



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, August 18, 2021 - 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 approve Special Board minutes from July 12, 2021 and Board minutes from July 21, 2021
- [2.](#) Motion to approve Public Hearing minutes from July 21, 2021

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.*

FINANCE AND PUBLIC WORKS, TRUSTEE MILLER

- [3.](#) Discussion and possible recommendation to the village board to approve **Resolution 21-44** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Norwest Construction, Inc for repairs to the village hall parking lot.
- [4.](#) Motion to approve **Resolution 21-45** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute documents related to the American Rescue Plan Act

5. Motion to approve check disbursement in the amount of \$132,742.24 in AP checks, \$13,193.43 in insurance expense checks and \$7,853.15 in EFTS for a total of \$153,788.82

ADMINISTRATION & ZONING, TRUSTEE QUIMBY

6. Motion to approve **Ordinance 2021-22** an ordinance granting a special use for indoor entertainment sales/service within the GB, General Business District (100 East Grove Street)
7. Motion to approve **Resolution 21-46** a resolution of the Village of Poplar Grove, Illinois approving amended building permit fee schedule

NEW BUSINESS

8. Motion to approve **Ordinance 2021-23** an Ordinance transferring unappropriated fund balance to established corporate objects and purposes for the Village of Poplar Grove, Illinois for the fiscal year beginning May 1, 2020 ending April 30, 2021 (FY2021)
9. Motion to approve 114 E Grove agreement Street.
10. Motion to Discuss possible purchase of a snow plow truck not to exceed in the amount of \$180,000.00
11. Motion to approve commercial electricity agreement bids

GOOD OF THE VILLAGE

Village Hall Closed for Labor Day September 6, 2021

Committee of the Whole-Monday September 13, 2021 6:30 pm

Board of Trustees - Wednesday September 15, 2021 7:00 pm

Planning and Zoning - Wednesday September 22, 2021 6:00 pm

ADJOURNMENT (Voice Vote)

KJA 08/16/2021



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, July 21, 2021 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting was called to order at 7:07 pm.

ROLL CALL

PRESENT

President Don Sattler

Finance Chairman Eric Miller

Admin Chairman Ron Quimby

Trustee Jeff Goings

Trustee Ed Wethington

Trustee Dan Cheek

Deputy Clerk Katie Jaster

Attorney Roxanne Sosnowski

Chris Dopkins

Carina Boyd

Mitch Hilden

PLEDGE OF ALLEGIANCE

APPROVAL OF PHONE PARTICIPATION (Roll Call)

N/A

APPROVAL OF AGENDA (Voice Vote)

Finance Chairman Miller point of order seeing if the meeting was being broadcasted over facebook live. President Sattler stated yes. Finance Chairman Miller second point of order to be terminated for a copy not being preserved according digital records act. President Sattler stated digital copy can be preserved for clerk according to the local record act.

Motion made by Trustee Wethington, Seconded by Finance Chairman Miller.

Motion made by Finance Chairman Miller to amend the agenda and to add discussion for Oak Lawn Mobile Home Park from Village Engineer, Seconded by Trustee Wethington.

Motion passed by voice vote.

APPROVAL OF MINUTES (Voice Vote)

- 1. Motion to approve Board minutes from June 16, 2021
 Motion made by Trustee Wethington, Seconded by Finance Chairman Miller.
 Motion passed by 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.*

David Allgood addressed the Village Board regarding the current affairs of the Village. Mr. Allgood addressed President Sattler about the standing of the Board meetings, Appointments to the vacant chair, Concorde Crossing Park and post covid situation with all of the local businesses. Mr. Allgood also asked what the standing is with the construction of the new Public Works building, the annexation agreement with a new Business that wants to move into Poplar Grove. Mr. Allgood wanted to make one comment and one request. He felt disrespected as a candidate and possibly how other candidates felt and how he was never even considered after a public endorsement. Lastly as a concerned resident of the Village of Poplar Grove he requested that President Sattler make his formal resignation.

Department Report

Village Engineer Chris Dopkins explained the issues with Oak Lawn Mobile Home Parks well and how they are requesting a connection with the Village. Attorney Szeto will be making an agreement to come before the Board.

ADMINISTRATION & ZONING, TRUSTEE QUIMBY

- 2. Motion to approve **Resolution 21-43** A Resolution of the Village of Poplar Grove, Illinois correcting previously assigned Resolution number
 Motion made by Admin Chairman Quimby, Seconded by Trustee Wethington.
 Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

FINANCE AND PUBLIC WORKS, TRUSTEE MILLER

- 3. Motion to approve a sewer credit for 403 Hughes Parkway in the amount of \$716.89
 Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
 Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek
- 4. Discussion and Motion to approve the water connection fee for 114 E. Grove Street
 Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
 Discussion on connection and cost versus payment. Village Board opted to stay with the connection cost at \$5,000. Board will do a payment plan over a 12 month period if the home owner should need one.

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington to table indefinitely. Motion approved by voice vote.

5. Motion to approve 2021 IML Training Conference in Chicago Illinois at a maximum reimbursable cost of \$1,500 per person

Motion made by Finance Chairman Miller, Seconded by Trustee Goings.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

6. Motion to approve **Ordinance 2021-20** An Ordinance of the Village of Poplar Grove, Illinois repealing Ordinance number 2020-06, Ordinance number 2020-18, and Ordinance number 2020-30 previously adopted by the Village of Poplar Grove

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

7. Motion to approve **Ordinance 2021-21** An Ordinance of the Village of Poplar Grove, Illinois repealing Ordinance number 2020-17 previously adopted by the Village of Poplar Grove

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

8. Motion to approve check disbursements in the amount of \$177,045.59 in AP checks, \$13,193.43 in Insurance Expense checks, and \$7,853.15 in EFTS for a total of \$198,092.17.

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

NEW BUSINESS

9. Discussion and Motion to approve the acceleration of final payment from October 1, 2021 to July 21, 2021 to the Simerl Family Trust for the property located at 200 North Hill Street.

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington for discussion only.

Point of order made by Trustee Wethington to confirm dollar amount and checking the date. Carina confirmed the final payment would be made in the amount of \$12,917.

President Sattler requested the payment to be accelerated because he wanted to appoint the Betsy Straw the heir to the Simerl will. Chairman Quimby recalls a few years ago asking the Simerls to pay off the remaining balance and the Simerls denying because they didn't want to the payoff.

Voting Nay: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

- 10. Discussion and Motion to approve the purchase of promo items for the Boone County Fair.
 Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
 Discussion about the fair items and how we typically give out promo items and we do not have enough to give out this year.
 Walter Swietlik spoke about item 9 and how it is conflicting.
 Attorney Sosnowski interrupted and spoke about how the two color sheets we have must be turned in prior to the meeting starting and can only be spoke during those time frames.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

GOOD OF THE VILLAGE

Monday August 9, 2021 6:30pm - Committee of the Whole Meeting
 Boone County Fair August 10-15, 2021
 Wednesday August 18, 2021 7:00pm - Board of Trustee Meeting
 Wednesday August 25, 2021 6:00pm - Planning and Zoning Meeting
 Trustee Quimby made an announcement that there is a fair sign up sheet for people to sign up.

EXECUTIVE SESSION

- 11. Motion to go into executive session 5 ILCS 120/2 (c) (11) Pending Litigation
 Motion made by Finance Chairman Miller, Seconded by Trustee Wethington to go into executive session at 7:49 pm. Motion passed by voice vote.
 Motion made by Trustee Wethington, Seconded by Trustee Goings to reconvene the meeting at 7:56 pm.

ADJOURNMENT (Voice Vote)

KJ 8/16/21
 Motion made by Trustee Goings, Seconded by Trustee Wethington.
 Motion passed by voice vote.
 Adjournment at 7:59 pm.



