



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

COMMITTEE OF THE WHOLE

Monday, January 10, 2022 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from December 13, 2021

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

DEPARTMENT REPORTS - ADMINISTRATION

2. Building Permits and Code Enforcement, B&F Construction
3. Clerk, Karri Anderberg

NEW BUSINESS - ADMINISTRATION

4. Discussion and possible recommendation to the village board to approve possible revisions to Committee of the Whole and Village Board of Trustee meeting dates.

DEPARTMENT REPORTS - FINANCE

5. Public Works, Mitch Hilden
6. Wastewater, TEST
7. Engineer Report, McMahan
8. Treasurer, Carina Boyd

NEW BUSINESS - FINANCE

9. Discussion and possible recommendation to the village board to approve sewer bill relief for 607 Waco Way.
10. Discussion and possible recommendation to the village board to approve sewer connection relief for 480 South State Street
11. Discussion and possible recommendation to the village board to approve D&L Light Electric to upgrade electric services in the village board room not to exceed \$5,000.00
12. Discussion and possible recommendation to the village board to approve **Resolution 2022-01** a resolution of the Village of Poplar Grove, Illinois approving an engagement agreement with Lauterbach and Amen LLP for the financial audit services
13. Discussion and possible recommendation to the village board to approve **Resolution 2022-02** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Zoos Are US, Inc. for petting zoo services
14. Discussion and possible recommendation to the village board to approve **Resolution 2022-03** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the village president to execute an agreement with Tilford's Auto and Truck Service Center for towing services.
15. Discussion and possible recommendation to the village board to approve **Ordinance 2022-01** an ordinance of the Village of Poplar Grove, Illinois approving and authorizing the village to enter into a lease agreement with Kelly A. Kolec D/B/A Majestic Cuts Dog Grooming for a portion of the real property located at 100 South State Street, Poplar Grove
16. Discussion and possible recommendation to the village board to approve check disbursement for payments scheduled to be paid prior to January 31, 2022, in the amount of \$123,831.64 in AP checks, \$13,193.43 in insurance expense checks, and \$7,853.15 EFTS for a total of \$ 144,878.22

ADJOURNMENT (Voice Vote)

KJA 01/07/2021



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

COMMITTEE OF THE WHOLE

Monday, December 13, 2021 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER

Meeting called to order by Clerk Karri Anderberg at 630 pm

ROLL CALL

PRESENT

President Don Sattler
Admin Chairman Ron Quimby
Finance Chairman Eric Miller
Trustee Jeff Goings
Trustee Ed Wethington (via phone)
Trustee Dan Cheek (via phone)
Clerk Karri Anderberg
Attorney Dave Kurlinkus
Deputy Clerk Katie Jaster
Public Works Director Mitch Hilden at 6:33pm
Engineer Chris Dopkins

APPROVAL OF PHONE PARTICIPATION (Roll Call)

Motion made by Finance Chairman Miller, Seconded by Trustee Goings.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

APPROVAL OF AGENDA (Voice Vote)

Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

Motion made by Finance Chairman Miller, Seconded by Trustee Goings to move item 16 to be heard before item 4.

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

Motion made by Trustee Goings, Seconded by Finance Chairman Miller add 3.A Presidents report and 5.A Mansfield Park .

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

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve the minutes from November 8, 2021 meeting
Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

Public Comment

David Allgood- Would like to know where President Sattler's campaign promises are.

Why has he not done them

He would also like an update on the trustee appointment that has sat empty.

DEPARTMENT REPORTS - ADMINISTRATION

2. Clerk, Karri Anderberg
no questions
3. Building and Code Enforcement, B&F Construction
no questions
3.A Presidents Report
Trustee Goings wants to know Why President Sattler has not given a president report. Stated that the trustees ask for one months ago and they have not received one. Trustee Quimby stated that past presidents have always at least emailed one to all the trustees

OLD BUSINESS - ADMINISTRATION

4. Discussion and possible recommendation to the village board to approve **Ordinance 2021-39** an ordinance of the Village of Poplar Grove amending section 6-2-4-4 and section 6-2-5 of chapter 2 combined waterworks and sewerage system of the Village of Poplar Grove code of ordinances
Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Staff asked if they not do a flat rate for new home lawn watering credit. Staff wants to take the EPA average for the number of people in the home. Treasurer Boyd stated its is only 20 a year and they have no problem doing it.
Trustees all agreed. Attorney Kurlinkus will update the ordinance and bring to board of trustees.

