



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, August 26, 2026 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to discuss/approve Village of Trustees meeting minutes from August 12, 2026

PUBLIC COMMENT *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

DEPARTMENT REPORTS

2. Collector, Miller

3. Public Works, Howe

4. Treasurer, Kruckenberg

5. Wastewater, Test

- [6.](#) Engineer, McMahon

UNFINISHED BUSINESS

- [7.](#) Motion to discuss/approve **Resolution 2026-35**, a resolution of the Village of Poplar Grove, Illinois, approving a proposal from Dach Contractors to supply and install fencing at the Whiting and Beaver Lift Stations for a total of \$20,290.00.
- [8.](#) Motion to discuss changes to the donation ordinance.
- [9.](#) Motion to discuss the formation of a Parks Advisory Committee.

NEW BUSINESS

- [10.](#) Motion to discuss/approve check disbursement for payments scheduled to be paid on August 27, 2026, in the amount of \$48,870.78 in AP checks, \$31,259.87 in EFTs, and estimated payroll of \$25,625.48, for a total of \$105,756.13.
- [11.](#) Motion to discuss/approve Resolution **2026-44**, a resolution of the Village of Poplar Grove retaining Troy Lee Excavating, Inc. to install a new inlet and storm sewer within the Village Hall parking lot.
- [12.](#) Motion to discuss/approve **Ordinance 2026-20**, an ordinance amending Section 6-2-4-3, "Delinquent Payments; NSF Checks; Liens," of the Code of Ordinances for the Village of Poplar Grove regarding fees chargeable when a lien is recorded against a parcel for nonpayment of utility bills.
- [13.](#) Motion to discuss possible changes to the organizational chart.
- [14.](#) Motion to discuss/approve Fall Quarterly Newsletter.

GOOD OF THE VILLAGE

Candidates for Trustee can begin circulation on August 25, 2026. Please see the State Board of Elections website for nomination paperwork.

Village Hall Closed for Labor Day - September 7, 2026

Planning and Zoning- September 8, 2026

Board of Trustees Meeting - September 9, 2026

Board of Trustees Meeting - September 23, 2026

EXECUTIVE SESSION

15. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (11) Pending Litigation - when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.

ADJOURNMENT (Voice Vote)

KJM 08/21/2026



VILLAGE OF POPLAR GROVE

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VILLAGE BOARD OF TRUSTEES

Wednesday, August 12, 2026 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

The meeting was called to order by President Richardson at 7:00pm

ROLL CALL

PRESENT

President Kristi Richardson

Trustee David Allgood

Trustee Dan Cheek

Trustee Sinae Hubbard

Trustee Mark Vance

Clerk Karri Miller

Attorney Roxanne Sosnowski

Treasurer Katalina Kruckenberg

ABSENT

Admin Chairman Owen Costanza

Finance Chairman Jeff Goings

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

none

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Hubbard, seconded by Trustee Allgood. The motion passed via voice vote.

APPROVAL OF MINUTES (Voice Vote)

1. Motion to discuss/approve Board of Trustees meeting minutes from July 22, 2026
Motion made by Trustee Allgood, Seconded by Trustee Vance. The motion passed via voice vote.

PUBLIC COMMENT *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

no comment

UNFINISHED BUSINESS

2. Motion to discuss/approve **Ordinance 2026-19**, an ordinance adopting the amended Village of Poplar Grove Employee Handbook and amending Title I, Administration, Chapter 6, Village Officers and Employees, Article J, Reimbursement for Training/Class(es)/Travel, Section 1-6J-1, Elected Official, Officers, and Employee Travel Reimbursement, of the Code of Ordinances for the Village of Poplar Grove.
Motion made by Trustee Allgood, Seconded by Trustee Vance.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
3. Motion to discuss/approve **Resolution 2026-43**, a resolution of the Village of Poplar Grove, Illinois, approving the purchase of an air conditioning unit for the South Wastewater Treatment Plant Control Room.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

NEW BUSINESS

4. Motion to discuss/approve possible reduction of permit fees for Habitat for Humanity at 201 South State Street.
Motion made by Trustee Allgood, Seconded by Trustee Hubbard.
Len Lindeman, on behalf of Habitat for Humanity of Boone County, requested a waiver of fees for permits.
Motion made by Trustee Allgood, Seconded by Trustee Hubbard, to waive all fees except the water meter fee and the engineer fee for a total 1,006 dollars.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
5. Motion to discuss/approve Electrical Aggregate program to the lowest bidder for Village service.
Motion made by Trustee Hubbard, Seconded by Trustee Cheek.
Chad Hageman from Rock River Energy presented the rates
Motion made by Trustee Cheek, Seconded by Trustee Hubbard to approve MC2 for 2 years.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
6. Motion to discuss/approve **Resolution 2026-42**, a resolution of the Village of Poplar Grove appointing an individual to the Village Planning and Zoning Commission.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Voting Yea: Trustee Cheek, Trustee Vance, President Richardson

- Voting Nay: Trustee Hubbard
Voting Abstaining: Trustee Allgood
7. Motion to discuss changes to the Zoning Variance Ordinance.
Motion made by Trustee Hubbard, Seconded by Trustee Cheek.
Discussion Only.
 8. Motion to discuss/approve sending the Clerk and Deputy Clerk to the 2026 Academy training, October 6-9, 2026, not to exceed \$1,800 per person.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 9. Motion to discuss/approve sending the Treasurer to the 2026 IMTA Annual Institute Training November 15-19, 2026, not to exceed \$1,800.
Motion made by Trustee Allgood, Seconded by Trustee Cheek.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 10. Motion to discuss 2026 Christmas tree lighting event.
Motion made by Trustee Vance, Seconded by Trustee Cheek.
Discussion only.
 11. Motion to discuss/approve check disbursement for payments scheduled to be paid on August 13, 2026, in the amount of \$143,870.38 in AP checks, \$32,312.73 in EFTs, estimated payroll of \$24,000.00, and insurance in the amount of \$ 21,822.96, for a total of \$222,005.97.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance
 12. Motion to discuss/approve event liquor license for S & S Collaborations DBA Sips and Sprinkles for August 16, 2026 Fly-in.
Motion made by Trustee Cheek, Seconded by Trustee Hubbard.
Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

GOOD OF THE VILLAGE

Board of Trustees Meeting - August 26, 2026 - 7:00 pm

Candidates for Trustee can begin circulation on August 25, 2026. Please see the State Board of Elections website for nomination paperwork.

Village Hall Closed for Labor Day - September 7, 2026

Planning and Zoning- September 8, 2026

Board of Trustees Meeting - September 9, 2026

Board of Trustees Meeting - September 23, 2026

EXECUTIVE SESSION

13. Motion to go into executive session pursuant to 5 ILCS 120/2(c) (1) Personnel - The appointment, employment compensation, discipline, performance, or dismissal of

specific employees of the public body, or legal counsel for the public body, 5 ILCS 120/2(c) (11) Pending Litigation - when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent.

Motion made by Trustee Allgood, Seconded by Trustee Hubbard.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Went into executive session at 7:42pm

Motion made by Trustee Allgood, seconded by Trustee Cheek.

Voting Yea: Trustee Allgood, Trustee Cheek, Trustee Hubbard, Trustee Vance

Come back into open session at 8:19 pm

ADJOURNMENT (Voice Vote)

Motion made by Trustee Cheek, Seconded by Trustee Vance. The motion carried via voice vote.

The meeting was adjourned at 8:20 pm



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COLLECTORS REPORT Month: July 2026

Tasks & Activities

- All weekly reporting has been completed and filed.
- Daily Cash Deposits reviewed.
- Monthly Petty Cash Reconciliation completed.
- Accounts Payable invoices reviewed, entered, and processed accordingly.

Reporting

Provided a weekly and monthly breakdown of cash receipts.

Signed: Karri Miller

Date: 08/20/2026

Collector Monthly Reporting

For July 2026

	Total Cash Receipts
Week 1 - 07/01/26-07/04/26	\$ 15,260.86
Week 2 - 07/05/26-07/11/26	\$ 59,448.88
Week 3 - 07/12/26-07/18/26	\$ 61,962.16
Week 4 - 07/19/26-07/25/26	\$ 253,595.64
Week 5 -07/26/26-07/31/26	\$ 33,720.20
TOTAL CASH RECEIPTS	\$ 423,987.74

Month Breakdown of Cash Receipts	
Neighbors Night Dontations	\$ -
Liquor	\$ -
Tobacco License	\$ -
Video Gaming	\$ -
Grass Violations	\$ -
Customer Deposits Held	\$ 180.00
Accounts Recievables - Other	\$ -
State Income Taxes	\$ 99,330.71
State Use Taxes	\$ 4,183.61
Stae Telecommunications Tax	\$ 3,513.23
State Sales Taxes	\$ 41,809.25
State Video Gaming Tax	\$ 7,272.36
Replacement Tax	\$ 1,315.06
State Local Share of Cannabis Use	\$ 727.15
Municipal Utility Tax - Electrical	\$ 15,361.67
Municipal Utility Tax - Natural Gas	\$ 4,380.17
Municipal Tax Medicom/Comcast	\$ -
Court Fines and Fees	\$ -
Filing Fees	\$ 400.00
Building Permit Fees	\$ 16,676.00
Rents Received	\$ 1,500.00
Other License Fees	\$ 250.00
Donations	\$ -
Miscellaneous Revenue	\$ -
Motor Fuel Tax	\$ 18,331.48
Bulk Water	\$ -
Utility Billing Accounts Recieveable	\$ 208,757.05
TOTAL	\$ 423,987.74

Receipt # Description	Date	Cashier	Wkstn	Received Of Distribution	Amount
C [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	53.73
UB [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	260.96
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	141.17
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	310.45
C [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	100.00
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	200.00
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	91.92
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	53.73
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	68.65
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	121.92
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	150.00
C [REDACTED] OTHERLIC	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	50.00
OTHERLIC		PEDDLERS			50.00
OTHERLIC		PEDDLERS			50.00
		LICENSE FEES			50.00
					150.00
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	93.40
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	108.00
C [REDACTED] [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	98.49
C [REDACTED] UB [REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	206.81
Total of 1,599 Receipts					423,987.74

*** TOTAL BY GL DISTRIBUTION ***
01-00-2410 CUSTOMER DEPOSITS HELD
01-00-3100 STATE INCOME TAXES
01-00-3101 STATE USE TAXES
01-00-3102 STATE TELECOMMUNICATIONS TAX
01-00-3103 STATE SALES TAXES

180.00
99,330.71
4,183.61
3,513.23
41,809.25

08/20/2026
02:47 PM

RECEIPT REGISTER FOR VILLAGE OF POPLAR GROVE

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Item 2.

Receipt #	Date	Cashier	Wkstn	Received Of	Amount
Description				Distribution	
01-00-3104	STATE VIDEO GAMING TAX				7,272.36
01-00-3105	REPLACEMENT TAX				1,315.06
01-00-3106	STATE LOCAL SHARE OF CANNABIS USE TAX				727.15
01-00-3200	MUNICIPAL UTILITY TAX - ELECTRICITY				15,361.67
01-00-3201	MUNICIPAL UTILITY TAX - NATURAL GAS				4,380.17
01-00-3301	FILING FEES				400.00
01-00-3400	A/C				94.00
01-00-3400	Application Fee				125.00
01-00-3400	BUILDING PERMIT FEES				3,755.00
01-00-3400	Deck 1				94.00
01-00-3400	Deck 2				209.00
01-00-3400	Driveway				1,156.00
01-00-3400	Electrical Service				94.00
01-00-3400	Electrical Service Upgrade				185.00
01-00-3400	Fence				536.00
01-00-3400	Hen Permit				94.00
01-00-3400	Oversize/Overweight vehicles - weight (With Load)				100.00
01-00-3400	Patio				268.00
01-00-3400	Public Works				75.00
01-00-3400	Reinspection				520.00
01-00-3400	Res reinspection fee				60.00
01-00-3400	Residential New Construction - Combined				3,368.00
01-00-3400	Roof				3,511.00
01-00-3400	Roof - Stop Work Order				109.00
01-00-3400	Service walk				134.00
01-00-3400	Solar				1,150.00
01-00-3400	Stop Work Order				109.00
01-00-3400	Swimming Pool - With Electric - Above Ground				406.00
01-00-3400	Village Engineer				350.00
01-00-3400	windows - Structural Change				174.00
01-00-3403	SOLICITORS LICENSES				250.00
01-00-3500	RENTS RECEIVED				1,500.00
20-00-3120	MOTOR FUEL TAX				18,331.48
31-00-1400	BULK WATER SALES BULK WATER SALES				237.78
31-00-1401	2ND METER WATER SRVC				3,093.20
31-00-1401	METERED SEWER				14,884.11
31-00-1401	SEWER BASE				58,100.25
31-00-1401	SEWER USAGE				73,159.38
31-00-1401	TURN ON FEE				1,106.22
31-00-1401	WATER BASE				27,987.70
31-00-1401	WATER USAGE				18,510.41
31-00-3602	Sewer Connection				5,000.00
31-00-3602	Water Connection				5,000.00
31-00-3604	METER & MXU SALES				1,022.00
31-00-3604	Water Meter				656.00
TOTAL - GL NUMBERS:					423,987.74
*** TOTAL BY FUND ***					
01	GENERAL FUND				196,899.21
20	MOTOR FUEL FUND				18,331.48
31	WATER & SEWER FUND				208,757.05
TOTAL - ALL FUNDS:					423,987.74



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Public Works Report – July 2026

Roads & Infrastructure

- Changed and replaced signs throughout the Village. The next phase of sign replacement will be the removal of unnecessary signage, followed by replacement of existing round and t-posts with 2" square posts.
- Replaced signage near school related to turning restrictions and entry points.
- Repaired existing road patches
- Mowed roadsides.
- Trimmed around all structures along roadways that the batwing mower can't mow. Signage, hydrants, and storm sewer pipes were all cleaned up.

Water & Sewer

- Replaced MXUs. We are starting to see a large number of MXUs fail, primarily our 15+ year-old radio-read units. We anticipate continuing to replace these in larger quantities each month.
- Repaired a sinkhole at Walnut Grove.
- Completed water shutoffs.
- Worked on the South Plant pit.
- Mowed drainage areas.
- Removed and cleaned the pump at the Collection Point lift station.
- Dug up and repaired two water services in Westergren.
- Completed water applications.

Facilities & Equipment Repairs

- Painted bathroom doors at Lions Park.
- Painted Village Hall bathroom doors.
- Dach Fencing repaired the Dog Park fence and installed a new pickleball divider fence.
- Repaired the winch.
- Replaced basketball pole pads.
- The new A/C unit was installed at the SWWTP.
- Repaired dialer lines at Well 5 and 6 and the SWWTP.

- Mowed empty lots in Westergren and Burled Wood. We are currently only mowing the lots not owned by New Leaf in Westergren. New Leaf is maintaining everything they have purchased as well, as well as some additional lots.

Parks

- Continued weekly mowing.
- Sprayed parks for weeds.
- Sprayed fence lines and the treatment plants with the truck-bed sprayer.
- Removed downed trees at Lions Park and Westergren.
- String trimmed all parks.
- Trimmed trees at the Veterans Park
- Prepped Veterans structures for painting and completed painting of all structures.

Administration & Planning

- Surf and Frontier have continued to work throughout the Village. Surf is working on the north end, currently in Sherman Oaks. Frontier is working on the south end, currently in Prairie Green.
- New Leaf is continuing to build throughout Westergren. We anticipate phase one being completed this year.
- Began holding monthly meetings with engineering, legal, code enforcement, and the Village President.
- Reviewed the first installment of the new GIS system. This will be an ongoing project on McMahons end. Once the modules are all installed and updated with prints and plans from McMahon and Public Works, staff will begin to add and edit facilities in the field.
- Comcast is down to Countryside Lift Station as the last remaining dialer line installation.
- Met with Josh Sage and his foreman from the Boone County Conservation District to discuss improvements to shared spaces.
- Attended a Kishwaukee River Watershed Flood Risk Review meeting.

As always, please contact me with any questions or concerns. I am available to provide additional details on any past, current, or upcoming projects.



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JULY 2026 TREASURER'S REPORT

Date: August 20, 2026

Monthly Reports:

Attached you will find the July Financial Reports.

Monthly Activities:

- Processed payroll, taxes, union dues, and insurance benefits
- Reviewed General Ledger and made appropriate entries
- Working on the Commingled Operating Account bank reconciliation's
- All other bank accounts have been reconciled
- IMRF training completed

Ongoing Activities:

- Working on finalizing the last final items for FY26 Audit
- Finishing up the gifts, donations, and sponsorship policy
- IMRF Refund Payroll expected to be processed by end of the month
- DCEO Grant Reporting due Aug 31, 2026

Future Projects:

- Cash Reserves Policy
- Updating the 2015 Investment Policy
- Debt Thresholds Policy

Reports Provided:

- Village of Poplar Grove's pre-audit Balance Sheet and Statement of Revenues & Expenditure Report as of 07/30/2026.

Katalina Kruckenberg, Village Treasurer

"I certify, to the best of my knowledge, that the information contained in this treasurer's report is true and correct and that I understand that making a false statement on this document is a form of perjury and has penalties provided by law under 735 ILCS5/1-109"

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

YTD Balance
07/31/2026
Normal (Abnormal)

GL Number Description

Fund: 01 GENERAL FUND

***** Assets *****

01-00-1010	PETTY CASH	403.64
01-00-1020	CASH IN BANK	(2,030,199.68)
01-00-1021	CASH IN BANK MONEY MARKET	1,676,413.37
01-00-1022	CASH IN BANK - BYRON BANK	2.57
01-00-1030	DCEO GRANT BANK ACCOUNT	33,015.47
01-00-1075	ILLINOIS FUNDS INVESTMENT ACCT.	3,760,576.69
01-00-1100	PROPERTY TAXES RECEIVABLE	364,687.27
01-00-1110	ACCT REC REPL TAX	2,809.15
01-00-1210	STATE USE TAX RECEIVABLE	10,270.46
01-00-1220	STATE TELECOMM TAXES RECEIVABLE	10,825.77
01-00-1230	STATE SALES TAXES RECEIVABLE	113,176.26
01-00-1240	STATE VIDEO GAMING TAXES RECEIVABLE	20,004.55
01-00-1325	GASB 87 LEASE RECEIVABLE	33,848.00
01-00-1400	ACCOUNTS RECEIVABLE - OTHER	35,373.29
01-00-1405	ACCOUNTS RECEIVABLE - LITIGATION	193,600.00
01-00-1410	ALLOWANCE FOR DOUBTFUL ACCOUNTS	(193,600.00)
01-00-1500	PREPAID ITEMS	37,874.58
Total Assets		4,069,081.39

***** Liabilities *****

01-00-2100	UNAVAILABLE PROPERTY TAXES	364,687.27
01-00-2200	ACCOUNTS PAYABLE	120,307.31
01-00-2300	WAGES PAYABLE	22,528.63
01-00-2320	STATE WITHHOLDINGS PAYABLE	(267.97)
01-00-2330	FICA WITHHOLDINGS PAYABLE	1,723.44
01-00-2340	HEALTH INSURANCE DEDUCTIONS PAYABLE	(8,052.51)
01-00-2350	IMRF EMPLOYEE WITHHOLDINGS PAYABLE	5,459.75
01-00-2360	UNION DUES/NCPRS PAYABLE	224.00
01-00-2370	SUI PAYABLE	(74.68)
01-00-2400	OTHER DEFERRED REVENUE	2,470.00
01-00-2410	CUSTOMER DEPOSITS HELD	750.06
01-00-2665	GASB 87 DEFERRED INFLOW	32,101.00
Total Liabilities		541,856.30

***** Fund Equity *****

01-00-3000	FUND BALANCE	2,918,407.12
Total Fund Equity		2,918,407.12

Total Fund 01:

TOTAL ASSETS	4,069,081.39
BEG. FUND BALANCE - 25-26	2,918,407.12
+ NET OF REVENUES/EXPENDITURES - 25-26	301,706.04
+ NET OF REVENUES & EXPENDITURES	307,111.93
= ENDING FUND BALANCE	3,527,225.09
+ LIABILITIES	541,856.30
= TOTAL LIABILITIES AND FUND BALANCE	4,069,081.39

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

		YTD Balance 07/31/2026
GL Number	Description	Normal (Abnormal)
Fund: 20 MOTOR FUEL FUND		
*** Assets ***		
20-00-1020	MFT CASH IN BANK	371,042.00
20-00-1040	MFT MONEY MARKET	125,132.51
20-00-1250	MFT MOTOR FUEL TAXES RECEIVABLE	18,637.73
Total Assets		514,812.24
*** Liabilities ***		
20-00-2200	MFT ACCOUNTS PAYABLE	662.00
Total Liabilities		662.00
*** Fund Equity ***		
20-00-3000	FUND BALANCE	553,636.88
Total Fund Equity		553,636.88
Total Fund 20:		
TOTAL ASSETS		514,812.24
BEG. FUND BALANCE - 25-26		553,636.88
+ NET OF REVENUES/EXPENDITURES - 25-26		(88,199.42)
+ NET OF REVENUES & EXPENDITURES		48,712.78
= ENDING FUND BALANCE		514,150.24
+ LIABILITIES		662.00
= TOTAL LIABILITIES AND FUND BALANCE		514,812.24

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

YTD Balance
07/31/2026
Normal (Abnormal)

GL Number Description

Fund: 31 WATER & SEWER FUND

***** Assets *****

31-00-1020	CASH IN BANK	1,613,848.74
31-00-1022	CASH IN BANK - BYRON BANK	230,235.15
31-00-1070	CASH WITH PAYING AGENT	609,119.00
31-00-1100	PROPERTY TAXES RECEIVABLE	39,184.22
31-00-1400	ACCOUNTS RECEIVABLE - OTHER	2,335.76
31-00-1401	ACCOUNTS RECEIVABLE	188,534.38
31-00-1402	ACCOUNTS RECEIVABLE - UNBILLED	80,416.45
31-00-1500	PREPAID ITEMS	(0.23)
31-00-1600	CONSTRUCTION IN PROGRESS	88,305.40
31-00-1605	VEHICLES	42,016.67
31-00-1610	VILLAGE WATER SYSTEM	13,375,794.51
31-00-1620	WATER/SEWER UTILITY SYSTEM	8,344,191.54
31-00-1630	STREETS	66,550.70
31-00-1705	ACCUMULATED DEPRECIATION - VEHICLES	(41,849.00)
31-00-1710	ACCUM DEP-VILLAGE NORTH WATER SY	(1,842,179.15)
31-00-1711	ACCUM DEP-VILLAGE SOUTH WATER SY	(4,980,705.69)
31-00-1720	ACCUMULATED DEPRECIATION - WATER/SEWER S	(7,241,577.41)
31-00-1730	ACCUM DEP-STREET	(34,109.27)
31-00-1850	DEFERRED OUTFLOW	316,824.00
Total Assets		10,856,935.77

***** Liabilities *****

31-00-2100	UNAVAILABLE PROPERTY TAXES	39,184.22
31-00-2200	ACCOUNTS PAYABLE	27,146.66
31-00-2201	COMPENSATED ABSENCES - CURRENT PORTION	6,515.68
31-00-2204	BONDS PAYABLE 2012B - CURRENT PORTION	155,000.00
31-00-2205	BONDS PAYABLE 2015 - CURRENT PORTION	435,000.00
31-00-2230	DUE TO AIRPORT - BEL AIR	23,500.00
31-00-2240	ACCRUED INTEREST PAYABLE	19,119.00
31-00-2300	WAGES PAYABLE	7,268.55
31-00-2304	BONDS PAYABLE 2012B - LONG-TERM PORTION	160,000.00
31-00-2305	BONDS PAYABLE 2015 - LONG-TERM PORTION	365,000.00
31-00-2330	FICA WITHHOLDINGS PAYABLE	556.04
31-00-2350	IMRF EMPLOYEE WITHHOLDINGS PAYABLE	388.15
31-00-2410	CUSTOMER DEPOSITS HELD	(734.86)
31-00-2650	NET PENSION LIABILITY	24,459.00
31-00-2660	DEFERRED INFLOWS	10,776.00
31-00-2695	GASB83 ASSET RETIREMENT OBLIGATION	325,000.00
Total Liabilities		1,598,178.44

***** Fund Equity *****

31-00-3001	NET POSITION	8,613,729.58
Total Fund Equity		8,613,729.58

Total Fund 31:

TOTAL ASSETS	10,856,935.77
BEG. FUND BALANCE - 25-26	8,613,729.58
+ NET OF REVENUES/EXPENDITURES - 25-26	312,123.78
+ NET OF REVENUES & EXPENDITURES	332,903.97
= ENDING FUND BALANCE	9,258,757.33
+ LIABILITIES	1,598,178.44
= TOTAL LIABILITIES AND FUND BALANCE	10,856,935.77

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

		YTD Balance 07/31/2026
GL Number	Description	Normal (Abnormal)
Fund: 32 DEBT SERVICE FUND		
*** Assets ***		
32-00-1020	CASH IN BANK	349.12
32-00-1030	MONEY MARKET	29,271.66
Total Assets		29,620.78
*** Fund Equity ***		
32-00-3000	FUND BALANCE	29,066.25
Total Fund Equity		29,066.25
Total Fund 32:		
TOTAL ASSETS		29,620.78
BEG. FUND BALANCE - 25-26		29,066.25
+ NET OF REVENUES/EXPENDITURES - 25-26		820.73
+ NET OF REVENUES & EXPENDITURES		(266.20)
= ENDING FUND BALANCE		29,620.78
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		29,620.78

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

GL Number	Description	YTD Balance	
		Normal	(Abnormal)
Fund: 90 GOV FUNDS CAPITAL PROJECTS FUND			
*** Assets ***			
90-00-1020	CASH IN BANK		1,380,042.54
90-00-1500	PREPAID ITEMS		9,616.23
Total Assets			1,389,658.77
*** Liabilities ***			
90-00-2200	ACCOUNTS PAYABLE		17,135.90
Total Liabilities			17,135.90
*** Fund Equity ***			
90-00-3000	FUND BALANCE		1,531,542.38
Total Fund Equity			1,531,542.38
Total Fund 90:			
TOTAL ASSETS			1,389,658.77
BEG. FUND BALANCE - 25-26			1,531,542.38
+ NET OF REVENUES/EXPENDITURES - 25-26			(37,537.62)
+ NET OF REVENUES & EXPENDITURES			(121,481.89)
= ENDING FUND BALANCE			1,372,522.87
+ LIABILITIES			17,135.90
= TOTAL LIABILITIES AND FUND BALANCE			1,389,658.77

BALANCE SHEET REPORT FOR VILLAGE OF POPLAR GROVE
Balance As of 07/31/2026

Item 4.