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Monday, July 12, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order at 8:21pm by President Sattler

ROLL CALL

PRESENT

Admin Chairman Ron Quimby via phone

Finance Chairman Eric Miller

Trustee Jeff Goings

Trustee Ed Wethington

Trustee Dan Cheek

Attorney Roxanne Sosnowski

Clerk Karri Anderberg

Deputy Clerk Katie Jaster

Treasurer Carina Boyd

Public Works Director Mitch Hilden

Waste Water Director Ion Steer

Engineer Chris Dopkins

APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Trustee Wethington, Seconded by Trustee Goings.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Wethington, Seconded by Finance Chairman Miller.

Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

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 Public Comment

NEW BUSINESS

- 1. Motion to approve the appointment of Trustee Eric Miller as Finance and Public Works Chairman
 Motion made by Trustee Goings, Seconded by Trustee Wethington.
 Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

- 2. Motion to approve the appointment of Trustee Ron Quimby as Administration and Zoning Chairman
 Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
 Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek

EXECUTIVE SESSION

- 3. Motion to go into executive session 5 ILCS120/ 2(c)(3) regarding the selection of a person to fill a public office
 Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
 Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek
 Went in to executive session at 8:29pm
 Came out of executive session at 8:44pm
 Roll Call

PRESENT

- Admin Chairman Ron Quimby via phone
- Finance Chairman Eric Miller
- Trustee Jeff Goings
- Trustee Ed Wethington
- Trustee Dan Cheek
- Attorney Roxanne Sosnowski
- Clerk Karri Anderberg
- Deputy Clerk Katie Jaster
- Treasurer Carina Boyd
- Public Works Director Mitch Hilden
- Waste Water Director Ion Steer
- Engineer Chris Dopkins

NEW BUSINESS

4. Motion to approve Dean Svarc as Village Trustee
Motion made by Finance Chairman Miller, Seconded by Trustee Cheek.
Voting Nay: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek
Walter Swierlik- Mr. Swierlik is upset that he did not even get a phone call from President Sattler even though he applied for trustee. Mr. Swierlik gave his background. Trustee Miller and Goings is very upset that President Sattler did not at least phone interview or have a open meeting to interview all candidates.

ADJOURNMENT (Voice Vote)

KJA 7/9/2021

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Finance Chairman Miller, Admin Chairman Quimby, Trustee Goings, Trustee Wethington, Trustee Cheek
Meeting adjourned at 9:12pm



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

Minutes – PUBLIC HEARING

Wednesday, July 21, 2021 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

ROLL CALL

PRESENT

President Don Sattler
Finance Chairman Eric Miller
Admin Chairman Ron Quimby
Trustee Jeff Goings
Trustee Ed Wethington
Trustee Dan Cheek
Deputy Clerk Katie Jaster
Attorney Roxanne Sosnowski
Chris Dopkins
Carina Boyd
Mitch Hilden

APPROVAL OF AGENDA

Motion made by Trustee Wethington, Seconded by Admin Chairman Quimby.
Motion approved by voice vote.

PUBLIC COMMENT

N/A

CONVENE PUBLIC HEARING

Closing of Grant Application for Mortimer Enterprise LLC Series d/b/a Mortimers Roadhouse and Grill

Attorney Sosnowski explained the process of the grant and why we have to hold Public Hearings. Carina Boyd spoke about how we received all the payment invoices that are required by the State.

CLOSE PUBLIC HEARING

Motion made by Trustee Wethington, Seconded by Finance Chairman Miller.
Motion passed by voice vote.

ADJOURNMENT

Motion made by Admin Chairman Quimby, Seconded by Trustee Wethington.
Adjournment at 7:06 pm.
KJ 8/16/21

RESOLUTION NUMBER: 21-44

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH NORWEST CONSTRUCTION, INC. FOR REPAIRS TO THE VILLAGE HALL PARKING LOT

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) has determined it is necessary to retain a contractor to perform repairs to the Village Hall parking lot; and

WHEREAS, the Village desires to retain Norwest Construction, Inc. to perform said repairs to the Village Hall parking lot; and

WHEREAS, pursuant to Section 1-10-3 of the Village of Poplar Grove’s Code of Ordinances (“Village Code”), in accordance with Subsection C, Category B, Non-Emergency purchases,

“Purchases between \$2,501.00 and the state limit require three written quotes and the approval of the Village Treasurer and Village President. Physical records regarding dates, contacts, and quotes received should be retained in the Department's files. Due diligence must be done to obtain three written quotes. If three written quotes are unable to be obtained, formal approval from the Village Treasurer, and Village President must be obtained prior to purchase.”; and

WHEREAS, in accordance with the Village Code, the Village solicited three (3) quotes for the repairs to the Village Hall parking lot; and

WHEREAS, Norwest Construction, Inc. submitted the lowest quote for the repairs to the Village Hall parking lot attached hereto as Exhibit A and incorporated herein (“Quote”); and

WHEREAS, the Village desires to enter into a contract with Norwest Construction, Inc. for the repairs to the Village Hall parking lot; and

WHEREAS, the Village and Norwest Construction, Inc. have reached an accord as to the terms and conditions upon which Norwest Construction, Inc. will provide said repairs to the Village Hall parking lot and have memorialized the same in the agreement attached hereto as Exhibit B and incorporated herein (“Agreement”); 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.

- 2. The Village hereby accepts and approves the Agreement with Norwest Construction, Inc. for repairs to the Village Hall parking lot in the amount of Five Thousand Nine Hundred Ninety Six Dollars (\$5,996.00) attached hereto as Exhibit B, or one in substantially similar form.
- 3. 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 _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2021

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A: QUOTE

EXHIBIT B: AGREEMENT

ADDENDUM TO CONTRACT

THIS ADDENDUM TO CONTRACT (“Addendum”) is dated this ___ day of _____, 2021 and is by and between the Village of Poplar Grove, an Illinois municipal corporation (“Village”), and Norwest Construction, Inc., an Illinois corporation (“Norwest”) and is intended to amend the Contract dated _____, between the Village and Norwest.

RECITALS:

WHEREAS, the Village and Norwest entered into a Contract Proposal dated on _____, 2021 (the “Contract”); and

WHEREAS, the Village and Norwest desire to make certain additions to the Contract; and

WHEREAS, such additions are set forth in this Addendum.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The above-recitals are incorporated herein and made a part hereof.
2. The Contract, including, but not limited to, its terms, conditions and scope of services, is incorporated herein and made a part hereof.
3. The following terms and conditions are made a part of the Contract:
 - A. Norwest will commence the work and services set forth in the Contract upon receiving authorization from the Village and shall complete such work by no later than _____, 2021. Such commencement and completion dates may be amended by written agreement of both parties hereto. All works and services shall be performed in a good and workmanlike manner.
 - B. Norwest warrants that it has paid for in full and owns, free and clear of any liens/encumbrances or potential liens/encumbrances, all materials and supplies that are to be installed as a part of the work to be performed under the Contract.
 - C. Norwest agrees to comply with any and all applicable federal, state and local laws, ordinances and regulations, including, but not limited to, prevailing wage laws (820 ILCS 130).
 - D. At all times during the performance of this Contract, Norwest shall maintain commercial general liability insurance with limits of not less than \$1 million each occurrence, \$2 million general aggregate; and automobile liability insurance with limits of not less than \$1 million per occurrence combined single limit or \$1 million bodily injury per occurrence and \$500,000 property damage; and workers’ compensation

equal to statutory limits required by state law. All insurance policies shall name the Village of Poplar Grove as an additional insured. Prior to commencement of any work under the Contract, Norwest shall provide the Village with a Certificate of Insurance evidencing compliance with this Paragraph. Each Certificate of Insurance shall provide that the insurer must give the Village at least thirty (30) days prior written notice of cancellation or termination of the Village's coverage thereunder.

