

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, October 18, 2023 - 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)

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

- <u>1.</u> Engineer Report, McMahon
- 2. Public Works Report, David Howe
- 3. Treasurer Report, Carina Boyd
- 4. Wastewater Report, TEST

OLD BUSINESS

- 5. Motion to approve minutes from September 20, 2023 Board of Trustee Meeting.
- <u>6.</u> Motion to discuss and possible action for **Resolution 2023-22** A Resolution of the Village of Poplar Grove appointing an individual to fill a vacancy in the Planning and Zoning Commission Austin Davies.
- 7. Motion to discuss and possible action of Lion's Club Agreement.

NEW BUSINESS

- 8. Motion to discuss and any possible action for proposals for updated Comprehensive Land Use Plan.
- 9. Motion to discuss 312 Briarwood Drive.
- 10. Motion to discuss and possible action for the Public Works Director's personal use of the Village vehicle during the winter months.
- 11. Motion to discuss and possible action for approval to purchase Boss plow set up for new 2022 Ram 2500 service truck in the amount of \$7,870 from Scott's Auto and RV.
- 12. Motion to discuss and possible action to approve Orth Road Improvement Section 23-00000-00-GM in the amount of \$170,554.91 to Curran Contracting Company, Inc.
- 13. Motion to discuss and possible action to approve State Street Improvements Section 23-00011-00-RS in the amount of \$281,239.60 to Rock Road Companies, Inc.
- 14. Motion to discuss and possible action to approve pay application #1 for the new Public Works Building in the amount of \$447,340.71 to Larson & Larson Builders, Inc.
- 15. Motion to discuss and possible action to approve check disbursement for payments scheduled to be paid prior to October 31, 2023, in the amount of \$1,076,307.06 in AP checks, \$22,526.48 in insurance expense checks, and \$4,253.14 EFTS for a total of \$1,103,086.68.

GOOD OF THE VILLAGE

Planning and Zoning Meeting October 25, 2023 - 6:00 pm Trick or Treating Hours October 31, 2023 4pm-7pm Board of Trustee Meeting November 8, 2023 - 7:00 pm Board of Trustee Meeting November 15, 2023 - 7:00pm 10th Annual Tree Lighting, Village Hall, November 18, 2023 - 4pm-6pm

ADJOURNMENT (Voice Vote)

KJ 10/16/2023



To: The Village President and Board of Trustees

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

Re: Engineering Report – September 2023 Activity

Date: October 13, 2023

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

- Public Works Building: In-floor radiant heat systems were installed and underground plumbing and electrical (outside the building) were installed. Floor has been placed, and steel is currently being erected. Insulated metal panels (IMPs) are scheduled to be delivered on or about October 19th. The Contractor will continue to place the steel members and IMPs over the next month. Exterior curbing will be constructed and the first lift of pavement will be placed at the beginning of November.
- **2023 Pavement Maintenance Program:** All work is now complete on both State Street and Orth Roads, but there are a few minor punch list items to address. First pay estimate for each project has been sent to the Village.
- Miscellaneous Activities:
 - There were a few grading checks in various subdivisions that occurred in September.
 - DPW Howe and myself have started discussions regarding next year's CIP. We hope to have a formal recommendation the Board in November or December.
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VILLAGE OF POPLAR GROVE

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

Public Works Report, SEPTEMBER 2023

- Comcast work has continued throughout the Village. Locates have been fewer and farther between, as work has started on feeding fiber lines through conduit already installed. It currently sounds like Comcast is hoping to have service available to customers at the beginning of the winter. Comcast's government affairs rep has offered to hold a town hall for residents to explain the new service once they get closer to launch.
- Our road projects for the year took place in September. State St was resurfaced along with some sidewalk, curb, and inlet work. This project started at our southern boundary and was completely just north of Sherman Lane. Rock Road and Stenstrom completed the project on schedule with quality work. Orth Road was also resurfaced with nominal widening. Besides a new driving surface, this project will bring along additional safety for plow operations. Fog lines were also added to the road, which previously was not defined.
- Work has continued on the new DPW shop. The underground work has been completed. The floor has been poured and much of the steel frame is now in place. Paneling, sidewalk, curb, and parking lot surface should be completed in the next month to month and a half.
- Staff continued with mowing operations, including roadsides and drainage ways.
- Staff excavated, formed and poured pads for benches in Mansfield Park.
- Restored damaged ground in Mansfield as well.
- Prairie Green ROW tree canopies were trimmed. This is a task that is handled annually throughout the Village to prevent trees from overhanging roads and sidewalks. We are hoping to get to other neighborhoods in the next month or so.
- Adjusted various manholes in the roadways to prevent plow damage.
- I drove the Village and compiled a sidewalk assessment list and broke it down by neighborhood. Although I had hoped to have this started this month, it has not been in the cards. My goal is to attempt to get a neighborhood or two knocked out this year, but it will be time and weatherdependent. Unlike many of our other projects, I need all four staff members on concrete jobs, and it usually takes three days to complete depending on the scope – a day to excavate, a day to form, grade, and compact base, and a day to pour and finish.
- Sold the KX-033-4 to Bobcat of Rockford.
- Repaired boom sprayer, and sprayed neighborhood curb lines.
- Sprayed fence lines on Village properties one last time for the season.
- Performed all due maintenance on daily vehicles.

- Began servicing all winter equipment as of right now, all fluids and filters have been serviced on our 5 yards, with the next step to put on all winter equipment and change out hoses and fittings. At this point we will check over all plow equipment for proper function, and leaks and make any repairs necessary.
- Next month will involve mowing one or 2 more times and storing summer equipment. We will continue on prepping plow equipment. The new 2022 Ram is scheduled for plow install as well.

As always, please contact me with any additional questions or concerns. I am always open to going into more detail on past, current, or future projects and work my department is doing.

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SEPTEMBER 2023 TREASURER'S REPORT

Monthly Reports:

Attached you will find September's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in September.
- Invoices scheduled to be paid in the month of October: \$1,076,307.06 in AP checks, \$22,526.48 in Insurance Expense checks, and \$4,253.14 in EFTS. Grand Total: \$1,103,086.68.
- Attached please find the Village of Poplar Grove's balance sheet as of 09/30/2023.

Ongoing Activities

• The Tax Levy will be on the November Board Agenda.

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CHECK REGISTER CHECK DATE FROM 09/01/2023 - 09/30/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER C	OMMING	LED OPERATING A	CCOUNT		
09/01/2023	OPER	EFT582(E)	PR BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	15,498.70
09/01/2023	OPER	EFT583(E)	PR DENTAL/VISIO	ON HUMANA INSURANCE COMPANY	957.21
09/08/2023	OPER	28296	AP 0371	ABBY PEST ELIMINATION LLC	270.00
09/08/2023	OPER	28297	AP 0006	ADT COMMERCIAL LLC	201.88
09/08/2023	OPER	28298	AP 0338	AMAZON.COM	1,208.56
09/08/2023	OPER	28299	AP 0293	AQUATEC, INC.	395.20
09/08/2023	OPER	28300	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	13,485.43
09/08/2023	OPER	28301	AP 0586	BALSLEY PRINTING	847.55
09/08/2023	OPER	28302	AP 0509	BANDT COMMUNICATIONS, INC.	567.82
09/08/2023	OPER	28303	AP 0035	BATTERIES PLUS OF ROCKFORD, INC	50.30
09/08/2023	OPER	28304	AP 0361	BLAIN'S FARM & FLEET	1,152.82
09/08/2023	OPER	28305	AP 0294	BOONE COUNTY JOURNAL	540.00
09/08/2023	OPER	28306	AP 0078	CARD SERVICE CENTER	3,502.00
09/08/2023	OPER	28307	AP 0078	CARD SERVICE CENTER	5,591.52
09/08/2023	OPER	28308	AP 0098	CINTAS CORPORATION #355	195.44
09/08/2023	OPER	28309	AP 0594	CIVICPLUS	7,390.10
09/08/2023	OPER	28310	AP 0278	COMED	22,060.42
9/08/2023	OPER	28311	AP 0481	EVERGREEN SEPTIC SERVICE	1,462.50
9/08/2023	OPER	28312	AP 0097	FOX VALLEY INTERNET, INC.	54.90
9/08/2023	OPER	28313	AP 0096	FRONTIER	979.95
9/08/2023	OPER	28314	AP 0424	GO TO COMMUNICATIONS INC	309.11
9/08/2023	OPER	28315	AP 0107	GROWTH DIMENSIONS	300.00
9/08/2023	OPER	28316	AP 0109	HAWKINS, INC.	7,195.72
9/08/2023	OPER	28317	AP 0384	HIRE TRACI II LLC	540.00
9/08/2023	OPER	28318	AP 0364	HOME DEPOT CREDIT SERVICES	506.36
9/08/2023	OPER	28319	AP 0159	MCMAHON ASSOCIATES, INC.	39,924.05
9/08/2023	OPER	28320	AP 0163	MEDIACOM	269.89
9/08/2023	OPER	28321	AP 0165	MENARDS	339.15
9/08/2023	OPER	28322	AP 0329	MR. GOODWATER	79.36
9/08/2023	OPER	28323	AP 0289	NATIONAL NOTARY ASSOCIATION	45.00
9/08/2023	OPER	28324	AP 0186	NICOR GAS	796.27
9/08/2023	OPER	28325	AP 0489	P.C. TECH 2 U	2,029.98
9/08/2023	OPER	28326	AP MISC	PAUL SCHILLING	320.00
9/08/2023	OPER	28327	AP 0212	PHYSICIANS IMMEDIATE CARE	185.00
9/08/2023	OPER	28328	AP 0211	PITNEY BOWES INC.	12,884.00
9/08/2023	OPER	28329	AP 0618	PLAY ILLINOIS LLC	410.00
9/08/2023	OPER	28330	AP 0220	ROCKFORD BUSINESS SYSTEMS, INC	136.98
9/08/2023	OPER	28331	AP 0239	SHERWIN WILLIAMS CO.	121.52
9/08/2023	OPER	28332	AP 0217	SOLUTIONS BANK	13,870.00
9/08/2023	OPER	28333	AP 0319	SOSNOWSKI SZETO, LLP	8,626.40
9/08/2023	OPER	28334	AP 0355	TEST INC.	20,114.57
9/08/2023	OPER	28335	AP 0593	TESTING SERVICE CORPORATION	
9/08/2023	OPER	28336	AP 0259	TWIN TOWERS INC.	2,790.00
9/08/2023	OPER	28337	AP 0255		275.00
9/08/2023	OPER	28338	AP 0261 AP 0262	U.S. CELLULAR USA BLUE BOOK	216.59
9/08/2023	OPER	28339	AP 0597	VERIZON	1,186.18
9/08/2023	OPER	28340	AP 0429	WEX BANK - MARATHON FLEET CARD	192.37
9/08/2023	OPER	28341	AP 0259	TWIN TOWERS INC.	1,402.84
/08/2023	OPER	28342	AP 0255		45.00
)/08/2023	OPER	Various	PR Payroll	BLAIN'S FARM & FLEET	533.82
)/08/2023)/08/2023	OPER	EFT584(E)	•		13,001.24
/08/2023	OPER	EFT585(E)	PR IRS	INTERNAL REVENUE SERVICE	3,780.55
)/13/2023		28344	PR STATE OF IL	STATE OF ILLINOIS	758.17
0/13/2023	OPER OPER		AP 0165	MENARDS	30.98
		28343	PR NCPERS		112.00
)/18/2023	OPER	28345	AP 0194	NORTHWESTERN ILLINOIS MUNICIPAL CLK	110.00
/20/2023	OPER	141(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
)/20/2023	OPER	142(E)	AP 0217	SOLUTIONS BANK	2,001.03

CHECK REGISTER CHECK DATE FROM 09/01/2023 - 09/30/2023

10/09/2023

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
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09/22/2023 09/22/2023 09/22/2023 09/22/2023	OPER OPER OPER OPER	EFT586(E) EFT587(E) EFT588(E) EFT589(E)	PR Fayion PR IRS PR STATE OF IL PR IMRF PR UNION DUES	PAYROLL INTERNAL REVENUE SERVICE STATE OF ILLINOIS IMRF I.U.O.E. LOCAL 150	14,385.01 4,314.25 850.22 4,090.15 329.94
Total of 83 Ch Less 2 Void Ch Total of 81 Dis	ecks:	nts:			238,173.11 1,197.82 236,975.29

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Comparative Balance Sheet

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DEPT/ACCOUNT	DESCRIPTION	FUND OL GENERAL FUND	FUND 20 MOTOR FUEL FUND WATE	rear vis caves % EB	FUND 32	C6 CND.3	
ASSETS ASSETS 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-102 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 201-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1022 200-1020	PFTTY CASH CASH IN BANK ONEY MARKET CASH IN BANK NONEY MARKET CASH IN BANK NONEY MARKET CASH WITH PAYING AGENT WET WONEY WARKET MONEY WARKET CASH WITH PAYING AGENT DIJINOIS FUNDS INVESTMENT ACCT. PROPERTY TAXES RECEIVABLE CASH WITH PAYING AGENT PROPERTY TAXES RECEIVABLE CASH WITH PAYING AGENT PROPERTY TAXES RECEIVABLE CASH WITH PAYING AGENT PROPERTY TAXES RECEIVABLE CASH WITH PAYING AGENT ACCOUNTS RECEIVABLE - OTHER ACCOUNTS RECEIVER ACCOUNTS RECEIVABLE - VEHER ACCOUNT RE A	(1, 838, 192 2, 975, 373 3, 477 3, 477 3, 477 5, 175 193, 600 (193, 600)	33 6 8 8	1,048,806 99,915 99,915 582,199 582,199 162,977 13,308,326 42,017 13,308,326 66,551 (1,519,111) (4,131,018) (1,519,111) (4,131,277) (4,131,277) (4,131,277) (4,231,277) (22,116) 33,227	8 0 6 0 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	919 919	2, 9732 832,963 2, 973,373 5, 973,963 3, 27,096 1, 5, 5, 193 1, 7, 096 1, 5, 193 1, 20,007 1, 5, 193 1, 20,007 1, 5, 193 1, 20,007 1, 20,007
SIESSE THINT		4,790,984	857,821	11,867,664	235,977	676,263	13,428,706
LIABILITIES L1ABILITIES 00-2200 00-2200 00-2203 00-2205 00-2205 00-2305 00-2305 00-2305 00-2305	UNAVALLARLE PROPERTY TAXES ACCOUNTS PAYABLE COMPENSATED ASSENCES - CURRENT POR BONDS PAYABLE 2012A - CURRENT POR BONDS PAYABLE 2012B - CURRENT POR BONDS PAYABLE 2015B - CURRENT POR BONDS PAYABLE 2015B - CURRENT PORT DUE TO ALRPORT - BEL AIR ACCNUED INTEREST PAYABLE BONDS PAYABLE 2012B - LONG-TERY P BONDS PAYABLE 2012B - LONG-TERY P	3:7, 396	5, 558	69 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 2000 20		6,266	2001 2001 2001 2001 2001 2001 2001 2001
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TOTAL LIABILITIES	ы М	1,092,503	5, 558	44,		6,266	523, UUU 4, 449, 102
FUND BALANCES 00-3000 6-3001	FUND BALANCE NET POSITION	2, 130, 889	779,910	8,157,308	30, 150	1,332,975	Item 3.

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/2023	TREAS	Роріаг
10/101	User:	DB: PC

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Period Ending 09/30/2023

DEPT/ACCOONT DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 FUND 31 FUND 32 FUND 90 WATER & SEWER FUN DEET SERVICE FUND GOV FUNDS CAPITAL	FUND 31 R & SEWER FUN DEBT	EUND 32 SERVICE FUND GOV	FUNDS CAPITAL 90	r t C E
FUND BALANCES TOTAL FUND EQUITY	2,130,889	779,910	8,197,308	30, 150	1, 332, 975	
Boginning Fund Balance Net of Revonues Vs Expenditures Ending Fund Balance Total Liabilitios And Fund Balance	2,133,889 1,567,599 3,698,488 4,790,991	779,910 72,354 852,264 857,822	8,197,308 325,581 8,522,889 11,867,664	30, 150 205, 827 233, 977 235, 977	1,332,975 (662,981) 669,994 676,260	



Item 4.

2323 Fourth Street, PO Box 483 Peru, IL 61354 Phone: 815-224-1650 Toll Free: 800-659-4659 www.testinc.com

October 5, 2023

- Client: Village of Poplar Grove Attn: Don Sattler, 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 <u>August 2023</u> 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.

Lift Stations:

- Cleaned all lift station floats and transducers.
- Ran and tested portable generators under load.
- Check all dialers to ensure they are working.
- Weed wacked all list stations.
- Cleaned inside of all panels and removed any cobwebs and bugs.
- We had an issue at the Ray Street generator. The control board fried out, so we had it repaired. It's back up and working again.

North WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Scada issues have been fixed. Turns out it was a bad pump that was back feeding a small amount of power to trip the breaker through the relay.
- Did a deep clean at the north plant.
- Decanted digesters.
- Tested all emergency wash stations.
- We bought some chemicals to help treat the duckweed in the EQ tanks. If it works, it will be cheaper than having Evergreen come out and pump it out.
- We have an issue with one of the sand filters. We had a pump go bad and we are going to need a replacement. We had it looked at and the case where the bearing for the top end of the shaft got worn out, and a replacement case is just as much as a new pump.
- We are also going to have Gasvoda come out and look at the disk filter. It is our back up



Item 4.

2323 Fourth Street, PO Box 483 Peru, IL 61354 Phone: 815-224-1650 Toll Free: 800-659-4659 www.testinc.com

and it's having issues getting moving. We've tried a couple of different things to fix it, with no positive results.

South WWTP:

- All standard monthly checks/maintenance/cleaning and procedures were completed.
- Tested all emergency wash stations.
- Send an email to David and Chris about the permit expiring next year. We have to have the application done by March 204.
- Send sludge to drying beds.
- The same chemicals that we bought for the north plant, we will use at the south plant as well.

Water System:

- Cleaned well houses.
- Weed trimmed all weeds around well houses.
- Cleaned and inspected injectors for all chemicals.
- We pulled apart and then inspected and cleaned all the injectors at all the wells for all the chemicals.
- All required EPA testing has been done.
- We replaced some rollers that were worn out at well 4 & well 5.
- We should start to think about having the water towers inspected again. We had it done 5 years ago and the IEPA likes to see it done every 3. Chris and I have talked about this a feel like 5 years is a better number.

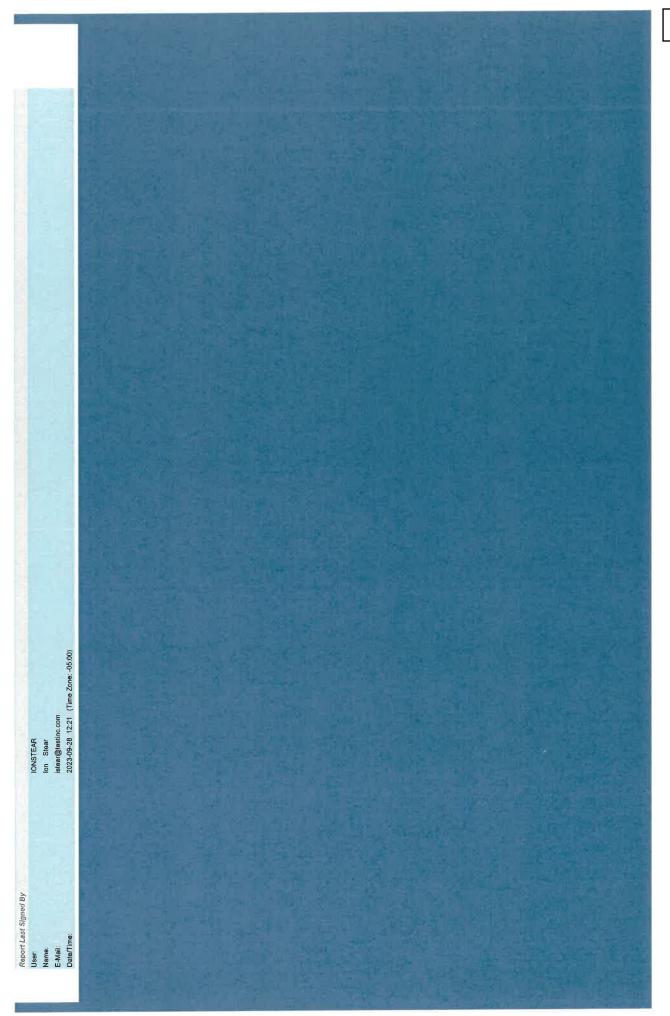
All operations and plant inspections have been performed by me or under my direct supervision. As always, if you have any questions concerning the above, please do not hesitate to contact me.

Submitted by, Total Environmental Service Technologies, Inc.