YTD Balance
07/31/2026
Normal (Abnormal)

GL Number Description

Fund: 99 FIXED ASSETS

***** Assets *****

99-00-1600	CONSTRUCTION IN PROGRESS	575,350.00
99-00-1601	LAND	687,548.00
99-00-1602	BUILDINGS	1,382,434.00
99-00-1603	PARK BUILDINGS & EQUIPMENT	244,811.60
99-00-1604	EQUIPMENT	167,311.24
99-00-1605	VEHICLES	916,753.00
99-00-1606	INFRASTRUCTURE - STREETS	3,605,178.90
99-00-1702	ACCUMULATED DEPRECIATION - BUILDINGS	(524,044.42)
99-00-1703	ACCUMULATED DEPRECIATION - PARK BUILDING	(151,808.42)
99-00-1704	ACCUMULATED DEPRECIATION - EQUIPMENT	(150,268.70)
99-00-1705	ACCUMULATED DEPRECIATION - VEHICLES	(467,573.00)
99-00-1706	ACCUMULATED DEPRECIATION - INFRASTRUCTUR	(1,156,447.18)
99-00-1850	DEFERRED OUTFLOW	59,934.00
Total Assets		5,189,179.02

***** Liabilities *****

99-00-2010	ACCRUED INTEREST PAYABLE	8,984.00
99-00-2201	COMPENSATED ABSENCES - CURRENT PORTION	16,244.67
99-00-2202	NOTES PAYABLE - CURRENT PORTION	46,617.00
99-00-2203	BONDS PAYABLE - CURRENT PORTION	195,000.00
99-00-2302	NOTES PAYABLE - LONG-TERM PORTION	79,150.00
99-00-2303	BONDS PAYABLE - LONG-TERM PORTION	405,000.00
99-00-2650	NET PENSION LIABILITY	45,274.00
99-00-2660	DEFERRED INFLOWS	50,820.00
Total Liabilities		847,089.67

***** Fund Equity *****

99-00-3000	FUND BALANCE	4,342,089.35
Total Fund Equity		4,342,089.35

Total Fund 99:

TOTAL ASSETS	5,189,179.02
BEG. FUND BALANCE - 25-26	4,342,089.35
+ NET OF REVENUES & EXPENDITURES	0.00
= ENDING FUND BALANCE	4,342,089.35
+ LIABILITIES	847,089.67
= TOTAL LIABILITIES AND FUND BALANCE	5,189,179.02

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF POPLAR GROVE

Balance As of 07/31/2026

Item 4.

GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 (Abnormal)	Activity For 07/31/2026 (Decrease)	Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 01 GENERAL FUND						
Account Category: Revenues						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
01-00-3010	PROPERTY TAXES - CORPORATE	304,834.00	159,206.91	0.00	145,627.09	52.23
01-00-3011	PROPERTY TAXES - ROAD & BRIDGE	96,528.00	48,443.89	0.00	48,084.11	50.19
01-00-3012	PROPERTY TAXES - AUDIT	16,000.00	8,338.64	0.00	7,661.36	52.12
01-00-3013	PROPERTY TAXES - LIABILITY INSURANCE	22,000.00	11,463.73	0.00	10,536.27	52.11
01-00-3014	PROPERTY TAXES - SOCIAL SECURITY	21,000.00	10,941.54	0.00	10,058.46	52.10
01-00-3100	STATE INCOME TAXES	900,000.00	310,421.81	99,330.71	589,578.19	34.49
01-00-3101	STATE USE TAXES	40,000.00	8,203.04	4,183.61	31,796.96	20.51
01-00-3102	STATE TELECOMMUNICATIONS TAX	43,000.00	10,678.18	3,513.23	32,321.82	24.83
01-00-3103	STATE SALES TAXES	570,000.00	119,621.46	41,809.25	450,378.54	20.99
01-00-3104	STATE VIDEO GAMING TAX	130,000.00	27,276.84	7,272.36	102,723.16	20.98
01-00-3105	REPLACEMENT TAX	7,000.00	2,648.75	1,315.06	4,351.25	37.84
01-00-3106	STATE LOCAL SHARE OF CANNABIS USE TA	7,500.00	2,204.55	727.15	5,295.45	29.39
01-00-3200	MUNICIPAL UTILITY TAX - ELECTRICITY	110,000.00	37,238.24	15,361.67	72,761.76	33.85
01-00-3201	MUNICIPAL UTILITY TAX - NATURAL GAS	110,000.00	19,928.70	4,380.17	90,071.30	18.12
01-00-3205	MUNICIPAL TAX MEDIACOM/COMCAST	35,000.00	8,309.28	0.00	26,690.72	23.74
01-00-3300	CODE VIOLATION FEES	5,000.00	0.00	0.00	5,000.00	0.00
01-00-3301	FILING FEES	5,000.00	400.00	400.00	4,600.00	8.00
01-00-3400	BUILDING PERMIT FEES	110,000.00	75,803.20	16,676.00	34,196.80	68.91
01-00-3401	VIDEO GAMING LICENSES	1,300.00	0.00	0.00	1,300.00	0.00
01-00-3403	OTHER LICENSE FEES	500.00	860.00	250.00	(360.00)	172.00
01-00-3404	PEDDLERS LICENSES	500.00	0.00	0.00	500.00	0.00
01-00-3406	LIQUOR LICENSES	15,950.00	0.00	0.00	15,950.00	0.00
01-00-3408	TOBACCO LICENSE FEES	120.00	0.00	0.00	120.00	0.00
01-00-3409	DOG TAG FEES	1,000.00	0.00	0.00	1,000.00	0.00
01-00-3500	RENTS RECEIVED	18,000.00	4,800.00	1,500.00	13,200.00	26.67
01-00-3503	HALL RENTAL FEE	1,800.00	0.00	0.00	1,800.00	0.00
01-00-3702	LOCAL GRANT REVENUE	10,000.00	0.00	0.00	10,000.00	0.00
01-00-3800	MISCELLANEOUS REVENUE	0.00	7,508.67	0.00	(7,508.67)	100.00
01-00-3801	DONATIONS/CONTRIBUTIONS	0.00	2,150.00	0.00	(2,150.00)	100.00
01-00-3807	DONATIONS / SPONSORSHIPS NEIGHBORS	5,000.00	0.00	0.00	5,000.00	0.00
01-00-3808	DONATIONS / SPONSORSHIPS XMAS TREE E	1,500.00	0.00	0.00	1,500.00	0.00
01-00-3900	INTEREST	125,000.00	46,654.69	17,009.20	78,345.31	37.32
Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS		2,713,532.00	923,102.12	213,728.41	1,790,429.88	34.02
Revenues		2,713,532.00	923,102.12	213,728.41	1,790,429.88	34.02
Account Category: Expenditures						
Department: 50 ADMIN						
01-50-4000	SALARIES	128,000.00	30,605.73	11,529.33	97,394.27	23.91
01-50-4100	SOCIAL SECURITY - EMPLOYER	7,400.00	1,689.61	639.68	5,710.39	22.83
01-50-4101	MEDICARE - EMPLOYER	1,750.00	395.11	149.58	1,354.89	22.58
01-50-4102	WORKERS COMPENSATION INSURANCE	8,200.00	0.00	0.00	8,200.00	0.00
01-50-4103	UNEMPLOYMENT COMPENSATION	255.00	1.78	(7.73)	253.22	0.70
01-50-4104	IMRF EMPLOYER	4,500.00	1,231.47	506.68	3,268.53	27.37
01-50-4105	LIFE INSURANCE - EMPLOYER	255.00	54.79	28.80	200.21	21.49
01-50-4106	HEALTH INSURANCE EXPENSE	23,750.00	15,080.60	5,322.84	8,669.40	63.50
01-50-4108	EMPLOYEE HIRING EXPENSES	0.00	371.00	371.00	(371.00)	100.00
01-50-4200	GENERAL INSURANCE EXPENSE	116,000.00	59,840.50	0.00	56,159.50	51.59
01-50-4202	TELEPHONE & INTERNET SERVICES	9,600.00	5,006.17	856.78	4,593.83	52.15

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF POPLAR GROVE

Balance As of 07/31/2026

Item 4.

GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 01 GENERAL FUND						
Account Category: Expenditures						
Department: 50 ADMIN						
01-50-4204	UTILITIES	0.00	198.47	63.96	(198.47)	100.00
01-50-4206	SECURITY SYSTEM	0.00	718.38	239.46	(718.38)	100.00
01-50-4207	TRAINING	6,000.00	0.00	0.00	6,000.00	0.00
01-50-4208	POSTAGE	3,200.00	600.00	200.00	2,600.00	18.75
01-50-4209	PUBLICATION COST	1,500.00	200.06	0.00	1,299.94	13.34
01-50-4211	AUDITING SERVICES	30,000.00	16,750.00	16,750.00	13,250.00	55.83
01-50-4212	ENGINEERING SERVICES	6,000.00	1,968.52	0.00	4,031.48	32.81
01-50-4213	LEGAL SERVICES	60,000.00	13,933.30	4,106.75	46,066.70	23.22
01-50-4214	OFFICE SYSTEM SUPPORT	20,000.00	8,022.84	6,378.36	11,977.16	40.11
01-50-4217	PROFESSIONAL DUES	2,000.00	0.00	0.00	2,000.00	0.00
01-50-4219	CUSTODIAL SERVICES	8,600.00	2,145.00	715.00	6,455.00	24.94
01-50-4220	RENTAL PROPERTY REPAIRS	8,000.00	0.00	0.00	8,000.00	0.00
01-50-4223	IT SERVICES	5,000.00	941.97	791.97	4,058.03	18.84
01-50-4227	BLDG & EQUIPMENT MAINT & REPAIRS	8,000.00	411.94	62.86	7,588.06	5.15
01-50-4240	PROFESSIONAL SERVICES	10,000.00	32,705.90	9,568.20	(22,705.90)	327.06
01-50-4270	BOND AGENT FEE	500.00	0.00	0.00	500.00	0.00
01-50-4300	OFFICE SUPPLIES	6,400.00	1,004.57	591.57	5,395.43	15.70
01-50-4301	MAINTENANCE SUPPLIES	3,500.00	47.00	0.00	3,453.00	1.34
01-50-4302	OPERATIONAL SUPPLIES	1,700.00	552.88	206.87	1,147.12	32.52
01-50-4500	MISCELLANEOUS EXPENSE	0.00	50.64	0.00	(50.64)	100.00
01-50-4752	INTEREST ON BONDS/NOTES	0.00	19,491.39	0.00	(19,491.39)	100.00
Total Dept 50 - ADMIN		480,110.00	214,019.62	59,071.96	266,090.38	44.58
Department: 51 PUBLIC SAFETY						
01-51-4223	SAFETY PROGRAM EXPENSES	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 51 - PUBLIC SAFETY		10,000.00	0.00	0.00	10,000.00	0.00
Department: 52 PARKS						
01-52-4000	SALARIES	139,700.00	37,422.59	12,340.74	102,277.41	26.79
01-52-4010	SALARIES - OVERTIME	1,500.00	211.10	0.00	1,288.90	14.07
01-52-4100	SOCIAL SECURITY - EMPLOYER	8,100.00	2,226.98	732.32	5,873.02	27.49
01-52-4101	MEDICARE - EMPLOYER	1,950.00	520.77	171.24	1,429.23	26.71
01-52-4102	WORKERS COMPENSATION INSURANCE	9,000.00	0.00	0.00	9,000.00	0.00
01-52-4103	UNEMPLOYMENT COMPENSATION	280.00	33.38	16.56	246.62	11.92
01-52-4104	IMRF EMPLOYER	4,900.00	1,685.94	512.94	3,214.06	34.41
01-52-4105	LIFE INSURANCE - EMPLOYER	280.00	95.08	32.15	184.92	33.96
01-52-4106	HEALTH INSURANCE	38,000.00	8,740.04	2,538.85	29,259.96	23.00
01-52-4219	CUSTODIAL SERVICES	3,215.00	1,608.00	536.00	1,607.00	50.02
01-52-4225	LANDSCAPING PARKS	15,000.00	4,790.13	0.00	10,209.87	31.93
01-52-4227	BLDG & EQUIPMENT MAINT & REPAIRS	2,500.00	10,693.48	7,497.00	(8,193.48)	427.74
01-52-4234	EQUIPMENT RENTAL	5,000.00	3,315.00	2,235.00	1,685.00	66.30
01-52-4240	PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
01-52-4302	OPERATIONAL SUPPLIES	7,500.00	6,215.34	2,174.04	1,284.66	82.87
01-52-4440	CAPITAL PUTLAY - PARKS EQUIPMENT	0.00	810.00	0.00	(810.00)	100.00
Total Dept 52 - PARKS		238,925.00	78,367.83	28,786.84	160,557.17	32.80
Department: 53 STREETS						
01-53-4000	SALARIES	172,000.00	43,712.96	13,174.91	128,287.04	25.41
01-53-4010	SALARIES - OVERTIME	2,000.00	271.40	0.00	1,728.60	13.57
01-53-4080	UNIFORM ALLOWANCE	0.00	1,045.99	0.00	(1,045.99)	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF POPLAR GROVE

Balance As of 07/31/2026

Item 4.

GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdg Used
Fund: 01 GENERAL FUND						
Account Category: Expenditures						
Department: 53 STREETS						
01-53-4100	SOCIAL SECURITY - EMPLOYER	10,000.00	2,731.90	793.86	7,268.10	27.32
01-53-4101	MEDICARE - EMPLOYER	2,400.00	638.96	185.66	1,761.04	26.62
01-53-4102	WORKERS COMPENSATION INSURANCE	11,000.00	0.00	0.00	11,000.00	0.00
01-53-4103	UNEMPLOYMENT COMPENSATION	350.00	2.26	0.00	347.74	0.65
01-53-4104	IMRF - EMPLOYER	6,100.00	2,215.14	665.91	3,884.86	36.31
01-53-4105	LIFE INSURANCE - EMPLOYER	350.00	122.07	40.61	227.93	34.88
01-53-4106	HEALTH INSURANCE	47,000.00	11,767.90	3,382.02	35,232.10	25.04
01-53-4202	TELEPHONE & INTERNET SERVICES	0.00	746.32	248.78	(746.32)	100.00
01-53-4212	ENGINEERING	6,000.00	0.00	0.00	6,000.00	0.00
01-53-4213	LEGAL	500.00	27.75	0.00	472.25	5.55
01-53-4226	VEHICLE MAINTENANCE	18,500.00	4,722.82	604.80	13,777.18	25.53
01-53-4227	BLDG & EQUIPMENT MAINT & REPAIRS	15,000.00	12,084.77	2,799.65	2,915.23	80.57
01-53-4228	ROAD MAINTENANCE	20,000.00	2,341.78	1,572.50	17,658.22	11.71
01-53-4229	SNOW PLOW MAINTENANCE	10,000.00	373.35	373.35	9,626.65	3.73
01-53-4230	STREET LIGHTING SERVICES	45,000.00	12,068.68	0.00	32,931.32	26.82
01-53-4231	SHOP BUILDING - HEAT	0.00	3,315.20	3,315.20	(3,315.20)	100.00
01-53-4234	EQUIPMENT RENTAL	3,000.00	1,899.99	0.00	1,100.01	63.33
01-53-4240	PROFESSIONAL SERVICES	2,000.00	304.00	152.00	1,696.00	15.20
01-53-4301	MAINTENANCE SUPPLIES	0.00	92.96	0.00	(92.96)	100.00
01-53-4302	OPERATIONAL SUPPLIES	33,000.00	15,598.74	8,119.22	17,401.26	47.27
01-53-4303	GASOLINE AND OIL	18,000.00	7,007.15	2,989.87	10,992.85	38.93
01-53-4304	SALT PURCHASES	65,000.00	3,287.80	0.00	61,712.20	5.06
01-53-4309	JULIE LOCATES	1,500.00	0.00	0.00	1,500.00	0.00
01-53-4315	NON-HOA ENTRANCES MAINT	15,000.00	628.00	0.00	14,372.00	4.19
01-53-4407	CAPITAL OUTLAY - VEHICLES & EQUIPMEN	143,830.00	10,334.89	3,470.07	133,495.11	7.19
01-53-4409	CAPITAL OUTLAY - ROAD CONSTRUCTION	96,528.00	0.00	0.00	96,528.00	0.00
01-53-4410	CAPITAL OUTLAY - STREET LIGHTING	7,500.00	0.00	0.00	7,500.00	0.00
01-53-4700	DEBT EXPNESE - PRINCIPAL	44,896.00	0.00	0.00	44,896.00	0.00
01-53-4811	INTEREST EXPENSE	5,116.00	2,177.78	700.82	2,938.22	42.57
Total Dept 53 - STREETS		801,570.00	139,520.56	42,589.23	662,049.44	17.41
Department: 54 PUBLIC WORKS ADMIN						
01-54-4080	UNIFORM ALLOWANCE	7,200.00	627.31	0.00	6,572.69	8.71
01-54-4202	TELEPHONE & INTERNET SERVICES	7,000.00	40.00	20.00	6,960.00	0.57
01-54-4204	UTILITIES	7,500.00	810.75	203.13	6,689.25	10.81
01-54-4205	TRAVEL/MEALS/LODGING	500.00	0.00	0.00	500.00	0.00
01-54-4207	TRAINING	1,200.00	0.00	0.00	1,200.00	0.00
01-54-4213	LEGAL	0.00	373.70	194.25	(373.70)	100.00
01-54-4217	PROFESSIONAL DUES	1,000.00	66.46	66.46	933.54	6.65
01-54-4223	IT SERVICES	2,500.00	150.00	0.00	2,350.00	6.00
01-54-4240	PROFESSIONAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
01-54-4300	OFFICE SUPPLIES	1,500.00	548.83	294.64	951.17	36.59
01-54-4314	TOLLS	500.00	0.00	0.00	500.00	0.00
01-54-4700	DEBT EXPNESE - PRINCIPAL	191,856.00	31,018.18	15,594.05	160,837.82	16.17
01-54-4811	INTEREST EXPENSE	43,041.00	7,964.60	3,897.34	35,076.40	18.50
Total Dept 54 - PUBLIC WORKS ADMIN		265,797.00	41,599.83	20,269.87	224,197.17	15.65
Department: 55 COMMUNITY DEVELOPMENT AND EVENTS						
01-55-4000	SALARIES	48,150.00	0.00	0.00	48,150.00	0.00
01-55-4100	SOCIAL SECURITY - EMPLOYER	2,795.00	0.00	0.00	2,795.00	0.00