- E. To the fullest extent permitted by law, Norwest shall pay, indemnify, defend and hold harmless the Village, its officers, representatives, elected and appointed officials, agents, and employees ("Indemnified Parties") from and against any and all claims, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which any of the Indemnified Parties incur because of injury to, or death of any person, or on account of damage to property, including the loss of use thereof, or any other claim arising out of, in connection with or as a consequence of the performance of, or the failure to perform, the remodeling work contemplated under the Contract by Norwest, its agents, employees, subcontractors or anyone for whose acts Norwest may be liable with respect to the work contemplated herein. Further, Norwest agrees that it is solely responsible for compliance with all safety laws applicable to the work performed hereunder, including but not limited to the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1960 and all standards and regulations which have been or shall be promulgated by the agencies which administer the Acts. Under no circumstances shall Norwest, its subcontractors, agents, and employees be required to indemnify the Indemnified Parties for the negligent acts of the Indemnified Parties.
- F. Norwest acknowledges that during the course of its performance of the work under this Contract, it may acquire or be exposed to information regarding the Village, including, but not limited to, information regarding the Village's employees, agents or officers, its business activities and operations, financial information, or other information of a confidential nature (hereinafter "Confidential Information"). Norwest, on behalf of itself and its, principals, owners, members, shareholders, employees, subcontractors and/or agents, agrees to hold such Confidential Information in strict confidence and shall not reveal the same. Norwest agrees that any breach or violation of this confidentiality provision would cause the Village irreparable injury for which it would have no adequate remedy at law, and agrees that the Village may be entitled to obtain immediate injunctive relief prohibiting such breach or violation, in addition to any other rights and remedies available to it.
- G. In the event of a breach of the Contract by either Party, the non-breaching party shall have any and all remedies available to it at law or in equity, including, but not limited to, the right to terminate the Contract. Such remedies shall be cumulative and not exclusive. The prevailing party in any action to enforce the provisions of this Contract shall be entitled to recover its costs, including reasonable attorneys' fees.
4. This Addendum shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

- 5. This Addendum may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.
- 6. In case any provision of this Addendum shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall, to the extent permitted by law, not in any way be affected or impaired thereby.
- 7. To the extent that any provision of this Addendum conflicts with any term or condition set forth in the Contract, the provision of this Addendum shall supersede and control to the extent of such conflict. All other provisions of the Contract not in conflict with this Addendum shall remain in full force and effect.
- 8. Except as otherwise provided for herein, this Addendum may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such Addendum, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.
- 9. This Addendum shall be governed by, and construed in accordance with, the laws of the State of Illinois.

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this Addendum as of the day and year first above written.

VILLAGE OF POPLAR GROVE

NORWEST CONSTRUCTION, INC.

By: Don Sattler
Village President

By: _____

ATTEST:

Its: _____

Karri Anderberg
Village Clerk

ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

**ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE
CIVIL RIGHTS ACT OF 1964**

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the "Recipient") provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient's beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient's program(s) and activity(ies), so long as any portion of the Recipient's program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency," seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury's implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury's directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient's programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

VILLAGE OF POPLAR GROVE

Recipient

AUGUST 2, 2021

Date

David J. Gots

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide]	DUNS Number: [Recipient to provide] Taxpayer Identification Number: [Recipient to provide] Assistance Listing Number: 21.027
---	--

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:



Authorized Representative:

Title: VILLAGE PRESIDENT

Date signed: 8/2/2021

U.S. Department of the Treasury:

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.
- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
 - b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
 - c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

RESOLUTION NUMBER: 21-45

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS
AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE DOCUMENTS
RELATED TO THE AMERICAN RESCUE PLAN ACT**

WHEREAS, President Biden signed the American Rescue Plan Act into law on March 11, 2021; and

WHEREAS, the American Rescue Plan Act appropriates \$19.53 billion to non-entitlement units of local government; and

WHEREAS, on July 21, 2021, Governor Pritzker announced that non-entitlement units of local government may apply for their allocated shared of funds appropriated by the American Rescue Plan Act; and

WHEREAS, the Village of Poplar Grove (“Village”) has been allocated \$ \$693,859.25; and

WHEREAS, the Village desires to apply to receive the allocated federal funds;

WHEREAS, the Village has determined that applying for these federal funds is in the best interest of the Village and its citizens.

NOW THEREFORE, BE IT RESOLVED 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. The Village is hereby authorized to apply for its allotment of federal funds appropriated by the American Rescue Plan Act.
3. The Village President is hereby authorized to execute the Assurances of Compliance with Civil Rights Requirements, the U.S. Department of the Treasury Coronavirus State and Local Recovery Funds Award Terms and Conditions, and any other documents necessary to effectuate the same and the Village Clerk to attest the signature of the Village President.
4. This Resolution is retroactively effective to August 2, 2021.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2021

VILLAGE PRESIDENT


ATTEST:

VILLAGE CLERK

Memorandum

DATE: July 21, 2021

TO: Village of Poplar Grove Planning and Zoning Commission

FROM: Gina DelRose, Community Development Planner 

SUBJECT: Staff advisory memo for case: 2021-03; Grove Gaming, 100 East Grove Street

REQUEST AND LOCATION:

The applicant, Poplar Grove Entertainment d/b/a Grove Gaming, 303 North Main Street, 8th Floor, Rockford, IL 61101 on behalf of the owner, Peter and Heather Provenzano Charitable Lead Trust DTD 12/28/15 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Section 8-6-9-B-2 Indoor Entertainment Sales/Service, Table 8-6-13 Permitted Uses and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have video gaming machines in the former The Grove Bar and Grill at 100 East Grove Street, within the GB, General Business District on 0.58 acres of land (PIN: 04-18-300-002). The property is irregular in shape and developed with a multi-tenant building and parking area.

BACKGROUND:

The property is just over one-half acre in size and is developed with a 4,800 square-foot building that has been split into multiple tenant spaces. The property is legal non-conforming in regards to several aspects of the Zoning Ordinance. The parking area is comprised of asphalt and gravel with no clear demarcation of spaces. The building does not meet required setbacks and the existing improvements on the property exceed the maximum amount of lot coverage. It is unsure at this time what, if any, building, fire and health codes are not in compliance as well.

Although several aspects of the Zoning Ordinance are not met, due to the legal non-conforming status of the property, the property can continue to be utilized instead of becoming vacant for an extended period of time which leads to deterioration. However, through the conditions of approval for the requested special use, improvements to the property will be required.

The main tenant of the building from 2014 to July 2019 was The Grove Bar and Grill which included video gaming machines. The applicant is requesting to be able to operate video gaming machines on the property again. Staff is not aware of any negative impacts the previous video gaming machines created. All building, fire and health codes will need to be met prior to a new business opening on the property.

The adjacent property owners were sent certified notices on July 6, 2021 and the green cards have been returned. The request was published in the Boone County Journal on July 9, 2021. The appropriate village staff and other agencies were notified on July 6, 2021. No objections from the agencies were received.

FINDINGS OF FACT:

Per Section 8-5-7(D) of the Village of Poplar Grove Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

2021-03: Grove Gaming, 100 East Grove Street

- A. **Findings: The establishment, maintenance or operation of the special use would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The property has operated as a multi-tenant commercial property for years. Most recently, the anchor tenant was a bar and grill with video gaming machines. Staff is not aware of any negative impacts the previous video gaming machines created and does not anticipate their reopening to be detrimental.

- B. **Findings: The special use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish or impair property values within the neighborhood.**

Due to the size and design of the building, video gaming machines will only be one component of the businesses operating on-site. Since the machines will occupy a small percentage of available tenant space, staff does not foresee it impacting the nearby properties more than other businesses that can operate on the property.

- C. **Findings: The establishment of the special use will not impede the normal or orderly development and improvements of the surrounding property for uses permitted in the district.**

The properties to the north, west and east are zoned general business while the property to the south, across Illinois Route 173 is zoned residential. Although the property is at the corner of Poplar Grove Road and Illinois Route 173, it is sparsely developed north of Illinois Route 173.

The general business district permits professional services, indoor retail sales or services and open space. Institutional, entertainment and boarding land uses require a special use. The reopening of video gaming machines is not expected to negatively impact the existing businesses or deter other businesses from locating in the area.

- D. **Findings: Adequate utilities, access roads, drainage and/or necessary facilities will be provided.**

The property is currently developed within a multi-tenant building and parking area. It has been used for commercial purposes prior to the special use request and is adequately served by utilities. The special use could require a tenant build-out, but not new construction.