Ion Stear Certified Operator/Manager

DMR Copy of Record

Permit							The second second			
Permit #: Major;	IL0023451 No	Permittee: Permittee Address:		POPLAR GROVE, VILLAGE OF 200 NORTH HILL STREET	Facility Location:		PUPLAK GRUVE - NUKIH WWIP, VILLAGE UP 205 EDSON RD	A WWIP, VILLAU	L L	
				OVE, IL 61065			R GROVE, IL 6106	6		
Permitted Feature:	001 External Outfall	D(scharge:	STP OUTFALL	T						
Report Dates & Status										
Monitoring Period:	From 08/01/23 to 08/31/23	OMR Due Date:	09/25/23		Status:	NetDMH	NetDMR Validated			
Considerations for Form Completion BOW ID: W0070150007: DMF LOAD LII	Considerations for Form Completion BOW ID: W020150007; DMF LOAD LIMITS DISPLAYED MONITORING LOCATION 11 IS FORMONTHLY AVERAGE AND DAILY MAXIMUM.MONITORING LOCATION 18 IS FORWEEKLY AVERAGE.	DCATION "1" IS FORMON	THLY AVERAGE AND DAIL	Y MAXIMUM.MONITORING LOCA	TION "8" IS FORWEEKL	Y AVERAGE.				
Principal Executive Officer										
First Name:	ton	Tate	Certified Operator	rrator	Telephone:	815-224-1650	-1650			
Last Name.	Stear									
No Data Indicator (NOD!)										
Form NODI:										
Parameter Name	Monacing Location Seven a Parane WOO		Qualifier V Value 1 Qualifier 2	re Leaning Nec 2 Value 2 Units Cualifier 1	Value 1 Outalities	Quality or Concentration 7 Value 2 Qualitier 3	ra value 3	Units Units	If of Ex. Frequency of Assigns. Sam	Sumple Type
and and a second		Tanuple			80	C	7.62	19 - mg/L	02/DA - 2 Days Every Week GR - GRAB	- GRAB
00300 Oxygen, dissolved [DO]	1 - Effluent Gross 1	Permit Ren. Value NODP		<u>R</u>	6.0 MO AV MN >=	4.5 MN WK AV >=	4.0 DAILY MN	19 - mg/L 0	02/DA - 2 Days Every Week GR -	- GRAB
		fimiple		в	6.91	u	7.76	12 - SU	02/DA - 2 Days Every Week GR - GRAB	- GRAB
00400 pH	1 - Effluent Gross 0	Permit Rea. Value NODI		X	6.0 MINIMUM	U	9.0 MAXIMUM	12-SU 0	02/DA - 2 Days Every Week GR -	- GRAB
		Sample <	14,411 =	27.263 26 - fb/d	×		7.0	19 - mg/L	02/DA - 2 Days Every Week CP -	- COMPOS
00530 Solids, total suspended	1 - Effluent Gross 0		AD AVG	250.0 DAILY MX 26 - Ib/d	Ų	12.0 MO AVG <=	24.0 DAILY MX	19 - mg/L 0	02/DA - 2 Days Every Week CP - COMPOS	- COMPOS
		a month of	1 523 E	5 336 - Phil	10	0.391 =	1.37	19 - mo/L	02/DA - 2 Davs Every Week CP -	- COMPOS
00610 Nitrogen, ammonia total [as N]	[as N] 1 - Effluent Gross 0	Planut Rau		31.0 DAILY MX 26 - 10/d	Ų	D AVG	3.D DAILY MX	19-mg/L 0	02/DA - 2 Days Every Week CP - COMPOS	- COMPOS
50050 Flow, in conduit or thru treatment plant	treatment plant 1 - Effluent Gross 0	 oogmaal peeld simmed nGcite sevaky 	0.467 = Req Mon MO AVG	0.595 03 - MGD Req Mon DAILY MX 03 - MGD				0	8 S	
50060 Chiorine, total residual	1 - Effluent Gross 0	Permin Ster				нŲ	0.0 0.05 DAILY MX	19 - mg/L 19 - mg/L 0	01/30 - Monthly GR - 01/30 - Monthly GR -	GR - GRAB GR - GRAB
74055 Coliform, fecal general	1 - Effluent Gross 0	Sample Permit Rou				n	400.0 13 - #/100mL Req Mon DAILY MX 13 - #/100mL	13 - #/100mL X 13 - #/100mL 0	01/30 - Monthly GR - 01/30 - Monthly GR -	GR - GRAB GR - GRAB
		A stree / surray						10 110	And a family from the start CD	SOUTO S
80082 BOD, carbonaceous [5 day, 20 C]	day, 20 C] 1 - Effluent Gross 0	Protine Rau <	8.569 = 104.0 MO AVG <=	11.684 26 - EM		2.2 10.0 MO AVG <=	3.0 20.0 DAILY MX	19-mg/L 0	02/DA - 2 Days Every Week CP - COMPOS	- COMPOS
Submission Note										
If a parameter row does not con	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.	Trading, then none of the f	ollowing fields will be submi	tted for that row: Units, Number of E:	cursions, Frequency of	Analysis, and Sample	Type.			
Edit Check Errors										
No errors.										
Comments										
Attachments										
No attachments.										
Report Last Saved By										
POPLAR GROVE, VILLAGE OF										
User:	ebumgamer	11								
Name: E Moti-	Elaine Bumgarner ehumnerreftestinn	Elaine Bumgamer ehimnemer@testinc.com								
c-ma⊪: Date/Time:	2023-09-21	2023-09-21 10:12 (Time Zone: -05:00)	(0)							
		•								



DMR Copy of Record

Permit ≭: 11.0023451 Major: No Permitted Feature: INF Report Dates & Status From 08.0123 to Municipionient Period*		Barmittan.		DODI AD ODOVE VILLAGE OF	Enville			DTU MAATO TANK UTO	NGE OF
ed Feature: Dates & Status tring Period-		Fermines.		FORTAN GROVE, VILLAGE OF	racinty:		FUPLAK GRUVE - NUK IN WWIP, VILLAGE UP	ILLI AAAA IL' AICH	
		Permittee Address:		200 NORTH HILL STREET POPLAR GROVE, IL 61065	Facility	Facility Location:	205 EDSON RD POPLAR GROVE, IL 61065	1065	
	Πre	Discharge:		INFLUENT MONITORING					
	From 08/01/23 to 08/31/23	DMR Due Date:		09/25/23	Status:		NetDMR Validated		
Considerations for Form Completion									
BOW ID: W0070150007									
Principal Executive Officer									
		Title:		Certified Operator	Telephone:	ione:	815-224-1650		
Last Name: Stear									
No Data Indicator (NODI)									
Form NODI:									
Parameter	Monaging Lection 1	Tanson # Param, NODI	and the second se	Quantity or Leading		000	Sunfity or Concentration	A CTRUME	a of Ex. Prequency of Analysis. Samule Type
Catte				Qualifier 1 - Yatua T - Gastifiar 2 - Value 2		Inenet Camera Cam	85.4		02/DA - 2 Dave Every Week CP - COMP
00310 BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0 - Vai	Harme Ross				Req Man MO AVG	19-mg/L 0	02/DA - 2 Days Every Week CP - COMPOS
00530 Solide total susmanded	G - Raw Sewade Influent	1	frampie Permis Parts			H	114.0 Req Mon MO AVG	19 - mg/L 19 - mg/L	02/DA - 2 Days Every Week CP - COMPOS 02/DA - 2 Days Every Week CP - COMPOS
			Value NDDE						
			Nancole z	0.274 = 0.413	03 - MGD				99/99 - Continuous
50050 Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	1	Mature Mobile Mature MODI	Req Mon MO AVG Req M	Req Mon DAILY MX 03 - MGD			٥	99/99 - Continuous
Submission Note			- ACTIVA						
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.	for the Sample nor Effluent T.	rading, then none of th	he following fi	tds will be submitted for that row: I	Units, Number of Excursion	is, Frequency o	f Analysis, and Sample Type.		
Edit Check Errors									
No errors.									
Comments									
Attachments									
No attachments.									
Report Last Saved By									
	ahimaanar								
Name.	Flaine Rumoarner	armer							
E-Mail:	ebumdamer@lesting.com	estinc com							
Date/Time:	2013-00-500C	2023-09-21 10:12 (Time Zone: -05:00)	100						
	4		1000						
Report Last Signed By	IONICTEAD								
Name:									
E-Mail:	Istear@testinc.com	Elos.							
Date/Time:	2023-09-28 1.	2023-09-28 12:21 (Time Zane: -05:00)	(00)						

DMR Copy of Record

											10101		ł
	IL0071447	Permittee:		POPLAR GROV	POPLAR GROVE, VILLAGE OF		Facility:		POPLAR GROVE SOUTH STP, VILLAGE OF	E SOUTH STP. V	ILLAGE OF		
Major:	Yes	Permittee Address:	1655:	200 S HILL ST POPLAR GROVE, IL 61065	rE. 11. 61065		Facility Location:	ation:	12211 STATE ROUTE 76 POPLAR GROVE, IL 61065	001E /6 ., IL 61065			
Permitted Feature: 0	001 External Outfall	Discharge:		001-0 STP OUTFALL									
tus	control and the second and	TOWD Days		0012523			Statue.		NetOMR Validated				
Monitoring Period:	From U8/U1/23 to U8/31/23	UMIC DUE Date		CTICTICO			Seniard.			2			
Considerations for Form Completion	UNITE DIEDI AVED												
Principal Executive Officer													
	lon	Title:		Certified Operator	or		Telephone:		815-224-1650				
	Stear												
No Data Indicator (NODI)													
	i i i i i i i i i i i i i i i i i i i												
Param	Monitarvity Location	Sessury Paralli,	An other	Malak	Clusterity ar Lunding	strate Parate	Cumbra +	Quality of Concernation	Antimide Vision Vision T	an T Devise	Hell Ex.	Frequency of Analysis	Werrighte Type
Code				V BHEFT 1		1	T america						
			Sample			н		7,633				03/DW - 3 Days Every Week	GR - GRAB
00300 Oxygen, dissolved [DO]	1 - Effluent Gross	-	New			Ņ	NW NW	4.5 MN WK AV	>= 4.0 DAILY MN	MN 19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB
			Wallue NODE										0000
			Semp			9	6.5				0,60	03/UW - 3 Uays Every Week	GK - GRAB
00400 pH	1 - Effuent Gross	і 0	Mary Value MODI			X	6.0 MINIMUM		<= 9.0 MAXIMUM	12-SU	0300	03/DW - 3 Days Every Week	GR - GRAB
			li hrmpste	10.961 =	36,446	26 - Ib/d		5.714	= 19.0	19 - mg/L	CI/EO	03/DW - 3 Days Every Week	CP - COMPOS
00530 - Selids, total suspended	1 - Effluent Gross	1	Puerera c=	250.0 MO AVG <=	500.0 DAILY MX	26 - Ib/d	Ų	12.0 MO AVG	<= 24.0 DAILY MX	Y MX 19 - mg/L	0	03/DW - 3 Days Every Week	CP -
			1.25										COMPOS
			Sumple					29.8	= 29.8	19 - mg/L	01/3	01/30 - Monthly	CP - COMPOS
00600 Nitroden. total fas N1	1 - Effluent Gross	1	· Pertitit					Req Mon MO	Red Mon DAILY	DAILY 19 - mg/L	0 01/3	01/30 - Monthly	CP -
			Value NODI					0	X IN				8
			W. antesta	1047	9.378	26 - Ibid		0.546	= 1.24	19 - mod.	03/0	03/DW - 3 Davs Every Week	CP-
													COMPOS
00610 Nitrogen, ammonia total [as N]	I) 1 - Effluent Gross	-	Valvas MODI	31.0 MO AVG <=	 113.0 DAILY MX 	26 - Ib/d	â	1.5 MO AVG	<= 5.4 DAILY MX	. MK 19 - mg/L	0	03/DW - 3 Days Every Week	compos
			Marristo	н	1,937	26 - Ib/d			= 1.01	19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
00610 Nitrogen, ammonia total [as N]	a - Other Treatment, Process Complete	1 -	Present Req.	ţ	79.0 WKLY AVG	26 - Ib/d			<= 3.8 WKLY AVG	AVG 19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS
			Tremples	0.677		26 - Ib/d	v	0.353		19 - mg/L		03/DW - 3 Days Every Week	CP - COMPOS
00665 Phosphorus, total [as P]	1 - Effluent Gross	- 0	Permit ca	21.0 MO AVG		26 - Ib/d	ţ	1.0 MO AVG		19 - mg/L	0	03/DW - 3 Days Every Week	CP -
-			Value NOD!										20
			Sample =	0.23 =	0.417	03- MGD					5/66	99/99 - Continuous	
50050 Flow, in conduit or thru treatment	nent 1 - Effluent Gross	1	Perril	Req Mon MO AVG	Reg Mon DAILY MX						3/66 0	99/99 - Continuous	
			Value NDOI			_				-			
			Barrille						0.0 =	19 - mg/L		CL/OC - Chlorination/Occurances	GR - GRAB
50060 Chlorine, total residual	1 - Effluent Gross	0	Permin Nerg. Visius NODI						<= 0.05 DAILY MX	.Y MX 19 - mg/L	0	Chlorination/Occurances	GR - GRAB
			Therefore						0.06	13-		03/DW - 3 Davs Every Week	GR - GRAB
			ISOMOSA I							#/ IOD/IIL			

ltem 4.

3973 = 5.735 26 - bid = 280.0 MO: Xi 26 - bid 26 - bid = submitted for that row: Units. Number of Excursions. Frequency of Analysis. and =	a 5.555 26-bid a 2011 MO.No. a 413.0.00.LV MX 28-bid a 10.00.0.00	VANUE NGEN	Rankyis = Pérmit ca Ren, Venes wODI	f the following fields will be			ebumgamer@testino.com 2003 00 34 10:44 /Tixor 7:00)		istear@testinc.com 12023-09-28 12:21 (Time Zone: -05:00)	
26 - b/d 28 - b/d Requency of Analysis, an = =			= MOAVG <=	e submitted for that row: Units, Number of E						
			26 - Ib/d 26 - Ib/d	cursions, Frequency of Analysis, an						

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Permit #: IL0071447 Major: Yes	1447	Permittee. Permittee Address.	POPLAR GROVE, VILLAGE OF 200 S HILL ST POPLAR GROVE, IL 61065	VILLAGE OF L 61065	Facility: Facility Location:	POPLAR GRC 12211 STATE POPLAR GRC	POPLAR GROVE SOUTH STP, VILLAGE OF 12211 STATE ROUTE 76 POPLAR GROVE, IL 61065	GE OF
Permitted Feature: INF Influe	INF Influent Structure	Discharge:	INF-L INFLUENT MONITORING	DRING				
Report Dates & Status								
Monitoring Period: From	From 08/01/23 to 08/31/23	DMR Due Date;	09/25/23		Status:	NetDMR Validated	dated	
Considerations for Form Completion								
BOW ID: W0070150006								
Principal Executive Officer								
		Title:	Certified Operator		Telephone:	815-224-1650	-	
Last Name: Stear								
No Data Indicator (NODI)								
Form NODI:					Notiz	and the second	100	
Paran Paraneter	Monitoring Location Same	Saxon # Param NOOP	District a Calcar Counties 2	Duilding 1 Outune Countries Value 2 Dualitier 1 Value 2 Dualitier 2	× .	Value 2 Outstitue 3. Value 3	Onice	a of Ex. Froguency of Aunty at a surplus type
00310 BOD, 5-day, 20 deg. C	G - Raw Sewage Influent 0	Permit Req.			μοÖ	85.5 Req Mon MO AVG		03/DW - 3 Days Every Week CP - COMPOS 03/DW - 3 Days Every Week CP - COMPOS
00530 Solids, total suspended	G - Raw Sewage Influent 0	Perrol (Reg Value NOD)			107.857 Req Mo	107.857 Req Mon MO AVG	19 - mg/L 19 - mg/L 0	03/DW - 3 Days Every Week CP - COMPOS 03/DW - 3 Days Every Week CP - COMPOS
00865 Phosphorus, total [as P]	1 - Effluent Gross 0	Permit Req.			= 3.952 Req M	3.952 = 7.27 Req Mon MO AVG Req M	7.27 19-mg/L Req Mon DAILY MX 19-mg/L 0	03/DW - 3 Days Every Week CP - COMPOS 03/DW - 3 Days Every Week CP - COMPOS
50050 Flow, in conduit or thru treatment plant	nt plant G - Raw Sewege Influent 0	Sample - Sample - Wattine NDOI	0,125 = Req Mon MO AVG	0.183 03 - MGD Req Mon DAILY MX 03 - MGD			0	99/99 - Continuous 99/99 - Continuous
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.	values for the Sample nor Effluent Trad	ling, then none of the followin	g fields will be submitted for tha	it row: Units, Number of Excursion	s, Frequency of Analysis,	and Sample Type.		
Edit Check Errors								
No errors.								
Contributs								
Attachments								
No attachments.								
Report Last Saved By POPI AR GROVE, VII 1 AGE OF								
User	ebumgarner							
Name:	Elaine Bumgamer	amer						
E-Mail:	ebumgarner@testinc.com	estinc.com						
Date/Time:	2023-09-21 10	2023-09-21 10:15 (Time Zone: -05:00)						
Report Last Signed By								
User	IONSTEAR							
Name:	lon Stear							
E-Mail:	istear@testinc.com	com						
Date/Time:	2023-09-28 12	2023-09-28 12:21 (Time Zone: -05:00)						

IL0070150 MONTHLY OPERATING REPORT VILLAGE OF POPLAR GROVE - NORTH I FOR THE MONTH OF August 2023 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY DIVISION OF PUBLIC WATER SUPPLIES

Time Reading 07:00 392805 07:00 392955 07:00 393096 07:00 3933571 07:00 393426 07:00 393473 07:00 393476 07:00 393476 07:00 393476 07:00 393406 07:00 39469 07:00 39469 07:00 394469 07:00 394469 07:00 394540 07:00 394540 07:00 394540 07:00 394540 07:00 394540 07:00 394540 07:00 394540	Pumpage 141 157 173 173 145 202 152 144 181 143 147 147 165 204 137	Reading F 10064.1 10064.1 10064.1 10064.1 10064.1	Hours	Reading	Hours	Scale	lbs Used	line o		The Tead	P04	Scale	lbs Used	
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	141 157 157 173 145 145 144 181 143 147 147 147 147 165 204 204	10064.1 10064.1 10064.1 10064.1	Ī					Free	Scale	103 0364	J/Jun			Initials
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	141 157 173 145 145 202 152 144 181 143 143 147 147 165 204 137	10064.1 10064.1 10064.1	1	30778.70		58.00		1.17	25		1.03	29.10		ЩŅ
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	157 173 145 145 202 152 152 144 181 143 143 147 165 204 137	10064.1 10064.1 10064.1	0	30785.80	6.20	56.00	2.5	1.23	19/100	6.00	1.32	28.90	0.8	Mjh
07:00 00:70 00:70 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	173 145 145 152 152 144 181 143 143 147 165 204 137	10064.1	0	30792.00	8.90	53.50	2.0	1.23	96	7.00	1.39	28.10	0.1	ЧĴИ
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	145 202 152 144 144 181 143 147 165 204 137	10064 1	0	30800.90	8.80	51.50	2.5	1.26	89	8.00	1.29	28.00	0.9	Mjh
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	202 152 144 181 181 183 147 165 204 137	TILDANT	0	30809.70	9.00	49.00	3.0	1.53	81	7.00	1.26	27.10	0.1	Mjh
07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00 07:00	152 144 181 143 143 147 165 165 204	10064.1	0	30818.70	8.62	46.00	3.0	1.48	74	6.00	1.27	27.00	1.0	đ
07:00 07:00 07:00 07:00 07:00 07:00 07:00	144 181 143 147 165 204 137	10064.1	0	30827.32	7.78	43.00	1.5	1.38	68	7.00	1.19	26.00	0.5	đ
00:70 00:70 00:70 00:70	181 143 147 165 204 137	10064.1	0	30835.10	12.20	41.50	2.0	1.16	61	6.00	1.21	25.50	0.4	Mjh
07:00 07:00 07:00 07:00 07:00	143 147 165 204 137	10064.1	0	30847.30	4.10	39.50	3.5	1.08	55	9.00	1.98	25.10	0.1	Mjh
07:00 07:00 07:00 07:00 07:00	147 165 204 137	10064.1	0	30851.40	7.30	36.00	1.1	1.26	46	5.00	1.14	25.00	0.5	ΗQ
07:00 07:00 07:00	165 204 137	10064.1	0	30858.70	7.80	34.90	2.9	1.33	41	5.00	0.90	24.50	0.5	Mjh
07:00 07:00	204 137	10064.1	0	30866.50	8.10	32.00	3.0	1.27	36	9.00	0.80	24.00	0.1	Mjh
07:00	137	10064.1	0	30874.60	9.40	29.00	3.5	1.55	27	8.00	1.01	23.90	0.8	Mjh
02:00		10064.1	0	30884.00	7.90	25.50	2.0	1.38	19/100	8.00	1.45	23.10	0.1	Mjh
	156	10064.1	0	30891.90	7.90	23.50	3.5	0.88	94	6.00	1.49	23.00	0.5	Mjh
15-Aug 07:00 395202	133	10064.1	0	30899.80	6.80	20.00	3.0	1.44	88	7.00	1.17	22.50	0.5	Mjh
16-Aug 07:00 395335	145	10064.1	0	30906.60	7.80	17.00	2.0	1.81	81	5.00	1.86	22.00	0.3	Mjh
17-Aug 07:00 395480	143	10064.1	0	30914.40	6.80	15.00	2.1	0.54	76	7.00	2.29	21.75		HQ
18-Aug 07:00 395623	165	10064.1	0	30921.20	8.30	12.90	1.9	1.59	69	7.00	1.90	21.50/51.00	-	Mjh
19-Aug 07:00 395788	176	10064.1	0	30929.50	9.00	11/157.9	4.0	1.65	62	6.00	1.42	50.90	0.1	Mjh
20-Aug 07:00 395964	165	10064.1	0	30938.50	8.40	153.90	2.8	1.98	56	9.00	1.49	50.10	0.3	ΨĴΨ
21-Aug 07:00 396129	205	10064.1	0	30946.90	10.80	151.10	4.1	1.70	47	9.00	1.69	49.80	0.8	Mjħ
22-Aug 07:00 396334	153	10064.1	0	30957.70	7.30	147.00	3.9	1.75	38	7.00	0.70	49.00	0.2	đ
23-Aug 07:00 396487	176	10064.1	0	30965.00	9.00	143.10	3.1	1.85	31	8.00	1.31	48.80	0.8	Mjh
24-Aug 07:00 396663	175	10064.1	0	30974.00	12.90	140.00	3.9	1.56	23	6.00	1.45	48.00	0.9	Mjh
25-Aug 07:00 396838	144	10064.1	0	30986.90		136.10	2.1	1.66	7/100	6.00	1.89	47.10	0.3	ųĮM
26-Aug 07:00 396982	165	10064.1	0	30990.30	8.40	134.00	2.5	1.84	94	9.00	1.32	46.80	0.4	Mjh
27-Aug 07:00 397147	212	10064.1	0	30998.70	10.80	131.50	4.6	1.27	85	9.00	1.88	46.40	0.6	Мjh
28-Aug 07:00 397359	154	10064.1	0	31009.50	7.90	126.90	3.4	2.05	76	7.00	0.67	45.80	0.8	ųįM
29-Aug 07:00 397513	188	10064.1	0	31017.40		123.50	3.0	1.73	69	00.6	0.88	45.00	0.2	ЧĮМ
30-Aug 07:00 397701	175	10064.1	0	31026.00	00.6	120.50	3.0	1.40	60	7.00	1.50	44.80	0.8	ЧĴМ
31-Aug 07:00 397876	157	10064.1	0	31035.00	8.90	117.50	3.0	1.93	53	8.00	1.97	44.00	0.2	ЩŅ
1-Sep 07:00 398033		10064.1		31043.9		114.5		1.8	45		1	4		Мĵћ
	4921				249			48.74			44.69			
AVE	164				~			1.48			1.35			
MAX	212				13			2.05			2.29			
	133	5			3			0.54			0.67			

VILLAGE OF POPLAR GROVE - WEST IL0070350 FOR THE MONTH OF August 2023 MONTHLY OPERATING REPORT ILLINOIS ENVIRONMENTAL PROTECTION AGENCY DIVISION OF PUBLIC WATER SUPPLIES