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 (Normal) (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 01 GENERAL FUND						
Account Category: Expenditures						
Department: 55 COMMUNITY DEVELOPMENT AND EVENTS						
01-55-4101	MEDICARE - EMPLOYER	660.00	0.00	0.00	660.00	0.00
01-55-4102	WORKERS COMPENSATION INSURANCE	3,080.00	0.00	0.00	3,080.00	0.00
01-55-4103	UNEMPLOYMENT COMPENSATION	100.00	0.00	0.00	100.00	0.00
01-55-4104	IMRF EMPLOYER	1,685.00	0.00	0.00	1,685.00	0.00
01-55-4105	LIFE INSURANCE - EMPLOYER	100.00	0.00	0.00	100.00	0.00
01-55-4106	HEALTH INSURANCE	13,100.00	0.00	0.00	13,100.00	0.00
01-55-4208	POSTAGE	1,000.00	0.00	0.00	1,000.00	0.00
01-55-4209	PUBLICATION COST	300.00	140.20	0.00	159.80	46.73
01-55-4212	ENGINEERING	55,000.00	21,887.38	2,400.00	33,112.62	39.80
01-55-4213	LEGAL	38,000.00	19,665.25	10,609.05	18,334.75	51.75
01-55-4215	CONTRACT INSPECTION SERVICES	93,000.00	45,856.43	15,606.20	47,143.57	49.31
01-55-4216	CONTRACT CODE ENFORCEMENT	5,000.00	1,959.00	796.00	3,041.00	39.18
01-55-4237	PLANNING SERVICES	29,000.00	14,662.50	0.00	14,337.50	50.56
01-55-4240	PROFESSIONAL SERVICES	6,000.00	159.50	0.00	5,840.50	2.66
01-55-4330	EVENT EXPENSES NIEGBORS FEST	25,000.00	16,963.68	72.06	8,036.32	67.85
01-55-4331	EVENT EXPENSES XMAS TREE EVENT	7,500.00	0.00	0.00	7,500.00	0.00
Total Dept 55 - COMMUNITY DEVELOPMENT AND EVENTS		329,470.00	121,293.94	29,483.31	208,176.06	36.81
Department: 57 VILLAGE CLERK						
01-57-4000	SALARIES	23,100.00	11,058.29	2,709.90	12,041.71	47.87
01-57-4100	SOCIAL SECURITY - EMPLOYER	1,340.00	601.69	146.18	738.31	44.90
01-57-4101	MEDICARE - EMPLOYER	320.00	140.71	34.19	179.29	43.97
01-57-4102	WORKERS COMPENSATION INSURANCE	1,480.00	0.00	0.00	1,480.00	0.00
01-57-4103	UNEMPLOYMENT COMPENSATION	50.00	12.21	0.00	37.79	24.42
01-57-4104	IMRF EMPLOYER	810.00	450.38	104.44	359.62	55.60
01-57-4105	LIFE INSURANCE - EMPLOYER	50.00	23.58	7.99	26.42	47.16
01-57-4106	HEALTH INSURANCE	6,300.00	6,111.69	1,548.93	188.31	97.01
01-57-4202	TELEPHONE & INTERNET SERVICES	500.00	98.77	39.38	401.23	19.75
01-57-4203	WEB SITE MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
01-57-4205	TRAVEL/MEALS/LODGING	4,500.00	174.84	174.84	4,325.16	3.89
01-57-4207	TRAINING	2,500.00	160.00	0.00	2,340.00	6.40
01-57-4209	PUBLICATION COST	400.00	0.00	0.00	400.00	0.00
01-57-4213	LEGAL	10,000.00	2,192.25	869.50	7,807.75	21.92
01-57-4214	OFFICE SYSTEM SUPPORT	500.00	0.00	0.00	500.00	0.00
01-57-4217	PROFESSIONAL DUES	700.00	0.00	0.00	700.00	0.00
01-57-4218	CODIFICATION	5,000.00	0.00	0.00	5,000.00	0.00
01-57-4251	SOLICITOR PERMIT EXPENSES	0.00	164.00	164.00	(164.00)	100.00
01-57-4500	MISCELLANEOUS EXPENSE	150.00	0.00	0.00	150.00	0.00
Total Dept 57 - VILLAGE CLERK		62,700.00	21,188.41	5,799.35	41,511.59	33.79
Department: 99 FIXED ASSETS						
01-99-6050	TRANSFER TO GOV FUNDS CIP FUND	523,300.00	0.00	0.00	523,300.00	0.00
Total Dept 99 - FIXED ASSETS		523,300.00	0.00	0.00	523,300.00	0.00
Expenditures		2,711,872.00	615,990.19	186,000.56	2,095,881.81	22.71
Fund 01 - GENERAL FUND:						
TOTAL REVENUES		2,713,532.00	923,102.12	213,728.41	1,790,429.88	34.02
TOTAL EXPENDITURES		2,711,872.00	615,990.19	186,000.56	2,095,881.81	22.71

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF POPLAR GROVE

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GL Number	Description	26-27	YTD Balance	Activity For	Available	% Bdgt Used
		Amended Budget	Normal (Abnormal)	07/31/2026 Increase (Decrease)	Balance 07/31/2026 Normal (Abnormal)	
Fund: 01 GENERAL FUND						
NET OF REVENUES & EXPENDITURES:		1,660.00	307,111.93	27,727.85	(305,451.93)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF POPLAR GROVE

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 20 MOTOR FUEL FUND						
Account Category: Revenues						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
20-00-3120	MOTOR FUEL TAX	234,000.00	56,216.13	18,331.48	177,783.87	24.02
20-00-3900	MFT INTEREST	7,350.00	1,054.69	169.81	6,295.31	14.35
Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS		241,350.00	57,270.82	18,501.29	184,079.18	23.73
Revenues		241,350.00	57,270.82	18,501.29	184,079.18	23.73
Account Category: Expenditures						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
20-00-4212	ENGINEERING	35,000.00	8,197.04	0.00	26,802.96	23.42
20-00-4232	MFT ENGINEERING SERVICES	0.00	361.00	0.00	(361.00)	100.00
20-00-4409	ROAD CONSTRUCTION	206,350.00	0.00	0.00	206,350.00	0.00
Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS		241,350.00	8,558.04	0.00	232,791.96	3.55
Expenditures		241,350.00	8,558.04	0.00	232,791.96	3.55
Fund 20 - MOTOR FUEL FUND:						
TOTAL REVENUES		241,350.00	57,270.82	18,501.29	184,079.18	23.73
TOTAL EXPENDITURES		241,350.00	8,558.04	0.00	232,791.96	3.55
NET OF REVENUES & EXPENDITURES:		0.00	48,712.78	18,501.29	(48,712.78)	

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 31 WATER & SEWER FUND						
Account Category: Revenues						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
31-00-3010	PROPERTY TAXES - CORPORATE	41,000.00	20,494.37	0.00	20,505.63	49.99
31-00-3600	WATER & SEWER SALES	2,090,095.00	528,234.03	172,431.63	1,561,860.97	25.27
31-00-3601	WATER / SEWER PENALTIES	27,300.00	8,412.63	3,317.53	18,887.37	30.82
31-00-3602	WATER & SEWER CONNECTION FEES	40,000.00	42,000.00	10,000.00	(2,000.00)	105.00
31-00-3603	BULK WATER SALES	1,000.00	345.76	237.78	654.24	34.58
31-00-3604	METER & MXU SALES	15,750.00	7,582.00	1,678.00	8,168.00	48.14
31-00-3605	TURN ON/OFF WATER FEES	15,000.00	3,435.00	1,190.00	11,565.00	22.90
31-00-3800	MISCELLANEOUS INCOME	1,000.00	0.00	0.00	1,000.00	0.00
31-00-3900	INTEREST	32,150.00	4,407.17	686.27	27,742.83	13.71
Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS		2,263,295.00	614,910.96	189,541.21	1,648,384.04	27.17
Revenues		2,263,295.00	614,910.96	189,541.21	1,648,384.04	27.17
Account Category: Expenditures						
Department: 50 ADMIN						
31-50-4202	TELEPHONE & INTERNET SERVICES	10,700.00	2,420.19	760.74	8,279.81	22.62
31-50-4235	BOND AGENT FEES	1,000.00	0.00	0.00	1,000.00	0.00
31-50-4300	OFFICE SUPPLIES	900.00	0.00	(69.01)	900.00	0.00
31-50-4803	BOND PRINCIPAL - SERIES 2012B	150,000.00	0.00	0.00	150,000.00	0.00
31-50-4804	BOND PRINCIPAL - SERIES 2015	435,000.00	0.00	0.00	435,000.00	0.00
31-50-4814	INTEREST - SERIES 2012B	12,600.00	0.00	0.00	12,600.00	0.00
31-50-4815	INTEREST - SERIES 2015	20,389.00	0.00	0.00	20,389.00	0.00
Total Dept 50 - ADMIN		630,589.00	2,420.19	691.73	628,168.81	0.38
Department: 68 WATER TOWERS						
31-68-4202	TELEPHONE & INTERNET SERVICES	6,000.00	1,865.01	521.95	4,134.99	31.08
31-68-4204	UTILITIES	50,000.00	10,722.03	2,606.94	39,277.97	21.44
31-68-4212	ENGINEERING	8,000.00	0.00	0.00	8,000.00	0.00
31-68-4227	BLDG & EQUIPMENT MAINT & REPAIRS	10,000.00	1,104.62	0.00	8,895.38	11.05
31-68-4236	WATER & SEWER CONTRACT LABOR	60,000.00	15,969.88	5,962.96	44,030.12	26.62
31-68-4302	OPERATIONAL SUPPLIES	0.00	1,164.87	0.00	(1,164.87)	100.00
31-68-4305	UTILITY SYSTEM CHEMICALS	24,000.00	2,944.37	0.00	21,055.63	12.27
31-68-4310	IEPA REQUIRED TESTING	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 68 - WATER TOWERS		165,000.00	33,770.78	9,091.85	131,229.22	20.47
Department: 70 WATER						
31-70-4000	SALARIES	60,000.00	18,042.47	4,715.81	41,957.53	30.07
31-70-4010	SALARIES - OVERTIME	1,000.00	60.31	0.00	939.69	6.03
31-70-4100	SOCIAL SECURITY - EMPLOYER	3,430.00	1,047.52	270.35	2,382.48	30.54
31-70-4101	MEDICARE - EMPLOYER	810.00	245.05	63.24	564.95	30.25
31-70-4102	WORKERS COMPENSATION INSURANCE	3,785.00	0.00	0.00	3,785.00	0.00
31-70-4103	UNEMPLOYMENT COMPENSATION	120.00	7.96	0.00	112.04	6.63
31-70-4104	IMRF EMPLOYER	2,070.00	899.48	232.24	1,170.52	43.45
31-70-4105	LIFE INSURANCE - EMPLOYER	120.00	52.68	17.68	67.32	43.90
31-70-4106	HEALTH INSURANCE	16,500.00	6,048.14	1,700.20	10,451.86	36.66
31-70-4204	UTILITIES	20,000.00	0.00	0.00	20,000.00	0.00
31-70-4208	POSTAGE	7,750.00	1,500.00	500.00	6,250.00	19.35
31-70-4212	ENGINEERING	10,000.00	193.50	0.00	9,806.50	1.94
31-70-4213	LEGAL	4,000.00	2,707.97	0.00	1,292.03	67.70

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgdt Used
Fund: 31 WATER & SEWER FUND						
Account Category: Expenditures						
Department: 70 WATER						
31-70-4227	BLDG & EQUIPMENT MAINT & REPAIRS	10,000.00	0.00	0.00	10,000.00	0.00
31-70-4301	MAINTENANCE SUPPLIES	0.00	398.91	0.00	(398.91)	100.00
31-70-4302	OPERATIONAL SUPPLIES	17,500.00	3,457.62	176.24	14,042.38	19.76
31-70-4305	UTILITY SYSTEM CHEMICALS	6,000.00	0.00	0.00	6,000.00	0.00
31-70-4306	METER & MXU PURCHASES	20,000.00	4,037.45	4,037.45	15,962.55	20.19
31-70-4313	WATER SERVICES MAINT & REPAIRS	20,000.00	0.00	0.00	20,000.00	0.00
31-70-4930	CAPITAL OUTLAY	170,000.00	0.00	0.00	170,000.00	0.00
Total Dept 70 - WATER		373,085.00	38,699.06	11,713.21	334,385.94	10.37
Department: 75 SEWER						
31-75-4000	SALARIES	60,000.00	17,790.36	4,618.93	42,209.64	29.65
31-75-4010	SALARIES - OVERTIME	1,000.00	60.31	0.00	939.69	6.03
31-75-4100	SOCIAL SECURITY - EMPLOYER	3,430.00	1,031.84	264.45	2,398.16	30.08
31-75-4101	MEDICARE - EMPLOYER	810.00	241.30	61.87	568.70	29.79
31-75-4102	WORKERS COMPENSATION INSURANCE	3,785.00	0.00	0.00	3,785.00	0.00
31-75-4103	UNEMPLOYMENT COMPENSATION	120.00	8.11	0.00	111.89	6.76
31-75-4104	IMRF EMPLOYER	2,070.00	885.87	227.11	1,184.13	42.80
31-75-4105	LIFE INSURANCE - EMPLOYER	120.00	51.80	16.77	68.20	43.17
31-75-4106	HEALTH INSURANCE	16,500.00	6,050.10	1,692.08	10,449.90	36.67
31-75-4204	UTILITIES	21,000.00	5,752.19	1,848.65	15,247.81	27.39
31-75-4208	POSTAGE	7,750.00	1,500.00	500.00	6,250.00	19.35
31-75-4212	ENGINEERING	8,000.00	408.50	0.00	7,591.50	5.11
31-75-4213	LEGAL	4,000.00	0.00	0.00	4,000.00	0.00
31-75-4214	OFFICE SYSTEM SUPPORT	5,000.00	0.00	0.00	5,000.00	0.00
31-75-4227	BLDG & EQUIPMENT MAINT & REPAIRS	0.00	5,108.10	2,631.60	(5,108.10)	100.00
31-75-4236	WATER & SEWER CONTRACT LABOR	36,000.00	8,735.31	2,911.77	27,264.69	24.26
31-75-4238	SEWER SERVICES MAINT & REPAIRS	15,000.00	0.00	0.00	15,000.00	0.00
31-75-4240	PROFESSIONAL SERVICES	2,000.00	4,475.00	3,475.00	(2,475.00)	223.75
31-75-4301	MAINTENANCE SUPPLIES	0.00	165.00	0.00	(165.00)	100.00
31-75-4302	OPERATIONAL SUPPLIES	17,500.00	896.90	395.20	16,603.10	5.13
31-75-4312	GENERATOR MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
31-75-4411	EQUIPMENT	0.00	448.28	0.00	(448.28)	100.00
31-75-4930	CAPITAL OUTLAY	459,000.00	6,559.28	0.00	452,440.72	1.43
Total Dept 75 - SEWER		668,085.00	60,168.25	18,643.43	607,916.75	9.01
Department: 77 NORTH PLANT						
31-77-4202	TELEPHONE & INTERNET SERVICES	0.00	234.27	0.00	(234.27)	100.00
31-77-4204	UTILITIES	0.00	11,940.53	4,601.30	(11,940.53)	100.00
31-77-4212	ENGINEERING	8,000.00	0.00	0.00	8,000.00	0.00
31-77-4213	LEGAL	0.00	738.13	738.13	(738.13)	100.00
31-77-4227	BLDG & EQUIPMENT MAINT & REPAIRS	15,000.00	11,212.44	5,656.44	3,787.56	74.75
31-77-4236	WATER & SEWER CONTRACT LABOR	75,000.00	18,056.65	6,141.55	56,943.35	24.08
31-77-4240	PROFESSIONAL SERVICES	0.00	650.00	0.00	(650.00)	100.00
31-77-4302	OPERATIONAL SUPPLIES	6,000.00	4,346.40	3,130.21	1,653.60	72.44
31-77-4305	UTILITY SYSTEM CHEMICALS	2,500.00	0.00	0.00	2,500.00	0.00
31-77-4312	GENERATOR MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 77 - NORTH PLANT		109,500.00	47,178.42	20,267.63	62,321.58	43.09
Department: 79 SOUTH PLANT						
31-79-4202	TELEPHONE & INTERNET SERVICES	1,500.00	507.84	144.42	992.16	33.86

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 31 WATER & SEWER FUND						
Account Category: Expenditures						
Department: 79 SOUTH PLANT						
31-79-4204	UTILITIES	164,000.00	27,999.45	10,886.86	136,000.55	17.07
31-79-4212	ENGINEERING	8,000.00	3,203.50	0.00	4,796.50	40.04
31-79-4213	LEGAL	0.00	3,133.07	738.12	(3,133.07)	100.00
31-79-4227	BLDG & EQUIPMENT MAINT & REPAIRS	15,000.00	13,721.35	11,307.38	1,278.65	91.48
31-79-4236	WATER &SEWER CONTRACT LABOR	75,000.00	17,980.65	5,999.55	57,019.35	23.97
31-79-4240	PROFESSIONAL SERVICES	0.00	693.75	0.00	(693.75)	100.00
31-79-4302	OPERATIONAL SUPPLIES	5,000.00	4,081.54	780.49	918.46	81.63
31-79-4305	UTILITY SYSTEM CHEMICALS	40,000.00	13,449.14	4,629.79	26,550.86	33.62
31-79-4307	NPDS PERMIT	0.00	15,000.00	0.00	(15,000.00)	100.00
31-79-4311	LAND APPLICATION	2,500.00	0.00	0.00	2,500.00	0.00
31-79-4312	GENERATOR MAINTENANCE	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 79 - SOUTH PLANT		315,000.00	99,770.29	34,486.61	215,229.71	31.67
Expenditures		2,261,259.00	282,006.99	94,894.46	1,979,252.01	12.47
Fund 31 - WATER & SEWER FUND:						
TOTAL REVENUES		2,263,295.00	614,910.96	189,541.21	1,648,384.04	27.17
TOTAL EXPENDITURES		2,261,259.00	282,006.99	94,894.46	1,979,252.01	12.47
NET OF REVENUES & EXPENDITURES:		2,036.00	332,903.97	94,646.75	(330,867.97)	

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GL Number	Description	26-27	YTD Balance	Activity For	Available	% Bdgt Used
		Amended Budget	07/31/2026 (Abnormal)	07/31/2026 Increase (Decrease)	Balance 07/31/2026 Normal (Abnormal)	
Fund: 32 DEBT SERVICE FUND						
Account Category: Revenues						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
32-00-3900	INTEREST	0.00	(266.20)	39.72	266.20	100.00
	Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS	0.00	(266.20)	39.72	266.20	100.00
	Revenues	0.00	(266.20)	39.72	266.20	100.00
Fund 32 - DEBT SERVICE FUND:						
	TOTAL REVENUES	0.00	(266.20)	39.72	266.20	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	(266.20)	39.72	266.20	

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GL Number	Description	26-27 Amended Budget	YTD Balance 07/31/2026 Normal (Abnormal)	Activity For 07/31/2026 Increase (Decrease)	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 90 GOV FUNDS CAPITAL PROJECTS FUND						
Account Category: Revenues						
Department: 00 GF ASSEST LIABILITIES ACCOUNTS						
90-00-3900	INTEREST	24,000.00	2,423.55	0.00	21,576.45	10.10
90-00-5010	TRANSFERS IN - FROM GENERAL FUND	523,300.00	0.00	0.00	523,300.00	0.00
Total Dept 00 - GF ASSEST LIABILITIES ACCOUNTS		547,300.00	2,423.55	0.00	544,876.45	0.44
Revenues		547,300.00	2,423.55	0.00	544,876.45	0.44
Account Category: Expenditures						
Department: 50 ADMIN						
90-50-4412	CIP GENERAL ADMINISTRATION	99,800.00	56,749.33	11,087.53	43,050.67	56.86
90-50-4420	CIP ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 50 - ADMIN		114,800.00	56,749.33	11,087.53	58,050.67	49.43
Department: 52 PARKS						
90-52-4442	CIP PARKS IMPROVEMENTS	125,000.00	19,613.48	320.90	105,386.52	15.69
Total Dept 52 - PARKS		125,000.00	19,613.48	320.90	105,386.52	15.69
Department: 53 STREETS						
90-53-4460	CIP STREETS ADMINISTRATION	25,000.00	0.00	0.00	25,000.00	0.00
90-53-4461	CIP STREETS EQUIPMENT	157,000.00	47,542.63	0.00	109,457.37	30.28
90-53-4462	CIP STREETS MAINTENANCE	76,500.00	0.00	0.00	76,500.00	0.00
90-53-4463	CIP STREETS STORM SEWER	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 53 - STREETS		283,500.00	47,542.63	0.00	235,957.37	16.77
Expenditures		523,300.00	123,905.44	11,408.43	399,394.56	23.68
Fund 90 - GOV FUNDS CAPITAL PROJECTS FUND:						
TOTAL REVENUES		547,300.00	2,423.55	0.00	544,876.45	0.44
TOTAL EXPENDITURES		523,300.00	123,905.44	11,408.43	399,394.56	23.68
NET OF REVENUES & EXPENDITURES:		24,000.00	(121,481.89)	(11,408.43)	145,481.89	
Report Totals:						
TOTAL REVENUES - ALL FUNDS		5,765,477.00	1,597,441.25	421,810.63	4,168,035.75	27.71
TOTAL EXPENDITURES - ALL FUNDS		5,737,781.00	1,030,460.66	292,303.45	4,707,320.34	17.96
NET OF REVENUES & EXPENDITURES:		27,696.00	566,980.59	129,507.18	(539,284.59)	



2323 Fourth Street
PO Box 483
Peru, Illinois 61354
815-224-1650
800-659-4659
Fax 815-224-1688
www.testinc.com

August 14, 2026

Client: Village of Poplar Grove
Attn: Kristi Richardson, Village President
200 Hill Street
P.O. Box 01
Poplar Grove, IL 61065

Plant Type: Wastewater Treatment Plants: North: Class II Sequential batch reactors (SBR).
South: Class I Sequential batch reactors (SBR).
Water Treatment Plants: Well Supply with Chemical Addition in all 3 locations

For the water system you will find attached the daily inspection and monitoring reports for each of the water plants and the distribution system testing record. For the wastewater side we have included the monthly DMR for both wastewater plants.

Outlined below are the processes and actions taken during July 2026 in Poplar Grove to improve the facilities equipment beyond required and routine maintenance, testing, inspection and reporting. At times we will also list upcoming needed improvements that may need attention by the Village.

We hired a new employee, so we've returned to full staff. He's been working out well and has taken a liking to the job. He previously worked in a lab, so he's familiar with a lot of the industry. He has been picking up on mechanical things quickly as well.

Lift Stations:

- Performed daily checks and maintenance.
- Reinstalled a rebuilt pump at Woodstock Road lift station.
- Spare pump was rebuilt and brought back for collection point.
- Had Woodstock Road grease cleaned and pumped out.
- We had a new generator transfer switch installed at Countryside lift station.
- Replaced a bad float at Ray Street Lift station.

North WWTP:

- All standard monthly checks/Maintenance/cleaning and producers were completed.
- We decanted digesters.
- Tested all emergency wash stations.
- Cleaned out all the building and clear of cobwebs.
- Calibrated all lab equipment.

- Cleaned plant.
- Performed process control sampling.
- We received the new and repaired blowers.
- We pulled the spray nozzles out of the fine screen and cleaned them.
- We exercised all manual valves.
- We were ready for Kurt to come up and start doing some final check with Scada, but Ion had some emergency time off when that was scheduled. We plan to reschedule it when he is 100% back at work.
- Ran generator underloads for an hour to ensure it will work when needed.

South WWTP:

- Decanted digesters.
- Removed spray nozzle from screen and cleaned them, also ran some ice through the screen to clean out and stuck debris.
- All standard monthly checks, maintenance/cleaning and producers were completed.
- Tested all emergency wash stations.
- Test ran portable generator.
- Installed new sampler tubing.
- Sludge moved to drying beds.
- Put a temp fix on a blower line on floating mixer, new hose is order we need to raise the tank level to install.
- Flushed air system of all moisture.
- Changed oil in air compressor.
- Checked and tested 2nd air supply system for decanter values.
- Installed new chains on one sand filter after the chain broke.
- We have started draining a sand filter that has some sludge build up.

Water System:

- Cleaned well houses.
- All daily checks have been completed.
- Monthly and quarterly sampling completed.
- Tested all emergency wash stations.
- Changed injector at well 5/6.
- Changed chemical line at well 5/6.
- Changed and rebuilt Chemical pump at well 5/6.
- Test ran portable generator under load.

All operations and plant inspections have been performed by me or under my direct supervision. As always, if you have any questions concerning the above, please do not hesitate to contact me.

Submitted by,
Total Environmental Service Technologies, Inc.