- E. **Findings: Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.**

The special use will be within an existing multi-tenant building with an off-site parking area. The amount of traffic generated by the special use will be minimal compared to other land uses that are permitted within the general business district. The existing road network is adequate.

- F. **Findings: The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.**

2021-03: Grove Gaming, 100 East Grove Street

The special use will be required to conform to all the applicable regulations of the Zoning Ordinance, the Subdivision Ordinance, all other regulations and to any conditions of approval enacted by the Village Board.

RECOMMENDATION:

The planning staff recommends approval of case 2021-03 subject to following conditions:

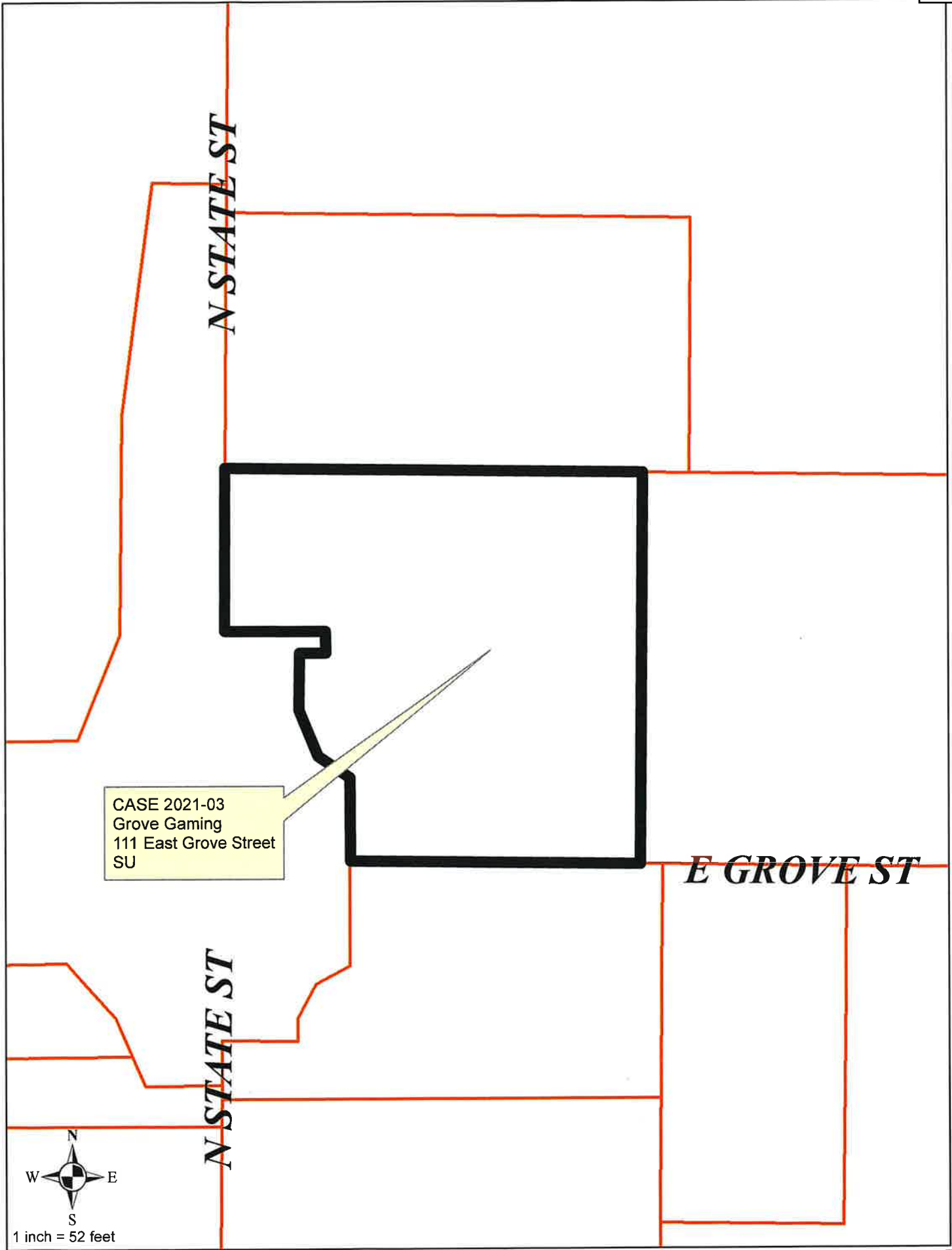
1. The special use shall permit video gaming machines to operate in only one tenant space on the property.
2. The structure shall be brought up to building, fire and health codes prior to operating a new business
3. The entire parking area shall be paved with a hard, all-weather surface, to the satisfaction of the Village Engineer or Director of Public Works.
4. The entire parking area shall be striped in accordance with Section 8-10-7-B-5 of the Poplar Grove Zoning Ordinance.
5. The parking area shall be illuminated in compliance with Section 8-10-8 of the Poplar Grove Zoning Ordinance.

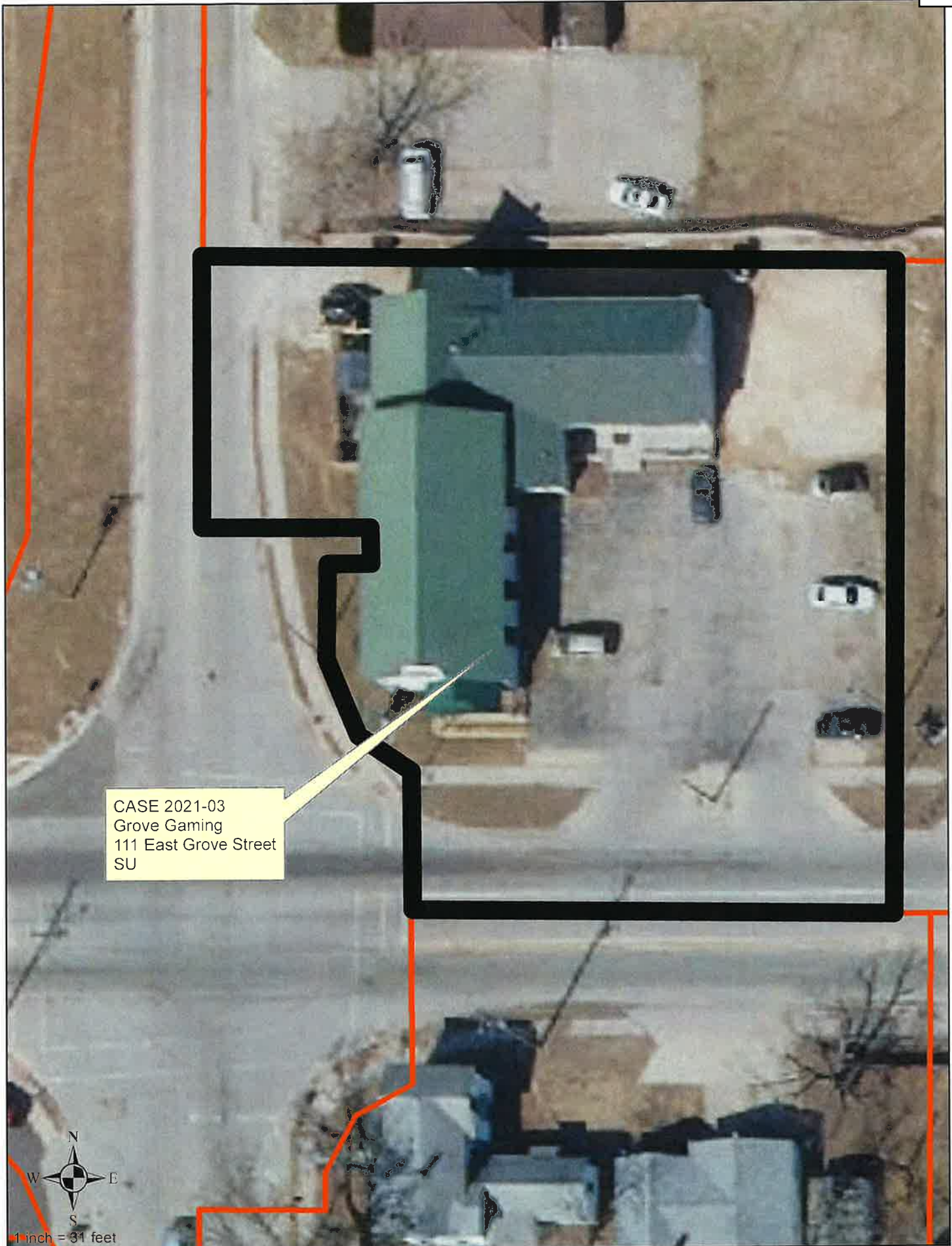
PLANNING AND ZONING COMMISSION/VILLAGE BOARD ACTION

The Planning and Zoning Commission shall make and forward findings of fact as to the compliance of the proposed special use with the standards and make a recommendation to the Village Board. The Village Board shall review the findings and recommendation and may accept or reject the findings and recommendation of the Planning and Zoning Commission in whole or in part; or the Village Board may refer the matter back to the Planning and Zoning Commission for further consideration. Any approval shall be considered the approval of a unique request and not be construed as precedent for any other proposed special use.