Time Reading Monts Senti <	Scale 111.00 110.00 109.00 107.50 106.50 105.00	_					
0600 375(1) 8407.1 111.00 11.00 1.35 1.29 78 5.00 1.32 06000 3757/35 58 840.056 1.34 100.00 1.5 1.29 78 50 1.49 06000 3757/35 58 841.326 1.34 100.00 1.5 1.29 78 400 1.45 06000 375931 58 841.30 1.87 106.50 1.5 1.20 0.00 1.45 06000 37613 59 841.43 1.90 106.10 1.00 1.00 1.00 1.01 1.00 1.35 1.35 1.30 1.35 06000 37613 59 841.90 1.21 101.00 1.00 1.24 1.30 1.35 1.35 3.00 1.12 1.35 3.00 1.12 1.35 3.00 1.12 1.35 3.00 1.12 1.35 3.00 1.12 1.35 3.00 1.12 3.00 1.12	111.00 110.00 109.00 107.50 106.50 105.00				Scale Ibs	lbs Used	Initials
06:00 375705 58 8409.69 1.34 110.00 1.0 1.45 5.00 1.24 06:00 375763 83 8411.03 1.863 109300 1.5 1.67 65 3.00 1.82 06:00 375963 88 841.03 1.96.30 1.05 0.55 65 3.00 1.82 06:00 375913 58 841.03 1.05.30 1.00 1.0 1.20 695 3.00 1.82 06:00 37613 58 841.11 1.48 1.00.00 1.0 1.20 695 3.00 1.82 06:00 37613 58 843.11 1.48 100.00 1.0 1.20 57 2.00 1.13 06:00 37613 58 843.23 1.78 97.30 1.01 1.05 50 1.13 1.02 06:00 3763.13 57 42.3 1.75 56 2.00 1.13 1.23 0	110.00 109.00 107.50 106.50 105.00	0.93	80	1.79	384.20		Mjh
Geno 375763 83 8411.03 1.863 109:00 1.5 1.2 4.00 1.42 Geno 375984 59 841.3.3 1.42 105:50 1.5 1.57 65 3.00 1.42 Geno 375993 58 841.3.63 1.12 105:50 1.0 1.50 65 3.00 1.37 Geno 37593 58 841.3.5 1.12 105:00 1.00 1.01 1.20 1.50 2.00 1.47 Geno 37647 88 841.03 1.83 107.00 1.01 1.01 1.25 2.00 1.57 Geno 37647 89 842.33 1.84 1.00 1.01 1.25 4.00 1.57 Geno 37647 89 842.33 1.84 97.50 1.16 3.0 1.76 Geno 37647 89 842.33 1.65 95.30 1.75 3.0 1.75 Geno 3766	109.00 107.50 106.50 105.00	1.45	78 5.00	1.21	383.00	1.00	Mjh
06:00 375846 59 8412.89 1.427 107.50 1.5 1.67 65 3.00 1.42 06:00 375905 88 8414.32 2.04 106.50 1.5 1.67 65 3.00 1.42 06:00 37601 58 8414.32 2.03 103.00 1.0 1.20 58 3.00 1.42 06:00 37613 58 8411.43 1.00 1.00 1.20 58 3.00 1.42 06:00 37613 58 842.11 1.44 100.00 1.0 1.20 58 3.00 1.23 06:00 37631 58 842.35 1.81 99.00 1.5 1.76 59 2.00 1.12 06:00 37631 58 842.35 1.81 99.00 1.21 1.88 3.00 1.01 06:00 37631 57 94.10 1.21 1.84 1.20 1.20 1.20 1.12 <tr< td=""><td></td><td>1.29</td><td>_</td><td>1.49</td><td>382.00</td><td>1.30</td><td>Mjh</td></tr<>		1.29	_	1.49	382.00	1.30	Mjh
06:00 375905 88 8414.32 2.04 106.50 1.5 1.67 6.5 3.00 1.87 06:00 37693 58 8416.36 1.12 105.00 1.00 1.20 6.0 1.37 06:00 37619 88 8419.07 2.03 103.00 1.0 1.20 58 3.00 1.37 06:00 376198 65 842.11 1.48 102.00 0.0 88 53 3.00 1.37 06:00 37647 89 842.39 1.88 9750 1.0 1.25 48 3.00 1.37 06:00 37647 89 842.34 1.88 9750 1.16 1.25 3.00 1.37 06:00 37647 89 842.31 1.88 9750 1.16 1.25 3.00 1.37 06:00 37647 89 843.1 1.25 96.50 2.04 1.17 1.16 1.26 3.00 1.17<		0.92		1.42	380.70	1.00	Mjh
0E00 375993 S8 8416.36 1.12 105.00 1.0 1.50 6.2 2.00 1.65 0E000 376051 S9 8417.48 1.59 104.00 1.0 1.30 58 3.00 1.37 0E000 376110 S9 8417.48 1.59 104.00 1.0 1.00 57 2.00 1.37 0E000 37613 S9 842.58 1.41 101.00 1.0 1.06 52 2.00 1.03 0E000 376470 S9 842.58 1.76 96.50 2.4 2.15 45 500 1.10 0E000 376410 T1 8432.58 1.76 96.50 2.4 2.15 45 500 1.10 0E000 376610 S7 8432.58 1.43 90.00 2.15 1.66 40 2.00 1.10 0E000 376510 S7 843.51 1.25 843.50 1.17 843.53 <td< td=""><td></td><td>1.67</td><td></td><td>1.82</td><td>379.70</td><td>1.40</td><td>Mjh</td></td<>		1.67		1.82	379.70	1.40	Mjh
06:00 376(3) 59 8417.48 1.59 104.00 1.0 1.30 60 2.00 1.47 06:00 376(10 88 8419.07 2.03 103.00 1.0 1.20 58 3.00 1.37 06:00 376(33 60 8423.99 1.81 190.00 1.0 1.06 52 2.00 1.03 06:00 376402 75 8423.99 1.81 99.00 1.5 1.76 50 2.00 1.33 06:00 376402 75 8423.99 1.81 101.00 1.0 1.05 50 2.00 1.13 06:00 376402 75 8423.98 1.76 96.00 1.1 1.15 38 3.00 1.75 06:00 37650 1.1 831.3 1.65 92.90 1.1 1.15 38 3.00 1.75 06:00 37630 81 843.56 1.25 1.26 94.0 5.00 1.	ŀ	1.50	_	1.65	378.30	1.00	Чſ
0600 37610 88 8419.07 2.03 103.00 1.0 1.37 06:00 375633 66 8423.95 1.41 102.00 0.0 55 3.00 1.33 06:00 375633 79 8423.95 1.41 101.00 1.0 1.25 3.00 1.33 06:00 376402 75 8423.95 1.78 97.50 1.0 1.25 48 3.00 1.18 06:00 376407 89 8427.58 1.76 96.50 2.4 2.15 48 3.00 1.16 06:00 376640 75 8423.95 1.43 90.00 2.0 1.18 1.10 1.25 06:00 376546 71 843.13 1.65 96.50 2.4 2.15 3.00 1.07 06:00 37640 65 843.16 1.22 88.00 0.5 1.43 300 1.07 06:00 376611 87 843.64 <		1.30		1.42	377.30	0.80	Лh
06:00 376198 65 84.21.1 1.4.8 102.00 0.0 0.98 55 3.00 1.53 06:00 376.23 60 84.23.98 1.41 101.00 1.0 1.76 550 2.00 1.03 06:00 376.477 89 8423.98 1.81 99.00 1.76 550 2.00 1.03 06:00 376477 89 8427.58 1.76 96.50 2.4 2.15 45 5.00 1.10 06:00 37659 71 8431.3 1.65 92.90 1.1 1.15 3.00 1.75 06:00 37691 87 8431.3 1.65 92.90 1.1 1.15 3.00 1.17 06:00 37691 87 8431.91 1.22 88.00 0.5 1.43 300 1.07 06:00 37694 371 843 1.37 158.00 1.17 3.00 1.17 06:00 37744 <		1.20		1.37	376.50	1.20	Mjh
06:00 375.65 60 842.58 1.41 101.00 1.0 1.06 52 2.00 1.02 08:00 376402 75 8425.8 1.78 99.00 1.5 1.76 50 2.00 1.03 08:00 376402 75 8425.8 1.78 99.00 1.5 1.65 50 2.00 1.02 08:00 376504 71 8431.3 1.65 92.00 1.11 1.15 38 2.00 1.07 08:00 376591 71 8431.3 1.65 92.00 1.73 38 2.00 1.73 08:00 376591 87 8432.41 1.22 8835.4501 1.1 1.73 38 3.00 1.71 08:00 376991 87 8435.41 1.22 885.1901 1.1 1.73 38 3.00 1.11 08:00 37694 1.31 158.00 0.5 1.43 3.00 1.12 1.11		0.98		1.53	375.30	1.20	Mjh
06:00 376:32 79 8423.99 1.81 99:00 1.5 1.76 50 2.00 1.18 06:00 376:471 89 8427.38 1.78 97:50 1.0 1.23 300 1.33 06:00 376:471 89 8427.38 1.76 96.50 2.4 1.20 1.60 1.23 06:00 376:59 71 8432.35 1.05 94.00 1.0 1.25 38 2.00 1.10 06:00 376:591 87 8432.95 2.03 91.80 1.8 1.65 3.6 3.00 1.73 06:00 376:91 87 843.05 2.01 87.5/195.0 1.1 1.15 2.8 3.00 1.17 06:00 37691 87 843.10 2.04 1.87 3.00 1.17 06:00 37691 87 843.10 2.04 1.57 2.8 3.00 1.17 06:00 37704 170	_	1.06		1.02	374.10	1.00	Dh
08:00 376402 75 8425.8 1.78 97.50 1.0 1.22 48 3.00 1.53 08:00 376477 89 8427.58 1.76 96.50 2.4 2.15 45 5.00 1.10 08:00 376516 73 8437.58 1.76 96.50 2.4 2.15 45 5.00 1.10 08:00 376510 871 8431.51 1.65 36 3.00 1.27 08:00 376910 87 8435.61 1.37 188.00 0.5 1.43 3.00 1.17 08:00 376911 87 8437.63 2.01 875.159.1 1.11 1.73 28 3.00 1.17 08:00 377614 87 8437.63 2.01 1.37 158.00 0.5 1.37 2.00 1.17 08:00 377614 87 8437.63 2.03 1.37 2.01 1.17 08:00 377614 57	_	1.76		1.18	373.10	1.20	Mjh
08:00 376477 89 8427.58 1.76 96.50 2.4 2.15 45 5.00 1.10 08:00 376566 73 8429.34 196 94.10 1.2 1.69 40 2.00 1.23 08:00 376516 73 8432.34 196 94.10 1.2 38 2.00 1.0 08:00 376710 87 8432.43 1.35 90.00 2.0 1.43 30 1.0 1.72 08:00 37691 87 8441.01 2.04 1.37 158.00 0.5 1.43 30 1.01 1.75 08:00 377034 87 8445.11 1.38 155.50 3.5 2.17 2.100 1.17 08:00 377144 90 8445.11 1.38 155.50 3.5 2.17 2.100 1.17 08:00 377134 58 8445.11 1.38 155.50 2.17 2.170 1.17 <t< td=""><td>97.50</td><td>1.22</td><td></td><td>1.53</td><td>371.90</td><td>1.20</td><td>Mjh</td></t<>	97.50	1.22		1.53	371.90	1.20	Mjh
08:00 37656 73 8429.34 1.96 94.10 1.2 1.69 40 2.00 1.23 08:00 37639 71 8431.3 1.65 92.90 1.1 1.15 38 2.00 2.03 08:00 376797 63 8432.95 2.03 91.80 1.8 1.65 3.6 3.00 1.77 08:00 376911 87 8430.41 1.22 88.00 0.5 1.33 3.00 1.11 08:00 377698 59 8437.61 1.21 876.00 0.5 1.57 25 1.00 1.87 08:00 377034 87 8441.01 2.04 1.57 25 1.00 1.70 08:00 377144 90 8443.05 1.38 155.00 0.1 1.73 96 2.00 1.14 08:00 377144 90 8445.11 1.38 155.00 2.17 2.4 3.00 1.14 08	96.50	2.15		1.10	370.70	1.40	Mjh
	94.10	1.69	-	1.23	369.30	1.30	Mjh
08:00 376710 87 8432.95 2.03 91.80 1.65 36 3.00 1.72 08:00 376797 63 8434.98 1.43 90.00 2.0 1.43 33 3.00 1.71 08:00 376797 65 8434.98 1.43 90.00 2.0 1.43 33 3.00 1.07 08:00 376860 51 8436.41 1.22 88.00 0.5 1.30 30 2.00 1.10 08:00 377034 87 8445.01 2.04 155.50 3.5 2.177 25 1.00 1.37 08:00 37724 87 8445.11 1.38 155.00 0.1 1.73 246 3.00 1.07 08:00 37724 87 8445.11 2.03 155.90 2.17 2170 0.90 1.01 08:00 37734 87 8445.11 2.03 144.790 2.17 2.170 2.147	92.90	1.15	-	2.03	368.00	1.20	Mjh
08:00 376797 63 8434.98 1.43 90.00 2.0 1.43 33 3.00 1.07 08:00 376691 87 8436.41 1.22 88.00 0.5 1.30 30 2.00 1.11 08:00 376911 87 8437.63 2.01 87.5/159.1 1.1 1.73 28 3.00 1.21 08:00 376938 59 8439.64 1.37 158.00 0.5 1.57 25 1.00 1.87 08:00 377057 87 8445.11 1.38 155.00 0.5 1.57 25 1.00 1.47 08:00 377234 58 8445.11 1.38 155.00 0.1 1.73 96 2.00 1.11 08:00 377234 58 8445.11 1.38 155.00 0.21 1.73 96 2.00 1.11 08:00 377234 58 8445.11 1.38 155.00 2.13 1.16	91.80	1.65	-	1.72	366.80	1.40	Mjh
06:00 376860 51 8436.41 1.22 88.00 0.5 1.30 2.00 1.11 08:00 376911 87 8437.63 2.01 87.5/159.1 1.1 1.73 28 3.00 1.21 08:00 377691 87 8437.63 2.01 87.5/159.1 1.1 1.73 28 3.00 1.21 08:00 377057 87 8443.05 1.37 158.00 0.5 1.57 25 1.00 1.87 08:00 377144 90 8445.11 1.38 155.50 3.5 2.17 21/100 4.00 1.47 08:00 377234 58 8445.11 1.38 155.50 3.5 2.17 21/100 4.00 1.47 08:00 377234 58 8445.11 1.38 155.10 0.9 1.17 2.00 1.10 08:01 377231 87 8445.81 1.39 149.20 1.1 1.73 2.00 <	90.00	1.43		1.07	365.40	1.30	Mjh
08:00 376911 87 8437.63 201 875.159.1 1.1 1.73 28 3.00 1.21 08:00 377057 87 8441.01 2.04 157.50 1.57 2.5 1.00 1.87 08:00 377057 87 8441.01 2.04 157.50 1.57 2.5 1.00 1.87 08:00 377144 90 8445.11 1.38 155.00 0.1 1.73 96 2.00 1.17 08:00 377234 58 8445.11 1.38 155.00 0.1 1.73 96 2.00 1.10 08:00 377234 58 8445.51 1.31 149.20 2.13 149.20 2.17 2.170 4.00 1.11 08:00 377464 57 845.181 2.04 147.90 2.15 1.49 1.70 91 2.00 1.11 08:00 37768 87 845.18 2.04 147.90 2.15 1.49	88.00	1.30		1.11	364.10	0.50	μD
08:00 377697 84 1.37 158.00 0.55 1.57 25 1.00 1.87 1.37 08:00 377057 87 8441.01 2.04 157.50 1.0 1.96 24 3.00 1.12 1.37 08:00 377057 87 8445.11 1.38 155.50 3.5 2.17 21/100 4.00 1.47 1.2 08:00 377234 58 8445.11 1.38 155.00 0.1 1.73 96 2.00 1.10 1.47 1.47 08:00 377234 58 8448.52 1.98 150.10 0.91 1.70 94 3.00 1.11 08:00 377464 57 8450.5 1.31 149.20 1.3 2.15 89 3.00 1.11 1.10 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11	87.5 /159.1	1.73		1.21	64.60/430	1.70	Mjh
08:00 377057 87 8441.01 2.04 157.50 1.0 1.96 24 3.00 1.12 7 08:00 377144 90 8445.11 1.38 155.50 3.5 2.17 21/100 4.00 1.47 7 08:00 377244 58 8445.11 1.38 155.00 0.1 1.73 96 2.00 1.10 7 08:00 377242 87 8445.49 2.03 152.90 2.8 2.03 94 3.00 1.47 1 08:00 37724 87 8451.81 2.04 147.90 2.1 1.70 94 3.00 1.21 08:00 37764 57 8451.81 2.04 147.90 2.15 1.3 2.105 1.01 70 2.11 1.1 08:00 377608 87 8451.81 2.04 147.90 2.15 79 3.00 1.11 08:00 377608 87 8451.81	158.00	1.57		1.87	430.00	1.40	Mjh
06:00 377144 90 8443.05 2.06 156.50 3.5 2.17 21/100 4.00 1.47 1 06:00 377234 58 8445.11 1.38 153.00 0.1 1.73 96 2.00 1.10 1.00 1.47 1 08:00 377234 85 8445.11 1.38 153.00 0.1 1.73 96 2.00 1.10 1.00 1.01 1 0.20 1.10 1.10 1.10 1.10 1.10 0.20 1.10 0.20 1.10 0.20 1.10 0.20 1.10 0.20 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 0.20 1.10 1.10 1.10 1.10 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.11 1.12 1.14 1.15 1.14 1.15 1.14 1.11 1.11 1.11 1	157.50	1.96		1.12	428.60	1.40	Mjh
08:00 377234 58 8445.11 1.38 153.00 0.1 1.73 96 2.00 1.10 08:00 377292 87 8446.49 2.03 152.90 2.8 2.03 94 3.00 0.92 08:00 377292 87 8446.49 2.03 152.90 2.8 2.03 94 3.00 0.92 08:00 377464 57 8450.5 1.31 149.20 1.3 2.15 89 3.00 1.01 08:00 37751 87 8451.81 2.04 147.90 2.11 1.66 86 4.00 1.31 08:00 377608 87 8451.81 2.04 147.90 2.11 1.66 86 4.00 1.21 08:00 377608 87 8453.85 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 377608 87 8457.87 0.82 143.90 1.4 1.15	156.50	-	_	_	427.20	1.50	Mjh
08:00 377292 87 8446.49 2.03 152.90 2.8 2.03 94 3.00 0.92 08:00 377379 85 8448.52 1.98 150.10 0.9 1.70 91 2.00 101 08:00 377464 57 8450.5 1.31 149.20 1.3 2.15 89 3.00 1.31 08:00 37751 87 8451.81 2.04 147.90 2.11 1.66 86 4.00 1.31 08:00 377608 87 8451.81 2.04 147.90 2.11 1.66 86 4.00 1.31 08:00 377608 87 8453.85 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 377608 87 8455.88 1.99 143.90 1.4 1.15 79 3.00 1.11 08:00 377608 87 845.87 0.82 143.90 1.22 74 <	153.00	1.73	-	-	425.70	1.20	đ
08:00 377379 85 8448.52 1.98 150.10 0.99 1.70 91 2.00 1.01 08:00 377464 57 8450.5 1.31 149.20 1.3 2.15 89 3.00 1.31 08:00 37751 87 8451.81 2.04 147.90 2.1 1.66 86 4.00 1.21 08:00 377508 87 8451.81 2.04 147.90 2.1 1.66 86 4.00 1.21 08:00 377695 85 8453.85 2.03 145.80 1.9 1.15 79 3.00 1.45 08:00 377695 85 8455.88 1.99 143.90 1.4 1.15 79 3.00 1.16 08:00 37780 377 8457.87 0.82 141.90 1.99 1.22 74 3.00 1.11 08:00 37780 50 1.46 1.400 0.99 0.58 71	152.90	2.03	_	_	424.50	1.20	ЧļМ
06:00 377464 57 8450.5 1.31 149.20 1.3 2.15 89 3.00 1.31 06:00 377521 87 8451.81 2.04 147.90 2.1 1.66 86 4.00 1.21 06:00 37751 87 8451.81 2.04 147.90 2.1 1.66 86 4.00 1.21 08:00 377608 87 8453.85 2.03 145.80 1.9 1.15 79 3.00 1.45 08:00 377695 85 8453.88 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 37780 37 8457.87 0.82 141.90 1.9 1.22 74 3.00 1.11 08:00 37780 5 8460.61 1.46 140.00 0.92 6.92 6.0 1.11 08:00 377960 5 8460.61 1.46 130.00 0.75 1.38	150.10	1.70	-	-	423.60	1.70	Mjh
06:00 377521 87 8451.81 2.04 147.90 2.1 1.66 86 4.00 1.21 06:00 377608 87 8453.85 2.03 145.80 1.9 1.71 82 3.00 1.45 06:00 377608 87 8453.85 2.03 145.80 1.9 1.71 82 3.00 1.45 08:00 377695 85 8455.88 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 377817 81 8455.69 1.92 141.90 1.9 1.22 74 3.00 1.11 08:00 377817 81 8465.07 1.92 141.90 0.92 0.58 71 2.00 1.11 08:00 377960 57 8465.07 1.94 139.10 0.92 69 71 2.00 1.11 08:00 377960 57 8465.07 1.94 139.10 0.52 69	149.20	2.15		_	421.90	06.0	Mjh
08:00 377608 87 8453.85 2.03 145.80 1.9 1.71 82 3.00 1.45 08:00 377695 85 8453.85 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 377695 85 8455.88 1.99 143.90 1.4 1.15 79 3.00 1.45 08:00 377817 81 8457.87 0.82 141.90 1.9 1.22 74 3.00 1.11 08:00 377817 81 8458.69 1.92 141.90 1.92 1.22 74 3.00 0.75 08:00 377960 51 8460.61 1.46 140.00 0.92 69 71 2.00 1.11 08:00 377960 51 8465.07 1.39.10 0.92 69 71 2.00 1.14 08:01 377960 51 1.46 139.10 0.92 69 71 1.34	147.90	1.66	-		421.00	1.00	Mjh
08:00 377695 85 8455.88 1.99 143.90 1.4 1.15 79 3.00 1.60 08:00 377780 37 8457.87 0.82 142.50 0.6 2.13 76 2.00 1.11 08:00 377817 81 8457.87 0.82 141.90 1.9 1.22 74 3.00 0.75 08:00 377817 81 8458.69 1.92 141.90 1.9 1.22 74 3.00 0.75 08:00 377960 57 8460.61 1.46 140.00 0.92 69 71 2.00 1.11 08:00 377960 57 8462.07 1.39.10 0.92 69 71 2.00 1.14 08:01 2193 57 8462.07 1.39.10 0.92 69 71 2.00 1.14 1 2193 57 1.39.10 0.92 69 71 1.34 1 71	145.80	1.71	_	-	420.00	1.20	Mjh
08:00 377780 37 8457.87 0.82 142.50 0.6 2.13 76 2.00 1.11 08:00 377817 81 8458.69 1.92 141.90 1.9 1.22 74 3.00 0.75 08:00 377806 62 8460.61 1.46 140.00 0.9 0.58 71 2.00 1.11 08:00 377960 62 8460.61 1.46 139.10 0.92 69 1.38 08:00 377960 71 2.00 1.11 2.00 1.11 08:01 377960 63 1.46.01 1.39.10 0.92 69 1.38 08:00 377960 71 2.09 1.11 2.00 1.11 1 2193 71 1.39.10 0.92 69 71 2.00 1.13 1 71 2.193 71 2.03 0.75 71 2.03 1.34	143.90	1.15	_	_	418.80	1.70	Mjh
08:00 377817 81 8458.69 1.92 141.90 1.9 1.22 74 3.00 0.75 08:00 377898 62 8460.61 1.46 140.00 0.9 0.58 71 2.00 1.11 08:00 377960 62 8460.61 1.46 139.10 0.92 69 1.38 08:00 377960 8462.07 139.10 0.92 69 1.38 08:01 179 2193 1 139.10 9.06 9.05 69 1.38 1 2193 1 139.10 0.92 69 71 2.00 1.14 1 1 2193 1 139.10 9.06 9.06 1.34 1.34 1 1 2193 1 1.34 1.49 1.34 1.34 1 71 71 1.49 1.49 1.34 1.34 1 71 90 1 1.34 1.34	142.50	2.13	-	_	417.10	0.40	Mjh
08:00 377898 62 8460.61 1.46 140.00 0.9 0.58 71 2.00 1.11 08:00 377960 2 8462.07 139.10 0.92 69 1.38 1.38 08:00 377960 2 8462.07 139.10 0.92 69 1.38 1 2 139.10 1 139.10 1.39 1.38 1 2 139.10 1 1.49 69 1.38 1 2 1 2 1 1.39.10 1.49 1.34 1 73 1 2 1.49 1.431 1.34 1 73 1 1.49 1.49 1.34 1 90 1 2 2.17 2.07 2.03	141.90	1.22	_	_	416.70	1.20	Mjh
08:00 377960 8462.07 139.10 0.92 69 1.38 09:01 2193 49.06 43.06 44.31 1 73 1 49.06 1.34 1 73 1 1.49 1.34 1 90 1 2.17 2.03	140.00	0.58	_	_	415.50	1.00	Mïh
2193 49.06 73 1.49 90 2.17	139.10	0.92	69	1.38	414.50		Mih
2193 2193 73 1.49 90 2.17		10.01		10.44			
73 73 90 2.17		49.00		10.44			
90 2.17		I.49		1.34			
		2.17		2.03			
MIN 37 0.58 0.75		0.58	_	0.75			