Ion Stear
Certified Operator/Manager

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Permit #:	IL0023451	Permittee:	POPLAR GROVE, VILLAGE OF						Facility:	POPLAR GROVE - NORTH WWTP, VILLAGE OF									
Major:	No	Permittee Address:	200 NORTH HILL STREET POPLAR GROVE, IL 61085						Facility Location:	205 EDSON RD POPLAR GROVE, IL 61085									
Permitted Feature:	001 External Outfall	Discharge:	001-0 STP OUTFALL																
Report Dates & Status																			
Monitoring Period:	From 06/01/26 to 06/30/26						DMR Due Date:	07/25/26						Status:	NetDMR Validated				
Considerations for Form Completion																			
BOW ID: W0070150007; DMF LOAD LIMITS DISPLAYED.MONITORING LOCATION "1" IS FORMONTHLY AVERAGE AND DAILY MAXIMUM.MONITORING LOCATION "8" IS FORWEEKLY AVERAGE.																			
Principal Executive Officer																			
First Name:	Ion						Title:	Certified Operator						Telephone:	815-224-1650				
Last Name:	Stear																		
No Data Indicator (NODI)																			
Form NODI:	-																		
Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	-	Sample					=	7.92	=	7.7			19 - mg/L		02/DA - 2 Days Every Week	GR - Grab
					Permit Req.				>=	6.25 MN WK AV	>=	5.0 DAILY MN			19 - mg/L	0	02/DA - 2 Days Every Week	GR - Grab	
					Value NODI														
00400	pH	1 - Effluent Gross	0	-	Sample					=	7.37	=	7.59			12 - SU		02/DA - 2 Days Every Week	GR - Grab
					Permit Req.				>=	6.0 MINIMUM	<=	9.0 MAXIMUM			12 - SU	0	02/DA - 2 Days Every Week	GR - Grab	
					Value NODI														
00530	Solids, total suspended	1 - Effluent Gross	0	-	Sample	<	2.991	=	5.438	26 - lb/d		<	1.1	=	2.0	19 - mg/L		02/DA - 2 Days Every Week	CP - Composite
					Permit Req.	<=	125.0 MO AVG	<=	250.0 DAILY MX	26 - lb/d		<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - Composite
					Value NODI														
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	-	Sample	<	0.272	<	0.272	26 - lb/d		<	0.1	<	0.1	19 - mg/L		02/DA - 2 Days Every Week	CP - Composite
					Permit Req.	<=	16.0 MO AVG	<=	31.0 DAILY MX	26 - lb/d		<=	1.5 MO AVG	<=	3.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - Composite
					Value NODI														
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	Sample	=	0.326	=	0.482	03 - MGD								99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD							0	99/99 - Continuous	
					Value NODI														
50060	Chlorine, total residual	1 - Effluent Gross	0	-	Sample									<=	0.05 DAILY MX	19 - mg/L		01/30 - Monthly	GR - Grab
					Permit Req.														
					Value NODI													9 - Conditional Monitoring - Not Required This Period	
					Sample									=	10.0	13 - #/100mL		01/30 - Monthly	GR - Grab
					Permit											13 -			

74055	Coliform, fecal general	Gross	0	—	Req. Value NDI											Req Mon DAILY MX		#/100mL	0	01/30 - Monthly	GR - Grab
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	—	Sample	<	24.47	=	54.377	26 - lb/d		<	9.0	=	20.0		19 - mg/L		02/DA - 2 Days Every Week	CP - Composite	
					Permit Req. Value NDI	<=	104.0 MO AVG	<=	209.0 DAILY MX	26 - lb/d		<=	10.0 MO AVG	<=	20.0 DAILY MX		19 - mg/L	0	02/DA - 2 Days Every Week	CP - Composite	

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	KJOERGER
Name:	Katie Joerger
E-Mail:	kjoerger@testlinc.com
Date/Time:	2026-07-23 13.41 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testlinc.com
Date/Time:	2026-07-23 13:59 (Time Zone: -05:00)

DMR Copy of Record

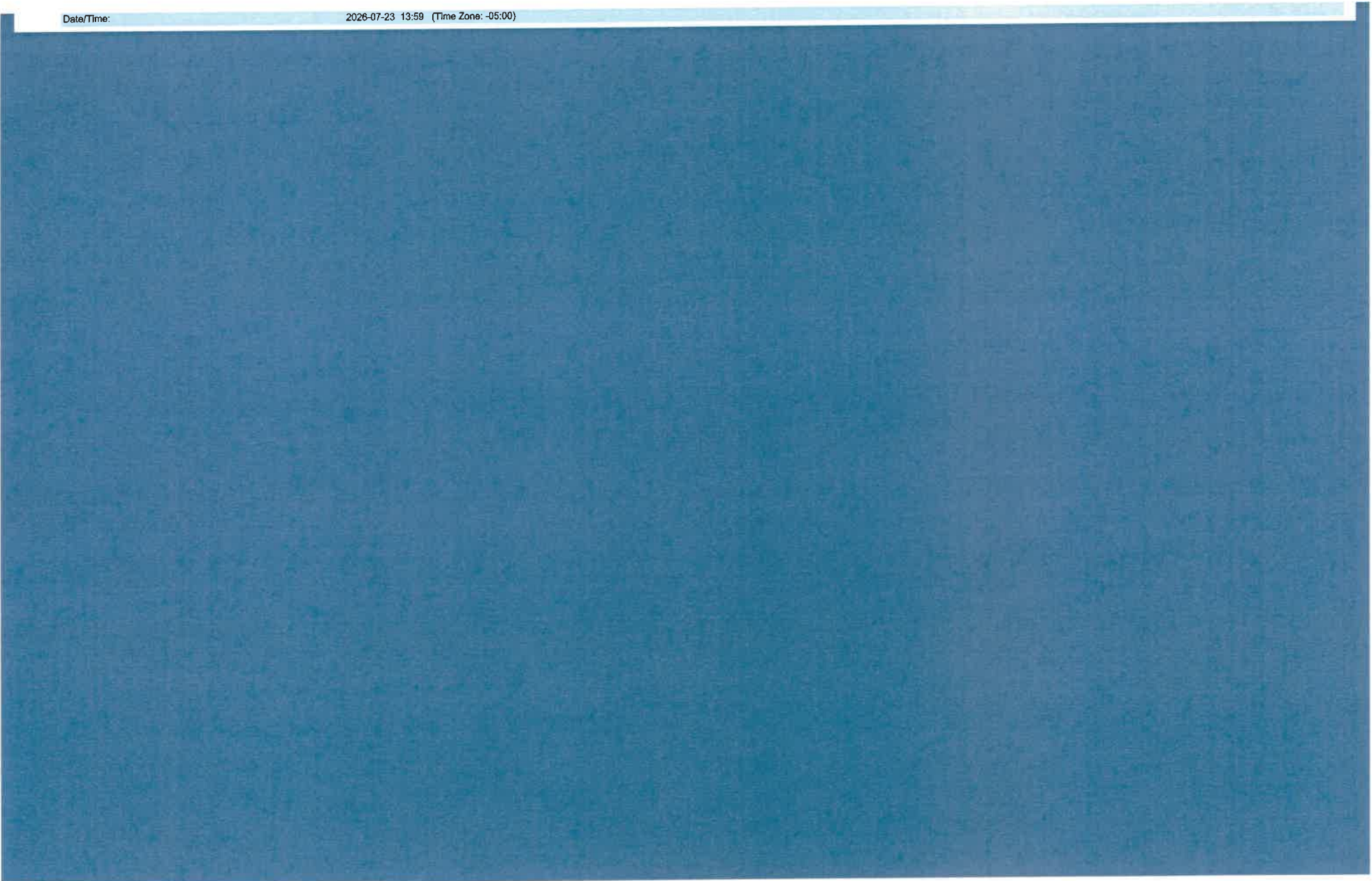
Form Approved OMB No. 2040-0004 expires on 07/31/2026

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Permit		Permittee:		Facility:													
Permit #:	IL0023451	POPLAR GROVE, VILLAGE OF		POPLAR GROVE - NORTH WWTP, VILLAGE OF													
Major:	No	Permittee Address:		Facility Location:													
		200 NORTH HILL STREET POPLAR GROVE, IL 61065		205 EDSON RD POPLAR GROVE, IL 61065													
Permitted Feature:		Discharge:															
INF Influent Structure		INF-L INFLUENT MONITORING															
Report Dates & Status																	
Monitoring Period:		DMR Due Date:		Status:													
From 06/01/26 to 06/30/26		07/25/26		NetDMR Validated													
Considerations for Form Completion																	
BOW ID: W0070150007																	
Principal Executive Officer:																	
First Name:		Title:		Telephone:													
Jon		Certified Operator		815-224-1650													
Last Name:		Stear															
No Data Indicator (NODI)																	
Form NODI: -																	
Code	Parameter Name	Monitoring Location	Season	Param. NODI	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	-	Sample										0	02/DA - 2 Days Every Week	CP - Composite
					Permit Req.										0	02/DA - 2 Days Every Week	CP - Composite
					Value NODI												
00530	Solids, total suspended	G - Raw Sewage Influent	0	-	Sample										0	02/DA - 2 Days Every Week	CP - Composite
					Permit Req.										0	02/DA - 2 Days Every Week	CP - Composite
					Value NODI												
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	-	Sample	=	0.077	=	0.175	03 - MGD					0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD					0	99/99 - Continuous	
					Value NODI												
Submission Note																	
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.																	
Edit Check Errors																	
No errors.																	
Comments																	
Attachments																	
No attachments.																	
Report Last Saved By																	
POPLAR GROVE, VILLAGE OF																	
User:		KJOERGER															
Name:		Katie Joerger															
E-Mail:		kjoerger@testinc.com															
Date/Time:		2026-07-23 13:41 (Time Zone: -05:00)															
Report Last Signed By																	
User:		IONSTEAR															
Name:		Ion Stear															
E-Mail:		istear@testinc.com															

Date/Time: 2026-07-23 13:59 (Time Zone: -05:00)



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Permit #:	IL0071447	Permittee:	POPLAR GROVE, VILLAGE OF						Facility:	POPLAR GROVE SOUTH STP, VILLAGE OF													
Major:	Yes	Permittee Address:	200 HILL STREET, P.O. BOX 1 POPLAR GROVE, IL 61065						Facility Location:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065													
Permitted Feature:	001 External Outfall	Discharge:	001-0 STP OUTFALL																				
Report Dates & Status																							
Monitoring Period:	From 06/01/26 to 06/30/26						DMR Due Date:	07/25/26						Status:	NetDMR Validated								
Considerations for Form Completion																							
BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.																							
Principal Executive Officer																							
First Name:	Jon						Title:	Certified Operator						Telephone:	815-224-1650								
Last Name:	Stear																						
No Data Indicator (NODI)																							
Form NODI:	-																						
Code	Parameter Name	Monitoring Location	Season #	Permit NODI	Sample Permit Req. Value NODI	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Quantity or Concentration	Qualifier 1	Value 1	Qualifier 2	Value 2	Units	# of Ex.	Frequency of Analysis	Sample Type
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	<	7.21	=	7.21	MN WK AV	>=	6.25 MN WK AV	>=	5.0 DAILY MN	19 - mg/L	0	03/DW - 3 Days Every Week	GR - Grab					
00400	pH	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	>=	6.0 MINIMUM	<=	9.0 MAXIMUM	12 - SU	0	03/DW - 3 Days Every Week	GR - Grab										
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	<	3.125	=	8.423	26 - lb/d	<	1.857	=	5.0	19 - mg/L	0	03/DW - 3 Days Every Week	CP - Composite					
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	<=	250.0 MO AVG	<=	500.0 DAILY MX	26 - lb/d	<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - Composite					
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	1	--	Sample Permit Req. Value NODI	<	0.168	<	0.168	26 - lb/d	<	0.1	<	0.1	19 - mg/L	0	03/DW - 3 Days Every Week	CP - Composite					
00610	Nitrogen, ammonia total [as N]	8 - Other Treatment, Process Complete	1	--	Sample Permit Req. Value NODI	<=	31.0 MO AVG	<=	113.0 DAILY MX	26 - lb/d	<=	1.5 MO AVG	<=	5.4 DAILY MX	19 - mg/L	0	03/DW - 3 Days Every Week	CP - Composite					
00655	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample Permit Req. Value NODI	=	0.391	<	0.168	26 - lb/d	=	0.232	<	0.1	19 - mg/L	0	03/DW - 3 Days Every Week	CP - Composite					

[illegible]

Submission Note

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User:	KJOERGER
Name:	Katie Joerger
E-Mail:	kjoerger@testinc.com
Date/Time:	2026-07-23 13:43 (Time Zone: -05:00)

Report Last Signed By

User:	IONSTEAR
Name:	Ion Stear
E-Mail:	istear@testinc.com
Date/Time:	2026-07-23 13:59 (Time Zone: -05:00)

DMR Copy of Record

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Permit #: IL0071447		Permittee: POPLAR GROVE, VILLAGE OF		Facility: POPLAR GROVE SOUTH STP, VILLAGE OF										
Major: Yes		Permittee Address: 200 HILL STREET, P.O. BOX 1 POPLAR GROVE, IL 61065		Facility Location: 12211 STATE ROUTE 76 POPLAR GROVE, IL 61065										
Permitted Feature: INF Influent Structure		Discharge: INF-L INFLUENT MONITORING												
Report Dates & Status														
Monitoring Period: From 06/01/26 to 06/30/26		DMR Due Date: 07/25/26		Status: NetDMR Validated										
Considerations for Form Completion														
BOW ID: W0070150006														
Principal Executive Officer														
First Name: Ion		Title: Certified Operator		Telephone: 815-224-1650										
Last Name: Stear														
No Data Indicator (NODi):														
Form NODi: --														
Code	Parameter Name	Monitoring Location	Season #	Param. NODi	Quantity or Loading	Quality or Concentration	# of Ex.	Frequency of Analysis	Sample Type					
					Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units			
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample									
					Permit Req									
					Value NODi									
								=	74.357		19 - mg/L	03/DW - 3 Days Every Week	CP - Composite	
									Req Mon MO AVG		19 - mg/L	03/DW - 3 Days Every Week	CP - Composite	
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample									
					Permit Req									
					Value NODi									
								=	51.857		19 - mg/L	03/DW - 3 Days Every Week	CP - Composite	
									Req Mon MO AVG		19 - mg/L	03/DW - 3 Days Every Week	CP - Composite	
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	0.251	=	0.46		03 - MGD	99/99 - Continuous		
					Permit Req									
					Value NODi				Req Mon MO AVG			99/99 - Continuous		
									Req Mon DAILY MX		03 - MGD			

Submission Note

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Edit Check Errors

No errors.

Comments

Attachments

No attachments.

Report Last Saved By

POPLAR GROVE, VILLAGE OF

User: KJOERGER

Name: Katie Joerger

E-Mail: kjoerger@testinc.com

Date/Time: 2026-07-23 13:43 (Time Zone: -05:00)

Report Last Signed By

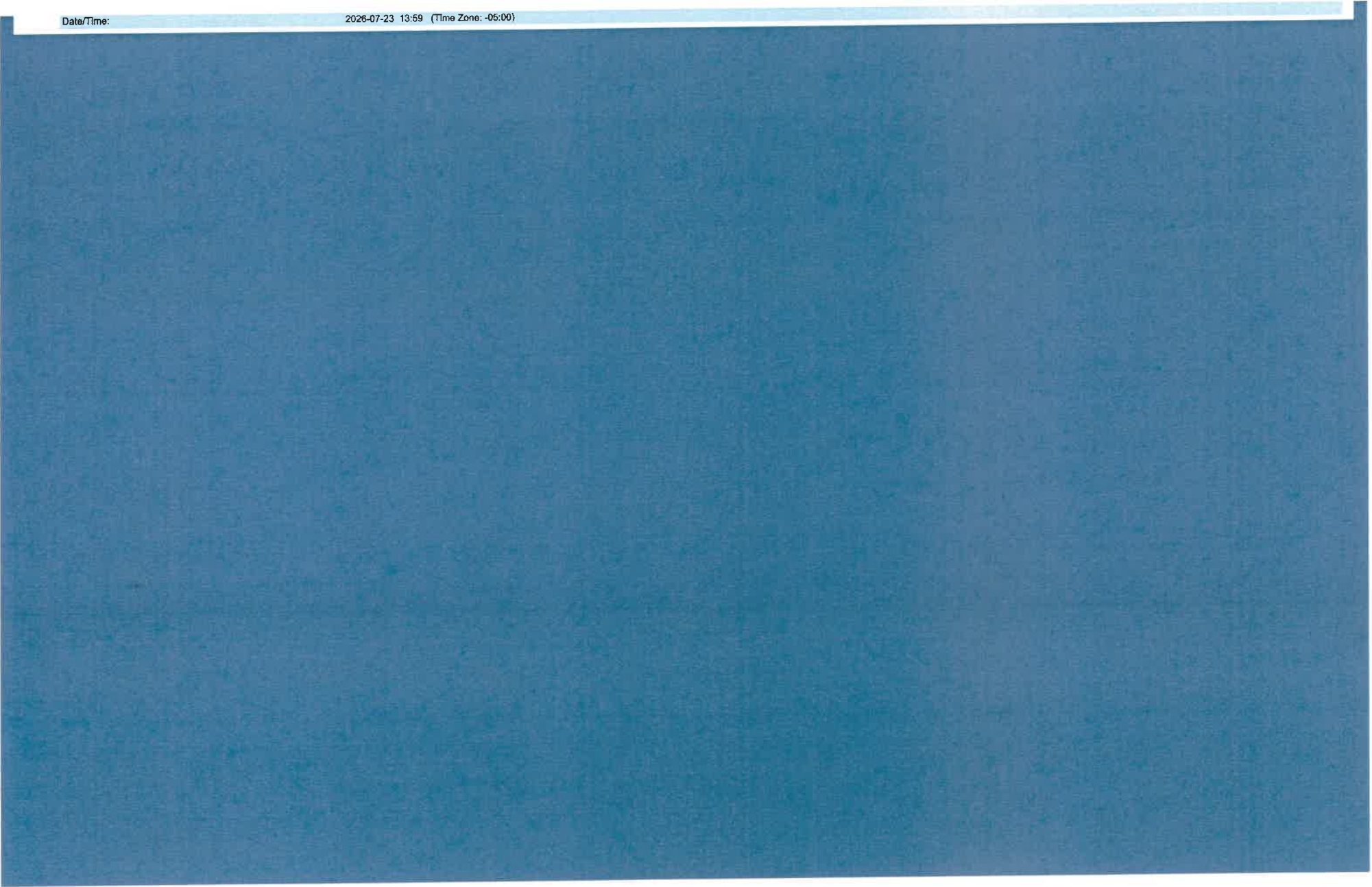
User: IONSTEAR

Name: Ion Stear

E-Mail: istear@testinc.com

Date/Time:

2026-07-23 13:59 (Time Zone: -05:00)



VILLAGE OF POPLAR GROVE - NORTH
 FOR THE MONTH OF JUNE 2026
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

IL0070150
 MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 2		Hour Meter Well 3		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-May	09:50	541105		10066.1		38320.70		102.00		2.59	74		0.97	30.00		As
1-Jun	09:45	541299	169	10066.1	0	38330.90	9.20	94.00	4.0	2.81	70	6.00	0.83	30.00	1.0	As
2-Jun	10:15	541468	183	10066.1	0	38340.10	9.80	90.00	3.0	2.94	64	6.00	0.92	29.00	0.0	As
3-Jun	09:00	541651	184	10066.1	0	38349.90	9.80	87.00	3.0	1.75	58	4.00	0.76	29.00	1.0	As
4-Jun	09:15	541835	154	10066.1	0	38359.70	8.20	84.00	3.0	2.28	54	4.00	0.63	28.00	0.0	As
5-Jun	09:15	541989	130	10066.1	0	38367.90	7.00	81.00	2.0	1.95	50	6.00	0.77	28.00	0.5	As
6-Jun	09:20	542119	87	10066.1	0	38374.90	8.90	79.00	4.0	2.07	44	4.00	0.82	27.50	0.5	As
7-Jun	12:51	542206	208	10066.1	0	38383.80	6.80	75.00	1.0	1.95	40	4.00	1.10	27.00	0.5	BH
8-Jun	09:15	542414	101	10066.1	0	38390.60	5.50	74.00	2.0	2.07	36	4.00	0.78	26.50	0.5	As
9-Jun	08:15	542515	141	10066.1	0.3	38396.10	7.50	72.00	3.0	1.95	32	2.00	0.92	26.00	0.0	As
10-Jun	08:45	542656	109	10066.4	0	38403.60	5.80	69.00	3.0	2.10	30	2.00	0.87	26.00	0.5	As
11-Jun	08:45	542765	119	10066.4	0	38409.40	6.30	66.00	1.0	1.95	28	2.00	0.50	25.50	0.5	BH
12-Jun	08:20	542884	131	10066.4	0	38415.70	7.00	65 / 160	2.0	2.17	26	2.00	0.78	25 / 50	0.5	As
13-Jun	10:25	543015	94	10066.4	0	38422.70	5.00	158.00	2.0	1.87	24	2.00	0.79	49.50	0.0	As
14-Jun	09:05	543109	148	10066.4	0	38427.70	7.90	156.00	2.0	2.84	22	2.00	0.84	49.50	0.5	As
15-Jun	10:05	543257	99	10066.4	0	38435.60	5.30	154.00	1.0	2.43	20 / 102	2.00	0.76	49.00	0.0	As
16-Jun	08:40	543356	116	10066.4	0	38440.90	6.10	153.00	2.0	2.82	100	0.00	0.81	49.00	0.5	As
17-Jun	09:25	543472	118	10066.4	0	38447.00	6.40	151.00	3.0	1.61	100	10.00	0.55	48.50	0.5	As
18-Jun	09:12	543590	120	10066.4	0	38453.40	6.40	148.00	2.0	1.80	90	4.00	0.93	48.00	0.5	BH
19-Jun	09:05	543710	161	10066.4	0	38459.80	8.50	146.00	2.0	1.58	86	8.00	0.99	47.50	0.5	As
20-Jun	01:32	543871	139	10066.4	0	38468.30	7.40	144.00	2.0	1.07	78	8.00	0.82	47.00	0.5	BH
21-Jun	12:43	544010	100	10066.4	0	38475.70	5.40	142.00	1.0	1.81	70	4.00	0.95	46.50	0.5	BH
22-Jun	09:30	544110	125	10066.4	0	38481.10	6.60	141.00	2.0	2.18	66	6.00	1.39	46.00	0.0	As
23-Jun	09:40	544235	123	10066.4	0	38487.70	6.60	139.00	2.0	1.33	60	4.00	1.27	46.00	0.5	As
24-Jun	07:40	544358	115	10066.4	0	38494.30	6.10	137.00	2.0	1.58	56	4.00	0.86	45.50	0.5	As
25-Jun	09:05	544473	117	10066.4	0	38500.40	6.30	135.00	1.0	1.54	52	6.00	0.99	45.00	0.0	As
26-Jun	07:55	544590	100	10066.4	0	38506.70	5.30	134.00	1.0	1.82	46	4.00	0.83	45.00	0.5	BH
27-Jun	12:15	544690	170	10066.4	0	38512.00	9.10	133.00	3.5	1.22	42	4.00	0.77	44.50	0.5	BH
28-Jun	11:15	544860	134	10066.4	0	38521.10	7.60	129.50	1.5	1.12	38	4.00	0.83	44.00	0.0	BH
29-Jun	08:45	544994	162	10066.4	0	38528.70	8.20	128.00	3.0	1.70	34	2.00	0.87	44.00	0.5	As
30-Jun	10:10	545156	148	10066.4	0	38536.90	7.90	125.00	2.0	1.60	32	0.00	0.69	43.50	0.5	As
1-Jul	07:34	545304		10066.4		38544.80		123.00		1.65	32		0.43	43.00		BH
TOT			4005				214			62.15			27.02			
AVE			134				7			1.94			0.84			
MAX			208				10			2.94			1.39			
MIN			87				5			1.07			0.50			

SIGNATURE:
 PHONE: 815-224-1650

Ion Stear

VILLAGE OF POPLAR GROVE - WEST IL0070350
 FOR THE MONTH OF JUNE 2026 MONTHLY OPERATING REPORT
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