ATTACHMENTS

1. Location Map submitted by Planning Staff.
2. Aerial Photo submitted by Planning Staff.
6. Narrative submitted by the Applicant.
4. NRI 1653 submitted by the Boone County Soil and Water Conservation District, Teagan Duffy, June 22, 2021.
5. Letter from Boone County Health Department, Amanda Mehl, July 9, 2021.





DETAILED WRITTEN STATEMENT FOR
APPLICATION FOR SPECIAL USE PERMIT FOR
POPLAR ENTERTAINMENT, INC. D/B/A GROVE GAMING

The Applicant wishes to obtain a Special Use Permit for indoor entertainment so as to allow the Applicant to obtain a liquor license and subsequent video gaming license to operate a video gaming parlor at the premises.



Boone County
Soil & Water
Conservation District

211. N. Appleton Road
 Belvidere, IL 61008
 815-544-3465 x3

22 June 2021

SWCD NRI #: 1653
 Belvidere Planning Department
 401 Whitney Blvd., Suite 300
 Belvidere, IL 61008

Dear Sir/Madam,

A request for a Natural Resource Information Report was submitted. We will supply a written reply to your office as indicated below:

Our review does not apply in this instance.
 Other (see attached)

Location of Site: 100 E. Grove Street Poplar Grove, IL 61065
PIN(S): 04-18-300-002

Contact	Petitioner	Owner
Robert A. Calgaro, Attorney at Law	Poplar Entertainment, Inc. d/b/a Grove Gaming 303 N. Main Street, 8 th Floor, Rockford, IL 61101	Peter and Heather Provenzano Charitable Lead Trust DTD 12/28/2015 303 N. Main Street 8 th Floor, Rockford, IL 61101
(815) 987-4000 racalgaro@gmail.com		

Request: Special Use – Indoor Entertainment

Sincerely,



Teagan Duffy
 Boone County Soil & Water
 Conservation District



Public Health
Prevent. Promote. Protect.

Boone County Health Department

1204 Logan Avenue, Belvidere, Illinois 61008
Main Office 815.544.2951 Clinic 815.544.9730 Fax 815.544.2050
www.boonehealth.org

The mission of the Boone County Health Department is to serve our community by preventing the spread of disease, promoting optimal wellness & protecting the public's health.

July 09, 2021

FAX: 815-547-0789

Gina DelRose
Community Development Planer
401 Whitney Blvd Suite 300
Belvidere, IL 61008

Planning Services for Village of Poplar Grove

Re: Case; 2021-03, Grove Gaming, 100 East Grove Street

Dear Gina,

We are in receipt of a copy of a special use request. Specifically, to have video gaming machines in the former The Grove Bar and Grill at 100 East Grove Street, within the GB, General Business District on 0.58 acres of land. (PIN: 04-18-300-002)

If prepared or temperature controlled foods are served, prior to operation of the establishment a to-scale plan and a food application must be submitted to the health department for review. The plan review fee would be determined when menu information is submitted. Below is the county code explaining this further.

Sec. 30-35. Submission and review of plans; permits.

- (a) *Generally*, whenever a food service establishment or retail food store is constructed or extensively remodeled and whenever an existing structure is converted to use as a food service establishment, properly prepared plans and specifications for such construction, remodeling, or conversion shall be submitted to the regulatory authority for review and approval before construction, remodeling, or conversion is begun. The plans and specifications shall indicate the proposed layout, arrangement, mechanical plans, construction materials of work areas, and the type and model of proposed fixed equipment and facilities.
- (b) *Permit required*. Any business or organization desiring to operate as a food service establishment or retail food establishment must have a current food service permit.
- (c) *Plans, inspection and approval*. Before issuing a food service permit to a new establishment, plans must be submitted to and approved by the health authority. Plans

submitted for review must be accompanied by the appropriate plan review fee as listed in section 38-31.

RE: Case; 2021-03, Grove Gaming, 100 East Grove Street

Date: 07/09/2021

Page 2 of 3

Food establishment classifications. All food service establishments or retail food establishments shall be categorized according to their type of operation, size of operation, and risk category of the food prepared and/or served and shall obtain a permit for the class of operation as hereinafter defined. The listing of various types of operation is not intended to be all inclusive, but typical and not limited to those mentioned. If a food establishment is not specifically listed, it shall be classified according to the class to which it most closely resembles.

- (1) *Category I High Risk Facility:* is a food establishment that presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or type of population served by the facility. The following criteria shall be used to classify facilities as Category I High Risk facilities:
 - a. whenever cooling of potentially hazardous foods occurs as part of the food handling operations at the facility;
 - b. when potentially hazardous foods are prepared hot or cold and held hot or cold for more than 12 hours before serving;
 - c. if potentially hazardous foods which have been previously cooked and cooled must be reheated;
 - d. when potentially hazardous foods are prepared for off-premises service for which time-temperature requirements during transportation, holding and service are relevant;
 - e. whenever complex preparation of foods, or extensive handling of raw ingredients with hand contact for ready to eat foods, occurs as a part of the food handling operations at the facility;
 - f. if vacuum packaging and/or other forms of reduced oxygen packaging are performed at the retail level; or
 - g. whenever serving immunocompromised individuals, where these individuals compromise the majority of the consuming population.
- (2) *Category I High Risk Multi-Department Facility:* is a food establishment that presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks. These facilities have the same criteria as Category I High Risk facilities, and have 3 or more departments

within their facilities which need inspection including but not limited to main grocery, bakery, deli, meat and seafood departments.

RE: Case; 2021-03, Grove Gaming, 100 East Grove Street

Date: 07/09/2021

Page 3 of 3

(3) *Category II Medium Risk Facility*: is a food establishment that presents a medium risk of causing foodborne illness based upon a few food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify facilities as Category II Medium Risk facilities:

- a. if hot or cold foods are not maintained at that temperature for more than 12 hours and are restricted to same day service;
- b. if preparing foods for service from raw ingredients uses only minimal assembly; and
- c. foods served at an establishment that require complex preparation (whether canned, frozen, or fresh prepared) are obtained from an approved food processing plants, (high risk) food service establishments or retail food stores.

(4) *Category III Low Risk Facility*: is a food establishment that presents a low relative risk of causing foodborne illness based on few or no food handling operations typically implicated in foodborne illness outbreaks. The following criteria shall be used to classify facilities as Category III Low Risk facilities:

- a. only prepackaged foods are available or served in the facility, and any potentially hazardous foods available are commercially pre-packaged in an approved food processing plant;
- b. only limited preparation of non-potentially hazardous foods and beverages, such as snack foods and carbonated beverages occurs at the facility; or
- c. only beverages (alcoholic and non-alcoholic) are served at the facility.

Please let us know if you have any questions or concerns.