VILLAGE OF POPLAR GROVE - SOUTH FOR THE MONTH OF August 2023 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY DIVISION OF PUBLIC WATER SUPPLIES

IL/070300 MONTHLY OPERATING REPORT

Date																
	Time	Reading	Pumpage	Reading	Hours	Reading	Hours	Scale 1	lbs Used	Free	Scale	lbs Used	PO4 mg/L	Scale	lbs Used	Initials
31-Jul	00:60	594401		4261.1		4758.10		80.00		0.72	57		1.80	348.40		Mjh
1-Aug	00:60	594492	92	4262.6	1.4	4758.10	0	79.00	2.0	0.89	52	5.00	1.58	346.20	2.00	Mjh
2-Aug	00:60	594584	80	4264	1.9	4758.10	0	77.00	2.0	1.13	47	6.00	1.62	344.20	2.40	Mjh
3-Aug	00:60	594664	46	4265.9	0	4758.10	0	75.00	0.0	1.02	41	1.00	0.97	341.80	0.40	Mjh
4-Aug	00:60	594710	216	4265.9	3.3	4758.10	0	75.00	4.0	0.83	40	10.00	1.66	341.40	4.60	Mjh
5-Aug	00:60	594926	91	4269.2	1.4	4758.10	0	71.00	1.0	1.22	30	6.00	1.25	336.80	2.00	đ
6-Aug	00:60	595017	122	4270.6	1.9	4758.10	0	70.00	2.0	1.16	24	5.00	1.20	334.80	2.40	Чſ
7-Aug	00:60	595139	90	4272.5	1.4	4758.10	0	68.00	1.2	1.01	19	9.00	1.68	332.40	2.00	Mjh
8-Aug	00:60	595229	117	4273.9	1.8	4758.10	0	66.80	1.8	0.91	10/100	6.00	1.32	330.40	2.60	Mjh
9-Aug	00:60	595346	36	4275.7	0.6	4758.10	0	65.00	0.5	00.0	94	2.00	1.32	327.80	0.80	ΟΨ
10-Aug	00:60	595382	129	4276.3	2	4758.10	0	64.50	1.6	1.79	92	6.00	1.47	327.00	2.80	Mjh
11-Aug	00:60	595511	89	4278.3	1.4	4758.10	0	62.90	1.4	0.77	86	6.00	0.91	324.20	2.00	Mjh
12-Aug	00:60	595600	123	4279.7	1.9	4758.10	0	61.50	2.0	1.03	80	5.00	1.17	322.20	2.80	Mjh
13-Aug	00:60	595723	76	4281.6	1.1	4758.10	0	59.50	1.6	0.89	75	00.6	1.80	319.40	1.40	Mjh
14-Aug	00:60	595799	73	4282.7	1.2	4758.10	0	57.90	1.0	1.02	99	8.00	1.26	318.00	1.60	Mjh
15-Aug	00:60	595872	204	4283.9	3.1	4758.10	0	56.90	3.4	1.09	58	2.00	1.22	316.40	3.60	Mjh
16-Aug	00:60	596076	61	4287	0.9	4758.10	0	53.50	1.5	0.81	56	2.00	1.28	312.80	2.40	Mjh
17-Aug	00:60	596137	60	4287.9	1.4	4758.10	0	52.00	2.9	1.82	54	5.00	1.83	310.40		Dh
18-Aug	00:60	596227	66	4289.3	1.4	4758.10	0	50.90/160	2.0	1.13	49	3.00	1.71	308.6/451.8	2.70	Mjh
19-Aug	00:60	596317	91	4290.7	1.4	4758.10	0	159.50	0.5	1.21	46	6.00	1.32	450.20	2.20	Mjh
20-Aug	00:60	596408	131	4292.1	2	4758.10	0	157.90	2.4	2.02	40	5.00	1.46	448.40	3.00	Mjh
21-Aug	00:60	596539	147	4294.1	2.4	4758.10	0	155.50	3.5	1.48	35	7.00	1.38	445.40	3.00	Mjh
22-Aug	00:60	596686	98	4296.5	1.4	4758.10	0	152.00	0.1	1.40	28	7.00	1.34	442.40	2.00	Dh
23-Aug	00:60	596784	124	4297.9	_	4758.10	0	151.90	2.8	1.27	21	5.00	1.35	440.40	2.40	Mjh
24-Aug	00:60	596908	128	4297.9	_	4758.10	•	149.10	2.0	1.65	16/100	6.00	1.22	438.00	2.40	Mjh
25-Aug	00:60	597036	104	4301.8	1.7	4758.10	0	147.10	2.1	1.77	94	6.00	0.98	435.60	2.40	Mjh
26-Aug	00:60	597140	72	4303.5	1.4	4758.10	0	145.00	1.2	1.28	88	6.00	1.01	433.20	0.00	Mjh
27-Aug	00:60	597212	142	4304.9	_	4758.10	0	143.80	2.6	1.34	82	6.00	1.10	431.40	2.40	Mjh
28-Aug	00:60	597354	127	4306.8	1.9	4758.10	0	141.20	2.0	1.36	76	6.00	2.32	429.00	2.60	Mjh
29-Aug	00:60	597481	101	4308.7	1.6	4758.10	•	139.20	2.3	1.15	70	6.00	1.68	426.40	2.00	Mjh
30-Aug	00:60	597582	113	4310.3	1.7	4758.10	0	136.90	1.9	1.22	64	7.00	1.25	424.40	2.40	Mjh
31-Aug	00:60	597695	128	4312	2	4758.10	0	135.00	2.0	1.10	57	6.00	1.21	422.00	2.80	Mjh
1-Sep	00:60	597823		4314		4758.10		133.00		0.91	51		1.95	419.20		Mjh
TOT			2002				c			36.40			16.67			
TOT			101							116			1 11			
AVE			216							01.10			1.41 2 2 3			
MIN			36				• e						10.0			
TATI			8				>			20.0			12.0			

DAILY DISTRIBUTION MONITORING REPORT FOR THE MONTH OF August 2023 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY DIVISION OF PUBLIC WATER SUPPLIES VILLAGE OF POPLAR GROVE

Golf 1.04 1.31 Mjh 0.76 0.74 Tower 1.22 0.93 Mjh 0.56 0.74 Golf 1.04 1.31 Mjh 0.56 0.59 0.59 Golf 0.58 1.47 Mjh 0.50 0.56 0.56 Tower 1.12 0.35 Mjh 1.00 0.10 0.50 0.55 Tower 1.11 1.32 Mjh 1.00 0.74 0.55 0.57 Golf 0.89 1.63 Mjh 1.00 0.74 0.56 Tower 0.11 0.55 Mjh 0.74 0.55 0.57 Golf 0.49 1.56 Mjh 1.00 0.74 0.56 Tower 0.51 1.56 Mjh 1.00 0.74 0.57 Tower 0.52 Mjh 1.00 0.74 0.55 0.56 Tower 0.52 Mjh 1.00 0.74 0.55	North System (Wells 2 & 3) West System (System (Wells 2 & 3) Site # Free Total PO ₄ Site # Free Site # Cl2 Cl2 Cl2 Cl2 Cl2 Cl2 Tower 1.12 1.52 Gas 1.55 Cl2 1.55	PO4 Site #	PO4 Site#	PO ₄ Site #		Vest Sys Free Cl ₂	- tea	(Well 4) Total Cl ₂	PO4	Sou Site # Tower	South System (Wells 5 & 6) Free Total Cl ₂ Cl ₂	Wells 5 & Total Cl ₂	6 PO4 1.34	Operator Initials Mih	Slope Standard	Flo Well #2	Flouride Analysis #2 Well #3 W	weil #4	Well#5-6
	1.12 000 1.22 000 1.05 1.05 000 000 000 000 000 000 000 000 000	1.22 Cas 1.84 Gas	Gas	Gas	+	0.82		110.10	0.95	Golf	1.04		1.31	Mjh			0.76	0.74	0.83
	1.33 1.78 Garage	1.78 Garage	Garage	Garage		0.68		L 1	1.46	Tower	1.22		0.93	Mjh			0.58	0.59	0.74
	Village 1.32 1.47 Oak lawn 0.89	1.47 Oak lawn	Oak lawn	Oak lawn		0.89			.1.09	Golf	0.58		1.47	Mjh			0.89	0.92	0.58
									T								05.0	0,60	130
Golf 0.89 1.63 Mjh 0.74 0.65 0 Tower 0.94 1.56 Dh 0.94 0.61 2 Golf 0.49 1.56 Dh 0.94 0.61 2 Golf 0.49 0.52 1.07 Mjh 0.94 0.61 2 Golf 0.51 1.07 Mjh 0.74 0.56 0.57 0 Colf 0.51 1.56 Mjh 0.74 0.64 0 0 Colf 0.92 1.37 Mjh 1.00 0.74 0.66 2 Colf 0.92 1.37 Mjh 0 0.76 0.90 0.66 2 Colf 0.92 1.37 Mjh 1.00 0.74 0.68 0.66 2 Cower 1.23 1.38 Mjh 0.76 0.90 0.66 2 Cower 1.13 1 1 0 2 0.76 <t< td=""><td>Tower 1.43 1.01 Garage 1.09</td><td>1.01 Garage</td><td>Garage</td><td>Garage</td><td>+</td><td>1.09</td><td></td><td></td><td>1.27</td><td>Tower</td><td>1.11</td><td></td><td>1.32</td><td>Mih</td><td></td><td>1.00</td><td>1.10</td><td>0.69</td><td>0.76</td></t<>	Tower 1.43 1.01 Garage 1.09	1.01 Garage	Garage	Garage	+	1.09			1.27	Tower	1.11		1.32	Mih		1.00	1.10	0.69	0.76
	1.55 1.8 Gas	1.8 Gas	Gas	Gas	-	0.6		-	1.63	Golf	0.89		1.63	Mjh			0.74	0.65	0.73
	0.64 1.89 7	1.89 Tower 0.7	Tower 0.7	Tower 0.7	0.7	0.76		-	1.26	Tower	0.94		1.56	Dh			0.94	0.61	0.68
	School 1.32 1.27 Oaklawn 1.01	1.27 Oaklawn	Oaklawn	Oaklawn		1.01			0.87	Golf	0.49		0.92	Mjh			0.98	0.61	2.00
	School 1.03 1.67 Gas 1.12	1.67 Gas 1.1	Gas 1.1	Gas 1.1	1.1	1.12		-	1.21	Tower	0.52		1.07	Mjh			0.56	0.57	0.73
																	0.79	0.88	0.73
								-									0.83	0.82	0.76
Tower 0.98 1.12 Mjh 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 1.10 0.56 2 Tower 1.23 N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N N	School 1.34 2.11 Gas 0.6	2.11 Gas	Gas	Gas	-	0.6			1.08	Golf	0.51		1.56	ЧįМ		1.00	0.74	0.64	0.76
	Tower 1.2 1.71 Tower 1.17	1.2 1.71 Tower 1.1	Tower 1.1	Tower 1.1	1.1	1.17			1.52	Tower	0.98		1.12	Mjh			1.10	1.10	0.98
	Village 0.6 1.14 Garage 1.21	0.6 1.14 Garage	Garage	Garage		1.21			1.02	Golf	0.92		1.37	Mjh			0.84	0.68	0.74
																	0.90	0.66	2.80
	School 1.66 152 Garage 0.72	152 Garage 0.7	Garage 0.7	Garage 0.7	0.7	0.72			1.78	Tower	1.23		1.88	Mjh			0.76	06.0	1.40
Tower 1.09 1.72 Mjh 0.68 0.81 Tower 1.09 1.72 Mjh 1.00 0.76 0.80 Tower 1.11 1 1 Dh 0 0.76 0.80 Tower 1.11 1 1.72 Mjh 0.76 0.80 0.66 Golf 1.18 1.32 Mjh 0 0.78 0.69 0.69 Tower 1.07 1.94 Mjh 0 0.78 0.69 0.69 Tower 0.71 0.79 0.78 0.69 0.69 0.69 Tower 1.07 1.94 Mjh 0 0.78 0.69 0.69 Tower 1.32 0.1 0.78 0.69 0.68 0.68 0.68 0.68 0.68 0.68 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69 0.69																	0.72	0.80	2.00
																	0.68	0.81	1.90
	F.H 0.99 2.43 Tower 1.27	0.99 2.43 Tower	Tower	Tower	_	1.27			1.32	Tower	1.09		1.72	Mjh		1.00	0.76	0.80	0.82
	Village 1.12 1.98 Oaklawn 0.98	1.12 1.98 Oaklawn	Oaklawn	Oaklawn		86.0			0.69	Tower	1.11		1	Dh			0.78	0.66	0.58
	1.23 1.34 Gas	1.23 1.34 Gas	Gas	Gas		0.7			1.19	Golf	1.18		1.32	Mjh			0.57	0.69	0.64
	Village 1.37 2.1 Tower 1.07	2.1 Tower	Tower	Tower		1.07			1.32	Tower	1.07		1.5	Mjh			0.78	0.69	0.64
Image: mark of the state	School 1.07 1.56 Garage 1.15	1.56 Garage 1.1	Garage 1.1	Garage 1.1	1.1	1.15			1.04	Golf	0.7		1.94	Mjh			0.78	0.81	0.65
Tower 1.32 1.08 Mjh 0.92 0.61 0.61 Tower 1.32 1.08 Mjh 0.78 0.78 0.57 Golf 0.50 1.57 Mjh 0.00 0.77 1.00 Golf 0.88 1.44 Mjh 0.07 0.88 0.57 Golf 0.88 1.44 Mjh 0.07 0.77 1.00 Tower 0.97 1.07 Mjh 0.88 0.59 0.59																	0.68	0.68	0.72
Tower 1.32 1.08 Mjh 0.78 0.57 Golf 0.50 1.57 Mjh 1.00 0.77 1.00 Golf 0.88 1.44 Mjh 0.07 1.00 0.77 1.00 Golf 0.88 1.44 Mjh 0.88 0.59 0.59 Tower 0.97 1.07 Mjh 0.59 0.59 0.59 0.59																	0.92	0.61	0.66
Golf 0.50 1.57 Mjn 1.00 0.77 1.00 Colf 0.88 1.44 Mjh 0.88 0.59 Golf 0.88 1.44 Mjh 0.88 0.59 Tower 0.97 1.07 1.00 0.77 1.00	School 1.93 1.59 Tower 1.08	1.59 Tower	Tower	Tower	-	1.08			1.01	Tower	1.32		1.08	Mjh			0.78	0.57	0.99
Golf 0.88 1.44 Mjh 0.88 0.59 Tower 0.97 1.07 Mjh 1.20 0.59	School 1.8 1.73 Oaklawn 0.9	1.73 Oaklawn 0	Oaklawn 0	Oaklawn 0	0	0			0.91	Golf	0.50		1.57	Mjh		1.00	-	1.00	0.72
Tower 0.97 1.07 Mjh 1.20 0.59	Village 0.9 1.09 Gas ,1.21	0.9 1.09 Gas	Gas	Gas	-	,1.21			1.02	Golf	0.88		1.44	Mjh			0.88	0.59	0.67
Tower 0.97 1.07																_	1.20	0.59	0.72
	FH 0.94 1.9 Tower 0.76	1.9 Tower 0.	Tower 0.	Tower 0.	-] 0.76			1.32	Tower	0.97		1.07	Mjh	ſ				

Item 4.

Ion Stear

Signature: PHONE: 8 5-224-1650



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

VILLAGE BOARD OF TRUSTEES

Wednesday, September 20, 2023 - 7:00 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER Meeting called at 7:00 pm by President Sattler

ROLL CALL

PRESENT President Don Sattler Finance Chairman Eric Miller Admin Chairman Owen Costanza Trustee Dan Cheek Trustee Dan Cheek Trustee Kristi Richardson Trustee Jeff Goings Trustee Betsy Straw Clerk Karri Anderberg Attorney Roxanne Sosnoski Treasurer Carina Boyd Public Works Director David Howe

APPROVAL OF PHONE PARTICIPATION (Roll Call)

None

APPROVAL OF AGENDA (Voice Vote)

Motion made by Trustee Goings, 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.

Martha Suhr - Commented on how nice the community market turned out. Would like to see more handicap parking.

MoriJo Conkrite with Remax - seeking a reduction in the connection fees for the single family lot at 120 Boeing Trail.

DEPARTMENT REPORTS

- 1. Public Works Report, David Howe Jeff Goings asked about Comcast laying there lines and Public Works Howe gave an update on Orth Rd & State Street project.
- 2. Engineer Report, McMahon no questions
- 3. Treasurer Report, Carina Boyd no questions
- 4. Wastewater, TEST no questions
- 5. Attorney Report, Sosnowski Szeto Attorney Sosnowski gave an update on 201 S. State Street and the Airport Zoning

NEW BUSINESS

- 6. Motion to discuss/approve Resolution 2023-26 A Resolution of the Village of Poplar Grove, Illinois approving the annual audit for fiscal year May 1, 2022 April 30, 2023 Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza. Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson Jennifer Martinson from Lauterbach and Amen presented the Audit. Ms. Martinson stated that the Village of Poplar Grove had a clean audit and there was no issues.
- 7. Motion to discuss/approve check disbursement for payments scheduled to be paid prior to September 30, 2023, in the amount of \$174,644.71 in AP checks, \$16,567.91 in insurance expense checks, and \$4,253.14 EFTS for a total of \$195,465.76 Motion made by Finance Chairman Miller, Seconded by Trustee Richardson. Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson
- Motion to discuss/approve Ordinance 2023-16 An Ordinance of the Village of Poplar Grove, Illinois authorizing the disposal of certain personal property owned by the Village of Poplar Grove.
 Motion made by Admin Chairman Costanza, Seconded by Trustee Richardson.
 Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson
 Public Works Director Howe explained that the mini excavator that was previously approved to be put on IBID did not get the minimum bid that the Village was hoping for.
- 9. Motion to discuss/approve **Resolution 2023-25** A Resolution of the Village of Poplar Grove resolving to accept the estimate from Foss Landscapes, Inc. for landscaping materials and services at Mansfield Park

Motion made by Finance Chairman Miller, Seconded by Trustee Cheek. Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson

Board discussed the landscaping options for Mansfield Park.

Motion made by Finance Chairman Miller, Seconded by Admin Chairman Costanza to postpone until staff can get quotes.

Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Goings, Trustee Cheek, Trustee Straw, Trustee Richardson

10. Motion to discuss/approve Nancy Sylvester's training proposal on Robert's Rule of Order.

Motion made by Admin Chairman Costanza, Seconded by Trustee Richardson. Voting Yea: Finance Chairman Miller, Admin Chairman Costanza, Trustee Cheek, Trustee Straw, Trustee Richardson Voting Abstaining: Trustee Goings

11. Motion to discuss Planning and Zoning vacancies Trustee Miller asked if Dean Svarac had resigned as of the meeting. President Sattler and Clerk Anderberg stated that they had not received an email as of the email.

Trustee Miller would like a official hearing if Dean Sarvac has not resigned to vacant the position so President Sattler can appoint someone since Dean Sarvac did not turn in Economic Statement of Interest.

GOOD OF THE VILLAGE

Board of Trustees Meeting October 11, 2023 - 7:00 pm Board of Trustees Meeting October 18, 2023 - 7:00 pm Trick or Treating Hours October 31, 2023 - 4:00 pm to 7:00 pm

ADJOURNMENT (Voice Vote)

KJ 09/18/2023

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

Meeting adjourned at 8:16pm

RESOLUTION NO: 2023-22

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE APPOINTING AN INDIVIDUAL TO FILL A VACANCY IN THE PLANNING AND ZONING COMMISSION

WHEREAS, the Village of Poplar Grove ("Village") has established a Planning and Zoning Commission to assume jurisdiction of all matters assigned to the Zoning Board of Appeals, the Planning Commission, or the Zoning Committee; and

WHEREAS, the Village has the authority to appoint members to the Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission is to consist of seven (7) members to serve respectively for the following terms: one member for one (1) year, one member for two (2) years, one member for three (3) years, one member for four (4) years, one member for five (5) years, one member for six (6) years, and one member for seven (7) years, the successor to each member so appointed to serve for a term of five (5) years; and

WHEREAS, pursuant to Section 8-3-3, entitled "Terms of Office; Vacancies; Removal," vacancies on the Planning and Zoning Commission shall be filled for the unexpired term of the member whose place has become vacant; and

WHEREAS, the members of the Planning and Zoning Commission are to be appointed by the Village President, subject to the advice and consent of the Village Board of Trustees; and

WHEREAS, Jason Vodnansky was appointed to serve as a member of the Planning and Zoning Commission for the remainder of a five (5) year term, set to expire on April 30, 2022; and

WHEREAS, since April 30, 2022, Mr. Vodnansky has been serving in a hold over capacity pending re-appointment or appointment of a new member to the Commission; and

WHEREAS, the Village President of the Village of Poplar Grove wishes to appoint Austin Scott Davies to serve the remainder of the term as a member on the Planning and Zoning Commission which shall expire on April 30, 2027 in lieu of reappointing Jason Vodnansky; and

WHEREAS, the Village Board of Trustees finds it to be in the best interest of the Village to make such appointments to best serve the public.