Date	Time	Flow Meter		Hour Meter Well 4		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
		Reading	Pumpage	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-May	09:30	450897		10244.3		135.00		0.71	44		0.95	361.90		As
1-Jun	11:00	450989	70	10246.6	1.73	135.00	1.0	0.42	42	2.00	0.80	360.00	1.30	As
2-Jun	09:25	451059	91	10248.3	2.26	134.00	0.0	0.61	40	2.00	0.85	358.70	1.70	As
3-Jun	09:35	451150	68	10250.6	1.69	134.00	1.0	0.59	38	2.00	0.83	357.00	1.30	As
4-Jun	08:50	451218	68	10252.3	1.7	133.00	1.0	0.78	36	2.00	1.79	355.70	1.50	As
5-Jun	08:30	451286	88	10254	2.19	132.00	0.0	0.46	34	4.00	1.49	354.20	2.10	As
6-Jun	09:45	451374	72	10256.2	1.73	132.00	2.0	0.61	30	2.00	0.91	352.10	1.00	As
7-Jun	12:40	451446	62	10257.9	1.6	130.00	1.0	2.25	28/100	2.00	0.68	351.10	1.20	BH
8-Jun	09:50	451508	68	10259.5	1.68	129.00	0.0	2.48	98	4.00	1.21	349.90	1.30	As
9-Jun	09:40	451576	64	10261.2	1.6	128.00	0.0	2.61	94	0.00	0.95	348.60	1.20	As
10-Jun	08:00	451640	66	10262.8	1.62	127.00	2.0	1.36	94	4.00	1.02	347.40	0.70	As
11-Jun	09:06	451706	44	10264.4	1.1	125.00	1.0	0.85	90	2.00	0.61	346.70	1.40	BH
12-Jun	07:40	451750	87	10265.5	2.16	124 / 160	2.0	1.82	88	2.00	1.06	45.3 / 431	1.30	As
13-Jun	10:10	451837	43	10267.7	1.07	158.00	1.0	1.68	86	0.00	0.92	430.00	0.90	As
14-Jun	08:50	451880	91	10268.7	2.24	157.00	1.0	1.73	86	4.00	1.02	429.10	1.60	As
15-Jun	09:35	451971	54	10271	1.39	156.00	1.0	1.05	82	2.00	1.23	427.50	1.20	As
16-Jun	09:15	452025	68	10272.4	1.56	155.00	1.0	1.54	80	2.00	1.00	426.30	1.40	As
17-Jun	08:35	452093	70	10273.9	1.97	154.00	1.5	1.27	78	4.00	1.17	424.90	1.50	As
18-Jun	09:39	452163	56	10275.9	1.14	152.50	1.5	1.43	74	2.00	0.67	423.40	1.40	BH
19-Jun	09:30	452219	84	10277	2.17	151.00	1.0	1.40	72	4.00	1.31	422.00	1.70	As
20-Jun	01:24	452303	68	10279.2	1.6	150.00	1.0	3.29	68	4.00	2.82	420.30	1.40	BH
21-Jun	12:34	452371	66	10280.8	1.73	149.00	1.0	1.06	64	2.00	0.35	418.90	1.50	BH
22-Jun	10:00	452437	69	10282.5	1.69	148.00	1.0	1.28	62	4.00	1.03	417.40	1.30	As
23-Jun	09:20	452506	67	10284.2	1.68	147.00	1.0	1.20	58	2.00	1.05	416.10	1.50	As
24-Jun	10:15	452573	68	10285.9	1.67	146.00	1.0	2.24	56	4.00	1.44	414.60	1.60	As
25-Jun	08:35	452641	62	10287.6	1.53	145.00	1.0	0.98	52	2.00	1.15	413.00	1.20	As
26-Jun	08:19	452703	68	10289.1	1.7	144.00	1.0	1.09	50	2.00	0.91	411.80	1.50	BH
27-Jun	11:08	452771	68	10290.8	1.6	143.00	1.0	2.25	48	2.00	1.37	410.30	1.50	BH
28-Jun	10:39	452839	67	10292.4	1.76	142.00	1.0	1.01	46	2.00	0.78	408.80	1.60	BH
29-Jun	09:10	452906	67	10294.2	1.66	141.00	1.0	1.29	44	2.00	0.80	407.20	1.50	As
30-Jun	09:35	452973	65	10295.8	1.58	140.00	1.0	1.31	42	2.00	0.91	405.70	1.20	As
1-Jul	07:55	453038		10297.4		139.00		2.01	40		0.90	404.50		BH
TOT			2049					44.66			33.98			
AVE			68					1.40			1.06			
MAX			91					3.29			2.82			
MIN			43					0.42			0.35			

SIGNATURE:
 PHONE: 815-224-1650

Ion Stear

VILLAGE OF POPLAR GROVE - SOUTH
FOR THE MONTH OF JUNE 2026
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

IL0070300
MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 5		Hour Meter Well 6		Chlorine Feed			Phosphate Feed			Flouride Feed		Operator
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-May	09:05	674542		5505		4758.32		105.00		0.95	48		1.08	267.80		As
1-Jun	07:30	674699	125	5507.4	1.9	4758.32	0	102.00	2.0	0.89	38	6.00	1.10	264.20	3.60	As
2-Jun	08:50	674824	125	5509.3	1.9	4758.32	0	100.00	1.0	1.05	32	8.00	1.24	260.60	3.20	As
3-Jun	07:30	674949	158	5511.2	2.5	4758.32	0	99.00	3.0	0.87	24	8.00	1.30	257.40	4.00	As
4-Jun	07:40	675107	126	5513.7	1.9	4758.32	0	96.00	2.0	0.75	16/102	2.00	1.29	253.40	1.60	As
5-Jun	07:30	675233	89	5515.6	1.4	4758.32	0	94.00	1.0	0.99	100	6.00	1.04	251.80	1.00	As
6-Jun	09:55	675322	91	5517	1.4	4758.32	0	93.00	1.0	0.90	94	4.00	1.09	250.80	2.60	As
7-Jun	12:20	675413	92	5518.4	1.4	4758.32	0	92.00	1.0	0.63	90	6.00	0.88	248.20	2.80	BH
8-Jun	07:30	675505	90	5519.8	1.4	4758.32	0	91.00	1.0	0.80	84	4.00	1.30	245.40	1.60	As
9-Jun	10:30	675595	90	5521.2	1.4	4758.32	0	90.00	2.0	1.19	80	4.00	1.21	243.80	2.60	As
10-Jun	07:25	675685	88	5522.6	1.4	4758.32	0	88.00	1.0	1.24	76	6.00	0.84	241.20	3.60	As
11-Jun	10:06	675773	60	5524	0.9	4758.32	0	87.00	1.0	0.61	70	2.00	0.60	237.60	1.20	BH
12-Jun	06:45	675833	88	5524.9	1.4	4758.32	0	86 / 162	1.0	0.96	68	4.00	1.26	36.4 / 361	2.00	As
13-Jun	09:45	675921	89	5526.3	1.3	4758.32	0	161.00	1.0	1.21	64	4.00	1.07	359.80	2.40	As
14-Jun	08:20	676010	88	5527.6	1.4	4758.32	0	160.00	2.0	1.56	60	6.00	0.95	357.40	2.80	As
15-Jun	08:45	676098	90	5529	1.4	4758.32	0	158.00	1.0	1.24	54	4.00	1.04	354.60	2.60	As
16-Jun	09:55	676188	90	5530.4	1.4	4758.32	0	157.00	1.0	1.11	50	4.00	1.30	352.00	2.40	As
17-Jun	07:20	676278	89	5531.8	1.3	4758.32	0	156.00	2.0	1.19	46	6.00	1.36	349.60	1.20	As
18-Jun	10:41	676367	60	5533.1	1	4758.32	0	154.00	1.0	0.64	40	2.00	2.40	348.40	1.80	BH
19-Jun	08:05	676427	120	5534.1	1.8	4758.32	0	153.00	1.0	0.99	38	8.00	2.43	346.60	2.80	As
20-Jun	01:06	676547	89	5535.9	1.4	4758.32	0	152.00	1.0	0.90	30	4.00	1.30	343.80	2.60	BH
21-Jun	12:18	676636	60	5537.3	0.9	4758.32	0	151.00	1.0	0.89	26	2.00	0.43	341.20	1.20	BH
22-Jun	07:30	676696	91	5538.2	1.4	4758.32	0	150.00	1.0	0.95	24 / 100	2.00	1.28	340.00	2.80	As
23-Jun	07:30	676787	92	5539.6	1.4	4758.32	0	149.00	1.0	0.68	98	4.00	1.43	337.20	2.20	As
24-Jun	09:20	676879	88	5541	1.4	4758.32	0	148.00	2.0	1.05	94	6.00	1.57	335.00	1.40	As
25-Jun	07:45	676967	89	5542.4	1.4	4758.32	0	146.00	2.0	0.90	88	4.00	0.87	333.60	2.60	As
26-Jun	09:11	677056	89	5543.8	1.4	4758.32	0	144.00	1.0	1.05	84	4.00	1.11	331.00	2.00	BH
27-Jun	11:29	677145	90	5545.2	1.3	4758.32	0	143.00	1.0	0.94	80	4.00	0.94	329.00	2.00	Bh
28-Jun	10:59	677235	92	5546.5	1.5	4758.32	0	142.00	1.0	1.01	76	4.00	1.90	327.00	2.00	BH
29-Jun	07:30	677327	124	5548	1.9	4758.32	0	141.00	2.0	1.12	72	8.00	1.21	325.00	3.00	As
30-Jun	08:30	677451	117	5549.9	1.8	4758.32	0	139.00	1.5	1.10	64	6.00	1.00	322.00	3.40	As
1-Jul	08:55	677568		5551.7		4758.32		137.50		1.09	58		1.09	318.60		Bh
TOT			2869				0			31.45			38.91			
AVE			96				0			0.98			1.22			
MAX			158				0			1.56			2.43			
MIN			60				0			0.61			0.43			

SIGNATURE:
PHONE: 815-224-1650

Ion Stear

VILLAGE OF POPLAR GROVE
FOR THE MONTH OF JUNE 2026
ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF PUBLIC WATER SUPPLIES

DAILY DISTRIBUTION MONITORING REPORT

Date	North System (Wells 2 & 3)				West System (Well 4)				South System (Wells 5 & 6)				Operator Initials	Flouride Analysis				
	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄	Site #	Free Cl ₂	Total Cl ₂	PO ₄		Slope Standard	Well #2	Well #3	Well #4	Well#5-6
1	Village	0.86		1.66	Gas	0.52		1.03	Tower	0.64		1.41	As			0.81	1.05	0.91
2	Post	0.64		1.17	Garage	0.41		0.93	Gc	0.73		1.04	As			0.85	1.19	1.04
3	Village	0.81		1.26	Gas	0.43		0.63	Tower	0.61		1.18	As	0.99		0.91	0.54	0.59
4	Post	0.73		2.04	Oak	0.55		0.68	Gc	0.74		1.27	As			0.81	0.95	0.76
5	Village	0.95		1.48	Gas	0.43		0.82	Tower	0.68		1.19	As			0.89	0.56	0.72
6																0.75	0.60	0.73
7																0.61	0.57	0.71
8	Village	0.53		1.58	Gas	1.16		0.94	Tower	0.64		1.02	As			0.80	0.75	0.65
9	Post	0.62		1.71	Oak	1.1		0.9	Gc	0.68		1.3	As			0.92	0.58	0.72
10	Village	1.25		1.33	Gas	0.65		0.68	Tower	0.82		1.29	As	114.00		0.84	0.63	0.70
11	Village	1.33		1.19	Garage	0.71		0.74	Tower	0.38		1.29	BH			0.56	0.75	0.50
12	Village	1.07		1.29	Gas	0.94		0.93	Tower	0.62		1.06	As			0.91	0.99	0.77
13																0.97	0.66	0.62
14																0.98	0.62	0.70
15	Village	0.93		1.26	Gas	0.63		0.85	Tower	0.83		0.95	As			0.70	0.54	0.83
16	Post	0.47		1.57	Garage	0.71		0.91	Gc	0.57		1.23	As			0.71	0.53	0.58
17	Village	1.21		1.85	Gas	0.64		0.88	Tower	0.61		1.13	As	82.00		0.77	0.77	0.73
18	Village	0.78		1.29	Oak	0.76		0.86	Tower	1.25		0.75	BH			0.76	0.84	0.59
19	Arturos	0.85		1.18	Oak	0.93		0.81	Gc	0.91		0.84	As			0.74	0.77	0.70
20																0.75	0.88	0.61
21																0.69	0.90	0.55
22	Village	0.64		1.36	Oak	0.82		0.92	Tower	0.68		1.04	As			0.60	0.71	0.47
23	Post	0.44		1.76	Gas	0.95		1.02	Gc	0.74		1.18	As			0.65	0.59	0.51
24	Village	0.58		1.27	Gas	0.65		1.1	Tower	0.78		1.41	As	98.00		0.73	1.10	0.96
25	Post	0.71		1.48	Garage	0.74		1.02	Gc	0.67		1.63	As			0.85	0.64	0.61
26	Village	1.42		1.31	Garage	0.94		0.9	Tower	1.37		0.87	BH			0.73	0.76	0.84
27																1.00	1.60	0.83
28																0.99	0.91	0.77
29	Village	0.61		1.31	Gas	0.86		0.84	Tower	0.86		1.07	As			0.65	0.89	0.84
30	Post	0.52		1.56	Oak	0.65		0.93	Gc	0.74		0.97	As			0.73	0.94	1.10
1																		

Signature: 
PHONE: 815-224-1650

Jon Stear



To: The Village President and Board of Trustees
From: Chris Dopkins, P.E., Village Engineer
Re: Engineering Report – July 2026 Activity
Date: July 14, 2026

Please allow this memorandum to provide a brief summary of major activity over the past month that involves the engineering department:

- **2026 Pavement Maintenance:** Contract was awarded executed, shop drawings/mix designs/etc., have been reviewed, resident flyer was developed and pre-construction meeting was held. Contractor will start work the week of 8/31.
- **Surf Internet:** We are nearly through with plan reviews, only a couple of plans have not been approved. Construction work is underway.
- **Frontier Fiber Optic:** Frontier has submitted a total of fourteen plan sets for review, and eight have been approved. Construction work is underway.
- **Bel Air North Subdivision:** NICOR completed its installation, and the Developer is currently awaiting ComEd to finish its work. We continue to monitor the subdivision for differential settlement and are pleased to advise that very little has been observed.
- **Geographical Information System (GIS):** We continue to assemble documents (plan sets, older water/sewer maps/agreements) that will be uploaded in the GIS databases.
- **South Wastewater Treatment Plant:** Staff continues to make progress. Summaries of South Plant have been completed and list of maintenance measures and/or improvements has been assembled.
- **Poplar Woods Plat 3 (McDonald's):** Staff has reviewed minor revisions to the plat and plans, and staff is currently assisting the Developer to obtain the necessary IEPA water main permit.



200 N. Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815) 765-3571
<https://www.poplargo-ve-il.gov/>

To the Board of Trustees:

I am recommending that the Village authorize the use of Dach Fence Company for the installation of fencing at the Beaver Drive and Whiting Road lift stations, in the amount of \$20,290.

At the June 24, 2026 Board meeting, the Board requested that we obtain at least three quotes for the fencing work. Following that meeting, I reached out to five additional fencing contractors. Two companies indicated that they do not perform work in Boone County, one did not respond after my initial request for a proposal, and two provided additional quotes.

The quotes received for the project are as follows:

- Dach Fence Company: \$20,290
- Rock Valley Fence: \$22,553
- Peerless Fence: \$26,120

After obtaining the additional pricing requested by the Board, Dach Fence Company remains the lowest quote at \$20,290.



Director of Public Works

8/17/2026

RESOLUTION NUMBER: 2026-35

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE
A PROPOSAL FROM DACH CONTRACTORS TO SUPPLY AND INSTALL FENCES
AT THE WHITING AND BEAVER LIFT STATIONS**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) keeps and maintains lift stations as a part of the public works system; and

WHEREAS, two lift stations are in need of fences with double wide gates installed; and

WHEREAS, Dach Contractors of Rockford, Illinois has submitted a proposal/bid to supply and install 9-gauge chain link fences eight (8) feet in height to include one (1) 12-foot-wide double gate at each lift station; and

WHEREAS, the cost to the Village shall not exceed Nine Thousand Six-Hundred Ninety Dollars and 00/100 (\$9,690.00) for the fence at the Whiting Lift Station and Ten Thousand Six-Hundred Dollars and 00/100 (\$10,600.00) for the fence at the Beaver Lift Station for a total of Twenty Thousand Two-Hundred Ninety Dollars and 00/100 (\$20,290.00) which is defined in the Proposal/Bid attached hereto as Exhibit A and incorporated herein (“Proposal/Bid”); and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to enter into the Agreement.

NOW THEREFORE, BE IT RESOLVED by the Village Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
1. The Village hereby accepts and approves the Proposal/Bid from Dach Contractors, attached hereto as Exhibit A, or one in substantially similar form.
2. The Village President and Village Clerk are hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2026

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- PROPOSAL/BID

Dach Contractors

Rockford, IL

PROPOSAL/BID

Date: 05/21/2026

ESTIMATE #: 46443

Customer:

Village of Poplar Grove
David Howe
815-742-0418
dhowe@villageofpoplargo.com

Job Information:

Lift Station Fence x 2
200 N. Hill St.
Poplar Grove, IL

Job Description:

Whiting Lift Station: Supply and install 126' of 8' high galvanized 9 gauge chain link. Terminal and gate posts to be 3" O.D., line posts 2 1/2" O.D. and top rail 1 5/8" O.D. – all posts embedded in concrete. Includes 1 – 12' wide double gate – location TBD. **\$9,690.00**

Beaver Lift Station: Supply and install 140' of 8' high galvanized 9 gauge chain link. Terminal and gate posts to be 3" O.D., line posts 2 1/2" O.D. and top rail 1 5/8" O.D. – all posts embedded in concrete. Includes 1 – 12' wide double gate – location TBD. **\$10,600.00**

NOTES:

PROJECT MGR: ADAM DACH
QUOTE GOOD FOR 30 DAYS
PRIVATE UTILITIES LOCATED BY OTHER IF NEEDED
FENCE LINE TO STAKED BY GC/OWNER
DOES NOT INCLUDE CLIENT/OWNER REQUIRED TRAINING
WINTER/COLD WEATHER COSTS ARE NOT INCLUDED
PREVAILING WAGE / TAX EXEMPT
PAYMENTS ARE DUE NET 30

Total Contract Amount.....\$

Down Payment.....\$

Balance Due.....\$

Buyer/Owner Signature: _____

Printed Name: _____ Date: _____

DACH CONTRACTORS agrees to guarantee above fence to be free from defects in materials and workmanship for one year. DACH CONTRACTORS shall advise the customer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the customer.

DACH CONTRACTORS will assist the customer, upon request, in determining where the fence is to be erected, but under no circumstance does DACH CONTRACTORS assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the customer have the property surveyed.

DACH CONTRACTORS will assume the responsibility for having underground public utilities located and marked. However, DACH CONTRACTORS assumes no responsibility for unmarked sprinkler lines, or any other unmarked buried lines or objects. The customer will assume all liability for any damage caused by directing DACH CONTRACTORS to dig in the immediate vicinity of known utilities. The final billing will be based on the actual footage of fencing built and the work performed. Partial billing for materials delivered to the job site and work completed may be sent at weekly intervals. Adjustments for material used on this job and adjustments for labor will be charged or credited at the currently established rates. Additional charges for any extra work not covered in this contract that was requested by the customer will also be added. The full amount of this contract along with any additional charges will become payable upon completion of all work whether or not it has been invoiced.

A finance charge of 1 1/2% per month (or a minimum of \$1.00), which is an annual percentage rate of 18%, shall be applied to accounts that are not paid within 10 days after completion of any work invoiced. All materials will remain the property of DACH CONTRACTORS until all invoices pertaining to this job are paid in full. The customer agrees to pay all interest and any costs incurred in the collection of this debt.

DACH FENCE CO.

ROCKFORD, IL. - SINCE 1966

RESIDENTIAL / COMMERCIAL / GATE OPERATORS

Date 5 / 21 / 26

Customer VILLAGE OF POPLAR GROVE

Contact DAN HOWE

WHITING LIFT STATION
42,357215, -88,830107 (PIN)

38'

25'

12' GATE

WHITING RD

- 8' High GALVANIZED 9 GAUGE chain link - 126'
- 3" TERMINAL POSTS → EMBEDDED IN CONCRETE
- 2 1/2" LINE POSTS
- 1 - 12' WIDE GATE

DACH FENCE CO.

ROCKFORD, IL. - SINCE 1966

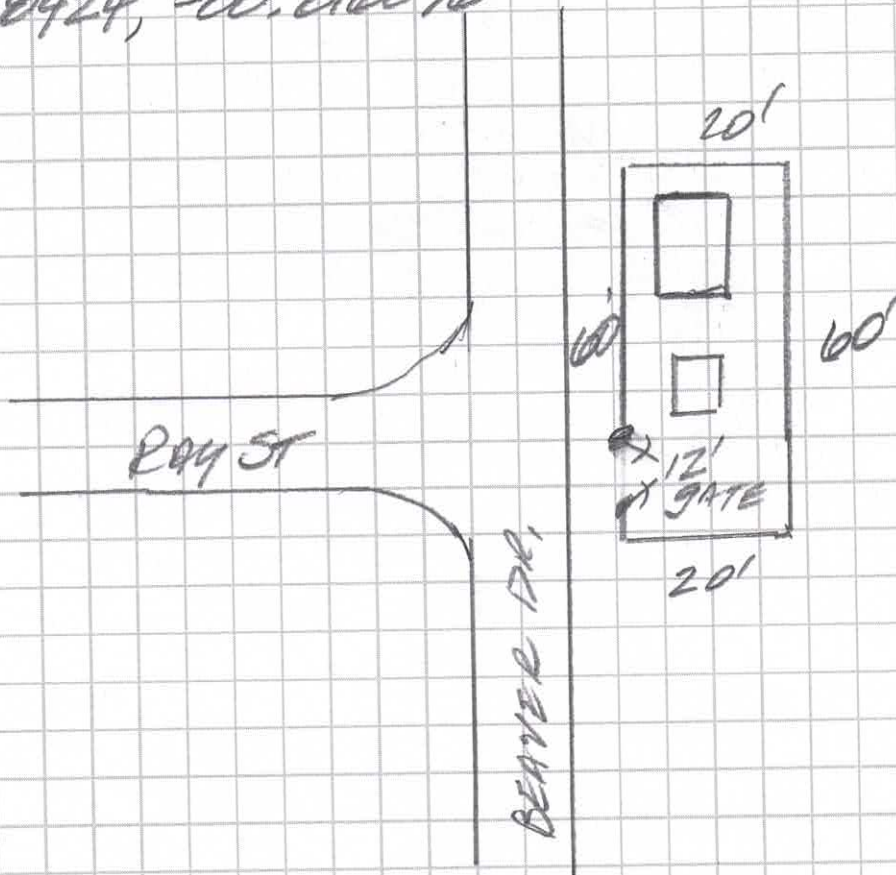
RESIDENTIAL / COMMERCIAL / GATE OPERATORS

Item 7.

