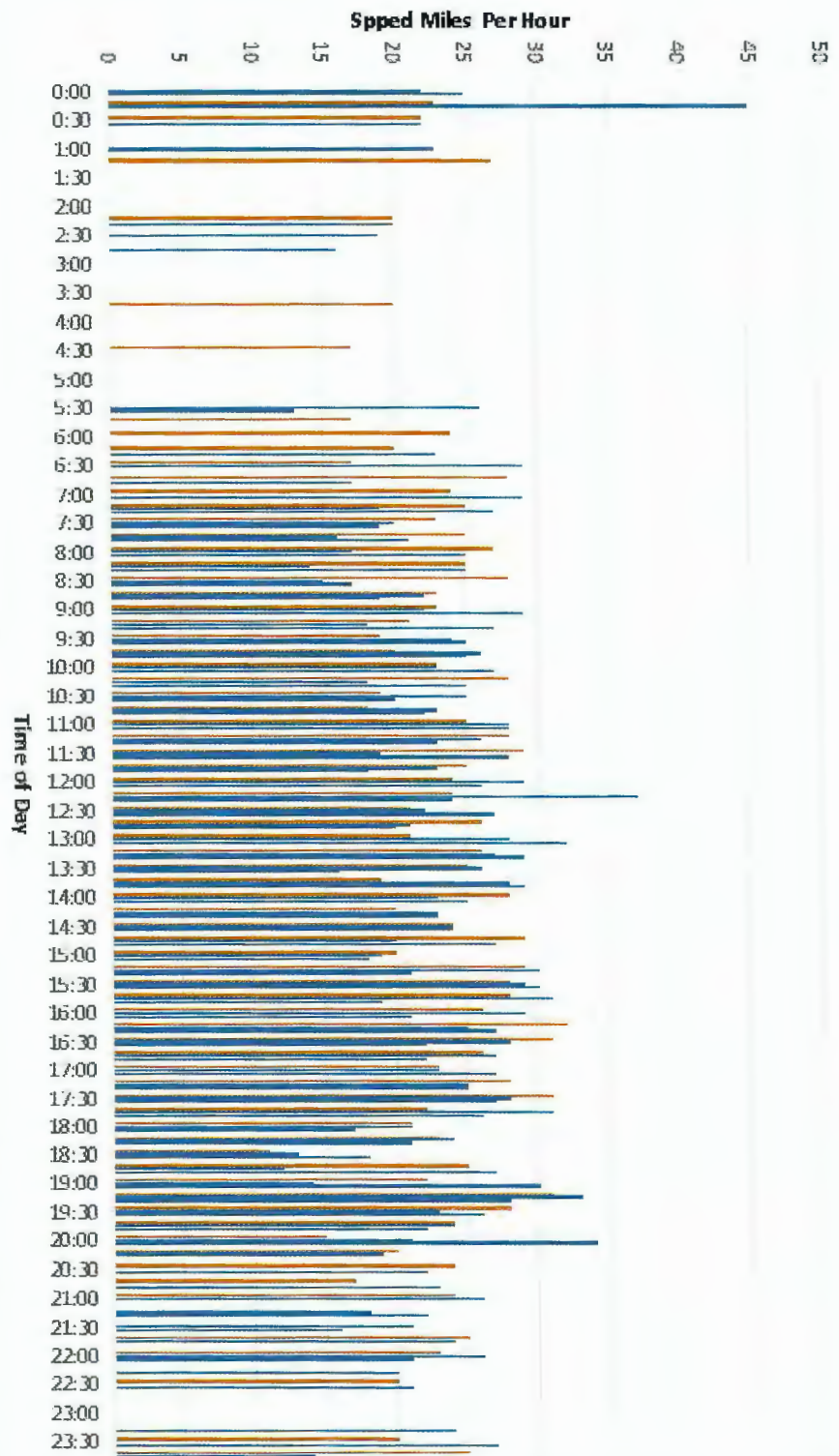


Somonauk Southbound at Cortland Center Speed Study  
04/21/2025 - 04/24/2025





Pampas Northbound at Hummingbird Speed Study  
04/28/2025 - 04/30/2025



2025 MONTHLY PERMITS ISSUED	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	Yearly Total
NEW CONSTRUCTION													
RESIDENTIAL			11	1									12
INDUSTRIAL / COMMERCIAL BLDG			1										1
SALT SHED													0
REMODELING/RENOVATION													
ELECTRICAL / ELEC SERVICE UPGRADE													0
PLUMBING		1		1									2
HVAC	1			1									2
REMODEL / REPAIR / ALTERATION		2											2
REPLACEMENT DOORS													0
REPLACEMENT WINDOWS	1	1	3	2									7
ROOF	2	1	12	6									21
SIDING	2												2
ADDITION													0
DEMOLITION													
GARAGE													0
HOUSE													0
INDUSTRIAL / COMMERCIAL BLDG													0
OTHER													0
MISCELLANEOUS													
FIRE ALARM SYSTEM													0
FIRE SPRINKLER SYSTEM													0
IRRIGATION SYSTEM ELECTRICAL													0
WATER SERVICE		1											1
SITE GRADING													0
ALL OTHER IMPROVEMENTS													
DECK	1	1											2
DRIVEWAY / DRIVEWAY EXT				1									1
FENCE	1		1	3									5
FIREPLACE													0
GARAGE													0
OUTDOOR FIREPLACE/ PATIO WALL													0
PERGOLA/GAZEBO													0
PARKING LOT REPAVEMENT				1									1
POOL / HOT TUB				1									1
PORCH			1										1
RAMP													0
SHED				2									2
SIDEWALK													0
SIGN			1										1
SOLAR PANELS - RESIDENTIAL	3	1		5									9
SOLAR PANELS - COMMERCIAL													0
STAIRS & HANDRAILING													0
CONCRETE STEPS/STOOP													0
STORAGE BUILDING													0
UTILITY PERMIT	1												1
WHOLE HOUSE GENERATOR													0
TOTAL	12	8	30	24	0	0	0	0	0	0	0	0	74

Item 6.