Thank you,



Amanda Mehl
Administrator of Public Health
AT

NORTH BOONE FIRE DISTRICT #3

Station #1 305 West Grove Street. Poplar Grove, IL
61065

Station #1 Phone: 815-765-3366

Station #2 Phone: 815-765-2409

Fax: 815-765-9196

July 27, 2021

Ms. Gina DelRose, Community Development Planner

SUBJECT: Case: 2021-03, Grove Gaming, 100 East Grove Street

North Boone Fire District Three does not have any comment regarding ability to operate video gaming machines.

However, prior to a business operating on the subject property, the building shall be brought up to current code. Including but not limited to egress, lighting, tenant separation and fire alarm system.

Respectfully,

Craig Wilcox

Inspector/Plans Examiner Craig Wilcox
North Boone Fire District #3
Inspection Bureau

CC: Chief Zaccard
File

ORDINANCE # 2021 _____

**AN ORDINANCE GRANTING A SPECIAL USE
FOR INDOOR ENTERTAINMENT SALES/SERVICE WITHIN THE
GB, GENERAL BUSINESS DISTRICT
(100 East Grove Street)**

WHEREAS, the Village of Poplar Grove has adopted Title 8, Zoning in accordance with the provisions of Illinois Compiled Statutes, to regulate the use of land and specify the minimum requirements for improvements on land in the Village of Poplar Grove; and

WHEREAS, special uses are certain municipal or private uses that due to their physical or operational characteristics may pose a threat to the value, use and enjoyment of adjoining property and are reviewed on a case by case basis, and are permitted only by permission of the Poplar Grove Village Board; and,

WHEREAS, the applicant, Poplar Grove Entertainment d/b/a Grove Gaming, 303 North Main Street, 8th Floor, Rockford, IL 61101 on behalf of the owner, Peter and Heather Provenzano Charitable Lead Trust DTD 12/28/15 has petitioned the Village for a special use for indoor entertainment sales/service (video gaming) at 100 East Grove Street; and,

WHEREAS, after due notice by publication pursuant to the Illinois State Statutes, the Village of Poplar Grove Planning and Zoning Commission held a public hearing on July 28, 2021 concerning the proposed special use; and,

WHEREAS, the Village of Poplar Grove Planning and Zoning Commission having examined said application and having considered the evidence, both oral and documentary, and being fully advised about the premises did make findings of fact and a recommendation; and,

WHEREAS, the corporate authorities of the Village considered the findings of fact and concur with the recommendation of the Planning and Zoning Commission.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND VILLAGE BOARD OF THE VILLAGE OF POPLAR GROVE, BOONE COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. That a special use in the GB, General Business District for indoor entertainment sales/service (video gaming) at the property legally described as and depicted in Attachment A:

Beginning at the Southwest corner of Section 18, Township 45 North, of Range 4 East of the Third Principal Meridian, at a stake for a corner;

thence East 12 rods to land now owned and occupied by Reuben Sherman and John N. Carter; thence North 10 rods in line with said Sherman and Carter's land; thence West 12 rods to the center of range Line Road (so called); thence South 10 rods in line with said road to the place of beginning, situated in Boone County, Illinois; EXCEPT the Easterly Eighteen (18) feet of the following described premises: A part of the Southwest Quarter of Section Eighteen (18), Township Forty-five (45) North, Range Four (4) East of the Third Principal Meridian, described as follows, to-wit: Commencing at the Southwest corner of said Section 18, and running thence East 12 rods; thence North 10 rods in line with said road to the place of beginning, and conveying the reservation of the use of ingress and egress on the driveway located on the excepted portion as recited herein as reserved in the deed from The Grove Grange No. 1835 to Lawrence Dyer and Helen Dyer, dated May 5, 1955; EXCEPTING THEREFROM that portion deeded to the State of Illinois, Department of Transportation by Warranty Deed recorded September 16, 2004 as Document No. 04R10978 for public road purposes; situated in the County of Boone and State of Illinois. PIN: 04-18-300-002

Be and is hereby approved, subject to the following conditions:

1. The special use shall permit video gaming machines to operate in only one tenant space on the property.
2. The structure shall be brought up to building, fire and health codes prior to operating a new business
3. The entire parking area shall be paved with a hard, all-weather surface, to the satisfaction of the Village Engineer or Director of Public Works.
4. The entire parking area shall be striped in accordance with Section 8-10-7-B-5 of the Poplar Grove Zoning Ordinance.
5. The parking area shall be illuminated in compliance with Section 8-10-8 of the Poplar Grove Zoning Ordinance.

Section 2. That the premises shall be used in accordance with and subject to the applicable provisions of the Zoning Ordinance of the Village of Poplar Grove and shall not be used except as may otherwise be expressly authorized by the special use.

Section 3. That acceptance of any of the benefits of this Special Use shall be deemed acceptance of all the terms and conditions set forth herein.

Section 4. This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

PASSED by the Village Board of the Village of Poplar Grove this ____ day of _____, 2021.

Ordinance #2021_____
Page 3 of 4

APPROVED by the President of the Village of Poplar Grove this ____ day of _____, 2021.

Don Sattler, Village President

ATTEST:

Karri Anderberg, Village Clerk

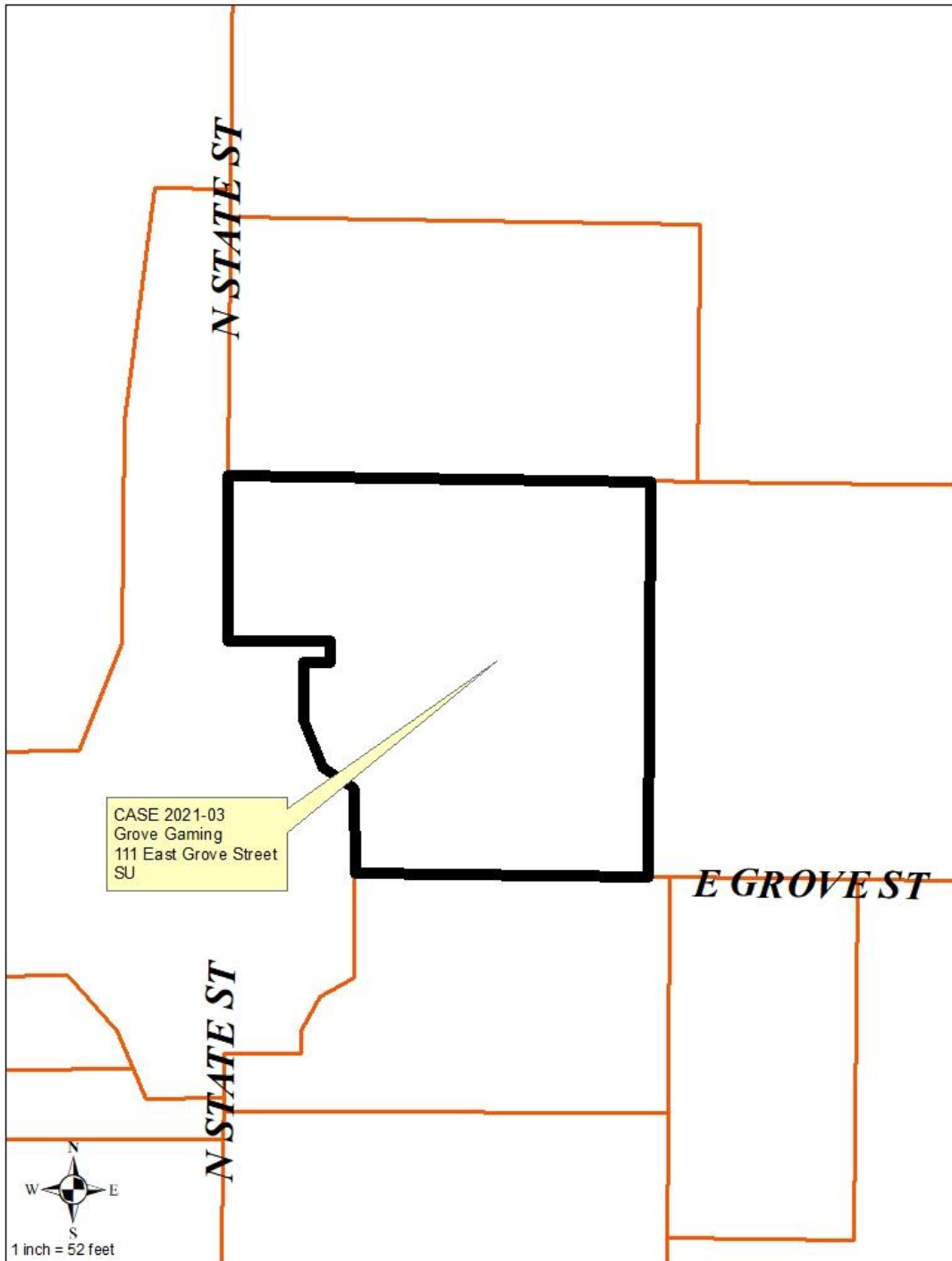
Ayes:____ Nays: ____ Absent ____

Village Board Members Voting Aye:____

Village Board Members Voting Nay:____

Date Published: _____ Sponsor:_____

Attachment A



MEMO

DATE: July 29, 2021
TO: Poplar Grove Village Board
FROM: Village of Poplar Grove Planning and Zoning Commission
SUBJECT: Recommendation— Case 2021-03: Grove Gaming, 100 East Grove Street

REQUEST AND LOCATION:

The applicant, Poplar Grove Entertainment d/b/a Grove Gaming, 303 North Main Street, 8th Floor, Rockford, IL 61101 on behalf of the owner, Peter and Heather Provenzano Charitable Lead Trust DTD 12/28/15 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Section 8-6-9-B-2 Indoor Entertainment Sales/Service, Table 8-6-13 Permitted Uses and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have video gaming machines in the former The Grove Bar and Grill at 100 East Grove Street, within the GB, General Business District on 0.58 acres of land (PIN: 04-18-300-002). The property is irregular in shape and developed with a multi-tenant building and parking area.

RECOMMENDATION:

The Planning and Zoning Commission **approved** case number 2021-03 subject to the following conditions:

1. The special use shall permit video gaming machines to operate in only one tenant space on the property.
2. The structure shall be brought up to building, fire and health codes prior to operating a new business
3. The entire parking area shall be paved with a hard, all-weather surface, to the satisfaction of the Village Engineer or Director of Public Works.
4. The entire parking area shall be striped in accordance with Section 8-10-7-B-5 of the Poplar Grove Zoning Ordinance.
5. The parking area shall be illuminated in compliance with Section 8-10-8 of the Poplar Grove Zoning Ordinance.

The motion to approve case 2021-03 for a special use to permit Indoor Entertainment Sales/Service at 100 East Grove Street subject to the five conditions as presented by staff carried with a (6-0) roll call vote.

Jessica Roberts, Chairman
Poplar Grove Planning and Zoning Commission

MEMO

DATE: July 29, 2021
TO: Poplar Grove Village Board
FROM: Village of Poplar Grove Planning and Zoning Commission
SUBJECT: Findings of Fact for Case 2021-03: Grove Gaming, 100 East Grove Street

REQUEST AND LOCATION:

The applicant, Poplar Grove Entertainment d/b/a Grove Gaming, 303 North Main Street, 8th Floor, Rockford, IL 61101 on behalf of the owner, Peter and Heather Provenzano Charitable Lead Trust DTD 12/28/15 is requesting a special use pursuant to the Poplar Grove Zoning Ordinance, Section 8-6-9-B-2 Indoor Entertainment Sales/Service, Table 8-6-13 Permitted Uses and Section 8-5-7 Special Uses. Specifically, the applicant is requesting a special use to have video gaming machines in the former The Grove Bar and Grill at 100 East Grove Street, within the GB, General Business District on 0.58 acres of land (PIN: 04-18-300-002). The property is irregular in shape and developed with a multi-tenant building and parking area.

FINDINGS OF FACT:

Per Section 8-5-7(D) of the Village of Poplar Grove Zoning Ordinance, the criteria for granting a Special Use Permit are as follows:

- A. Findings: The establishment, maintenance or operation of the special use would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.**

The property has operated as a multi-tenant commercial property for years. Most recently, the anchor tenant was a bar and grill with video gaming machines. Staff is not aware of any negative impacts the previous video gaming machines created and does not anticipate their reopening to be detrimental.

- B. Findings: The special use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish or impair property values within the neighborhood.**

Due to the size and design of the building, video gaming machines will only be one component of the businesses operating on-site. Since the machines will occupy a small percentage of available tenant space, staff does not foresee it impacting the nearby properties more than other businesses that can operate on the property.

- C. Findings: The establishment of the special use will not impede the normal or orderly development and improvements of the surrounding property for uses permitted in the district.**

The properties to the north, west and east are zoned general business while the property to the south, across Illinois Route 173 is zoned residential. Although the property is at the corner of Poplar Grove Road and Illinois Route 173, it is sparsely developed north of Illinois Route 173.

The general business district permits professional services, indoor retail sales or services and open space. Institutional, entertainment and boarding land uses require a special use. The reopening of video gaming machines is not expected to negatively impact the existing businesses or deter other businesses from locating in the area.

D. Findings: Adequate utilities, access roads, drainage and/or necessary facilities will be provided.

The property is currently developed within a multi-tenant building and parking area. It has been used for commercial purposes prior to the special use request and is adequately served by utilities. The special use could require a tenant build-out, but not new construction.

E. Findings: Adequate measures have been taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.

The special use will be within an existing multi-tenant building with an off-site parking area. The amount of traffic generated by the special use will be minimal compared to other land uses that are permitted within the general business district. The existing road network is adequate.

F. Findings: The special use shall, in all other respects, conform to the applicable regulations of the districts in which it is located.

The special use will be required to conform to all the applicable regulations of the Zoning Ordinance, the Subdivision Ordinance, all other regulations and to any conditions of approval enacted by the Village Board.

The motion to adopt the Findings of Fact for case 2021-03 for a special use to permit Indoor Entertainment Sales/Service at 100 East Grove carried with a (6-0) roll call vote.

Jessica Roberts, Chairman
Poplar Grove Planning and Zoning Commission

RESOLUTION NUMBER: 21-46

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS,
APPROVING AMENDED BUILDING PERMIT FEE SCHEDULE**

WHEREAS, the Village of Poplar Grove (“Village”) has within its Code of Ordinances a reference to the Village Building Permit Fee Schedule (“Fee Schedule”) setting forth various permit fees for building projects within the Village; and

WHEREAS, the Village has previously adopted via Resolution a Building Permit Fee Schedule; and

WHEREAS, from time to time it becomes necessary to amend and update the Fee Schedule; and

WHEREAS, the Village deems it necessary to amend and update the Fee Schedule; and

WHEREAS, the Village wishes to amend the Fee Schedule by replacing the existing Fee Schedule with the Fee Schedule in a form substantially similar to that attached to this Resolution as Exhibit A.