Date 5/21/26

Customer VILLAGE OF POPLAR GROVE Contact DAVID HOWE

BEAVER LEFT STATION
42.308424, -88.810076



- 8' HIGH GALVANIZED 9 GAUGE CHAIN LINK - 140'
- 3" O.D. TERMINAL POST > EMBEDDED IN CONCRETE
- 2 1/2" O.D. LINE POSTS
- 1-12' WIDE GATE





PEERLESS FENCE

A Division of Peerless Enterprises, LLC.
200 W River Dr * St. Charles, IL 60174
(630) 584-7710 * Fax (630) 584-7746

PROPOSAL AND ACCEPTANCE

Attn: David Howe

Proposal submitted to: Village of Poplar Grove		Phone: 815-765-3201	Date: 8-5-2026
Street:		Fax:	Job Phone:
City, State and Zip Code:		Job Name: Whiting Rd Lift Station	
Email: dhowe@villageofpoplargo.com	Date of Plans	Job Location:	

We hereby submit specifications and estimates: Furnish and Install:

Approximately 126' of 8'H chain link fence

SPECIFICATIONS FOR WHITING RD

- 8'H 9ga galvanized 2" mesh K&K chain link fabric
- 1 5/8" SS-40 galvanized top rail only
- 2 1/2" SS-40 galvanized line posts set in a 12" x 36" concrete footing spaced 10' apart max
- 3" SS-40 galvanized terminal posts set in a 12" x 36" concrete footing
- 4" SS-40 galvanized gate posts set in a 12" x 42" concrete footing
- 9ga galvanized bottom tension wire
- (1) 12' opening x 8'H double swing gate with bulldog hinges & pioneer latch

INSTALLATION \$12,820.00

SPECIFICATIONS FOR BEAVER DR

- 8'H 9ga galvanized 2" mesh K&K chain link fabric
- 1 5/8" SS-40 galvanized top rail only
- 2 1/2" SS-40 galvanized line posts set in a 12" x 36" concrete footing spaced 10' apart max
- 3" SS-40 galvanized terminal posts set in a 12" x 36" concrete footing
- 4" SS-40 galvanized gate posts set in a 12" x 42" concrete footing
- 9ga galvanized bottom tension wire
- (1) 12' opening x 8'H double swing gate with bulldog hinges & pioneer latch

INSTALLATION \$13,300.00

TAX EXEMPT PREVAILING

Proposal Based on:

Due to current steel price increases & availability of materials our pricing can only be held for 15 days.

Full Day Mobilizations. | Spoils spread along the fence line or piled on site. | Normal site conditions. | Peerless standard safety requirements. | Peerless standard certificate of insurance. | Specifications & Quantities Above. | Fence line established by others. Ability to access fence line with digging equipment and concrete truck. | Private utilities located by others.

Quoted price is based on the current market cost. We reserve the right to adjust this quote based on market conditions at the time material is ordered and delivered to the job site.

Work performed per our current certificate of insurance.

Exclusions: Bonds, permits, licenses and fees.

Payment to be made as follows: Net 30 days upon credit approval.

OWNER MUST OBTAIN ALL PERMITS.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner, on a regular time basis according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature:

Matt Frazier

Matt Frazier, Commercial Sales

Customer hereby assumes full responsibility for the location of the line upon which fence materials are to be installed and locate any and all private cable to include sprinkler systems, electric, septic fields, gas lines, grills, lighting, etc. Peerless Fence to Call J.U.L.I.E.

PEERLESS FENCE

Note: we may withdraw this proposal if not accepted within 15 days.

I, THE UNDERSIGNED, HEREBY AGREE THAT IN THE EVENT OF DEFAULT IN THE PAYMENT OF ANY AMOUNT DUE, AND IF THIS ACCOUNT IS PLACED IN THE HANDS OF AN AGENCY OR ATTORNEY FOR COLLECTION OR LEGAL ACTION, TO PAY AN ADDITIONAL CHARGE EQUAL TO THE COST OF COLLECTIONS INCLUDING AGENCY AND ATTORNEY FEES AND COURT COSTS INCURRED AND PERMITTED BY LAWS GOVERNING THESE TRANSACTIONS. ALL PAST DUE ACCOUNTS WILL BE CHARGED AT THE RATE OF 1.5% ON UNPAID MONTHLY BALANCE.

ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____

**Rock Valley Fence
7975 Forest Hills Rd
Loves Park, Il, 61111
815 636 2095**

Item 7.

Name	Village of Poplar Grove
Address	200 N Hill St
City State	Poplar Grove, Il
Att	David Howe

Date	8/3/2026
Cell	815 742 0418
Work Phone	
Fax Phone	

Diagram

General: 8' tall commercial galvanized chain link fence and gates.

- Install two enclosures: 20x60, 38x28.
- Each enclosure has one 12' double drive gate.
- All gate posts are set in concrete. All other posts will be driven 48" below grade.
- All materials are commercial grade and as further specified within.
- Includes prevailing wage labor for Boone County.
- Each site requires two mobilizations.

All site remediation by others. Fence staking by others.

Top Rail	1 5/8
Line Post	2.5
Terminal	3
Gate posts	3
Gate	12' double per site
Gate	
Gate	
Tension wire	Yes
Bottom Rail	No
Fabric	2x9x96 kk galv
Barbed Wire	No
Slats	No

Type	
Footage	
Terminals	
Gates	
Removal	

As listed	\$22,553
Site I: 60x20	\$12,350
Site II:	\$10,203

Conditions:

- 1) Contract is a proposal by Rock Valley Fence. When an agent of Rock Valley Fence signs the contract it becomes a proposal to the customer. When the customer signs it, it becomes a legal binding contract.
- 2) Remaining payment is due the same day of completion unless otherwise stated.
- 3) Customer is responsible for notifying contractor, in writing, of any underlying cables, wires or pipes not identified by Iowa one call or Julie.
- 4) Contract price is based on satisfactory soil conditions.
- 5) Customer is responsible for finding their own property pins. Rock Valley Fence is not responsible for the location of the fence.
- 6) There is a 50% down payment required at signing, unless otherwise stipulated.

By: _____ **Accepted By:** _____ **Date** ____/____/____



Village of Poplar Grove – Board Meeting Memo

08/20/2026

Gifts, Donations, and Sponsorships Policy

1. Background:

The Village is considering adoption of a formal policy to establish a clear and consistent process for reviewing, approving, accepting, and documenting gifts, donations, and sponsorships offered to the Village. The policy is intended to ensure that donations provide a benefit to the community while protecting the Village from unintended financial, operational, or other obligations.

2. Current Status:

A proposed policy has been prepared for review by the Village Board of Trustees. The policy addresses donation and sponsorship approval, fundraising, recordkeeping, maintenance and long-term costs, donor recognition, and safeguards against preferential treatment of donors.

3. Fiscal Impact:

There is no direct fiscal impact associated with adopting the policy. The policy is intended to ensure that potential costs associated with donations, including installation, maintenance, repair, and replacement, are considered before acceptance.

4. Legal Review (if applicable):

Legal review may be requested prior to final adoption to ensure the policy is consistent with applicable laws and Village requirements.

5. Recommendation:

The Village President recommends that the Village Board of Trustees review the proposed policy and consider approval, with any revisions the Board deems appropriate.

6. Supporting Documents (if applicable):

- ☒ Attached- Gifts, Donations, and Sponsorships Policy
- ☐ Not Applicable

Village of Poplar Grove

Gifts, Donations, and Sponsorships Policy

I. Purpose and Policy

The purpose of this policy is to establish a consistent process for the acceptance, review, approval, and documentation of gifts, donations, and sponsorships made to the Village, including the installation, long-term maintenance, and operation of donated or sponsored elements. Such gifts, donations, and sponsorships may be accepted when, they are consistent with the Village's mission and priorities and enhance the quality of life in the community.

The guidelines and standards established by this policy shall apply to all gifts, donations, and sponsorships offered to or accepted by the Village after the effective date of this policy.

II. Definitions

“Gift or Donation” – For purposes of this policy, the terms “gift” and “donation” are synonymous and shall hereafter be collectively referred to as “donations.” Donations include any tangible or intangible asset, monetary contribution, service, material, equipment, property, or other item of value that the Village is prepared to accept pursuant to this policy and any administrative guidelines under this policy. Unless otherwise determined by the Village Board of Trustees, all accepted donations shall become the sole property of the Village.

“Donor” – An individual, business, corporation, organization, governmental entity, foundation, or other legal entity that makes or offers a donation to the Village.

“Sponsorship” – A monetary or in-kind contribution provided to the Village by an individual, business, organization, or other entity in support of a Village program, event, activity, facility, project, or initiative, in exchange for an acknowledgment or other recognition approved by the Village. A sponsorship shall not create an ownership interest, management right, or other control over the Village, its property, programs, services, or activities.

“Sponsor” – An individual, business, corporation, organization, foundation, or other legal entity that provides or offers a sponsorship to the Village.

“Donation or Sponsorship Acceptance” – The Village’s formal approval to receive and retain a donation or sponsorship in accordance with this policy, applicable law, and any applicable administrative guidelines. Acceptance may be subject to conditions established by the Village.

“Fundraising” – Any organized activity, campaign, solicitation, event, or effort undertaken by or on behalf of the Village for the purpose of generating monetary donations, in-kind donations, sponsorships, grants, or other contributions to support Village programs, departments, events, activities, facilities, projects, or other approved Village purposes. Fundraising activities shall be conducted in accordance with this policy, applicable law, and any administrative guidelines established by the Village. The authorization to conduct a fundraising activity shall not, by itself, constitute acceptance of any donation or sponsorship, and all donations and sponsorships received through fundraising activities shall remain subject to the applicable approval and acceptance requirements of this policy.

III. Consistency with Village Interests

Donations and sponsorships may only be accepted when they have a purpose consistent with the goals and objectives of the Village and are in the best interest of Poplar Grove. The Village must always consider the public trust and comply with all applicable laws when accepting donations and sponsorships.

IV. Guidelines/Standards for Accepting Donations and Sponsorships

Donations and sponsorships shall be accepted only if they have a valid use to the Village. Donations and sponsorships intended to either become incorporated into Village parks as well as donations and sponsorships of equipment, vehicles, or facilities intended to supplement those of the Village often involve considerations of aesthetics, costs, and compatibility whose features shall be evaluated using the following criteria:

The donation or sponsorship will not conflict with any provision of law and shall not conflict with the Village's comprehensive plans, recreation plans, or park design.

1. The donation or sponsorship will not add to the Village's workload unless it provides a net benefit to the Village.
2. The donation or sponsorship places no restrictions on the Village, unless agreed to by the Village Trustees.
3. All donations or gifts shall become the sole property of the Village unless determined otherwise by the Village Trustees in writing. The Village has no duty to return any donation, as all donations are irrevocable and otherwise final upon receipt by the Village. The Village Trustees have the final authority to relocate, remove, or dispose of any donation at any time, with or without notice to the Donor.
4. All donations and sponsorships will receive recognition appropriate to the level and nature of the donation or sponsorship as determined by the Village President. For those of a capital nature, that may be in the form of signage, plaques, markings, or other means the Village should deem appropriate. Regardless of the recognition strategy selected, the intent shall be to appropriately honor the donor or sponsor for their contribution to the community. To ensure uniformity of appearance and good taste on any recognition, the language of such plaques shall also be approved by the Village Trustees. Donation acknowledgments, sponsorship acknowledgments, and memorial plaques shall be made of bronze and be of the highest quality, life, and durability. In cases where bronze plaques are not feasible, other alternative types may be considered. The appearance of traditional commercial advertising shall be avoided.
5. The Village and community have an interest in ensuring the best appearance and aesthetic quality of public lands and facilities. Donations and sponsorships shall reflect the character, be consistent with the intended surroundings, and complement the aesthetics of the proposed site.
6. Since donated or sponsored elements and their associated recognition become Village property, the community has an interest in ensuring that all elements remain in good repair and are maintained appropriately. In addition, Village of Poplar Grove has an interest in ensuring that the short- and long-

term repair costs are reasonable and that repair parts and materials are readily available. Elements must be of a quality to ensure a long life and be resistant to weather, wear and tear, and acts of vandalism.

7. The proposed donation or sponsorship cannot substantially interfere with the intended current or future use of the land or facility where it is being proposed to be located. Preference will be given to donations and sponsorships that are unique in nature, have historical or cultural relevance, and could attract visitors to the community.
8. The Village also has an interest in knowing in advance the full cost which may be associated with a donation or sponsorship, namely those costs that relate to the installation, maintenance, and operation during the donations or sponsorship's expected life cycle. The costs to install, operate, repair, and/or maintain a mechanical and/or electric system proposed for use in conjunction with a donation or sponsorship shall be identified prior to acceptance by the Village Trustees.
9. Monetary donations approved by the Village Trustees will be deposited to the fund in which the intended use of the donation is to be achieved. This money shall be placed into a restricted fund in the Donations budget responsible for achieving such intended use.
10. The Village Trustees shall not approve any donation or sponsorship that may meet one or more of the following criteria:
 - A. Be offensive or contain morally questionable material;
 - B. Include a restriction that entails special considerations or favors beyond those afforded to any other resident, whether donating or non-donating;
 - C. Create any other concern, real or perceived, that may result in the loss of reputation, appearance of impropriety, or other negative impact on the Village from accepting the donation, gift, or sponsorship

V. Donor Consideration and Village Business

No donor or sponsor shall expect, request, or receive any preferential treatment, special consideration, or other benefit from the Village because of, or in connection with, any donation or sponsorship. The acceptance of a donation or sponsorship shall not influence, and shall not be conditioned upon, any Village procurement decision, contract award, zoning or regulatory matter, permit, license, approval, inspection, enforcement action, or any other business, service, program, or operation of the Village.

The Village shall not grant any donor or sponsor any advantage, preference, or special consideration in connection with any Village procurement, regulatory matters, contract, service, business, or other Village operation in exchange for, or because of, a donation or sponsorship. All Village decisions shall be made independently and in accordance with applicable law, Village ordinances, policies, procedures, and the best interests of the Village and its residents.

VI. Village President Authority to Approve Donations and Sponsorships

The Village President shall be authorized to accept or reject offers of donated money, equipment, in-kind donations, and sponsorships to Village Departments or to the Village in general up to \$5,000 per donation or sponsorship. Donated money will be expended for general purposes within the department or specified purposes, if agreed upon with the donor or sponsor, as one-time supplements to the department's operating budget. Donations of equipment will be considered based upon program outcomes, department goals and needs. Each donation or sponsorship will be evaluated for usefulness and potential replacement costs.

When approving donations or sponsorships with a value of less than \$5,000, the Village President shall base his/her decision upon the Guidelines/Standards in Section IV. Any donation or sponsorship with a value greater than \$5,000 shall require approval by the Village Trustees prior to acceptance.

VII. Procedures for Making and Accepting Gifts, Donations, and Sponsorships

The Village Trustees shall have the full and final authority to approve or deny all donation and sponsorship proposals, including those made by the Village President. Prior to submitting a Donation or Sponsorship Application Form (Attachment A), the donor or sponsor, or their representative, shall contact the Village Office to discuss a proposed donation or sponsorship. Such pre-application meeting shall assist both the prospective donor or sponsor and the Village in determining whether a donation or sponsorship will meet the criteria contained in this policy.

If a donation or sponsorship appears to be in accordance with this policy, the donor or sponsor, or their representative, will then submit a Donation or Sponsorship Application Form and meet with Village Staff members to determine the specific nature of the donation or sponsorship, proposed location, and yearly maintenance and operational costs for review and processing. The written proposal, including a Staff report, will be sent to the Village Trustees for its decision.

Village Staff or the Village Trustees may request additional information including but not limited to scaled drawings; artists' renditions; or other documents to better illustrate the exact nature of the donation or sponsorship. The Village may choose to consult with other agencies or organizations in the review process. The Village Trustees may also send any proposal to the appropriate Village Lawyer for review with subsequent recommendation to the Village Trustees.

VIII. Processing, Recordkeeping, and Documentation

All donations and sponsorships offered to or accepted by the Village shall be processed and documented in a manner that promotes transparency, accountability, and compliance with this policy and applicable law.

- A. **Monetary Donations.** Shall be received and deposited by the Village in accordance with the villages established financial procedures.
- B. **Non-Monetary Donations.** For donations of equipment, property, materials, services, or other non-monetary items, the Village shall document the nature and estimated fair value of the donation.
- C. **Records.** The Village shall maintain records of donations and sponsorships accepted by the Village, including the application or proposal, approval or denial, supporting documentation, correspondence, applicable restrictions or conditions, estimated value, and any related agreements or resolutions. Records shall be maintained in accordance with the Village's applicable records retention requirements and the Illinois Freedom of Information Act and other applicable laws.
- D. **Audit and review.** Donation and sponsorship records shall be available for review by the Village President, Village Trustees, Village Treasurer, or other authorized Village personnel as appropriate. Donations and sponsorships shall be subject to the same financial controls, auditing requirements, and recordkeeping standards applicable to other Village funds, property, and transactions.



Gift, Donation, & Sponsorship Application Form

Attachment A

Thank you for your interest in donating to the Village of Poplar Grove. Your gift, donation, or sponsorship will be considered by the Village of Poplar Grove Trustees after this form is completed and a Staff Report is prepared. All donations shall become the sole property of the Village, and the Village has no duty to return any donation. All donations and sponsorships are also subject to the *Policy Acceptance of Gifts, Donations, and Sponsorships* adopted by the Village.

1. Name, Address, & Phone number of Donor/ Sponsor:

2. Description of Gift / Donation/Sponsor:

3. Value of the Gift, Donation, or Sponsorship (Market Value): \$

4. What is the intended purpose or use for this gift, donation, or sponsorship?

5. If applicable, what are the yearly maintenance and operational costs associated with gift, donation, or sponsorship?

6. Do you have or are currently seeking to establish a contractual relationship with the Village of Poplar Grove? If so, please disclose the nature of the contractual relationship:

Signature & Title of Donor

Date

Internal Use of Village of Poplar Grove use only

Date application was received: _____

This application is: Accepted by the Village of Poplar Grove on _____

Rejected by the Village of Poplar Grove on _____

ORDINANCE NUMBER: 2025-07

**AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS REPEALING
ORDINANCE NUMBER 2024-19 GOVERNING CHARITABLE CONTRIBUTIONS TO
THE VILLAGE PREVIOUSLY ADOPTED BY THE VILLAGE OF POPLAR GROVE**

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) has adopted a Village Code of Ordinances (“Code”); and

WHEREAS, the Village previously adopted Ordinance Number 2024-19 on December 11, 2024 which established a charitable contributions policy for the Village; and

WHEREAS, the Village now desires to repeal said Ordinance Number 2024-19 in its entirety; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to make such repeal.

NOW THEREFORE, be it ordained by the Village President and Village Board of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
2. That Village of Poplar Grove Ordinance Number 2024-19 adopted on December 11, 2024 is hereby repealed in its entirety and shall have no further force or effect immediately upon the passage, approval and publication in pamphlet form of this Ordinance.
3. All other ordinances of the Village shall remain in effect as previously enacted except that those ordinances, or parts thereof, in conflict are hereby repealed to the extent of such conflict.
4. This Ordinance shall be in full force and effect after its passage, approval, and publication in pamphlet form as provided by law.

PASSED UPON MOTION BY _____ Costanza _____

SECONDED BY _____ Hubbard _____

BY ROLL CALL VOTE THIS _____ 11 _____ DAY OF _____ June _____, 2025

AS FOLLOWS:

VOTING “AYE”: _____ Cheek, Costanza, Hubbard, Richardson _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER Allgood

APPROVED__June11_____, 2025

ATTEST:

Karri Miller
CLERK

Kristi Richardson
PRESIDENT

Village of Poplar Grove, Illinois

Ordinance No. 2024-19

AN ORDINANCE GOVERNING CHARITABLE CONTRIBUTIONS TO THE VILLAGE OF POPLAR GROVE, ILLINOIS

TITLE 1 ADMINISTRATION – CHAPTER 14 VILLAGE CHARITABLE CONTRIBUTIONS POLICY

WHEREAS, the Village of Poplar Grove, Illinois, recognizes the importance of charitable contributions in promoting community well-being, supporting public services, and enhancing the quality of life for all residents; and

WHEREAS, the Village Board of Trustees wishes to establish clear guidelines for the acceptance, use, and administration of charitable contributions, gifts, and donations to ensure transparency, accountability, and compliance with applicable laws.

NOW, THEREFORE, be it ordained by the Village Board of the Village of Poplar Grove that CHAPTER 14 VILLAGE CHARITABLE CONTRIBUTIONS POLICY shall be created as follows:

Section 1-14-1: Purpose

The purpose of this policy is to establish clear guidelines for the accounting of acceptance, use, and administration of charitable contributions, gifts, and donations to ensure transparency, accountability, and compliance with applicable laws.

Section 1-14-2: Definitions

For purposes of this Ordinance, the following terms are defined as follows:

1. **Charitable Contribution:** Any donation, gift, or bequest of money, property, goods, or services provided voluntarily to the Village of Poplar Grove, Illinois, for public use, benefit, or charitable purposes.
2. **Village:** The Village of Poplar Grove, Illinois.
3. **Charitable Purpose:** Any purpose that benefits the public, including but not limited to education, public health, the arts, recreational programs, public safety, infrastructure improvements, and other civic endeavors.

Section 1-14-3: Authority to Accept Contributions

1. The Village President and Village Board of Trustees are authorized to accept charitable contributions on behalf of the Village of Poplar Grove.

2. Charitable contributions may be made to the Village for specific purposes as designated by the donor or for a designated use in accordance with the Village's needs and priorities.
3. No contribution shall be accepted if its conditions conflict with the laws, ordinances, or policies of the Village of Poplar Grove.
4. The Village shall not solicit or accept donations from its paid contractors and vendors as it may promote a conflict of interests.
5. Refer to Poplar Grove Ordinances Title 1 CHAPTER 11. - STATE OFFICIALS AND EMPLOYEES ETHICS ACT

Section 1-14-4: Procedures for Donation Acceptance

1. **Donor Acknowledgment:** The Village shall acknowledge all charitable contributions in writing, providing the donor with a receipt for tax purposes, as required by law.
2. **Restricted Contributions:** If a donor specifies a restriction on the use of the contribution (e.g., for a specific project or program), the Village shall ensure that the contribution is used in accordance with the donor's expressed wishes. Restricted contributions shall be tracked separately in the Village's financial records.
3. **Unrestricted Contributions:** Unrestricted contributions shall be used by the Village for purposes deemed most beneficial by the Village Board of Trustees, consistent with the needs of the community. These funds shall be accounted for in detail by the treasurer.
4. **Donor Recognition:** The Village may recognize charitable donors publicly through appropriate methods, including but not limited to signage, plaques, and public announcements, unless the donor requests anonymity.

Section 1-14-5: Administration and Use of Charitable Contributions

1. **Accounting and Reporting:** All charitable contributions received by the Village shall be recorded in the Village's financial records. The Village Treasurer or designated staff shall maintain a detailed log of all donations, specifying the donor, the amount or value of the contribution, the intended purpose, and the date received.
2. **Contributions:** Each contribution shall be entered into a separate booking keeping account number for a specific purpose and record keeping purposes and when those funds are used for their designated purpose, they will be withdrawn from that account number showing each transaction clearly for public consumption.
3. **Expenditure of Funds:** Charitable funds shall be expended in accordance with the terms of the contribution. Any unused or unspent funds designated for a specific purpose shall be rolled over for future use for that purpose or returned to the donor if requested.
4. **Compliance with Laws:** All charitable contributions and their uses shall comply with applicable federal, state, and local laws, including those governing tax-exempt status, reporting requirements, and ethical standards.