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

Section 1. <u>Recitals</u>. The recitals set forth above are incorporated herein as part of this Resolution.

Section 2. <u>Appointment of Commissioners.</u>

 Austin Scott Davies is hereby appointed to serve as a member of the Planning and Zoning Commission of the Village of Poplar Grove for a term set to expire on April 30, 2027, to replace the expired term of Jason Vodnansky.

Section 3. <u>Effective Date.</u> This Resolution shall be in full force and effective immediately upon its passage and approval.

Section 4. <u>Severability</u>. In the event that any section, clause, provision, or part of this Resolution shall be found and determined to be invalid by a court of competent jurisdiction, all valid parts that are severable from the invalid parts shall remain in full force and effect.

PASSED UPON MOTION BY		
SECONDED BY		
BY ROLL CALL VOTE THIS	_ DAY OF	, 2023
AS FOLLOWS:		
VOTING "AYE":		
VOTING "NAY":		
ABSENT, ABSTAIN, OTHER		
-		
		2022
APPROVED		, 2023
VILLAGE PRESIDENT		
ATTEST:		

VILLAGE CLERK

Village of Poplar Grove Village Board 200 N. Hill Street Poplar Grove, IL 61065

July 26, 2023

Dear Village President and Trustees:

I would be humbled and honored to serve the community and the Village Board, should I be selected for appointment to the vacancy on the on the Planning and Zoning Commission. The strong analytical skills and common sense I have acquired through years of legal practice will provide a unique perspective to the Commission and add value to the recommendations made to the Board.

Sincerely,

Austin Scott Davies

Enclosure:

Resume

PROFESSIONAL EXPERIENCE

OWNER & ATTORNEY, Midwest Legal Care: 6/04/20 to Present

 Midwest Legal Care concentrates its law practice in divorce, family law, and general civil and criminal litigation

ASSOCIATE ATTORNEY, Castlebrook Law, P.C.: 5/1/19 to 6/30/2020

 Family and Criminal Law: Practicing criminal law, family law, and serving as Guardian ad Litem

ASSOCIATE ATTORNEY, Pro Legal Care, LLC: 2/1/18 to 4/22/19

• *General Practice:* Representing clients in a variety of civil, criminal, juvenile, and administrative cases

ASSISTANT STATE'S ATTORNEY, Winnebago County State's Attorney's Office: 11/14/16 to 1/10/18

- Juvenile Abuse and Neglect: Prosecuting matters of child abuse and neglect, including custody hearings, adjudications, permanency hearings, terminations of parental rights, and ICWA matters
- 711 Licensed Practice (Prior to 11/14/16): Prosecuting jury and bench trials, practicing civil and criminal matters, including assistance with murder trial and with civil matters involving the county

EDUCATION/LICENSES

ILLINOIS STATE BAR, Law License, ARDC No. 6323790, 11/10/16

JURIS DOCTOR, *Cum Laude*, 5/28/16 Northern Illinois University, College of Law, DeKalb, IL

BACHELOR OF ARTS, 12/16/07

Northern Illinois University, DeKalb, IL Major: Political Science/Public Administration

ACCOLADES

Thomson Reuters's SuperLawyers Illinois Rising Stars, 2023

Item 6.

What Rocks Community Choice Award Best traffic attorney, 2018

AFFILIATIONS

ISBA, member

WCBA, member

Federalist Society, member

BOARDS & COMMITTEES

BCRCC Appointed Precinct Committeeman, 1/23/23 to Present

WCRCC

Precinct Committeeman & Executive Committee, member 3/30/16 to 5/23/22

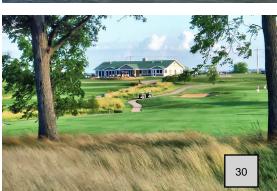
IL Republican State Convention Delegate, 5/21/16 Delegate, 6/13/20











Village of Poplar Grove, Illinois

Update of the Village Comprehensive Land Use Plan

Proposal

October 11, 2023



Item 8.

PLANNING

DESIGN

Item 8.



October 11, 2023

Karri Anderberg, Village Clerk RE: Village Comprehensive Land Use Plan Update

Village of Poplar Grove 200 N. Hill Street Poplar Grove, IL 61065

Dear Karri Anderberg,

Houseal Lavigne is pleased to submit this proposal for the Village of Poplar Grove Comprehensive Land Use Plan assignment. We are uniquely qualified to undertake this assignment, bringing insight, expertise, and understanding from working throughout Illinois and across the United States. Our team of professionals provides the skills necessary to create a responsive and visionary Comprehensive Land Use Plan that meets the needs of the Poplar Grove community. We are excited about the prospect of working with you on this important project.

Houseal Lavigne has been an industry leader for nearly 20 years and is recognized nationally for planning, zoning, outreach, geospatial solutions, and graphics. Since our inception, Houseal Lavigne has worked with more than 450 communities in 28 states and developed over 200 comprehensive plans, including planning studies in nearby communities of Carpentersville, Crystal Lake, Huntley, McHenry, Roscoe, South Beloit, and Sugar Grove. We are currently working in Belvidere preparing their Comprehensive Plan. We know Poplar Grove and the surrounding areas extremely well.

Houseal Lavigne was awarded the National Planning Excellence Award for an Emerging Planning and Design Firm from the American Planning Association (APA). The award specifically noted our innovation, implementation success, creative and effective outreach, integration of technology, industry-leading graphic communication, and our overall influence on the profession of planning in the United States. We have won several APA state awards for our comprehensive plans, community outreach, innovation, corridor plans, technology applications, and implementation. Recently, our innovation in planning was recognized when we were awarded the APA Technology Division's 2020 Smart Cities Award; and Esri's 2018, 2019, 2020, 2021, and 2023 Special Achievement in GIS Award.

We appreciate the opportunity to be considered for this important project and look forward to the prospect of collaborating with you and the entire Poplar Grove community on the development of the new Comprehensive Land Use Plan. We are available to undertake the assignment immediately upon selection. If you have any questions regarding this submittal, please do not hesitate to contact me. Please note that this proposal is a firm offer for a period of one hundred and sixty (160) days.

Sincerely,

Nik Davis, AICP Principal

Houseal Lavigne (312) 372-1008 ext. 119 ndavis@hlplanning.com

Item 8.

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Item 8.

SECTION 1

COMPANY OVERVIEW

Item 8.

Company Introduction

Our project team for the Poplar Grove Comprehensive Land Use Plan Update assignment is made up of professionals with specialized expertise in all areas of comprehensive planning, zoning, downtown and corridor planning, neighborhood and special area planning, GIS analysis, community outreach and engagement, and implementation.

We anticipate providing Poplar Grove with a responsive, effective, creative, and unique Land Use Plan.



Houseal Lavigne is an award-winning consulting firm specializing in all areas of land development regulations, community planning, urban design, and economic development. We have expertise and experience with assignments of all scales, including regional, city-wide, subarea, district, and site-specific planning and design. We strive for a true collaboration of disciplines and talents, infusing all our projects with creativity, realism, and insight.

Houseal Lavigne provides a fresh approach to urban planning, a strong foundation in contemporary development practices, an insightful understanding of market and economic analysis, and an effective ability to conduct engaging community outreach. Our firm is able to meet the unique challenges of any assignment and develop creative solutions that ensure compatibility between the built and natural environments.

Houseal Lavigne consists of a team of dedicated professionals experienced in zoning and development regulations, urban planning and design, economic development, and geospatial services. We have worked with more than 400 communities across the country on a wide variety of planning, design, and development related projects.

Houseal Lavigne is built on a foundation of excellence in customer service, strong professional relationships, and most importantly, client satisfaction. Our commitment is to provide unparalleled support, responsiveness, and creativity to our clients as they address the challenges and opportunities confronting their communities.

Houseal Lavigne is founded on a set of core principles that, when combined with our professional experience and expertise, creates a consulting firm that stands above the rest. Since the firm's founding in 2004, Houseal Lavigne has established itself as one of the Nation's premier planning and design firms.

Houseal Lavigne is an innovation-based firm and the nationally recognized leader in the emerging field of Geodesign, spatial analytics, and evidencebased planning and decision-making. By integrating the latest available technologies into the process, we are able to blend the art and science of planning and deliver more responsive and effective recommendations, 3D scenarios informed with data, and better rationale to support land use and development policy.

Services

Comprehensive Planning

Retainer Services

Development Services

Design Guidelines

Zoning/Regulatory Controls

Neighborhood & Subarea Planning

Downtown Planning

Transit-Oriented Development

Corridor Planning

Land Planning & Site Design

Park, Recreation & Trail Master Planning

Market & Demographic Analysis

Fiscal/Economic Impact Analysis

Firm Locations

Houseal Lavigne Headquarters 188 West Randolph Street, Suite 200 Chicago, IL 60601

> Los Angeles 360 E 2nd St #800 Los Angeles, CA 90012

Seattle 999 3rd Ave, St #700 Seattle , WA 98104

> Firm Size 20+ Employees

Item 8.

SECTION 2

EXECUTIVE SUMMARY

Item 8.

APPENDIX A

RATE PROPOSAL

Rate Proposal

This Rate Proposal is to be executed and returned with your proposal.

Note: The Provider shall propose <u>a not to exceed price</u> to complete the project as described in the Scope of Services. In no event will the Village pay more than the not to exceed price proposed by the Provider for the project as described in the Scope of Services.

I certify our proposal addresses all criteria required in the Request for Proposal and that I have read and understand the Scope of Services as presented in the Request for Proposal.

- 1. Work with the Village Board of Trustees to determine the contents of the Update to the Village's Comprehensive Land Use Plan;
- 2. Review the existing Village Comprehensive Land Use Plan;
- 3. Conduct all meetings and tasks for the creation of an Update to the Village's Land Use Plan;
- 4. Produce a master print of the Updated Comprehensive Land Use Plan;
- Provide the means of electronically posting the Updated Comprehensive Land Use Plan on the Village's website;
- 6. Provide a process for updating the Comprehensive Land Use Plan in the future.

The Provider will be able to coordinate, perform and complete all of the work described in the RFP. The Provider agrees to perform the work in a timely manner in accordance with the times and conditions set forth in the RFP.

Total Costs of Proposal (including phone, travel, meals, printing, etc. but excluding costs of job announcement publication costs): \$_\$59,910_____

SIGNATURE AND TITLE OF WHER	OR AUTHORIZED PERSON:
SI II	10/10/2023
Signature	Date
John Houseal, Partner Co-Founder	

John Houseal, Partner | Co-Founde Name and Title

Scope of Services

Houseal Lavigne recognizes the importance of using the planning process to establish community consensus and foster a sense of stewardship for the new Poplar Grove Comprehensive Land Use Plan that will shape the community's future over the next 20 years. Our Scope of Work ensures that Village staff, residents, business owners, key stakeholders, community leaders, and elected officials are engaged throughout the planning process, helping establish a visionary, purposeful, and implementable plan to guide Poplar Grove's future. Our process includes the development of plan recommendations and implementation strategies that are actionable, fiscally grounded, and rooted in citizen engagement.

Should the selection committee favor our proposed approach, we will work closely with Village staff and officials to further refine our proposed Scope of Work and community engagement process, ensuring that all local needs and requirements are met. Each step of our proposed Scope of Work is presented in detail on the following pages.

Step 1: Project Kick-off & Existing Conditions

To "kick-off" the planning process on the right foot, meetings will be conducted with key Village staff, department heads, and elected officials prior to undertaking other community outreach activities. This step will include an assessment of existing conditions and the preparation of an Existing Conditions Assessment.

1a. Staff Coordination Call & Data Collection

We will host an initial coordination call with Village staff to introduce the Project Team; review the Scope of Work, project timeline, and upcoming deliverables; and discuss kick-off meeting logistics. We will discuss a preferred rhythm of semi-regular check-in meetings with Village staff to ensure fluid communication throughout the planning process. Our intent is to function as a unified and integrated team alongside Village staff.

During the coordination call we will discuss data needs including, but not limited to, GIS data regarding parcels, building footprints, existing land use, zoning districts and overlays, community facilities (including Village owned properties, schools, parks, etc.), traffic volumes, traffic signals, transit, bike routes and trails, etc.; Village branding guidelines and photos; past plans and studies; and a list of service providers with contact information.

1b. Staff Kick-Off Meeting & Study Area Tour

A kick-off meeting will be held with the Village staff assigned to the Comprehensive Land Use Plan project. This first face-to-face meeting will allow us to discuss upcoming meetings and field reconnaissance. We will address any data collection issues and confirm next steps.

1c. Department Heads Meeting

Immediately following the kick-off meeting with Village staff, we will host a meeting with representatives from other Village departments. The Comprehensive Land Use Plan will have bearing on a wide variety of Village policies and support from all Village departments will be essential to plan implementation. We will work with Village staff to engage other department heads throughout the process to ensure that plan recommendations are meaningful and actionable for all Village departments.

1d. Joint Committee – Planning & Zoning Commission and Village Board of Trustees Roundtable (Mtg #1)

Before planning work begins, a project initiation meeting will be held with the Joint Committee – Planning & Zoning Commission and Village Board of Trustees to set the foundation for the planning process and review and discuss the overall direction and policy issues facing the community. As the community's policy makers, it is important that officials and community representatives learn more about the Comprehensive Land Use Plan process and have a chance to communicate and discuss their issues and concerns.

The purpose of this meeting will be to: (a) discuss the joint committee's role for the project; (b) review overall project objectives; (c) refine the work program for the project; (d) establish a preliminary schedule for the project; and € discuss the contents of the update to the Comprehensive Land Use Plan. The Joint Committee roundtable will be immediately followed by a planning exercise to solicit the views of the Joint Committee members and staff regarding their concerns and aspirations for Poplar Grove. This initial dialogue will inform our approach to the planning process and ensure that issues important to the Village are identified at the front end.

1e. Key Stakeholder Interviews & Focus Groups (up to 10)

Key stakeholder interviews and focus group discussions allow us to gain insight into the community that we might otherwise not be able to obtain. Up to ten (10) confidential interviews/focus group discussions will be conducted to obtain additional information regarding local issues and opportunities. The Project Team will work with Village staff and elected officials to identify those individuals or groups to be interviewed. We recommend a broad sampling of interviewees who may possess unique perspectives or special insights into the community. Interviewees could include selected property owners, new or lifelong residents, local business owners, school district officials, adjacent communities, and representatives from other government agencies, institutions, and/or civic groups. Key stakeholder interviews will be conducted with a single individual, while focus groups will include small groups of two to three individuals. The interviews and focus group discussions will be conducted in-person during scheduled visits related to other outreach events or via telephone/web meeting during a specific scheduled day for such activities.

1f. Village Website Updates

The Project Team will coordinate with Village staff to update the Village's website with information on the Comprehensive Land Use Plan on a regular basis. This may include drafting text and providing electronic documents that can be posted to the Village's website.

1g. Existing Conditions Memorandum

This task will include the preparation of an Existing Conditions Memorandum that will serve as the foundational understanding of the issues and opportunities to be addressed in the Comprehensive Land Use Plan. The Existing Conditions Memorandum will be based on issues and opportunities identified in outreach, past plans and studies, information provided by the Village and partner agencies, feedback from community service providers, and reconnaissance conducted by the Project Team. We intend to move through this task efficiently, reserving project budget and resources for visioning, planning, and action.

- Relevant Past Plans & Studies (Existing Comprehensive Land Use Plan, etc)
- Demographic Profile
- · Existing Land Use & Development
- Current Zoning Ordinance & Development Regulations
- Transportation
- Community Facilities & Services (includes parks and open space)
- Natural Environment

1h. Staff Review & Discussion

We will meet with Village staff to review feedback gathered during this step along with the Existing Conditions Memo. We will work to ensure that substantive comments provided by Village staff are addressed before moving into the plan-making phase.

Step 2: Vision Statement, Goals & Future Land Use Plan

The Comprehensive Land Use Plan needs to establish an overall "vision statement" for the future of Poplar Grove that can provide focus and direction with goals based on analysis and themes identified during community outreach. The vision, goals, and key recommendations will serve as the "cornerstone" of the consensus-building process and provide focus and direction for subsequent planning activities. Based on previous steps in the planning process, we will prepare the vision statement, goals, and preliminary plan framework memo.

2a. Community Visioning Workshop

The purpose of a community visioning workshop is to allow residents and stakeholders to tell us what they think, before plans and recommendations are crafted. The Community Visioning Workshop will involve the Project Team, community staff, elected and appointed officials, community stakeholders and residents.

The workshop will begin with a group exercise where participants will work together to identify planning priorities, issues, and opportunities. Participants will then break out into small groups for a mapping exercise where they will put pen to paper and work to develop their "vision" for the future of the community. The workshop will conclude with a general agreement regarding the community's issues and opportunities, key planning themes and principles, the long-term image and identity of Poplar Grove, and the projects and improvements that will be desirable in the future.

2b. Vision Statement & Goals

We will synthesize all feedback received during the previous steps of the planning process and prepare a vision statement for the Poplar Grove Comprehensive Land Use Plan. The vision statement will be prepared using feedback from community visioning workshop, community outreach activities, community values/quality of life themes, and observations garnered from the Existing Conditions Assessment.

Based on previous steps in the planning process, we will develop the visionary community goals to provide more specific focus and direction for planning recommendations such as growth and development, economic development, land use, housing, community facilities, transportation, and community character.

2c. Preliminary Plan Framework Memo

Before the preparation of the draft Plan begins in earnest, we will prepare the Preliminary Plan Framework Memo that identifies the plan's expected organization, primary content, and key recommendations. The Preliminary Plan Framework Memo will include the **Draft Future Land Use Map**, which will provide policies and recommendations for all land use areas in the Village.

The purpose of this Memo is to provide the Village with a summary of plan content and key recommendations before significant resources are spent drafting the Comprehensive Land Use Plan. This task will also be used to identify any significant problems with elements of the proposed Plan. This deliverable, along with the vision statement and goals, will form the basis for the development of more detailed recommendations in the draft Comprehensive Land Use Plan.

2d. Staff Review & Discussion

We will meet with Village staff to review the vision statement, goals, and the preliminary plan framework memo. Comments provided by Village staff will be integrated into the revised documents distributed to the Joint Committee for their review.

2e. Joint Committee – Planning & Zoning Commission and Village Board of Trustees (Mtg #2)

We will meet with and present the vision statement, goals, and preliminary plan framework memo to the Joint Committee – Planning & Zoning Commission and Village Board of Trustees to gather feedback and input.

Step 3: Draft & Final Comprehensive Land Use Plan

Based on the previous steps in the planning process, the draft and final version of the Comprehensive Land Use Plan will be prepared for review, consideration, and adoption.

3a. Draft Comprehensive Land Use Plan Document

Based on feedback received in previous steps the Project Team will prepare the draft Comprehensive Land Use Plan document. The plan will be user-friendly, highly illustrative, and visually compelling. Concise, well-written text will be combined with attractive and easy-to-understand maps, graphics, illustrations, and photographs to effectively communicate the Plan's policies and recommendations. It is anticipated the Comprehensive Land Use Plan will contain the following elements – Introduction and Community Profile; Vision and Goals; Land Use; Transportation; Community Facilities; Natural Areas; and Implementation.

3b. Staff Review

The Project Team will submit the draft Comprehensive Land Use Plan to Village staff in electronic format for final review. It is anticipated that the Comprehensive Land Use Plan will be subjected to a two- or three-stage review process with Village staff. Appropriate revisions will be made prior to the Community Open House and presenting to the Planning & Zoning Commission.

3c. Community Open House – Discuss Draft Comprehensive Land Use Plan

A community open house will be held to allow residents to drop in, review the draft Comprehensive Land Use Plan, and ask questions of the Project Team and Village staff. The open house format will provide an opportunity to see and learn about the Village's new Comprehensive Land Use Plan before the adoption process begins. Open house presentation materials and collateral will be provided so that Village staff can facilitate additional informational meetings as needed. Following the community open house, the final draft Comprehensive Land Use Plan will be prepared for the public hearing presentation and the adoption process.

3d. Final Draft Comprehensive Land Use Plan to Planning & Zoning Commission – Public Hearing

In accordance with State statutory requirements, the final draft Comprehensive Land Use Plan will be presented to the Planning & Zoning Commission at a public hearing. Based on review and discussion, and based on public feedback during the public hearing, a revised final draft Comprehensive Land Use Plan will be prepared for recommendation to the Village Board of Trustees.

3e. Final Draft Comprehensive Land Use Plan to Village Board of Trustees – For Adoption

We will present the final draft Comprehensive Land Use Plan to the Village Board of Trustees for consideration and adoption. Presentation materials that incorporate any plan revisions will also be provided to Village staff to conduct any additional adoption meetings required at the municipal level.

3f. Final Comprehensive Land Use Plan Document

Following the community open house and presentations, the Project Team will work with Village staff to revise the Comprehensive Land Use Plan in response to direction given by the Planning & Zoning Commission and Village Board of Trustees. The Project Team will provide text and summary files (in editable PDF formats); data, spreadsheets, and survey results; and maps and associated data in ArcGIS format.

SECTION 3

PROVIDER QUALIFICATIONS

Item 8.

Company Description

Houseal Lavigne is an innovation-based urban planning and design firm. We pride ourselves on creativity, collaboration, and delivery of quality. Our team approach is built on strong relationships, the exchange of ideas, and a commitment to the integration of technology. Our priorities are to do good, have fun, work hard, and provide responsive, visionary, and viable solutions to our clients and partners.

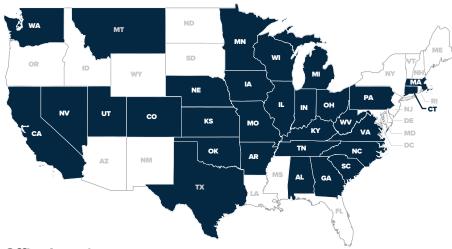
OVER THE LAST 15 YEARS,

L

WE HAVE WORKED ON MORE THAN **450 PLANS** ACROSS MORE THAN **400 COMMUNITIES NATIONWIDE**. WE HAVE DIRECTED...

200+ General/Comprehensive Plans
100+ Corridor Plans
75+ Special Area Plans
70+ Zoning & Design Guideline Assignments
60+ Downtown Plans
17+ Transit-Oriented Development Plans

OUR **NATIONAL EXPERIENCE** INCLUDES PLANNING, DESIGN, ECONOMIC, AND ZONING ASSIGNMENTS IN...