NOW THEREFORE, BE IT RESOLVED 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. The Building Permit Fee Schedule is hereby amended by replacing the existing Building Permit Fee Schedule with the Building Permit Fee Schedule in a form substantially similar to that attached to this Resolution as Exhibit A.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2021

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2021

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A
2021 VILLAGE OF POPLAR GROVE
BUILDING PERMIT FEE SCHEDULE

RESIDENTIAL PLAN REVIEW FEES PER DISCIPLINE

Base Fee 655 Up to 3200 square feet

Breakdown

Building	55%	360.25
Electrical	15%	98.25
Mechanical	0%	0
Plumbing	0%	0
Energy	10%	65.5
Total	80%	524
Plus 15%		78.6
Total Permit Fee		602.6
Rounded to		602

VILLAGE OF POPLAR GROVE a,b,c,d,e,f,g
BUILDING PERMIT FEE SCHEDULE

TYPE	Plan Review	Inspections	FEE
Application Fee			25
Residential New Construction			
Structures up to 3200 square feet includes the basement and garage	602.00	1300.00 (estimated 25 inspections)	
Structures over 3200 square feet includes the basement and garage	.19 per square foot	1300.00 (estimated 25 inspections)	Must calculate per square foot
Residential Inspections	Inspections	52 Each	
Additions			
Up to 500 square feet	\$46 per discipline	52 Each	
Over 500 square feet	Same as new construction	Same as new construction	
Residential Inspections	Inspections	52 Each	
Remodeling			
Up to 500 square feet	\$46 per discipline	52 Each	
Over 500 square feet to 1000 square feet	\$60 per discipline	52 Each	
Over 1000 square feet	75.00	52 Each	
Residential Inspections	Inspections		52
Miscellaneous Permits			
A/C	Plan Review and 1 Inspection		69
Deck	Plan Review and 2 Inspections		132 (109)
Deck	Plan Review and 3 Inspections		184 (149)
Demolition	Plan Review and 1 Inspection		100

Driveway	Plan Review and 2 Inspections		109
Electrical Service Up Grade 100, 200 or 400 Amp	Plan Review and 1 inspection		80 (69) (94) (119)
Fence	Plan Review and 2 Inspections		109
Fireplace – Prefab	Plan Review and 2 Inspections		132 (109)
Fireplace - Masonry	Plan Review and 3 Inspections		184 (149)
Furnace	Plan Review and 1 inspection		69
Generator	Plan Review and 2 Inspection		132 (69)
Patio	Plan Review and 2 Inspections		109
Porch – No Electric	Plan Review and 3 Inspections		149
Roof	Plan Review and 2 Inspections		109
Service Walks, Sidewalk or Stoop	Plan Review and 2 Inspections		109
Shed over 120 Square Feet	Plan Review and 1 Inspection		69
Siding	Plan Review and 2 Inspection		109 (69)
Solar	Plan Review and 2 Inspection		362
Swimming Pool no electric	Plan Review and 1 inspection		69
Swimming Pool with electric (Above Ground)	Plan Review and 3 Inspections		149
Swimming Pool with heater (Above Ground)	Plan Review and 4 Inspection		184
Swimming Pool (In-ground)	Plan Review and 6 Inspections		357 (359)
Swimming Pool with Heater (In-ground)	Plan Review and 7 Inspections		448
Water Meter (Second)	1 inspection		45
Water Heater Permit Removed			
Windows – No structural Change	Plan Review and 1 Inspection		69
Windows – Structural Changes	Plan Review and 2 inspections		149 (new)

Commercial			
Building	Plan Review		Contact the Building Dept for fees
HVAC	Plan Review		Contact the Building Dept for fees
Electrical	Plan Review		Contact the Building Dept for fees
Plumbing	Plan Review		Contact the Building Dept for fees
Energy	Plan Review		Contact the Building Dept for fees
Commercial Inspections	Inspections		Contact the Building Dept for fees

Footnotes:

- a) An application fee of \$25.00 per application is required at time of submittal for each permit application. In addition to the application fee stated above, an additional application fee equal to the plan review fee per application is required at time of submittal for a new house, addition and remodeling (The application fee for plan review will be deducted from the total permit fee). This applies to commercial projects as well.
- b) Residential Plan Review includes a building, electrical, energy and zoning review. All other disciplines, (mechanical and plumbing) shall be field verified by the inspector.
- c) Commercial Fee Plan Review is per the Villages Contract with the Third Party Consultant plus 15% for administrative costs
- d) Miscellaneous Plan Review are typical small permits such as; fences, driveways, (decks), sheds etc or other projects that do not fit into a category described above.
- e) Window replacement of 3 windows or less with no structural changes do not require a permit.
- f) The permit fee is subject to change based on the specifics of the project.
- g) Any permit started before a permit is issued by the village will incur a 100% penalty of the permit fee.

**VILLAGE OF POPLAR GROVE
ORDINANCE NO. 2021-23**

AN ORDINANCE TRANSFERRING UNAPPROPRIATED FUND BALANCE TO ESTABLISHED CORPORATE OBJECTS AND PURPOSES FOR THE VILLAGE OF POPLAR GROVE, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2020 AND ENDING APRIL 30, 2021 (FY 2021)

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) is an Illinois municipal corporation;

WHEREAS, in anticipation that there could be reduced revenues to the Village in fiscal year 2021, the Village appropriated revenues conservatively for 2021; and

WHEREAS, revenues for fiscal year 2021 did not come in as low as anticipated which has resulted in an unappropriated fund balance of approximately \$500,000.00 in the Village’s General Fund; and

WHEREAS, Village desires to transfer \$500,000.00 of unappropriated fund balance from the General Fund to its Capital Improvement Fund for future use on capital improvement projects; and

WHEREAS, the Village has determined that such transfer is in the best interest of the Village and its citizens.

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

Section 1: That the fiscal year for the Village of Poplar Grove for the purpose of this ordinance transferring fund balance amounts to established objects and purposes shall begin on the 1st day of May, 2020 and end on the 30th day of April, 2021 (FY 2021).

Section 2: That the transfer specified in EXHIBIT 1, attached hereto and made a part hereof, from unappropriated fund balance in the General Fund to an established object or purpose is hereby made for the year defined in Section 1. Such amounts transferred shall remain unappropriated amounts until such time as appropriated by the Village.

Section 3. In addition to the transfers made in Section 2, the Village Treasurer is hereby authorized and directed to make the transfers deemed necessary to accommodate the recording of expenditures on the modified accrual basis of accounting as required by generally accepted accounting principles. Any transfers made based upon the authority granted in this section are to be submitted to the Village Board for approval before the audited financial statements of the Village of Poplar Grove are issued for the year defined in Section 1.

Section 4. That in the event any general or specific item, or portion thereof, of this Budget Transfer Ordinance is, for any reason, held invalid, such invalidity shall not affect the validity of the remaining portion or portions of this Ordinance.

Section 5. That this Ordinance shall be effective immediately upon its due publication in pamphlet form and retroactive to April 1, 2021.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2021

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2021

ATTEST:

CLERK

PRESIDENT

EXHIBIT A**TRANSFER OF UNAPPROPRIATED FUND BALANCE IN THE GENERAL FUND TO THE
CAPITAL IMPROVEMENT FUND**

Account Title	Account Number	Debit	Credit
General Fund	01-99-6050	\$500,000.00	
Capital Improvement Fund	90-00-5010		\$500,000.00



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 N. Hill Street, Poplar Grove, IL 61065

Phone: (815) 765-3201 – Fax: (815) 765-3571

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

July 30, 2021

Gwen Jones
114 E. Grove St.
Poplar Grove, IL 61065

RE: *Payment Agreement – Gwen Jones*
Property Address: 114 E. Grove St., Poplar Grove, IL 61065

This letter acknowledges the Village of Poplar Grove's agreement to allow you to make installment payments towards Village water hook-up as follows:

Date of Agreement: July 31, 2021

Payment Period: August 1, 2021 to August 1, 2022

Total Amount Due: \$5,000.00

Payment Schedule:

By signing this agreement, you agree to make two (2) equal payments of Two Thousand Five Hundred Dollars and 00/100 (\$2,500.00) each.

- 1) First payment of \$2,500.00 is due on August 1, 2021
- 2) Second payment of \$2,500.00 is due on or before August 1, 2022

Payments shall be deemed delinquent if not received in the office of the Village Clerk by the close of business on the scheduled payment date.

Payment Location:

Payments may be made in person, or mailed to the Village of Poplar Grove at the following address:

Village of Poplar Grove
ATTN: Village Clerk
200 N. Hill St.
Poplar Grove, IL 61065

The payment plan is contingent upon receipt of the *signed payment plan agreement* and the **initial payment of \$2,500.00 by no later than August 1, 2021**. This payment will be applied to the total amount due listed above.

FAILURE TO MAKE THE PAYMENTS as outlined in this agreement will cause the full outstanding balance to immediately become due and owing to the Village and will be placed as a lien on the subject property becoming part of the water bill.


Gwen Jones

Village of Poplar Grove

By: _____
Karri Anderberg
Its: Village Clerk