5. **Small Contributions Without Designation:** Small random cash or check donations shall be referred to local charitable 501(c)3 organizations as the village is not a charitable organization capable of handing out donations without potential political, ethical, and moral consequences.
6. **Local Charitable Organizations:** Small local charities are best suited to accept small donations.

Section 1-14-6: Prohibited Contributions

1. The Village of Poplar Grove shall not accept any contribution that:
 - Violates public policy or law.
 - Is made with the expectation of influencing Village policies, decisions, or actions.
 - Contains any unlawful or immoral conditions.
 - Contradicts or conflicts with the Village's mission or public interests.
2. The Village President and the Village Board of Trustees shall have the discretion to reject any contribution that may undermine the integrity or reputation of the Village.

Section 1-14-7: Disbursement of Charitable Funds

1. Charitable contributions shall be used in the disbursement of funds for projects and programs benefiting the public and the community of Poplar Grove.
2. Any disbursement of funds from charitable contributions must be authorized by the Village Board of Trustees, and expenditures must be documented and recorded in accordance with the Village's financial policies and applicable laws.

Section 1-14-87: Annual Report

1. The Village shall provide an annual report to the public regarding the charitable contributions received, the purposes for which they were used, and the status of any ongoing or future charitable initiatives. This report will be made available on the Village website or at Village Hall upon request.

Section 1-14-9: Severability

If any provision of this Ordinance is found to be invalid or unenforceable, the remainder of the Ordinance shall remain in full force and effect.

Section 1-14-10: Effective Date

This Ordinance shall be in full force and effect upon its passage, approval, and publication in accordance with the laws of the State of Illinois.

Passed and approved this [_____] day of [Month], [Year].

Village President:

Village Clerk:

Village Board of Trustees:

This ordinance sets clear procedures and guidelines for accepting and using charitable contributions in the Village of Poplar Grove, ensuring transparency, accountability, and compliance with the law.



Village of Poplar Grove – Board Meeting Memo

Department Head Name: Karri Miller

Department Name: Village Clerk's Office

Date: July 22, 2026

Subject:

Discussion – Reestablishment of the Park Advisory Committee

1. Background:

Chapter 4 of the Village Code establishes a Park Advisory Committee consisting of one member of the Village Board and four members appointed by the Village President with the advice and consent of the Village Board. The Committee serves in an advisory capacity on matters pertaining to public parks and recreation, provides recommendations regarding the annual parks budget, assists in planning parks and recreation programs, and acts on special requests for the use of Village parks.

The Committee has been inactive for several years. Before appointments are made, staff is requesting Board direction on the administration and operation of the Committee.

2. Current Status:

The Village Code provides the framework for the Committee; however, several administrative decisions are needed before recruitment and appointments can begin.

Staff is requesting Board discussion and direction on the following:

- Which Trustee will serve as the Village Board representative on the Committee?
- How should applications be accepted and advertised?
- Who will review applications and conduct interviews?
- Who will recommend appointments to the Village Board?
- When should appointments be considered?

Although the ordinance requires the Committee to elect a Chairperson and Secretary, additional clarification is needed regarding administrative responsibilities, including:

- Who will prepare and post meeting agendas?
- Who will prepare meeting minutes?

- Will the Village Clerk's Office provide administrative support?
- How will recommendations be reported to the Village Board?

The Board should also provide direction regarding the Committee's initial priorities, including:

- Park improvement projects
- Recreation programming
- Budget recommendations
- Grant opportunities
- Community engagement
- Park policies and long-range planning

Finally, while the ordinance allows the Committee to establish its own meeting schedule and adopt rules for its proceedings, the Board may wish to provide guidance on meeting frequency, expectations, and reporting procedures.

3. Fiscal Impact:

There is no immediate fiscal impact associated with this discussion. Any future expenditures or budget recommendations from the Committee will be presented to the Village Board for consideration during the normal budget process.

4. Legal Review (if applicable):

The Park Advisory Committee is established under Chapter 4 of the Village Code. No ordinance amendments are proposed at this time. The discussion is intended to provide administrative direction consistent with the existing ordinance.

5. Recommendation:

Staff recommends the Village Board discuss and provide direction on the following items:

- Designate the Trustee who will serve on the Committee.
- Determine the application and interview process.
- Establish administrative responsibilities for agendas and minutes.
- Identify the Committee's initial goals and priorities.
- Provide guidance on meetings and reporting expectations.

- Direct staff to begin recruiting Committee members and prepare appointment recommendations for future Board consideration.

6. Supporting Documents (if applicable):

- ☒ Attached – Chapter 4, Municipal Park Ordinance
☐ Not Applicable

Signature:

Karri Miller
Village Clerk / Village Collector

Code -
TITLE VI - PUBLIC WAYS AND PROPERTY
CHAPTER 4. MUNICIPAL PARK

CHAPTER 4. MUNICIPAL PARK

6-4-1. PARK RULES AND REGULATIONS.

It shall be unlawful to:

- A. Have pets on the grounds of Lions Park and unleashed pets on any of the other parks, which the Village may have jurisdiction over.
- B. Horseback ride.
- C. Build fires in any area other than designated.
- D. Camp.
- E. Operate motorized vehicles on any of the park property other than on the roadway.
- F. Harm, remove or disturb any building equipment, sign, marker or structure.
- G. Cause excessive noise as to disturb others.
- H. Possess any of the following items on park property: firearms, airguns, blow guns, bows and arrows, crossbows, spears, or knives (unless specifically authorized by the Village Board).
- I. Throw, cast, lay or place any rubbish, paper, garbage and refuse matter of any kind in or upon Lions Park other than in refuse containers.
- J. Damage, cut, break or in any way injure or deface any tree, shrub, plant, flower, or turf in the park premises.
- K. Be present in the park from 10:00 p.m. to 6:00 a.m.
- L. Sell or distribute alcoholic beverages without permission from the Village Board of Trustees and upon supplying proper dramshop coverage.

(Ord. 372, 1981; Ord. 561, 3-11-2002; Amd. Ord. 2016-20, 9-19-2016)

6-4-2. RESERVATIONS, FEES.

- A. Park facilities or a portion thereof may be reserved by contacting a Village Board designee.
- B. The following fees will be charged for reservations:

0 to 25 people	\$ 20.00 deposit	\$10.00 to be returned after inspection
25 to 50 people	\$ 40.00 deposit	\$20.00 to be returned after inspection
50 to 100 people	\$ 50.00 deposit	\$25.00 to be returned after inspection
100 to 200 people	\$100.00 deposit	\$75.00 to be returned after inspection

(Ord. 372, 1981)

6-4-3. PENALTIES.

- A. Eviction. Any person violating any of the provisions of this chapter may be forthwith evicted from Lions Park and other places under the control of the Board.
- B. Penalty. Any person violating any of the provisions of this chapter shall, upon conviction, pay a fine of not less than \$50.00 nor more than \$500.00 to be recovered in any manner and form provided by law.

(Ord. 372, 1981; Amd. 1984 Code)

6-4-4. ESTABLISHMENT OF THE VILLAGE PARK DEPARTMENT.

Pursuant to 65 ILCS 5/11-98-1 the Village of Poplar Grove establishes herein a Parks Department responsible for the establishment care and maintenance of Village parks.

(Ord. 2012-002, 1-9-2012)

6-4-5. STAFF.

The Village President has the authority, with the advice and consent of the Village Board, to hire the appropriate staff necessary to oversee the care and maintenance of Village parks. Such staff will report and duties will be prescribed by the Village President and Village Board.

(Ord. 2012-002, 1-9-2012)

6-4-6. VILLAGE PARK ADVISORY COMMITTEE.

A Park Advisory Committee is hereby established in the Village.

(Ord. 2012-002, 1-9-2012)

6-4-7. COMPOSITION.

The Park Advisory Committee shall consist of a member of the Village Board and four members appointed by the Village President with the advice and consent of the Village Board.

(Ord. 2012-002, 1-9-2012; Amd. Ord. 2012-014, 4-9-2012)

6-4-8. CHAIRMAN, SECRETARY.

The Park Advisory Committee shall elect one of its members to serve as Chairman and one member to serve as secretary.

(Ord. 2012-002, 1-9-2012)

6-4-9. TERMS OF MEMBERS.

The terms of the members shall be four years, staggered so that one members term expires each year.

(Ord. 2012-002, 1-9-2012)

6-4-10. MEETINGS.

The meetings of the Advisory Committee shall be held at times and places as such committee shall determine.

(Ord. 2012-002, 1-9-2012)

6-4-11. RULES AND REGULATIONS OF THE ADVISORY COMMITTEE.

The Advisory Committee shall prescribe rules and regulations for the conduct of its proceedings.

(Ord. 2012-002, 1-9-2012)

6-4-12. GENERAL POWERS AND DUTIES.

The Park Advisory Committee shall have the power and be required to:

- A. Act in an advisory capacity in all matters pertaining to public parks and recreation.
- B. Consider the annual budget of the parks and make recommendations with respect thereto to the Village President and Village Board.
- C. Assist in the planning of parks and recreation program and make recommendations with respect thereto to the Village President and Village Board.
- D. Act on special requests for the special use of any of the public parks or playground facilities.

(Ord. 2012-002, 1-9-2012)

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 08/12/2026 - 08/21/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 10.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
08/12/2026 00027316	MICHAEL BARTHELME UB refund for account: 0014001A00 31-00-1401	08/12/2026 CLERK METERED SEWER	09/12/2026	3.96 3.96	3.96	Open	N 08/12/2026
MC3255 00027329	IRONWOOD ENVIROMENTAL INC 100 S STATE ASBESTOS TESTING 01-50-4220	12/17/2025 CLERK 100 S STATE ASBESTOS TESTING	08/27/2026	750.00 750.00	750.00	Open	N 08/18/2026
299993988 00027333	ROCKFORD HEATING & AIR CONDITIONING AC UNIT SWWTP 31-75-4930	08/10/2026 CLERK AC UNIT SWWTP	09/10/2026	21,520.00 21,520.00	21,520.00	Open	N 08/18/2026
AUG2026 00027385	SKIDRIL SIGN POST DRIVER 01-53-4302	08/01/2026 CLERK OPERATIONAL SUPPLIES	09/01/2026	2,268.55 2,268.55	2,268.55	Open	N 08/20/2026
AUG2026 00027386	LITTLE FREE LIBRARY VH REPLACEMENT 01-50-4302	08/01/2026 CLERK VH REPLACEMENT	09/08/2026	439.28 439.28	439.28	Open	N 08/20/2026
1L67-TJFQ-NLT6 00027337	AMAZON.COM VEHICLE GPS TRACKER 01-53-4227	08/17/2026 CLERK VEHICLE GPS TRACKER	09/17/2026	85.49 85.49	85.49	Open	N 08/18/2026
1FJ9-4G4R-D4YJ 00027341	AMAZON.COM PW OFFICE CHAIR 01-54-4300	08/18/2026 CLERK PW OFFICE CHAIR	09/18/2026	239.99 239.99	239.99	open	N 08/19/2026
1YQR-M3QJ-N3GM 00027342	AMAZON.COM PLANTS-GEAR OIL 31-77-4302 31-79-4302	08/18/2026 CLERK OPERATIONAL SUPPLIES OPERATIONAL SUPPLIES	09/18/2026	635.00 317.50 317.50	635.00	open	N 08/19/2026

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1YKG-96W3-T1VX 00027387	AMAZON.COM PW AND PLANT OFFICE 01-54-4300 01-54-4300 31-79-4302	08/21/2026 CLERK OFFICE SUPPLIES OFFICE SUPPLIES OPERATIONAL SUPPLIES	09/20/2026	42.93 11.99 11.99 18.95	42.93	Open	N 08/21/2026
1YKG-96W3-T1VX 00027388	AMAZON.COM CREDIT 01-54-4300	08/21/2026 CLERK CREDIT	09/21/2026	42.18 42.18	42.18	Open	N 08/21/2026
22721 00027318	B&F CONSTRUCTION CODE SERVICE, INC. JULY ADMIN 01-55-4237	08/11/2026 CLERK PLANNING SERVICES	09/11/2026	1,527.50 1,527.50	1,527.50	Open	N 08/17/2026
72703 00027319	B&F CONSTRUCTION CODE SERVICE, INC. NHC REVIEW 01-55-4215	08/12/2026 CLERK NHC REVIEW	09/12/2026	775.00 775.00	775.00	Open	N 08/17/2026
72729 00027336	B&F CONSTRUCTION CODE SERVICE, INC. NHC REVIEW 01-55-4215	08/14/2026 CLERK NHC REVIEW	09/14/2026	1,026.25 1,026.25	1,026.25	Open	N 08/18/2026
72748 00027338	B&F CONSTRUCTION CODE SERVICE, INC. SOLAR REVIEW 01-55-4215	08/17/2026 CLERK SOLAR REVIEW	09/17/2026	200.00 200.00	200.00	Open	N 08/18/2026
P94159196 00027389	BATTERIES PLUS OF ROCKFORD, INC CROSS WALK FIX 01-53-4302	08/21/2026 CLERK OPERATIONAL SUPPLIES	09/21/2026	67.95 67.95	67.95	Open	N 08/21/2026
BFF-003059 00027320	BLAIN'S FARM & FLEET 2019 CHEVY OIL CHANGE 01-53-4227	08/14/2026 CLERK 2019 CHEVY OIL CHANGE	09/14/2026	152.25 152.25	152.25	Open	N 08/17/2026

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BFF-002911 00027321	BLAIN'S FARM & FLEET SWING REPAIR 01-52-4302	08/07/2026 CLERK SWING REPAIR	09/05/2026	38.48 38.48	38.48	Open	N 08/17/2026
BFF-003132 00027390	BLAIN'S FARM & FLEET WALL REPAIR 01-53-4302	08/20/2026 CLERK OPERATIONAL SUPPLIES	09/20/2026	67.98 67.98	67.98	Open	N 08/21/2026
AUG2026 00027383	CHATGPT PW AI 01-54-4202	08/01/2026 CLERK TELEPHONE & INTERNET SERVICES	09/01/2026	20.00 20.00	20.00	Open	N 08/20/2026
97527 00027322	COLLINS SANITARY LLC WOODSTOCK L/S 31-75-4238	08/05/2026 CLERK SEWER SERVICES MAINT & REPAIRS	09/05/2026	550.00 550.00	550.00	Open	N 08/18/2026
01001008489AUGU 00027348	COMCAST PHONE LINES, INTERNET 31-50-4202 01-53-4302 31-50-4202 31-68-4202 01-50-4202 31-68-4202 31-68-4202 31-50-4202 31-50-4202 31-68-4202 31-50-4202 01-50-4202 31-79-4202 31-50-4202	08/05/2026 CLERK B. 205 BEAVER DR - 815-765-8010 A. 111 E PARK ST-INTERNET C. 291 PRAIRIE KNOLL - 815-544-0520 D. 4420 MENGE LN - 815-765-8033 E. 200 N. HILL ST - INTERNET H. 4870 WOODSTOCK RD - 815-547-6487 F. 610 S STATE - 815-765-1774 &2456 G. DAWSON LAKE L/S I. 901 WACO WAY- 815-975-9049 J. 275 W GROVE ST- 217-049-7024 K. 5500 WHITING RD - 815-765-1914 200 N HILL ST - PHONE LINES L. 12211 RT 76 815-547-7209 M. 13505 HARVEST WAY-815-765-0565	09/05/2026	1,640.68 88.81 247.90 82.25 88.56 445.51 82.25 230.33 82.25 82.25 122.01 88.56 0.00 0.00 0.00	1,640.68	Open	N 08/19/2026
4653503000AUG20 00027349	COMED SWWTP METER 1 31-79-4204	08/10/2026 CLERK SWWTP METER 1	10/09/2026	9,986.29 9,986.29	9,986.29	Open	N 08/19/2026

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7470531222AUG20 00027350	COMED NWWTP 31-77-4204	08/10/2026 CLERK UTILITIES	10/09/2026	4,196.31 4,196.31	4,196.31	Open	N 08/19/2026
7991645000AUG20 00027351	COMED WELL 5 & 6 31-68-4204	08/10/2026 CLERK WELL 5 & 6	10/09/2026	1,723.42 1,723.42	1,723.42	Open	N 08/19/2026
0622964000AUG20 00027352	COMED BEAVER L/S 31-75-4204	08/07/2026 CLERK BEAVER L/S	10/06/2026	112.88 112.88	112.88	Open	N 08/19/2026
0862561222AUG20 00027353	COMED HARVEST WAY L/S 31-75-4204	08/07/2026 CLERK HARVEST WAY L/S	10/06/2026	177.91 177.91	177.91	Open	N 08/19/2026
112646222AUG20 00027354	COMED WATER TOWER 31-68-4204	08/07/2026 CLERK WATER TOWER	10/06/2026	73.42 73.42	73.42	Open	N 08/19/2026
2994975000AUG20 00027355	COMED WELL 4 31-68-4204	08/07/2026 CLERK WELL 4	10/06/2026	1,169.63 1,169.63	1,169.63	Open	N 08/19/2026
3061267111AUG20 00027356	COMED MAIN L/S 31-75-4204	08/03/2026 CLERK MAIN L/S	10/02/2026	45.37 45.37	45.37	open	N 08/19/2026
3172892222AUG26 00027357	COMED WELL 2 31-68-4204	08/07/2026 CLERK WELL 2	10/06/2026	73.44 73.44	73.44	open	N 08/19/2026

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3233830100AUG20 00027358	COMED WACO L/S 31-75-4204	08/07/2026 CLERK UTILITIES	10/06/2026	65.67 65.67	65.67	Open	N 08/19/2026
5318627000AUG20 00027359	COMED SWWTP 2 31-79-4204	08/07/2026 CLERK UTILITIES	10/06/2026	49.60 49.60	49.60	Open	N 08/19/2026
5555323000AUG20 00027360	COMED C/L/S 31-75-4204	08/07/2026 CLERK C/L/S	10/06/2026	462.38 462.38	462.38	Open	N 08/19/2026
91777938000AUG2 00027361	COMED BULLARD L/S 31-75-4204	08/07/2026 CLERK BULLARD L/S	10/06/2026	118.30 118.30	118.30	Open	N 08/19/2026
986415000AUG202 00027362	COMED WELL 3 & WATER TOWER 31-68-4204	08/07/2026 CLERK WELL 3 & WATER TOWER	10/06/2026	1,173.03 1,173.03	1,173.03	Open	N 08/19/2026
2439012111AUG20 00027363	COMED DUSK TO DAWN LIGHTS 01-53-4230	08/18/2026 CLERK DUSK TO DAWN LIGHTS	09/18/2026	92.14 92.14	92.14	Open	N 08/19/2026
7080803000AUG26 00027364	COMED COMMUNITY STREET LIGHTS 01-53-4230	08/18/2026 CLERK STREET LIGHTING SERVICES	10/26/2026	3,902.59 3,902.59	3,902.59	open	N 08/19/2026
33053023 00027323	CONSERV FS INC RESTOCK ROUNDUP 01-52-4302	08/10/2026 CLERK RESTOCK ROUNDUP	09/09/2026	1,044.30 1,044.30	1,044.30	open	N 08/18/2026

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Z555902 00027324	CORE & MAIN LP IPEARL(16) 31-70-4306	08/13/2026 CLERK METER & MXU PURCHASES	09/12/2026	2,942.34 2,942.34	2,942.34	Open	N 08/18/2026
Z590690 00027379	CORE & MAIN LP IPEARLS (16) 31-70-4306	08/19/2026 CLERK IPEARLS (16)	09/19/2026	2,880.00 2,880.00	2,880.00	Open	N 08/20/2026
Z603781 00027391	CORE & MAIN LP COMMAND LINK 31-70-4313	08/20/2026 CLERK COMMAND LINK	09/20/2026	1,070.00 1,070.00	1,070.00	Open	N 08/21/2026
Z6081101 00027325	GUS, INC TRAFFIC SIGNS 01-53-4302	08/11/2026 CLERK TRAFFIC SIGNS	09/11/2026	1,185.00 1,185.00	1,185.00	Open	N 08/18/2026
Z7531005 00027326	HAWKINS, INC. CHEMICALS FOR PLANTS 31-79-4305	08/13/2026 CLERK UTILITY SYSTEM CHEMICALS	09/13/2026	5,877.40 5,877.40	5,877.40	Open	N 08/18/2026
Z7526608 00027327	HAWKINS, INC. CHEMICALS FOR PLANTS 31-68-4305	08/10/2026 CLERK CHEMICALS FOR PLANTS	09/10/2026	2,648.04 2,648.04	2,648.04	Open	N 08/18/2026
INV01124915 00027334	USA BLUE BOOK NWWTP BLOWER 31-77-4302	08/06/2026 CLERK NWWTP BLOWER	09/06/2026	47.40 47.40	47.40	open	N 08/18/2026
INV01135415 00027343	USA BLUE BOOK BB BOX REPAIRS 31-75-4302	08/18/2026 CLERK BB BOX REPAIRS	09/18/2026	0.00 218.40	0.00	Void	N 08/19/2026