Office Locations

Chicago 188 W. Randolph Street, Suite 200 Chicago, Illinois 60601 (312) 372-1008 Los Angeles 360 E 2nd Street, Suite 800 Los Angeles, CA 90012 Seattle 999 3rd Avenue Seattle, WA 98104

Services

Comprehensive Planning Zoning/Regulatory Controls Retainer Services Development Services Design Guidelines Neighborhood & Subarea Planning Downtown Planning Transit-Oriented Development Corridor Planning Land Planning & Site Design Park, Recreation & Trail Master Planning Market & Demographic Analysis Fiscal/Economic Impact Analysis

Firm Information

Form

Limited Liability Company (LLC) (IL Certificate of Good Standing Attached)

FEIN 13-4287640

Founding Date November 8, 2004

Co-Founders

John Houseal, FAICP Devin Lavigne, FAICP

Point of Contact

Nik Davis, AICP Principal



GIS & Geospatial Technology

GIS and Geospatial technologies are an integral part of all our services areas, including Comprehensive Planning, Land Planning & Site Design, Visualization, and Community Engagement efforts. Houseal Lavigne (HL) is an Esri Gold Business Partner and has been designated with the ArcGIS Online, ArcGIS Urban, and Release Ready Specialty Certifications that recognizes our expertise in the implementation and utilization of the ArcGIS Platform.

HL is one of a select few Urban Planning firms in the United States that have been awarded the ArcGIS Urban Specialty Designation further exemplifying our commitment to being on the forefront of GIS technology for urban planning.



File Number

0128941-1



To all to whom these Presents Shall Come, Greeting:

I, Alexi Giannoulias, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the

Department of Business Services. I certify that

HOUSEAL LAVIGNE ASSOCIATES, LLC, HAVING ORGANIZED IN THE STATE OF ILLINOIS ON SEPTEMBER 09, 2004, APPEARS TO HAVE COMPLIED WITH ALL PROVISIONS OF THE LIMITED LIABILITY COMPANY ACT OF THIS STATE, AND AS OF THIS DATE IS IN GOOD STANDING AS A DOMESTIC LIMITED LIABILITY COMPANY IN THE STATE OF ILLINOIS.



In Testimony Whereof, I hereto set my hand and cause to be affixed the Great Seal of the State of Illinois, this 8TH day of AUGUST A.D. 2023.

Authentication #: 2322002562 verifiable until 08/08/2024 Authenticate at: https://www.ilsos.gov

SECRETARY OF STATE



Education

Bachelor of Science in Landscape Architecture, Purdue University

Memberships

American Planning Association American Institute of Certified Planners

ASLA Positions

ILASLA Allied Professionals Liaison

ILASLA Legacy Project Co-Chair

Past ILASLA Public Awareness Chair

Past ILASLA External Communications Officer

APA-IL Positions

Co-Chair for the Marketing Committee

Presentations

2015 National APA Planning Conference New Tools for Zoning & Development Visualization

2013 National APA Planning Conference Putting Zoning on the Map

> APA-CMS January, 2012 Integrating Sustainability Into Development Regulations

Awards

2021 NC APA - Marvin Collins Award for a Comprehensive Plan Morrisville Land Use Plan/Town Center

2020 Special Achievement in GIS Award Morrisville Land Use Plan/Town Center

2020 APA Smart Cities Award

Morrisville Land Use Plan/Town Center 2019 APA-CO General Planning Award

Aurora Places Comprehensive Plan

2018 APA-VA Plan of the Year Bristol Virginia Comprehensive Plan

2018 Special Acheivement in GIS Award Oshkosh Lakeshore Development

> 2016 APA-MN Innovation Award St. Cloud Comprehensive Plan

2014 APA-MI Public Outreach Award Imagine Flint Master Plan

> 2009 ILASLA Honor Award for Environmental Stewardship Winnebago County 2030 Land Resource Management Plan

Nik Davis AICP Principal

Nik brings more than 15 years of professional design and planning experience to Houseal Lavigne Associates and as a Principal manages much of the firm's versatile studio work, as well as hones skill specializations in urban design, landscape architecture, site plan development, streetscape design, and sustainability planning, from the individual lot level up to the regional scale. He provides the connection between the planmaking process and document creation, focusing on concept and site design, graphics, document layout, geographic information and cartographic renderings, and urban-form 3D modeling, using a breadth of software tools and drafting techniques.

Nik has extensive experience in landscape and planting design which includes conducting site visits and creating inventory and analysis maps, developing project bases, drafting general development and preliminary plans, producing hand and computer rendered sketches and plans, and submitting construction documents, specifications, plant list schedules, and cost estimates for review and installation. Nik has a diverse background in urban planning and design with experience in the preparation of research and inventory materials, site analysis maps, framework plans, preparation of conceptual development plans for a full range of residential, commercial, mixed-use, office and industrial park developments, and commercial corridors.

Prior to joining Houseal Lavigne Associates, Nik worked for consulting firms specializing in landscape architecture, streetscape design, urban design, zoning, and development planning. Nik has a Bachelor of Science in Landscape Architecture from Purdue University.

Project Experience

Downtown/TOD Plans

30+ Downtown/TOD Plans, including:

- Bentonville, AR
- Carbondale, IL
- Carson City, NV
- Clarendon Hills, IL*
- Elmhurst, IL
- Fort Dodge, IA
- Geneva, IL
- Hinsdale, IL*
- Hudson, OH
- Lawrence, KS
- Lisle, ILRolling Meadows, IL
- St. Charles, IL

Streetscape Designs

25+ Streetscape Designs, including:

- Bourbonnais, IL*
- Bradely, IL Broadway Street
- Chicago 87th & Stony, Lake Street, Uptown-Broadway Avenue, Auburn Gresham-79th Street
- Des Plaines, IL*
- Elmhurst North York
- Glen Ellyn, IL
- Grayslake, IL*
- Huntley, IL
- New Buffalo, MI
- Richton Park, IL*

Zoning & Development Regulations

30+ Zoning & Development Regulations, including:

- Baltimore, MD*
- Bentonville, AR
- Buffalo, NY*
- Cleveland Heights, OH*
- Council Bluffs, IA*
- Dunwoody, GA
- Flint, MI
- Fort Dodge, IA*
- Hinsdale, IL*
- Mundelein, IL*
- Muskogee, OK
- New Orleans, LA*
- Park Ridge, IL*
- Riverside, IL*
- Wilmette, IL*
- Winnebago County, IL*

Design Guidelines & Standards

25 + Design Guidelines & Standards, including:

- Chicago Archer & Halsted
- Council Bluffs, IA*
- Fort Dodge, IA*
- Kenilworth, IL
- Mundelein, IL*
- Pace TOD Guidelines Manual
- Park Ridge, IL*Peoria Heights, IL
- Portage, IN

.

Rolling Meadows, IL

Comprehensive Plans

30+ Comprehensive Plans,

includina:

Aurora CO

Bristol, TN

Cary, IL

Elgin, IL

.

Buffalo, NY*

Centerton, AR

Frederick, CO

Hudson, OH

Maywood, IL

St. Charles, IL

Morrisville, NC

Wake Forest, NC

40+ Corridors, including:

Bentonville, AR

Des Plaines, IL*

Elmhurst, IL

Island Lake, IL

Homer Glen. IL

Kenilworth II

New Lenox, IL

· Windsor, CO

Corridors

· Ames, IA

Council Bluffs, IA

Flint Master Plan, MI

Bentonville, AR

Traverse City, MI

Company Disclosures

Conflicts of Interest

Houseal Lavigne Associates, LLC, has no pending acquisitions, divestitures or conflicts of interest that could impact this contract.



Company Disclosures

History of Litigation

The firm, its agents, or its employees have not been involved in any litigation, or actions taken by any regulatory agency with respect to any work done within the last ten years, including Municipal Comprehensive Land Use Plans.

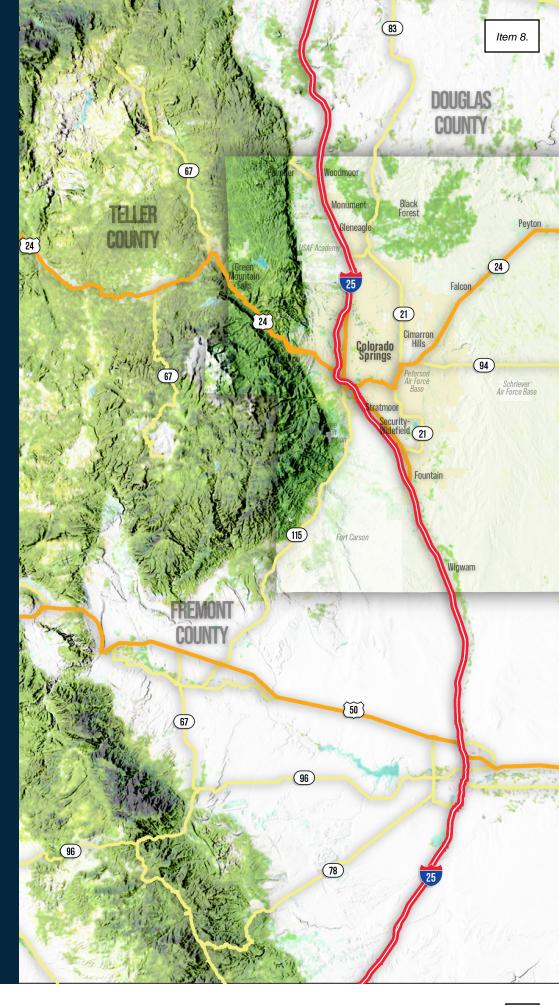
Additionally, the firm has no written complaints filed with local, state or federal regulatory agencies, business organization, or any additional agencies within the last three (3) years to list.



Company Disclosures

Insurance Coverage

Houseal Lavigne acknowledges that it can fulfill and maintain all insurance requirements, and provisions, as specified in the RFP.



References

We are proud of our work and the long-term relationships we maintain with clients. We believe each of these references demonstrate our ability to satisfy clients through an approach that meets the technical and financial needs of client communities. Below are the reference names and contact information as requested in the RFP.

Service	Client	Point of Contant	Email/Phone	Address
Comprehensive Land Use Plan	Village of Cary, IL	Brian Simmons, Community Development Director	(847) 474-8073 bsimmons@caryillinois.com	655 Village Hall Drive Cary, IL 60013
Comprehensive Land Use Plan	Village of Peoria Heights, IL	Michael Phelan, Village Mayor	(309) 686-2373 michael.phelan@peoriaheights.org	4901 N Prospect Rd, Peoria Heights, IL 61616
Comprehensive Land Use Plan	Village of North Aurora, IL	Mike Toth, Community and Economic Development Director	(630) 335-6016 mtoth@vil.north-aurora.il.us	25 E. State St. North Aurora, IL 60542

Project Experience

Houseal Lavigne has established itself as one of the top planning firms in the United States. The firm strengthens communities through creative, dynamic, and viable approaches to planning, design, and development. By creating a clear and practical unifying vision, developing achievable and implementable plans and concepts, fostering innovative community involvement programs that reach a broad cross-section of stakeholders, crafting sustainable growth and resilient economic development strategies; our team provides the expertise necessary to improve the relationship between people and their environment.

Houseal Lavigne has worked with more than 450 communities across the country and developed over 200 comprehensive plans and more than 50 downtown/TOD plans, 100 corridor plans, 55 special area plans, 35 zoning ordinances, design guidelines and related assignments. Our national experience includes planning, design, economic, and zoning assignments in Alabama, Arkansas, California, Colorado, Connecticut, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Massachusetts, Michigan, Minnesota, Missouri, Nebraska, Nevada, North Carolina, Ohio, Oklahoma, Pennsylvania, South Carolina, Tennessee, Virginia, West Virginia, and Wisconsin. The list below is some of our comprehensive planning experience.

Client	Service	Description	Point of Contant
Village of Peoria Heights, IL	Comprehensive Land Use Plan	In early 2020, the Village of Peoria Heights tasked Houseal Lavigne with taking an all-inclusive approach to consolidate their recent planning efforts and update their previous guiding plan, a short-form vision document created over a decade ago. The resulting Peoria Heights Comprehensive Plan is wholly original and innovative, developed specifically for the commu- nity, built on a tailored community engagement approach, and designed with the end-user in mind. Detailed and graphically rich subarea plans comple- ment the clear and compelling core elements of the document.	Michael Phelan, Village Mayor (309) 686-2373 michael.phelan@peoriaheights. <u>Org</u> 4901 N Prospect Rd, Peoria Heights, IL 61616
Village of North Aurora, IL	Comprehensive Land Use Plan	Houseal Lavigne was hired by the Village and the Chicago Metropolitan Agency for Planning (CMAP) to develop a Comprehensive Plan that would establish a long-term vision for growth and provide a roadmap for strategic redevelopment. Each chapter of the Plan describes specific techniques for either reinvestment in urbanized areas or support for new growth where opportunities exist. The Plan also includes two subarea concepts that iden- tify specific local actions related to infrastructure and development.	Mike Toth, Community and Economic Development Director (630) 335-6016 mtoth@vil.north-aurora.il.us 25 E. State St. North Aurora, IL 60542
Village of Minooka, IL	Comprehensive Plan	The Minooka Comprehensive Plan provides for the balanced growth of the community, identifying target areas for infill development, establishing guidelines to encourage a greater mix of housing types, and opportunities for continued economic growth. While the Village's previous plan promoted development across a vast area within the Village's extraterritorial juris- diction, the Plan developed by Houseal Lavigne establishes a framework for strategic growth and annexation that preserves many of the rural areas of the community. This pragmatic approach to land use and development will enable the Village to more than double its residential, commercial, and industrial footprints while limiting the premature development of valuable farmland.	Dan Duffy, Village Administrator (815) 467-2151 x3173 dan.duffy@minooka.com 121 McEvilly Rd Minooka, IL 60447
Villlage of Channahon, IL	Comprehensive Plan	In early 2018 the Village hired Houseal Lavigne to develop a new Comprehensive Plan, Re-Imagine Channahon, with the objective of directing positive growth and attracting new uses into the Village that meet the needs of current and future residents. At its core, the Plan defines how the Village may evolve over the next 10 to 20 years and the steps necessary to effect positive change in Channahon.	Thomas Durkin, Village Administrator (815) 467-6644 tdurkin@channahon.org 24555 S. Navajo Drive Channahon, IL 60410-3334
Village of Cary, IL	Comprehensive Plan	With the closing of a large school site in the heart of the community's down- town, the Village contracted with Houseal Lavigne to create a Comprehen- sive Plan that would capitalize on this once-in-a-generation opportunity, as well as provide a new vision and direction for the entire community. The new Plan focuses on community-wide growth and reinvestment that will better position Cary to compete with neighboring communities for jobs and tax dollars. The Plan identifies strategies for revitalizing Cary's aging auto-oriented commercial corridor and better defining Downtown Cary as a unique mixed use district. Reinvestment strategies are also complemented by detailed concepts that showcase large opportunity sites the Village has invested in clearing and prepping for redevelopment.	Brian Simmons, Community Development Director (847) 474-8073 bsimmons@caryillinois.com 655 Village Hall Drive Cary, IL 60013



Item 8.

APPENDIX B

CERTIFICATION AFFIDAVIT

Village of Poplar Grove, Illinois

Invitation to Submit Proposal

Bid Title: Update of Village's Comprehensive Land Use Plan

Bidder/Offer Affidavit

The undersigned certifies that they are an agent of the company shown and as such agent is authorized to submit this proposal on its behalf.

Federal Tax Id #	13-4287640	
Company	Houseal Lavigne Associate, LLC	
Address	188 W. Randolph St., Suite 200	
City/State/Zip	Chicago, Illinois, 60601	
Phone	(312) 372-1008	
Fax	N/A	
Email	jhouseal@hlplanning.com	
	\wedge	
		10/10/2023
Authorized Signatu	ire	Date
John Houseal, Partr	ner Co-Founder	
Name/Title		

APPENDIX C

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

Village of Poplar Grove, Illinois

Invitation to Bid

Bid Title: Executive Recruitment Consulting Services

Policy Statement: Equal Employment Opportunity

It is the policy of <u>Houseal Lavigne</u> to provide equal employment opportunity to all persons regardless of race, color, religion, sex, age, handicap or national origin through a program of positive action affecting all employees. In this program, our company carries out the requirements of Federal Executive Orders 11246 and 11375, Civil Rights Act of 1664, Equal Employment Act of 1972 and all other applicable laws, and indicates its active support of the principle of equal opportunity in employment. Accordingly, we will take Affirmative Action to ensure that we will:

- 1. Recruit, hire and promote in all job classifications regardless of race, color, religion, sex or national origin.
- 2. Make promotional decisions that in accordance with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.
- 3. Incorporate our equal employment opportunity policy in all personnel actions such as compensation, benefits, transfers, layoffs, returns from layoffs, company sponsored training, education and tuition assistance.
- 4. Conduct social and recreation programs sponsored by our agency without regard to race, color, sex, or religion.
- 5. Bidder should contact the Village Clerk for specific information regarding the Village's Equal Employment Policy.

At present, <u>23</u> % of our work force are minorities and <u>27</u> % of our work force are females, and we will attempt to utilize minorities and females through a positive, continuing program in all jobs for which we contract in the future. It is also our intent to make efforts to purchase supplies or equipment from small businesses located within the Village of Poplar Grove or Boone County.

The bidder certifies that he/she/it does not maintain or provide for his/her/its employees any segregated facilities at any of his/her/its establishments, and that he/she/it does not permit his/her/its employees to perform their services at any location, under his/her/its control, where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid.

The bidder agrees that (except where he/she/it has obtained identical certification from proposed subcontractors/leased operators of equipment for specific time periods) he/she/it will obtain identical certification from proposed subcontractors/leased operators of equipment from the provisions of the Equal Opportunity clause, and that he/she/it will retain such certification in his/her/its files.

Houseal Lavigne Associate, LLC

10/10/2023

Date

Firm Name Authorized Signature

John Houseal, Principal and Co-Founder Name/Title

APPENDIX D

DRUG FREE WORKPLACE CERTIFICATION

DRUG FREE WORKPLACE CERTIFICATION

In compliance with State of Illinois Compiled Statutes, Chapter 30-580, the Provider certifies and agrees that it will provide a drug free workplace by:

Publishing a Statement:

A. Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in the Provider's workplace.

B. Specifying the actions that will be taken against employees for violations of such

prohibition.

C. Notifying the employee that, as a condition of employment on such Contract, the employee will:

1. Abide by the terms of the statement; and

2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

D. Establishing a Drug Free Awareness Program to inform employees about:

- 1. The dangers of drug abuse in the workplace;
- 2. The Provider's policy for maintaining a drug free workplace;
- 3. Available counseling, rehabilitation, or assistance programs; and
- 4. Penalties imposed for drug violations.

E. Providing a copy of the Statement required by subsection (a) to each employee engaged in the performance of the Contract and to post the Statement in a prominent place in the workplace.

F. Notifying the contracting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

G. Imposing a sanction on, or requiring the satisfactory participation in a Drug Abuse Assistance or Rehabilitation Program, by any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.

H. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation are required and indicating that a trained referral team is in place.

I. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

The undersigned affirms, under penalties of perjury, that he/she is authorized to execute this certification on behalf of the designated organization.

Houseal Lavigne Associate, LLC

(Printed name of Provider)

ltem 8.	
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	188 W. Randolph St., Su	uite 200	
	Address		
	Chicago	Illinois	60601
	City	State	Zip Code
	Signature of Authorized I	Representative	
(Co-Founder		10/10/2023
	Title		Date

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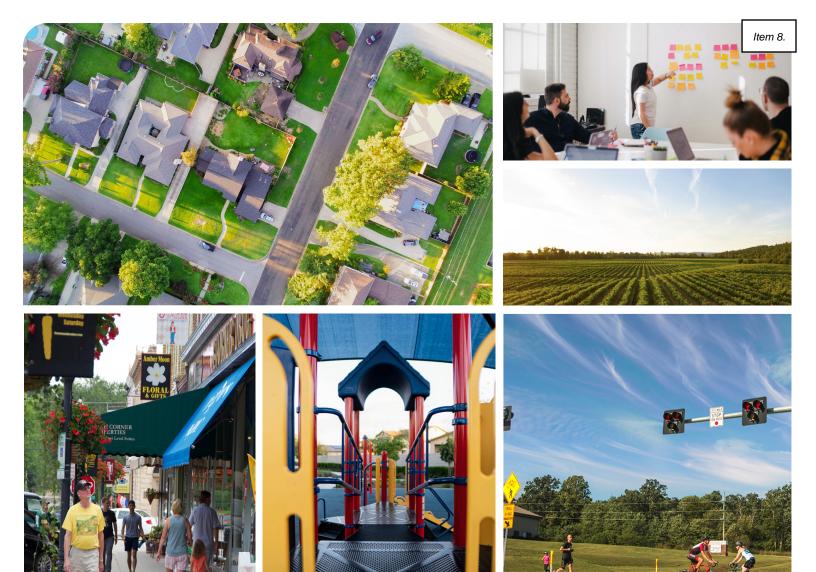
APPENDIX E

NON-COLLUSION CERTIFICATE

NON-COLLUSION CERTIFICATE

The Undersigned Bidder is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning bid rigging, rotating, kickbacks, bribery and interference with public contracts.

John Houseal (Printed Name of Contractor)		
188 W. Randolph St., Suite 2	200	
Address		
Chicago	Illinois	60601
City	State	Zip Code
Signature of Authorized Repr	esentative	
Partner Co-Founder		10/10/2023
Title		Date



Team Proposal

Professional Planning Services Update of Village Comprehensive Land Use Plan

Prepared for

VILLAGE OF POPLAR GROVE

Created by STUDIO GWA



200 Prairie Street, Suite 201 Rockford, IL 61107 Phone: 815-963-1900



Ashley Saver, AICP asarver@studiogwa.com studiogwa.com



Proposal issued: 13 October 2023





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01

13 October 2023 Village of Poplar Grove, Illinois Attn: Karri Anderberg, Village Clerk 200 N. Hill Street Poplar Grove, IL 61065

To Whom it May Concern,

Studio GWA and Redevelopment Resources enthusiastically submit this proposal to produce a Comprehensive Land Use Plan Update for the Village of Poplar Grove! We view this project as an opportunity to provide a plan update that is both aspirational and practical, serving the needs of village staff and community members alike.

Our firm, Studio GWA, provides a wide range of services in architecture, urban design, land use planning, and development finance. For every project, we draw on over 40 years of people-first design experience to deliver unique products that are tailored to each community. We understand the complex layers of the built environment—from individual buildings, to blocks, to districts, and city-wide—and we work with stakeholders to develop plans that are more authentic, sustainable, and implementable.

Our partner in this project, Redevelopment Resources, has conducted a wide range of plans, analyses, and implementation strategies for communities throughout the Midwest. We have partnered with Redevelopment Resources on a number of projects serving small communities, notably on an economic development plan and corridor study in Baraboo, Wisconsin as well as a housing study for four counties in Northwest Illinois.

Thank you for the opportunity to submit our team proposal! We look forward to the possibility of serving your community.

Sincerely,

Ashley Sarver AICP Partner, Senior Urban Planner Studio GWA





Actively designing versatile, livable, and sustainable places for people.

Studio GWA is a creative, visionary team that believes in engaging the community through design. We are well-versed in urban and architectural design, economic development, real estate development, planning, placemaking, and other services that have benefited communities throughout the Midwest.

We have earned a reputation for revitalizing existing spaces in a way that emphasizes their character and reinforces their unique context within a community. Some of the best places are those that played a core role in a community's development. We help people tell that story to bring it back to life for future generations, not only through the engagement process but also through design.