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INV01137717 00027380	USA BLUE BOOK BBOX REPAIRS 31-70-4302	08/19/2026 CLERK OPERATIONAL SUPPLIES	09/19/2026	559.50 559.50	559.50	Open	N 08/20/2026
AUG2026 00027382	ILLINOIS MUNICIPAL LEAGUE CONF FOR VP, CLERK AND TREASURER 01-57-4207 01-50-4207	08/11/2026 CLERK CONF FOR VP, CLERK AND TREASURER CONF FOR VP, CLERK AND TREASURER	09/12/2026	975.00 325.00 650.00	975.00	Open	N 08/20/2026
782 00027328	ILLINOIS MUNICIPAL TREASURER ASSOC TREASURER INSTITUTE YEAR 1 01-50-4205	08/17/2026 CLERK TREASURER INSTITUTE YEAR 1	09/17/2026	375.00 375.00	375.00	Open	N 08/18/2026
571353 00027330	LINCOLN RENT-ALL & LAWN EQUIP SALES VET PARK EDGER 01-52-4234	08/10/2026 CLERK VET PARK EDGER	09/10/2026	141.31 141.31	141.31	Open	N 08/18/2026
AUG26 00027378	WEX BANK - MARATHON FLEET CARD FUEL FOR PW TRUCKS 01-53-4303	08/15/2026 CLERK PUBLIC WORKS FUEL	09/04/2026	1,896.33 1,896.33	1,896.33	Open	N 08/19/2026
AUGUST2026 00027381	MICROSOFT CORPORATION ONLINE SERVICES EMAIL 01-50-4214	08/03/2026 CLERK ONLINE SERVICES EMAIL	09/11/2026	80.00 80.00	80.00	Open	N 08/20/2026
07183924294AUG2 00027365	NICOR GAS RENTAL BLDING 01-50-4204	08/11/2026 CLERK RENTAL BLDING	09/28/2026	64.56 64.56	64.56	Open	N 08/19/2026
1703442550AUG20 00027366	NICOR GAS HARVEST WAY L/S 31-75-4204	08/11/2026 CLERK HARVEST WAY L/S	09/28/2026	182.28 182.28	182.28	Open	N 08/19/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 08/12/2026 - 08/21/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 10.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
2240920774AUG26 00027367	NICOR GAS SWWTP 31-79-4204	08/11/2026 CLERK SWWTP	09/28/2026	179.91 179.91	179.91	Open	N 08/19/2026
2289858274AUG26 00027368	NICOR GAS BEAVER L/S 31-75-4204	08/11/2026 CLERK BEAVER L/S	09/28/2026	66.10 66.10	66.10	Open	N 08/19/2026
3013940102AUG20 00027369	NICOR GAS WELL 4 31-68-4204	08/11/2026 CLERK WELL 4	09/28/2026	64.56 64.56	64.56	Open	N 08/19/2026
3185732000AUG20 00027370	NICOR GAS WELL 2 31-68-4204	08/11/2026 CLERK WELL 2	09/28/2026	64.56 64.56	64.56	Open	N 08/19/2026
4959961969AUG20 00027371	NICOR GAS PW BUILDING 01-54-4204	08/11/2026 CLERK PW BUILDING	09/28/2026	183.81 183.81	183.81	Open	N 08/19/2026
727847237AUG202 00027372	NICOR GAS NWWTP 31-77-4204	08/11/2026 CLERK NWWTP	09/28/2026	64.56 64.56	64.56	Open	N 08/19/2026
1231447685AUG20 00027373	NICOR GAS DAWSON LAKE L/S 31-75-4204	08/14/2026 CLERK DAWSON LAKE L/S	10/01/2026	65.95 65.95	65.95	open	N 08/19/2026
9498891000AUG20 00027374	NICOR GAS WATER TOWER & WELL 3 31-68-4204	08/14/2026 CLERK WATER TOWER & WELL 3	10/01/2026	64.56 64.56	64.56	open	N 08/19/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 08/12/2026 - 08/21/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 10.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
2486870330AUG26 00027375	NICOR GAS C/L/S 31-75-4204	08/18/2026 CLERK C/L/S	10/05/2026	68.39 68.39	68.39	Open	N 08/19/2026
77254215526AUG2 00027376	NICOR GAS PRAIRIE KNOLL L/S & WATER TOWER 31-68-4204	08/18/2026 CLERK PRAIRIE KNOLL L/S & WATER TOWER	10/05/2026	66.86 66.86	66.86	Open	N 08/19/2026
8271538676AUG26 00027377	NICOR GAS WELL 5 & 6 31-68-4204	08/18/2026 CLERK UTILITIES	10/05/2026	64.56 64.56	64.56	Open	N 08/19/2026
2026-2027 00027392	NORTHWESTERN ILLINOIS MUNICIPAL CLK DUES 01-57-4217	08/20/2026 CLERK PROFESSIONAL DUES	09/20/2026	110.00 110.00	110.00	Open	N 08/21/2026
AUG2026 00027393	PITNEY BOWES INC. POSTAGE 31-70-4208 31-75-4208 01-50-4208	08/21/2026 CLERK POSTAGE POSTAGE POSTAGE	09/21/2026	1,200.00 500.00 500.00 200.00	1,200.00	Open	N 08/21/2026
3537 00027331	PREMIER LANDSCAPE STORE STONE FOR VETS PARK 01-52-4302	08/10/2026 CLERK OPERATIONAL SUPPLIES	09/10/2026	133.50 133.50	133.50	Open	N 08/18/2026
3539 00027332	PREMIER LANDSCAPE STORE STONE FOR VETS PARK 01-52-4302	08/10/2026 CLERK STONE FOR VETS PARK	09/10/2026	133.50 133.50	133.50	Open	N 08/18/2026
0007816220 00027335	USA TODAY MEDIA CORP. VAR FLY IN SIGN 01-55-4209	07/31/2026 CLERK VAR FLY IN SIGN	08/31/2026	102.20 102.20	102.20	Open	N 08/18/2026

INVOICE REGISTER FOR VILLAGE OF POPLAR GROVE

POST DATES 08/12/2026 - 08/21/2026

POSTED AND UNPOSTED

OPEN AND PAID

Item 10.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
AUG2026 00027384	WALMART	08/01/2026	09/01/2026	13.32	13.32	Open	N
	TEST PHONE REPLACEMENT FOR DIALER LINES CLERK						08/20/2026
	31-68-4302	TEST PHONE REPLACEMENT FOR DIALER LINES		13.32			

# of Invoices:	71	# Due: 70	Totals:	80,130.65	80,130.65
# of Credit Memos:	0	# Due: 0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				80,130.65	80,130.65

--- TOTALS BY PAYMENT CARD ACCOUNT ---

VISA	3,796.15
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--- TOTALS BY FUND ---

01 GENERAL FUND	19,037.53	19,037.53
31 WATER & SEWER FUND	61,093.12	61,093.12

--- TOTALS BY DEPT/ACTIVITY ---

00 GF ASSEST LIABILITIES ACCOUNTS	3.96	3.96
50 ADMIN	3,428.47	3,428.47
52 PARKS	1,491.09	1,491.09
53 STREETS	9,966.18	9,966.18
54 PUBLIC WORKS ADMIN	509.96	509.96
55 COMMUNITY DEVELOPMENT AND EVENTS	3,630.95	3,630.95
57 VILLAGE CLERK	435.00	435.00
68 WATER TOWERS	7,722.55	7,722.55
70 WATER	7,951.84	7,951.84
75 SEWER	23,935.23	23,935.23
77 NORTH PLANT	4,625.77	4,625.77
79 SOUTH PLANT	16,429.65	16,429.65

Date Updated: 08.05.2026

Jul-26

TO BE ATTACHED IN PACKET AS SUMMARY REPORT

FOR APPROVAL	Actual to Date	Total by Type	
	Check Run #1	Check Run #2	
AP Checks	\$143,870.38	\$48,870.78	\$192,741.16
EFTS (ACH)	\$32,312.73	\$31,259.87	\$63,572.60
Payroll	\$24,000.00	\$25,625.48	\$49,625.48
Insurance	\$21,822.86		\$21,822.86
Total	\$222,005.97	\$105,756.13	\$327,762.10

Specific Breakout:	Actual for the month paid	Estimate Additional	Total by Type
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Total	\$0.00	\$0.00	\$0.00
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FINAL NUMBERS

Monthly Approvals	July Final Numbers			
	Requested	Actual	Difference	
AP Checks	\$180,605.48	\$179,588.67	-\$1,016.81	amazon credit/void check
EFTS (ACH)	\$54,119.66	\$54,154.29	\$34.63	updated invoice from comed.
Payroll	\$48,000.00	\$49,239.62	\$1,239.62	
Insurance	\$21,822.26	\$21,822.26	\$0.00	
Total	\$304,547.40	\$304,804.84	\$257.44	

Specific Breakout:	Requested	Actual	Difference
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To: The Village President and Board of Trustees

From: Chris Dopkins, P.E., Village Engineer

Re: 2026 Pavement Maintenance Program – Village Hall Parking Lot Improvements

Date: August 19, 2026

As you may recall, the Village included improvements to the Village Hall parking lot in this year's pavement maintenance program. The scope of the improvements is to add a new inlet, approximately 100' of storm sewer, connect the storm sewer to an existing inlet and repave the highlighted portion of the parking lot. At the time of bidding, Public Works Staff was of the opinion that the storm sewer and inlet work could be completed with its own forces and therefore the project was bid noting that the storm sewer and inlet work would be "by others" which in this case is in reference to the Village staff. At or about the time of award, Public Works had the good idea of soliciting a proposal from the subcontractor who will be assisting the General Contractor (Rock Road Companies) with the removals/inlet repairs as Public Works is of the opinion that while they are able to complete the work, it will take them considerable time to do so which will take them



away from other duties. By hiring the GC's subcontractor directly, the Village would save the GC markup (which is typically 10-15%) and would further save on mobilization costs since the subcontractor will already have mobilized to the site as they would be responsible for removing the curb, gutter and pavement within the parking lot ahead of paving operations.

The subcontractor for this year's project is Troy Lee Excavating (TLE), and TLE has assisted the GC on many of Poplar Grove's past pavement maintenance projects, so they have familiarity with the Village. TLE has also been a subcontractor on many projects that our office has bid over the years, and our opinion is that TLE is a solid, experienced and reliable contractor. TLE would probably be able to complete storm sewer and inlet work in approximately a day, which is a much shorter time than

Public Works Staff would be able to complete the work which is a benefit to all who frequent Village Hall. TLE has provided a proposal to complete the work which is attached to the resolution.

Recommendation:

Staff recommends that the Village retain TLE to complete the storm sewer and inlet work. While the value of the work is well below the bidding threshold, the resolution does note that there was only one proposal sought for the work which in this particular case, makes sense.

I look forward to discussing this item with the Board and in the meantime please do not hesitate to contact me at 636-9590 with any questions. Thank you.

RESOLUTION 26-__44__

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE RESOLVING TO RETAIN TROY LEE EXCAVATING, INC. TO INSTALL A NEW INLET AND STORM SEWER WITHIN THE PARKING LOT OF VILLAGE HALL

WHEREAS, portions of the existing parking lot of Village Hall located near the entrance drive is subject to storm water runoff and as a result the pavement has deteriorated to the point where it requires removal and replacement; and,

WHEREAS, the Village of Poplar Grove ("Village") desires to install a new inlet and storm sewer in order to capture storm water runoff and thereby extend the life of the new pavement; and,

WHEREAS, Rock Road Companies have been retained by the Village of Poplar Grove to pave the parking lot as part of the Village's 2026 Pavement Maintenance Program; and,

WHEREAS, Troy Lee Excavating, Inc. has been retained by Rock Road Companies as the subcontractor for the Village's 2026 pavement maintenance project; and,

WHEREAS, by the Village directly retaining Troy Lee Excavating to complete the storm sewer and inlet work, the Village will save on mobilization costs and general contractor markup costs and as a result the Board of Trustees approves of soliciting a single proposal for the work: and,

WHEREAS, this is a Public Works Project subject to the Illinois Prevailing Wage Act and the Village will comply with said act as required by 820 ILCS Sec. 130/0.01 *et seq.*; now therefore,

WHEREAS, the Village has determined that it is in the best interest of its citizens to construct the improvements.

NOW THEREFORE BE IT RESOLVED, by the President and Board of Trustees of the Village of Poplar Grove, Boone County, Illinois that by the adoption of this Resolution:

1. The above recitals are incorporated herein and made part hereof.
2. The Village hereby approves the proposal from Troy Lee Excavating, Inc. for an amount of \$12,130.00 for the installation of storm sewer and an inlet within the Village Hall Parking Lot.
3. A contingency of 10% of the value of the proposal is hereby authorized by the Board of Trustees for unforeseen/unanticipated circumstances that may arise during construction.
4. The Village President is hereby authorized to execute the proposal from Troy Lee Excavating, Inc. and any document necessary to effectuate the intent set forth in this resolution and the Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

The Village Clerk of Poplar Grove shall attest the same after the signature of the Village President.

Adopted this 26th day of August, 2026

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS 26th DAY OF AUGUST, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK



PROPOSAL

Date	Proposal #
8/10/2026	10059

Name / Address

The Village Machesney Park
C/O Chris Dopkins
McMahon
1700 Hutchins Rd
Machesney Park, IL 61115

		P.O. No.		Project
				P.G. - V.H. Storm
Description	Qty	Units	Rate	Total
Poplar Grove - Village Hall Storm Sewer				
Per sheet 8 on original plans. Work not included in original bid quantities:				
Alt 03 - CONNECT TO INLET	1	EACH	550.00	550.00
Alt 04 - RCP CL IV, 12"	96	LF	80.00	7,680.00
Alt 05 - INLET, TYPE 700	1	EACH	3,900.00	3,900.00
If you have any questions, please contact Troy Lee at 815-636-8478 or 815-509-7712. Thank you.		Total		
		\$12,130.00		

ORDINANCE NUMBER: 2026-20

AN ORDINANCE AMENDING SECTION 6-2-4-3 “DELINQUENT PAYMENTS; NSF CHECKS; LIENS” OF THE CODE OF ORDINANCES FOR THE VILLAGE OF POPLAR GROVE REGARDING FEES CHARGEABLE WHEN A LIEN IS RECORDED AGAINST A PARCEL FOR NONPAYMENT OF UTILITY BILLS

WHEREAS, the Village of Poplar Grove (“Village”) had adopted a Code of Ordinances (“Code”); and

WHEREAS, Title VI “Public Ways and Property”, Chapter 2 “Combined Waterworks and Sewerage System”, Section 6-2-4-3 “Delinquent Payments; NSF Checks; Liens” provides for when the Village records a lien upon the real estate for which service is provided and not paid for; and

WHEREAS, the Village wishes to amend Section 6-2-4-3 “Delinquent Payments; NSF Checks; Liens” of Chapter 2 “Combined Waterworks and Sewerage System” of Title VI “Public Ways and Property” of the Code, as set forth herein to outline when fees will be charged regarding the sending of collection letters and recording and release of liens; and

WHEREAS, the Village has determined that it is in the best interest of the Village and its citizens to approve such amendment.

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
2. Section 6-2-4-3 “Delinquent Payments; NSF Checks; Liens” of the Code of Ordinances for the Village of Poplar Grove, shall be and hereby is amended, to read as follows (deletions shown as ~~striketroughs~~ and new language as **bold and underlined**):

“6-2-4-3. - DELINQUENT PAYMENTS; NSF CHECKS; LIENS.

A. Delinquent Payments. In the event charges for services are not paid by the (21st) day following rendition of the bill for service, such charges will be deemed and declared to be delinquent, and therefore late fee will be assessed.

B. NSF Checks. In the event a payment is returned for insufficient fees, account payments shall be reversed and appropriate NSF fees applied. All processes regarding termination for non-payment will apply.

C. Liens. In the event the charges for service are not paid according to 6-2-4-2, such charges shall be deemed and are hereby declared to be delinquent, and thereafter such delinquencies shall constitute liens upon the real estate for which service is supplied. A request for a payment plan for an overdue balance may be made to the Billing Clerk. For any account that is not paid in accordance with Section 6-2-4-4 herein, the Village Clerk is hereby authorized and directed to

record a lien, sworn and subscribed in accordance with Section 1-109 of the Illinois Code of Civil Procedure (735 ILCS 5/1-109), showing such delinquencies in the Office of the Recorder of Deeds of Boone County, Illinois, and the recording of such liens in such office shall be deemed constructive notice for the delinquent payment of such charges for such service. **Upon the initiation of the recording such liens, the property owner shall become responsible for applicable administrative fees that will include, but not be limited to, attorney time for the review and drafting of collection letters and a fee for the mailing of such collection letter to all necessary parties via certified mail. Such administrative fees will be in addition to outstanding charges, interest and penalties, and any further costs and fees of the proceedings incurred by the Village. Any costs charged by the Office of the Recorder of Deeds of Boone County, Illinois, to the Village, for the recording and/or release of such lien shall also be the responsibility of the property owner prior to the lien being released.**

3. Except as amended by this Ordinance, all other provisions and terms of the Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.
4. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2026

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2026

PRESIDENT

ATTEST:

VILLAGE CLERK



Village of Poplar Grove – Board Meeting Memo

Karri Miller
Village Clerk/Collector

August 26, 2026

Subject:

Update to the Village Organizational Chart

1. Background:

The Village of Poplar Grove's organizational chart has not been updated since 2015. Since that time, the Village has added and eliminated positions and has made changes to appointed positions, boards, commissions, and committees.

2. Current Status:

The existing organizational chart no longer accurately reflects the Village's current structure, positions, appointments, or reporting relationships. It is good administrative practice to review the chart periodically and update it when significant organizational changes occur. A current chart clearly communicates the Village's structure and lines of responsibility.

3. Fiscal Impact:

There is no anticipated fiscal impact associated with updating the organizational chart, other than staff time needed to prepare and maintain the document.

4. Legal Review (if applicable):

Section 4 of the Illinois Freedom of Information Act, 5 ILCS 140/4, requires each public body to maintain and make available a description of its organization, including a block diagram showing its functional subdivisions. Updating the chart will help ensure the Village's required organizational information is accurate and current.

5. Recommendation:

Staff recommends that the Village Board review and approve an updated organizational chart reflecting all current elected offices, appointed positions, employees, departments, boards, commissions, committees, and reporting relationships. The chart should then be reviewed periodically and revised as needed.

6. Supporting Documents (if applicable):

☐ Attached

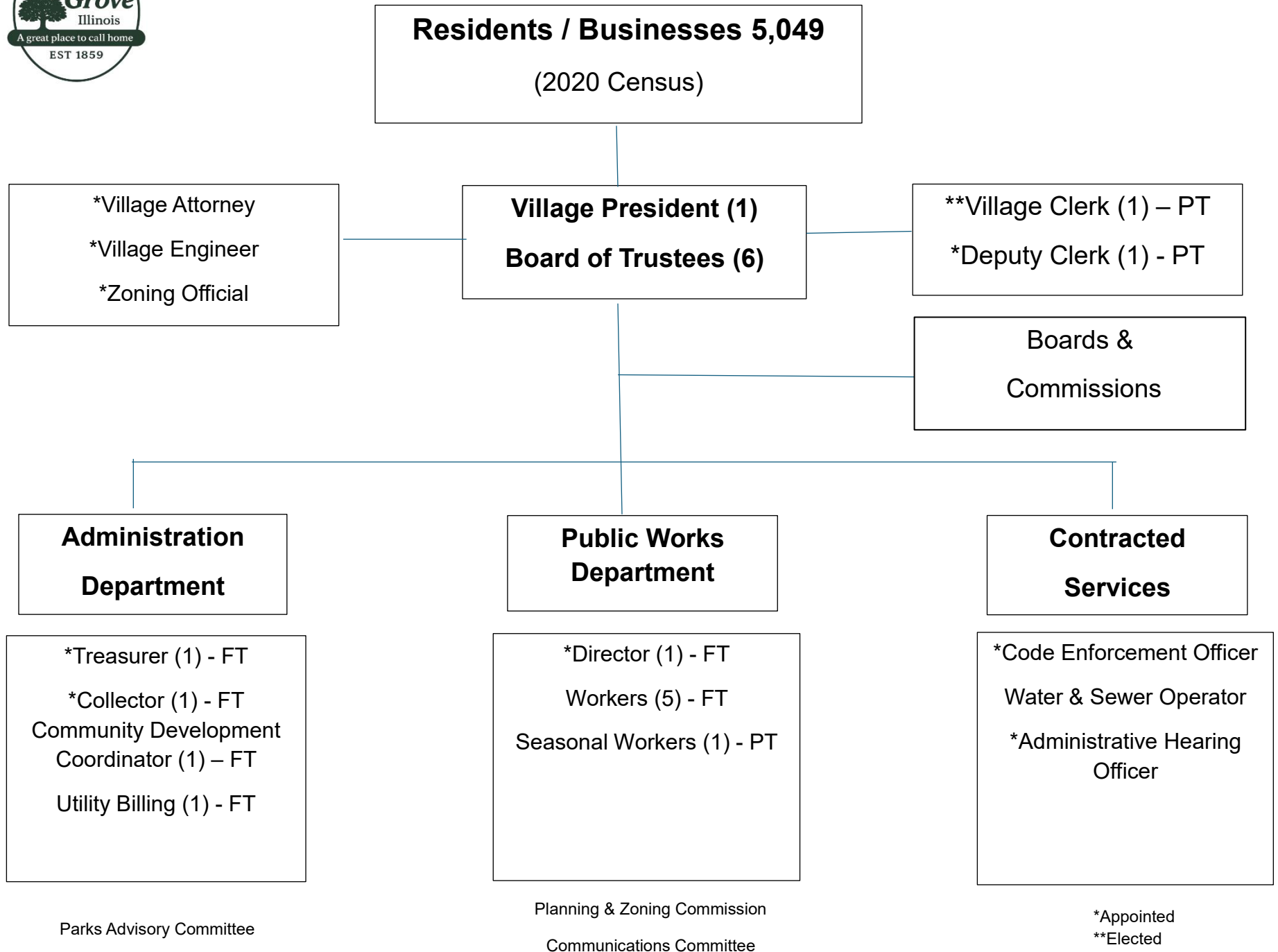
☒ Not Applicable

Signature:

Karri Miller, Village Clerk/Collector



VILLAGE OF POPLAR GROVE ORGANIZATIONAL CHART



Village of Poplar Grove



Project Status

- Veteran's Park - in-progress.
- **Upcoming Projects:**
 - Shade Structures - Dog Park, Sherman Oaks, Mansfield
 - Road Pavement Improvements
 - Sidewalk Repairs



Quick Notes from Staff



Stay informed. Sign up for CodeRed. You can sign up at this link:

<https://accountportal.onsolve.net/poplargroveIL>



BS&A Payments is LIVE. Sign-up at this link:

<https://bit.ly/paymybillVPG>



Go **PAPERLESS** with your Water Bill! Sign Up here:

<https://www.poplargrove-il.gov/publicworks/page/paperless-billing-form>



Last day for yard waste pick up is Nov 25th.

Upcoming Events

Saturday Sept. 12th is **Barktoberfest** by Small Town Heart at Mortimer's Roadhouse from 12pm to 5pm at 105 W. Grove Street, Poplar Grove, IL 61065

Sunday Sept. 13th is the 5th Annual Poplar Grove Lions Club **PG Community Market** from 10am to 3pm at 13521 IL Rt 76, Poplar Grove IL 61065 (Snyder's & Pacemaker Parking Lot)

Village of Poplar Grove **Trick or Treat** hours is on Saturday October 31, 2026 from 4pm to 7pm.

Annual Christmas Tree Lighting at Village Hall will be on Saturday Nov. 21, 2026 from 4pm to 6pm at 200 N. Hill Street, Poplar Grove IL 61065

REMINDERS

- Surf Internet & Frontier will be installing new fiber throughout the Village. Check the Village website for on-going status updates. <https://www.poplargrove-il.gov/community/page/frontier-surf-internet-installation-project-status>
- Help us Protect our Pipes! Please do not put items, other than toilet paper, human waste and water into the sewer system to help prevent clogs.

Business Spotlight

Arturo's Mexican Restaurant



107 W. Main Street
Poplar Grove, IL

Hours:

Monday: Closed

Tuesday thru Thursday: 11am - 9pm

Friday & Saturday: 11am - 10pm

Sunday: 11am - 8pm

BOARDS & COMMISSIONS

Planning & Zoning Commission

We are looking for one (1) individual to serve at a P&Z commissioner. See this link for full details:

<https://www.poplargo-il.gov/community/page/planning-and-zoning-commissioner-vacancies>

Park Advisory Ad Hoc Committee

The Village wishes to reactivate the Park Advisory Ad Hoc Committee and is looking for four (4) residents to participate in the committee.

Email resume to;
Clerk@villageofpoplargo.com

Mark Your Calendar



Annual Christmas Tree Lighting

When: Saturday November 21st, 2026

Time: 4pm to 6pm

Location: Village Hall

200 N. Hill Street

Poplar Grove, IL 61065

Come see Santa, take a carriage ride, create holiday crafts, grab a cup of hot chocolate and a hot dog while making memories.

Upcoming Meetings at Village Hall

Sept 7 - Closed in Observance of Labor Day

Sept 8 - Planning & Zoning Meeting 6pm

Sept 9 - Village Board Meeting 7pm

October 14 - Village Board Meeting 7pm

October 28 - Village Board Meeting 7pm

Nov 18 - Village Board Meeting 7pm

Nov 26 - Closed for Thanksgiving

Nov 27 - Closed for Thanksgiving

Agendas & Packet
Information:

<https://www.poplargo-il.gov/meetings>



History

Arturo's Mexican Restaurant has been a Poplar Grove staple for the last 17 years! In 2005 they started out across the street at 100 N. State Street as a small grocery store with a few tables, \$1,500, a cooler and a dream to succeed bringing their family recipes from Guadalajara, Mexico to the community.

In 2009 when Dooley's Bar went out of business at 107 W. Main Street they purchased the building to start the restaurant. Later, in 2014 they purchased the old fire station building to expand the restaurant.

Here's to many, many more successful years!