Since 1982, Studio GWA has contributed to focused community change by taking an on-the-ground approach. We continue to partner with individuals, organizations, and communities to develop a shared ownership and appreciation of history, one that creates a legacy for future generations.

OUR STRENGTHS







MASTER PLANNING

FINANCIAL FEASIBILITY

ARCHITECTURE

AT A GLANCE

A Certified Women's **Business Enterprise** (WBE)

CONTACT INFORMATION

Ashley Sarver Partner & Senior Urban Planner asarver@studiogwa.com P. 815-963-1900 www.studiogwa.com

LOCATIONS

Rockford: 200 Prairie Street, Suite 201 Rockford, Illinois 61107

Monroe: 1107 16th Avenue Monroe, Wisconsin 53566

COMPANY INFORMATION

Full Legal Name: Gary W. Anderson and Associates, Inc. Form of company: C-Corp FEIN: 363622221 Date Established: 1982 Number of FTEs: 14 **Company Principals:**

- Jennifer Spencer: President
- Gary Anderson: Vice President
- Aaron Holverson: Secretary Ashley Sarver: Treasurer





Planning, Analyzing, and Engaging to Maximize Community Impact

Established in 2009, Redevelopment Resources provides development and redevelopment solutions and research services to municipalities, businesses and organizations. Our experience was gained primarily from active successful careers working in economic and community development, planning, and marketing fields. The team transitioned into consulting in order to share our vast experience with others.

Because of the breadth of experience of our team members, we offer services in many categories:

- Economic & Community Development/Redevelopment / Workforce Development
- Real estate
- Retail / Business Support / Marketing
- Planning and Facilitation
- Research and Analysis

The firm was founded in Wausau through a partnership between Kristen Fish and Deborah Ersland. In 2015 the company moved to Madison, WI where it is located today. We have worked across the state of Wisconsin as well as Illinois, Iowa, Michigan, Nebraska, New York, North Dakota, Colorado, and Ontario.

Clients have engaged Redevelopment Resources over multiple projects and multiple years. One of the highest honors we receive is when a client implements each and every one of our recommendations and calls us back to develop the next set of strategies with them.

AT A GLANCE

CONTACT INFORMATION

Kristen Fish-Peterson, CEcD, EDFP Principal and CEO Kristen@redevelopment-resources.com 722 Traveler Lane Madison, Wisconsin 53718 P. 715-581-1452 redevelopment-resources.com

BY THE NUMBERS

165+

Combined years of experience **75+**

In-depth market studies for communities and private-sector businesses

50

Years of commercial real estate broker experience

1,400,000

Sq Ft of office and retail space leased and managed

675,000

Sq Ft of industrial space developed **700+**

Units of housing developed and managed



Ashley Sarver, AICP Partner, Senior Urban Planner

Ashley is an urban planner with a background in municipal economic development. She has the ability to analyze market conditions and consider the overall context to develop a plan for new construction and adaptive re-use. With a passion for community and neighborhood development, she mixes her knowledge of development tools with community outreach to develop a pathway to achieving community goals.

Ashley enjoys working in small communities throughout Northern Illinois, and she is excited at the prospect of advancing the good work that is already happening in the Village.

As Project Manager, Ashley will be overseeing all phases of the project from existing conditions to implementation.

RELEVANT EXPERIENCE

Redevelopment Planning, Feasibility Studies

- Sterling Riverfront Redevelopment Planning Sterling, IL
- Fordam Forward/Purpose Built Communities Planning Rockford, IL
- Pro Forma financial analyses Multiple communities

Regional, Master, and Corridor Plans

- Madison Street Corridor Planning and Financial Feasibility Rockford, IL
- Economic Resiliency Planning and Corridor Study Baraboo, WI
- Keith Creek Corridor Study Rockford, IL
- Northwest Illinois Housing Study Blackhawk Hills Regional Council



Michael Smith, AICP Candidate Urban Planner

Michael is an urban planner whose work at Studio GWA includes master planning, corridor planning, transportation planning, and stakeholder engagement. With over ten years of experience in the nonprofit sector, he understands how critical stakeholders are in co-developing work products that are authentic and inclusive. Michael recognizes the interwoven relationship between each place and space and works with stakeholders to ensure that municipal plans are cohesive, balanced, values-driven, and consensus-based.

Michael will be assisting with all aspects of the plan, including document creation, plan/policy review, and more.

RELEVANT EXPERIENCE

Regional, Master, and Corridor Plans

- Sterling Riverfront Redevelopment Planning Sterling, IL
- Economic Resiliency Planning and Corridor Study Baraboo, WI
- Keith Creek Corridor Study Rockford, IL
- Northwest Illinois Housing Study Blackhawk Hills Regional Council



EDUCATION

University of Illinois, Urbana-Champaign Bachelor of Arts in International Studies, 2010 University of Illinois, Chicago Master of Urban Planning & Policy, 2013



EDUCATION

University of Illinois, Chicago Master of Urban Planning and Policy, 2018 Northern Illinois University Certificate in Public Administration, 2017





Kristen Fish-Peterson, CEcD, EFPD Principal and CEO

Kristen has over 30 years of direct experience in redevelopment, market analysis, planning, implementation, grant writing, brokerage, business development, media, manufacturing, and marketing. In 2009, she and two colleagues started Redevelopment Resources, a community impact consulting firm which operates throughout the Midwest. She has managed all aspects of strategic planning processes, business development and adaptive re-use programs including business recruitment, retention, entrepreneurial programming, loan fund management, deal structuring, blight elimination, and policy/ program development.

Kristen will serve as Deputy Project Manager and focus primarily on the Housing and Economic Development Elements of the Plan.

RELEVANT EXPERIENCE

- Conducted dozens of retail/commercial market analyses for downtowns, business districts, municipalities and counties
- Developed strategy and carried out implementation activities for City of Watertown, Village of Rothschild, City of Merrill and Village of Pulaski
- Written and implemented several Tax Increment Financing plans
- Successful grant writing at local, state and federal level



Dayna Sarver, CEcD

Chief Research Officer, Development Specialist

Dayna brings over five years of professional public sector experience in economic development to the Redevelopment Resources team. While obtaining her a master's degree in planning from the UW–Madison she was also a project assistant at UW-Extension. Together with Bill Ryan, Errin Welty and Joe Lawniczak, she authored An Analysis of Storefront Improvements: A Selection of Wisconsin Case Studies. Dayna desires to help others reach their full capacity and enjoys engaging with local and state stakeholders with a multi-disciplinary approach to the development of the community's natural, social and fixed assets.

Dayna will be assisting primarily on the Housing and Economic Development Elements of the Plan.

RELEVANT EXPERIENCE

Market Analysis

- Analyzed and assessed housing markets and affordability.
- Conducted trade area commercial market analysis of WI downtown communities.

Redevelopment Strategy and Implementation

- Assisted with the implementation of downtown redevelopment strategies and activities including design and administration of online surveys and organization of stakeholder engagement meetings.
- Assisted with the public engagement and master planning of a redevelopment project near downtown Verona.
- Implementation activities have included, securing appraisals and negotiating the sale of City owned property; hiring and overseeing environmental studies; and finding funding sources for redevelopment projects.



EDUCATION

University of Wisconsin, Oshkosh Master of Business Administration University of North Dakota Bachelor of Business Administration, Marketing



EDUCATION

University of Wisconsin, Madison Master of Science, Urban and Regional Planning Central College, Pella IA Bachelor of Arts, Economics

DISCLOSURES: ACQUISITIONS, DIVESTITURES, CONFLICTS OF INTEREST

Studio GWA does not have any pending acquisitions, divestitures, or conflicts of interest that could affect the execution of the contract.



DISCLOSURES: LITIGATIONS, CLAIMS

There is no current or pending litigation against Studio GWA.

There has not been any litigation settled or disposed of within the last three years against Studio GWA.

There have not been any complaints filed with government agencies (local, state, or federal), business organizations, or any other additional agencies within the last three years against Studio GWA.

03

PROJECT UNDERSTANDING

We understand that the Village of Poplar Grove is seeking an update to its Comprehensive Land Use Plan.

Regional trends have undoubtedly impacted the village since the adoption of the 2009 Comprehensive Plan and have likely rendered sections of the plan to be irrelevant or ineffective. Trends such as population loss, housing affordability, and consumer inflation can shape important elements in the village's Comprehensive plan, such as managing growth, conserving farmland, and attracting new residents.

PROJECT SCOPE

Studio GWA and Redevelopment Resources are poised to provide a Comprehensive Plan Update that is both aspirational and practical. Our aim is to provide a quality administrative resource for village staff that allows decision-makers to make informed, cohesive decisions.

We would begin by conducting an in-person project kickoff meeting with the Project Team. We anticipate this meeting to include city staff and other potential stakeholders including elected officials, business owners, and more. The meeting will allow us to:

- · Establish overarching goals and objectives for the project;
- Understand the strengths and weaknesses of 2009 Comprehensive Plan;
- Learn more about the available resources that the village and other entities have for analysis; and
- Begin forming a list of stakeholders for inclusion in our stakeholder engagement strategy.

Following the meeting, we will take part in a tour of key sites identified by the Project Team. We find that tours are a dynamic, effective way for us to absorb context-specific information from the Team that will shape future planning efforts.









We will conduct a thorough review and analysis of the 2009 Comprehensive plan. Based on an initial review of the plan, we foresee an update of the following Plan Elements:

- Village Population and Demographics: Updating population data and conducting population projections using the latest data from US Census, ESRI, and other sources;
- Jurisdictional Boundaries: Updating map layers of municipal boundaries to reflect any annexations within or around the Planned Expansion Area, with additional work in future land use planning and zoning;
- Transportation: Incorporating existing and planned multimodal capital improvements, reviewing Annual Average Daily Traffic (AADT), crash data, and other data sources;
- Community Facilities: Creating a map layer of municipal, recreational, and cultural facilities that serve the community;
- Telecommunications and Utilities Infrastructure: Working with village staff to ascertain private- and publiclyowned infrastructure conditions, needs, and opportunities;
- Housing: Updating the land use map to reflect existing and planned housing developments in the community, and identify top housing needs by type and quantity;
- Economic Development: Collaborating with village staff, economic development agencies (e.g. Growth Dimensions), and business owners to identify potential growth areas for business retention and expansion, business recruitment, and entrepreneurial development along with a high-level look at workforce, childcare and other community assets.

Additionally, our scope of work will entail the following tasks:

- Goals and Recommendations: The Comprehensive Plan Update should include the stated goals and objectives the village aspires to achieve as a result of this plan. Concurrently, these goals and objectives should align with plan recommendations and an overall framework for updating the plan regularly.
- Public Engagement: We will hold one in-person community open house for community members to gain insightabout the planning process and provide input on various recommendations and scenarios we present.
- Correspondence with Village Staff, Elected Officials: We will include two virtual plan progress meetings with city staff—one at 50% completion and one at 80% completion—and one in-person final plan presentation to elected officials.

The final deliverable will be a printed and digital document of the plan as well as select isolated assets (e.g. GIS map layers) that will be furnished to the Village upon completion.

The quote provided in the Rate Proposal reflects the above services provided in general, and the specific Plan Elements to be updated in particular. We understand that village staff may request a modification to the scope to better reflect the needs of the village, and are prepared to adjust the contract as needed.

O4 Studio GWA

ORGANIZATION	ADDRESS	CONTACT PHONE	CONTACT NAME	PROJECT DESCRIPTION
Blackhawk Hills Regional Council	309 1st Ave; Rock Falls, IL; 61071	815-625-3854	Daniel Payette, Executive Director	Northwest Illinois Housing Study: Market analysis and development opportunities for Ogle, Stephenson, Lee, and Jo Daviess Counties.
City of Sterling, IL	212 3rd Ave; Sterling, IL; 61081	815-632-6621	Scott Shumard, City Manager	Riverfront Reimagined: Master Plan for the redevelopment of two historic complex in downtown Sterling. Included pro forma feasibility, scenario planning, renderings, and community engagement.
City of Baraboo, WI	101 South Blvd; Baraboo, Wl; 53913	608-355-2715, 608-963-1333 (cell)	Casey Bradley, former City Administrator (currently City Administrator, Sheboygan)	Resilient Baraboo: Economic resiliency planning, downtown redevelopment scenarios, and corridor study for key gateway into community.
Region 1 Planning Council	127 N. Wyman St, Suite 101; Rockford, IL; 61101	815-319-4180	Sydney Turner, Director of Regional Planning	Keith Creek Corridor Study: Transportation and Land Use Planning for a two-branch creek spanning two counties. Included plan review, data analysis, economic development research, greenway scenario planning, community engagement.



Redevelopment Resources

ORGANIZATION	ADDRESS	CONTACT PHONE	CONTACT NAME	PROJECT DESCRIPTION
City of Two Rivers, WI	1717 E. Park St; Two Rivers, WI; 52421	920-793-5532	Greg Buckley	Comprehensive Economic Development Strategic Plan. Focused on using the best organizational structure for their need, recruiting new businesses and residents, attracting remote workers with children, and redevelopment strategies for several prominent blighted and underutilized buildings.
City of Baraboo, WI	101 South Blvd; Baraboo, Wl; 53913	608-355-2715, 608-963-1333 (cell)	Casey Bradley, former City Administrator (currently City Administrator, Sheboygan)	Housing market study and needs analysis; Internal strategic planning for city; Economic resiliency planning (Resilient Baraboo)
Adams County, WI	636 S. Main St; Adams, Wl; 53910	608-339-6945	Daric Smith	Comprehensive Economic Development Strategic Plan for the County. Created strategic initiatives to strengthen target industries and bolster challenged sectors of the economy.
City of Cuba City, WI	108 N. Main St; Cuba City, Wl; 53807	815-281-2866	Bob Jones, former Economic Development Director	Comprehensive Plan Update: A 20- year plan update consisting of multiple elements, included both primary and secondary research and multiple opportunities for community input.
City of Appleton, WI	100 N. Appleton St; Appleton, Wl; 54911	920-954-9112	Jennifer Stephany	Comprehensive Plan, Downtown Chapter, Market & Housing Analysis

05

Below is an overview of the Lines of Coverage maintained by Studio GWA. A Certificate of Insurance, with the Village named as Additional Insured, can be produced upon selection.



Studio GWA

12/27/2022 – 12/27/2023

		1	-		,_,_,
Line of Coverage	Carrier	Policy Number	Limits	Deductible	Reporting Information
General Liability	Hartford	83SBWAU7ARU	\$1M Per Occurrence \$1M Personal/Adv Injury \$2M Aggr/Prod/Comp Ops \$5,000 Medical Payments	N/A	
Auto Liability	Hartford	83UECAG0269	\$1M Liability \$5,000 Med Pay \$1M Under/Uninsured \$30/day Rental Reimbursement Towing Included	\$500 Comprehensive \$500 Collision \$50 Towing	HARTFORD
Umbrella	Hartford	83SBWAU7ARU	\$1M Per Occurrence \$1M Aggregate Limit	\$10,000 Retention	24 HOUR CLAIMS HOTLINE:
Business Personal Property	Hartford	83SBWAU7ARU	Rockford, IL - \$150,000 Monroe, WI - \$5,000	\$500 Per Claim	1-800-327-3636 Make sure to notify Holmes Murphy too!
Contractor's Equipment	Hartford	83SBWAU7ARU	\$50,000 Limit	N/A	
Workers Compensation	Hartford	83WECAU7AV1	\$500K Each Accident \$500K Disease – Agg \$500K Disease – Each EE	N/A	-
Employment Practices Liability	Hartford	83SBWAU7ARU	\$25,000 Per Claim \$25,000 Aggregate Limit	N/A	
Professional Liability	Hartford	83OH0488280	\$2M Per Occurrence \$2M Aggregate Limit	\$10,000 Per Claim \$20,000 Aggregate	Contact Jake Winkler 309-678-5698 jwinkler@holmesmurphy.com
Drone/UAV	Global Areospace, Inc.	9036522	\$1M Liability Only	N/A	913-451-9660 uasclaims@global-aero.com



APPENDIX A

RATE PROPOSAL

Rate Proposal

This Rate Proposal is to be executed and returned with your proposal.

Note: The Provider shall propose <u>a not to exceed price</u> to complete the project as described in the Scope of Services. In no event will the Village pay more than the not to exceed price proposed by the Provider for the project as described in the Scope of Services.

I certify our proposal addresses all criteria required in the Request for Proposal and that I have read and understand the Scope of Services as presented in the Request for Proposal.

- 1. Work with the Village Board of Trustees to determine the contents of the Update to the Village's Comprehensive Land Use Plan;
- 2. Review the existing Village Comprehensive Land Use Plan;
- 3. Conduct all meetings and tasks for the creation of an Update to the Village's Land Use Plan;
- 4. Produce a master print of the Updated Comprehensive Land Use Plan;
- 5. Provide the means of electronically posting the Updated Comprehensive Land Use Plan on the Village's website;
- 6. Provide a process for updating the Comprehensive Land Use Plan in the future.

The Provider will be able to coordinate, perform and complete all of the work described in the RFP. The Provider agrees to perform the work in a timely manner in accordance with the times and conditions set forth in the RFP.

Total Costs of Proposal (including phone, travel, meals, printing, etc. but excluding costs of job announcement publication costs): \$29,535.00

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SIGNATURE AND TITLE OF OWNER	OR AUTHORIZED PERSON:
MIL	13 October 2023
Signature	Date

Ashley Sarver, Partner, Senior Urban Planner, Studio GWA

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APPENDIX B

CERTIFICATION AFFIDAVIT

Village of Poplar Grove, Illinois

Invitation to Submit Proposal

Bid Title: Update of Village's Comprehensive Land Use Plan

Bidder/Offer Affidavit

The undersigned certifies that they are an agent of the company shown and as such agent is authorized to submit this proposal on its behalf.

Federal Tax Id #	36-36-2222-1	
Company	Studio GWA	
Address	200 Prairie Street, Suite 201	
City/State/Zip	Rockford, Illinois, 61107	
Phone	815-963-1900	
Fax		
Email	asarver@studiogwa.com	
ashly &		13 October 2023
Authorized Signatur	e	Date

Partner, Senior Urban Planner Name/Title

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APPENDIX C

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

Village of Poplar Grove, Illinois

Invitation to Bid

Bid Title: Executive Recruitment Consulting Services

Policy Statement: Equal Employment Opportunity

It is the policy of <u>Studio GWA</u> to provide equal employment opportunity to all persons regardless of race, color, religion, sex, age, handicap or national origin through a program of positive action affecting all employees. In this program, our company carries out the requirements of Federal Executive Orders 11246 and 11375, Civil Rights Act of 1664, Equal Employment Act of 1972 and all other applicable laws, and indicates its active support of the principle of equal opportunity in employment. Accordingly, we will take Affirmative Action to ensure that we will:

- 1. Recruit, hire and promote in all job classifications regardless of race, color, religion, sex or national origin.
- 2. Make promotional decisions that in accordance with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities.
- 3. Incorporate our equal employment opportunity policy in all personnel actions such as compensation, benefits, transfers, layoffs, returns from layoffs, company sponsored training, education and tuition assistance.
- 4. Conduct social and recreation programs sponsored by our agency without regard to race, color, sex, or religion.
- 5. Bidder should contact the Village Clerk for specific information regarding the Village's Equal Employment Policy.

At present, _____% of our work force are minorities and ____% of our work force are females, and we will attempt to utilize minorities and females through a positive, continuing program in all jobs for which we contract in the future. It is also our intent to make efforts to purchase supplies or equipment from small businesses located within the Village of Poplar Grove or Boone County.

The bidder certifies that he/she/it does not maintain or provide for his/her/its employees any segregated facilities at any of his/her/its establishments, and that he/she/it does not permit his/her/its employees to perform their services at any location, under his/her/its control, where segregated facilities are maintained. The bidder agrees that a breach of this certification will be a violation of the Equal Opportunity clause in any contract resulting from acceptance of this bid.

The bidder agrees that (except where he/she/it has obtained identical certification from proposed subcontractors/leased operators of equipment for specific time periods) he/she/it will obtain identical certification from proposed subcontractors/leased operators of equipment from the provisions of the Equal Opportunity clause, and that he/she/it will retain such certification in his/her/its files.

Page 13 of 17

Studio GWA

Firm Name Ł

Authorized Signature

Partner, Senior Urban Planner Name/Title 13 October 2023

Date



APPENDIX D

DRUG FREE WORKPLACE CERTIFICATION

DRUG FREE WORKPLACE CERTIFICATION

In compliance with State of Illinois Compiled Statutes, Chapter 30-580, the Provider certifies and agrees that it will provide a drug free workplace by:

Publishing a Statement:

A. Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in the Provider's workplace. B. Specifying the actions that will be taken against employees for violations of such

prohibition.

C. Notifying the employee that, as a condition of employment on such Contract, the employee will:

1. Abide by the terms of the statement; and

2. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

D. Establishing a Drug Free Awareness Program to inform employees about:

- 1. The dangers of drug abuse in the workplace;
- 2. The Provider's policy for maintaining a drug free workplace;
- 3. Available counseling, rehabilitation, or assistance programs; and
- 4. Penalties imposed for drug violations.

E. Providing a copy of the Statement required by subsection (a) to each employee engaged in the performance of the Contract and to post the Statement in a prominent place in the workplace.

F. Notifying the contracting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

G. Imposing a sanction on, or requiring the satisfactory participation in a Drug Abuse Assistance or Rehabilitation Program, by any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.

H. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation are required and indicating that a trained referral team is in place.

I. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

The undersigned affirms, under penalties of perjury, that he/she is authorized to execute this certification on behalf of the designated organization.

(Printed name of Provider)

Page 15 of 17

82

200 Prairie Street		
Address		
Rockford	Illinois	200 Prairie Street, Suite 201;
City Mly A	State	Zip Code
Signature of Authorized	d Representative	
Partner, Senior Urban	Planner	13 October 2023
Title		Date

Page 16 of 17

i.



APPENDIX E

NON-COLLUSION CERTIFICATE

NON-COLLUSION CERTIFICATE

The Undersigned Bidder is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning bid rigging, rotating, kickbacks, bribery and interference with public contracts.

Studio GWA

(Printed Name of Contractor)

200 Prairie Street

Address

Title

Rockford	IL	61107
City Mly A	State	Zip Code
Signature of Authorized Representation	ive	
Partner, Senior Urban Planner		13 October 2023

Date

Page 17 of 17

APPENDIX E

NON-COLLUSION CERTIFICATE

NON-COLLUSION CERTIFICATE

The Undersigned Bidder is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning bid rigging, rotating, kickbacks, bribery and interference with public contracts.

Studio GWA

(Printed Name of Contractor)

200 Prairie Street

Address

Rockford	IL	61107
City Mlg	State	Zip Code
Signature of Authorized Repr	esentative	
Partner, Senior Urban Plar	nner	13 October 2023

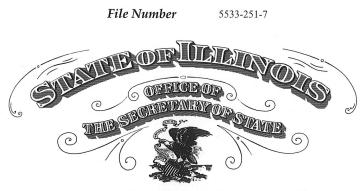
Title

Date



COPY OF BUSINESS LICENSE





To all to whom these Presents Shall Come, Greeting:

I, Alexi Giannoulias, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the

Department of Business Services. I certify that

GARY W. ANDERSON & ASSOCIATES, INC., A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON DECEMBER 15, 1988, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE BUSINESS CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.

the State of Illinois, this

In Testimony Whereof, I hereto set

day of AUGUST A.D. 2023 .

my hand and cause to be affixed the Great Seal of



Authentication #: 2322604536 verifiable until 08/14/2024 Authenticate at: https://www.ilsos.gov

Aleyi Giannoch SECRETARY OF STATE

14TH



200 Prairie Street, Suite 201 Rockford, Illinois 61107 Phone: 815-963-1900 asarver@studiogwa.com www.studiogwa.com





October 8, 2023

VIA EMAIL ONLY

Mr. Carina Boyd Village Treasurer Village of Poplar Grove 200 South Hill Street Poplar Grove, IL 61065

Re: Orth Road Improvements - Section 23-00000-00-GM Pay Estimate #1 McM Number P0013-7-23-00314

Dear Carina:

Please find the following attached to this letter:

• One copy of BLR 13230 (Engineer's Payment Estimate) for the above captioned project. The Village needs to execute the "local agency" section of the form.

At this time, I recommend payment in the amount of \$170,554.91 to Curran Contracting Company, Inc. for work completed to date on the project. MFT and Road and Bridge Funds may be used for this invoice. We respectfully request that the Village place the Pay Estimate in the warrant that will be considered at the October 18th Board Meeting.

Please do not hesitate to contact me at (815) 636-9590 with any questions, or if I may provide additional assistance.

Yours very truly,

McMAHON

Christopher D. Dopkins, P.E. Associate/Village Engineer

Cc: Mr. David Howe, Director of Public Works File



of Transportation

Engineer's Payment Estimate

×	1	
Estimate	[Final

Local Public Agency			County	Route(s) (Street/Road)	d) Section Number	imber	Esti	Estimate 1
Village of Poplar Grove			Boone	Orth Road	23-0000	23-0000-00-GM		
Payable to Name]	
Curran Contracting Company, Inc.	Inc.							
Address							Date From	Date To
286 Memorial Court, Crystal Lake, IL 60014	ake, IL 6001	4					09/01/23	09/30/23
	Unit of	Aw	Awarded	Approved Change in Plans	inge in Plans		Completed to Date	
Pay Items	Meas.	Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Bit. Surf. Rem., 2.0" Butt Jt	SΥ	1005	\$16,582.50			300.2	\$16.5000	\$4,953.30
Remove PCC C&G	Ц.	£	\$1,000.00			5	\$200.0000	\$1,000.00
PCC Ribbon Curb	Ц. —	£	\$2,000.00			5	\$400.0000	\$2,000.00
HMA Lvl. Bndr. Hand Meth.	Ton	ъ	\$1,750.00		-	5	\$350.0000	\$1,750.00
HMA Surface, N50, Mix C, 2.0"	Ton	1975	\$144,175.00			1738.60	\$73.0000	\$126,917.80
Aggregate Shoulders	Ton	370	\$7,955.00			499.16	\$21.5000	\$10,731.94
Thermoplastic Pvmt. Mrk, 4"	Щ.	16250	\$12,187.50			-	\$0.7500	
Thermoplastic Pvmt. Mrk, 12"	<u> </u>	14	\$70.00				\$5.0000	
Rsd. Refl. Pvmt. Mrks.	Each	77	\$5,005.00				\$65.0000	
Regrade to Drain (orth/cob)	SΥ	25	\$1,250.00			25	\$50.0000	\$1,250.00
Restoration	SΥ	25	\$750.00			25	\$30.000	\$750.00
Traffic Control Complete	rs	-	\$26,250.00			~	\$26,250.0000	\$26,250.00
	-	Total	\$218,975.00				Total	\$175,603.04
Mis	iscellaneous E	Miscellaneous Extras and Credits	S			Values		
Tack Coat (Force Acct)							\$3,928.44	
				Total Mis	Total Miscellaneous Extras and Credits	s and Credits	\$3,928.44	
				F	Total Value of Completed Work	npleted Work	\$179,531.48	
					Dedu	Deduct Retainage	\$8,976.57	
				Ba	Balance Due of Completed Work	npleted Work	\$170,554.91	
	=	:						

Page 1 of 3

Values

Miscellaneous Debits

BLR 13230 (Rev. 01/20/23)

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Completed 10/08/23

Local Public Agency	County	Route(s) (Street/Road) Section Number	Section Number	
Village of Poplar Grove	Boone	Orth Road	23-0000-00-GM	
Miscellaneous Debits			Values	
			Total Miscellaneous Debits	
			Net Cost of Section	\$170,554.91
			Previous Payments	\$0.00
			Net Amount Due	\$170,554.91
X The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210)	stimate quantities d	o not require submission to	the Department of Transportation of a Change in Plan	ns (BLR 13210).

Ine Local Public Agency (LPA) certities that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (Bl The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required papervork and documentation, with submissions made per the agreement.

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BLR 13230 (Rev. 01/20/23)



October 11, 2023

VIA EMAIL ONLY

Mr. Carina Boyd Village Treasurer Village of Poplar Grove 200 South Hill Street Poplar Grove, IL 61065

Re: State Street Improvements - Section 23-00011-00-RS Pay Estimate #1 McM Number P0013-7-23-00314

Dear Carina:

Please find the following attached to this letter:

• One copy of BLR 13230 (Engineer's Payment Estimate) for the above captioned project. The Village needs to execute the "local agency" section of the form.

At this time, I recommend payment in the amount of \$281,239.60 to Rock Road Companies, Inc. for work completed to date on the project. The Village's allotment of Rebuild Illinois Motor Fuel Tax Funds should be used for this invoice. We respectfully request that the Village place the Pay Estimate in the warrant that will be considered at the October 18th Board Meeting.

Please do not hesitate to contact me at (815) 636-9590 with any questions, or if I may provide additional assistance.

Yours very truly,

McMAHON

Christopher D. Dopkins, P.E. Associate/Village Engineer

Cc: Mr. David Howe, Director of Public Works File



Minois Department of Transportation

Engineer's Payment Estimate

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Local Public Agency		C	County	Route(s) (Street/Road)	ad) Section Number	mber	Esti	Estimate 1
Village of Poplar Grove			Boone	State Street		I-00-RS		
Payable to Name]	
Rock Road Companies, Inc.								
Address							Date From	Date To
PO Box 1818, Janesville WI 53547	547						09/01/23	09/30/23
	Unit of	Awar	arded	Approved Ch	Approved Change in Plans		Completed to Date	
Pay Items	Meas.	Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Bit Surf Rem., Butt Jnt 2.5"	SΥ	1020	\$9,067.80	30		1020	\$8.8900	\$9,067.80
Bit Surf Rem., Edge Mill 2.5"	SY	4680	\$18,345.60	00		4680	\$3.9200	\$18,345.60
Remove PCC Sidewalk	SF	1395	\$7,323.75	5		1395	\$5.2500	\$7,323.75
Remove PCC C&G	ΓĿ	280	\$7,560.00	0 5		285	\$27.0000	\$7,695.00
Adjust Sanitary MH	EA	9	\$6,030.00	00		9	\$1,005.0000	\$6,030.00
Adjust Water Valve	EA	Ļ	\$550.00	0		~~	\$550.0000	\$550.00
Inlet Repair, 0'-2'	EA	ω	\$14,960.00	0		10	\$1,870.0000	\$18,700.00
PCC Curb and Gutter	Ŀ	280	\$15,400.00	0			\$55.0000	
PCC Sidewalk	SF	1308	\$22,890.00	0			\$17.5000	
Detectable Warning	SF	142	\$5,680.00	0			\$40.0000	
Pvmt. Fab. Spcl, System A	ГĿ	3450	\$11,971.50	0		3450	\$3.4700	\$11,971.50
Tack Coat	ГВ	9480	\$94.80	0		9480	\$0.0100	\$94.80
HMA LvI Bndr., Hand Meth	Ton	5	\$625.00	0			\$125.0000	
HMA Lvi Bndr., 1.0" N50 Poly	Ton	850	\$97,750.00	0		737.50	\$115.0000	\$84,812.50
HMA Surf, N50, Mix C, 1.5"	Ton	1265	\$110,055.00	0		1326.79	\$87.0000	\$115,430.73
Aggregate Shoulders	Ton	125	\$6,500.00	0			\$52.0000	
Thermo. Pavmt Mark, 4"	Ц	13800	\$12,420.00	0			\$0.9000	
Thermo. Pavmt Mark, 12"	LF	753	\$2,033.10	0			\$2.7000	
Restoration	SY	775	\$5,983.00	0			\$7.7200	

BLR 13230 (Rev. 01/20/23)

Item 13.

Page 1 of 3

Completed 10/08/23

1.010 1.010

Values State Street Values Added \$2,020.00 Beach \$14,000.00 Total Miscellan \$14,000.00 Total Miscellan \$11,259.55 Total Miscellan Balance Balance Indication Balance	Local Public Agency			County	Route(s) (Street/Road)	Road) Section Number	umber		
Pay Items Mease. Quantity Values Added Deducted Deducted Unit Price Value Erosion Control, Complete LS 1 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,020.000 \$2,000.000 \$2,000.000 \$2,000.000 \$2,000.000	Village of Poplar Grove				State Street	23-0001	1-00-RS		
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Total \$371,159.55 Total \$396,041.68 Miscellaneous Extras and Credits Total Miscellaneous Extras and Credits Total Miscellaneous Extras and Credits \$296,041.68 Miscellaneous Extras and Credits Total Value of Completed Work \$296,041.68 \$391,239.60 Miscellaneous Debits Total Value of Completed Work \$296,041.68 \$391,239.60 Miscellaneous Debits Total Value of Completed Work \$296,041.68 Miscellaneous Debits Total Value of Completed Work \$291,239.60 Miscellaneous Debits Niscellaneous Debits S281,239.60 Miscellaneous Debits National Public Agency (LPA) certifies that the above pay estimate quantifies do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). S281,239.60 The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). S281,239.60 The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). S281,239.60 The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). S281,239.60 The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (SLR 13210).	Traffic Control, Complete	LS	1	\$14,000.00	0		~	\$14,000.0000	\$14,000.00
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The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation of a Change in Plans (BLR 13210). The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.		Miscellan	eous Debits				Values		
The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.									
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The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.								Net Cost of Section	\$281,239.60
 The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement. 								Previous Payments	
The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210). The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.								Net Amount Due	\$281,239.60
The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities. The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.	The Local Public Agency (LPA) c	ertifies that t	he above pay esti	mate quantities do n	ot require submi	ssion to the Departm	tent of Transporta	tion of a Change in Plar	is (BLR 13210).
The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.	The LPA certifies that a Change i	in Plans (BLI	R 13210) has beer	ר submitted to, and a	approved by the	Department of Trans	portation as requi	red for the above quant	ities.
	The LPA is under agreements of	understandii	ng and has comple	eted the required pat	perwork and doc	umentation, with sut	omissions made pe	er the agreement.	

Page 2 of 3

BLR 13230 (Rev. 01/20/23)

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Item 13.

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Completed 10/08/23

	Tite Village Engineer
Route(s) (Street/Road) Section Number State Street 23-00011-00-RS	Prepared by Christopher D. Dopkins, P.E.
County Boone	
Local Public Agency Village of Poplar Grove	Resident Expirature & Date

Item 13.

Completed 10/08/23



October 9, 2023

Ms. Carina Boyd Village Treasurer Village of Poplar Grove 200 North Hill Street Poplar Grove, IL 61065

Re: Pay Application #1 Contract P0031-7-22-00241 A New Public Works Building

Dear Carina:

Please find the following attached to this letter:

- 1. Application for Payment #1 from Larson & Larson Builders, Inc.
- 2. Certificate for Payment #1.
- 3. Schedule of Unit Prices and Itemized Cost Breakdown.

I have reviewed the same and recommend payment in the amount of \$447,340.71 to Larson & Larson Builders, Inc. for work completed on contract number P0031-7-22-00241, A New Public Works Building.

Thank you for your time and attention to this matter. Please do not hesitate to contact me at (815) 636-9590 with any questions, or if I may provide additional assistance.

Yours very truly,

McMAHON

Christopher D. Dopkins, P.E., Associate/Village Engineer

Cc: Mr. Don Sattler, Village President Mr. David Howe, Director of Public Works File



McMAHON Associates, Inc. 1700 Hutchins Road Machesney Park, IL 61115 (815)636-9590 - Telephone (815)636-9591 - Fax

CERTIFICATE FOR PAYMENT

Village of Poplar Grove
200 N Hill Street
Poplar Grove IL 61065

Contract No. Project File No. Certificate No. Issue Date: Project:

P0013-07-22-00241
P0013-07-22-00241
One (1)
October 9, 2023
A New Public Works Building

This Is To Certify That, In Accordance With The Contract Documents Dated:

February 1, 2023

Larson & Larson Builders, Inc 5612 Industrial Avenue Loves Park IL 61111

Is Entitled To **Partial** Payment For Work Performed Through:

Contractor's Application For Payment Attached.Itemized Cost Breakdown Attached.

 Original Contract
 \$2,350,000.00

 Net Change Orders
 \$14,363.80

 Current Contract Amount
 \$2,364,363.80

 Completed To Date
 \$497,045.25

 Retainage
 %

 Subtotal
 \$447,340.71

 Previously Certified
 \$0

September 30, 2023

Amount Due This Payment:

\$<u>447,340.71</u>

Certified By: McMAHON ASSOCIATES, INC.

Machesney Park, Illinois

(Authorized Signature)

Item 14.

					Г
			14.363.80	NET CHANGES by Change Order	z
	named herein. Issuance, Payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract	0.00	14,363.80	TOTALS	1
	(D	0.00	14,363.80	Total approved this Month	1
	ARCHITECT: By: Date:	0.00	0.00	previous months by Owner	- ס
	(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)	DEDUCTIONS	ADDITIONS	CHANGE ORDER SUMMARY	10
	AMOUNT CERTIFIED.	23.09	\$1,917,023.09	(Line 3 less Line 6)	1
	is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.	447,340.71	RETAINAGE	BALANCE TO FINISH, INCLUDING RETAINAGE	9 9
res	In Accordance with the Contract Documents, based on on site was attoms for the prices prising the above application, the Architect certifies to owner that the best of the hest of the based of the work knowledge, information and belief the Work has progressed as indicated, the quality of the work	0.00		7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	8 7
nois	ARCHITECT'S CERTIFICATE FOR SAMENFLUSIC, State of Illinois	447,340.71		(Line 4 less Line 5 Total)	6
		49,704.54		Total retainage (Line 5a + 5b)	
	Subscribed and Sworn to before me this 3-1 Day of 0-+ 20 23	0.00	ф	b. <u>0.00</u> % of Stored Material	
	Joseph Kinney / President State of: IL County of: Winnebago	49,704.54	\$ 49,7	i. RETAINAGE: a. <u>10.00</u> % of Completed Work	ŗ
	By: Date: 10-3-23	497,045.25	TO DATE \$	4. TOTAL COMPLETED AND STORED TO DATE	4
	So 12 injulsuriai Ave. Loves Park, IL 61111	2,364,363.80	+ 2) \$	3. CONTRACT SUM TO DATE (Line 1 + 2)	ω
	CONTRACTOR: Larson & Larson Builders, Inc.	14,363.80	\$	2. Net Change by Change Orders	N
	current payment snown nerein is now que.	2,350,000.00	· · · · · · · · · · · · · · · · · · ·	1. ORIGINAL CONTRACT SUM	
and the bus	The Undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the owner, and that	PAYMENT	APPLICATION FOR t, as shown below, in connection with ocument is attached.	CONTRACTOR'S APPLICATION FOR PAYME Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Type Document is attached.	0 > 0
	CONTRACT DATE: 2/1/2023			CONTRACT FOR:	10
	Inc. ARCHITECT'S PROJECT NO: P0013-07-22-00241	VIA (ARCHITECT): McMahon Associates, 1445 McMahon Drive Neenah, WI 54956	on Builders, Inc. I Ave. 61111	FROM (CONTRACTOR): Larson & Larson Builders, Inc. 5612 Industrial Ave. Loves Park, IL 61111	г
	New Public Works APPLICATION NO: 1 DISTRIBUTION IL 61065 PERIOD TO:9/30/2023 TO:	PROJECT: Poplar Grove New Public Works 111 E. Park Street Poplar Grove, IL 61065		TO (OWNER): Village of Poplar Grove 200 N. Hill Street Poplar Grove, IL 61065	-
98	locument Fication for Payment Page 1 of 3	AIA Type Document Application and Certification for Payment			Item 14.

13 12 Cabine Laminated 14 13 DIV 7 & Systems -			12 10 Bath A Commerc	11 10 Flagpo Desk, Inc.	10 09 Int/Ext F Decorators	9 08 Alu. Fr - Cardinal	8 08 Sectior of DeKalb	7 08 HM Do Security E	6 05 SS, Metal I RMI Steel Inc.	5 05 SS Erectio Solutions Inc.	4 04 Masonry Contractors	3 03 Concrete - Ja Construction Inc.	2 01 Lifts - Sta Automobiles	1 00 Gener	ITEM	CONTRACT FOR:	FROM (CONTRACTOR
	13 DIV 7 & 13 Metal Building Systems - Nucor Building Systems	12 Cabinets & Countertops - Pierce Laminated Products	10 Bath Acc/Fire Protection - Commercial Specialties	10 Flagpole & Acessories - Flag Desk, Inc.	09 Int/Ext Painting - Forest City Decorators	08 Alu. Framed Storefront/Glazing - Cardinal Glass Company	08 Sectional Doors - Raynor Door of DeKalb	08 HM Doors/Frames, Hardware - Security Builders Supply Co	05 SS, Metal Fab, Metal Stairs - RMI Steel Inc.	05 SS Erection - Hoss Steel Solutions Inc.	04 Masonry - JMi2 Masonry Contractors	03 Concrete - Jack Hall Construction Inc.	01 Lifts - Standard Industrial & Automobiles	00 General Conditions	DESCRIPTION		FROM (CONTRACTOR): Larson & Larson Builders, Inc. 5612 Industrial Ave. Loves Park, IL 61111
	293,748.00	3,960.00	2,064.00	3,592.00	35,367.00	12,575.00	88,000.00	17,390.00	54,510.00	176,400.00	38,996.00	274,400.00	67,053.00	311,197.32	SCHEDULE VALUE		Inc.
	. 0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	PREVIOUS APPLICATIONS		VIA (ARCHITECT)
	60,762.05	0.00	1,564.00	3,592.00	0.00	0.00	0.00	0.00	6,930.00	0.00	0.00	194,400.00	0.00	62,239,46	COMPLETED THIS PERIOD		VIA (ARCHITECT): McMahon Associates, Inc. 1445 McMahon Drive Neenah, WI 54956
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	STORED MATERIAL		ites, Inc. ive
	60,762.05	0.00	1,564.00	3,592.00	0.00	0.00	0.00	0.00	6,930.00	0.00	0.00	194,400.00	0.00	62,239.46	COMPLETED STORED	CONTRACT DATE: 2/1/2023	ARCHITECT'S PROJECT NO: P0013-07-22-00241
	20.69	0.00	75.78	100.00	0.00	0.00	0.00	0.00	12.71	0.00	0.00	70.85	0,00	20.00	%	: 2/1/2023	013-07-22-00;
	232,985.95	3,960.00	500.00	0.00	35,367.00	12,575.00	88,000.00	17,390.00	47,580.00	176,400.00	38,996.00	80,000.00	67,053.00	248,957.86	BALANCE		
	6,076.21	0.00	156.40	359.20	0.00	0.00	0.00	0.00	693.00	0.00	0.00	19,440.00	0.00	6,223.95	RETAINAGE		_ ARCHITECT _ CONTRACTOR

16

22 Plumbing - Midwest Mechanical Works Inc.

101,000.00

0.00

54,284.48

0.00

54,284.48

53.75

46,715.52

5,428.45

Application and Certification for Payment AIA Type Document

PROJECT: Popiar Grove New Public Works 111 E. Park Street Popiar Grove, IL 61065

APPLICATION NO: 1

PERIOD TO: 9/30/2023

DISTRIBUTION _OWNER

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Page 2 of 3

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Item 14.

TO (OWNER): Village of Poplar Grove 200 N. Hill Street Poplar Grove, IL 61065

]	Item 14.
	23	23	21	20	19	18	17	ITEM	TO (OWNER): VII 200 Po FROM (CONTRA	
REPORT TOTALS	RFC #2 - Modify Seperator 4' inlet & outlet to 6' inlet & outlet T&M NTE Basis	RFC #1 - Paint Interior White Surface of the IMP	32 Landscaping - Foss Landscapes	32 Paving & Surfacing - Rock Road Companies, Inc.	31 Earthwork, DIV 32 & 33 - DPI Construction	26 Electrical - RSC Electrical Contracting	23 HVAC - Total Plumbing & Heating Ltd.	DESCRIPTION	TO (OWNER): Village of Poplar Grove 200 N. Hill Street Poplar Grove, IL 61065 FROM (CONTRACTOR): Larson & Larson Builders, Inc. 5612 Industrial Ave. Loves Park, IL 61111 CONTRACT FOR:	
\$2,364,363.80	2,750.00	11,613.80	42,800.00	138,706.88	123,581.80	294,265.00	238,539.00	SCHEDULE VALUE	Inc.	
\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	PREVIOUS APPLICATIONS	PROJECT: Poplar 111 E. Poplar VIA (ARCHITECT):	AIA Ty Application and I
\$497,045.25	2,750.00	0.00	0.00	0.00	62,521.20	15,000.00	33,002.06	COMPLETED THIS PERIOD	PROJECT: Poplar Grove New Public Works 111 E. Park Street Poplar Grove, IL 61065 VIA (ARCHITECT): McMahon Associates, Ir 1445 McMahon Drive Neenah, WI 54956	AIA Type Document Application and Certification for Payment
\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	STORED	Works ates, Inc. 6	vment
\$497,045.25	2,750.00	0.00	0.00	0.00	62,521,20	15,000.00	33,002.06	COMPLETED STORED	APPLICATION NO: 1 PERIOD TO: 9/30/2023 ARCHITECT'S PROJECT NO: P0013-07-22-00241 CONTRACT DATE: 2/1/2023	
21.02	100.00	0.00	0.00	0.00	50.59	5.10	13.84	%	2: 1 12023 	
\$1,867,318.55	0.00	11,613.80	42,800.00	138,706.88	61,060.60	279,265.00	205,536.94	BALANCE		
\$49,704.54	275.00	0.00	0.00	0.00	6,252.12	1,500.00	3,300.21	RETAINAGE	Page 3 of 3 DISTRIBUTION TO: OWNER ARCHITECT CONTRACTOR	100

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