5. Motion to approve **Ordinance 2021-34** an ordinance of the Village of Poplar Grove Illinois amending article II business and license regulations, chapter 2 liquor control, of the Village of Poplar Grove code of ordinances
 Motion made by Admin Chairman Quimby, Seconded by Finance Chairman Miller.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
 Trustee Goings and Quimby are concerned about delivery of cocktails to someone's home.
 Clerk Anderberg stated that if they don't allow delivery of to go cocktails that would also be no curbside either.
 Trustee Miller and Goings asked what the bars think about this. Clerk Anderberg stated that their is one bar that is already doing it since Covid started it. One bar is thinking about it but has not done research on the cost.
 Trustees all agreed to allow delivery if the bar owners want it.
 Motion made by Finance Chairman Miller, Seconded by Trustee Goings to add class K to go cocktail liquor license for a price of \$50.00 a year.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
- 5.A Discussion on Mansifeld Park -**
 Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
 Trustee Goings would like an update for what the Village is doing to get the park off the ground. Public Works Director Hilden stated that some grading would need to be done and then park equipment could be added.
 President Sattler asked why trustees still want the park when many residents does not want it. Trustee Miller and Goings both said they have not received any such feed back and they have both gotten emails saying that the south side of town needs a neighborhood park.

NEW BUSINESS - ADMINISTRATION

6. Discussion and possible recommendation to the village board to approve **Ordinance 2021-43** an ordinance of the Village of Poplar Grove, Illinois amending title 1- administration, chapter 6- village officers and employees of the village code
 Motion made by Admin Chairman Quimby, Seconded by Trustee Wethington.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
 President Sattler is very upset that trustees want to take this appointment away from him. States that Clerk Anderberg does not have the background to run the building department.
 David Allgood - Would like to see this pass and item 10 as B&F has done a great job the last couple of years and the Village needs to keep moving forward.
 Trustees discussed the ordinance.
 Trustees Goings walked out 7:28pm and came back at 7:30pm

Motion made by Finance Chairman Miller, Seconded by Trustee Wethington call to question.

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

7. Discussion and possible recommendation to the village board to approve **Ordinance 2021-44** an ordinance of the Village of Poplar Grove, Illinois establishing meeting dates and times of the board of trustees of the Village of Poplar Grove and its committees and commissions for calendar year 2022

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

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

8. Discussion and possible recommendation to the village board to approve **Ordinance 2021-45** an ordinance of the Village of Poplar Grove, amending article VII, building regulations, of the Village of Poplar Grove code of ordinances

9. Discussion and possible recommendation to the village board to approve **Resolution 2021-66** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the village president to execute a joint purchase master contract with State of Illinois Central Management Services for the purchase of bulk rock salt.

Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.

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

10. Discussion and possible recommendation to the village board to approve **Resolution 2021-69** a resolution of the Village of Poplar Grove, Illinois to approve the professional service agreement with B&F Construction Code Services, Inc. to provide a village zoning administrator.

Motion made by Admin Chairman Quimby, Seconded by Trustee Goings.

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

DEPARTMENT REPORTS - FINANCE

11. Wastewater, Test Inc
no questions
12. Public Works, Mitch Hilden
no questions
13. Engineer Report, McMahon
no questions
14. Treasurer, Carina Boyd
no questions

OLD BUSINESS - FINANCE

15. Discussion and possible recommendation to the village board to approve **Resolution 2021-64** an resolution of the Village of Poplar Grove, Illinois to approve authorize the village president to execute an agreement with Pyrotecnico fireworks, Inc. for fireworks display services
 Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

NEW BUSINESS - FINANCE

16. Discussion on Possible waiver of disconnection fees for 236 Briarwood Drive.
 Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
 Juli Medearis is asking for her two \$110.00 frees to be waived. She states that she is on hard times.
 Trustee Goings asked staff why she had two.
 Treasurer Boyd stated she got shut off in November and was told she needed to come in to sign a payment plan or pay the rest of the payment. Staff stated the village never received a payment so she was shut off again.
 Mrs. Medearis stated she made a payment online and but the village never received it.
 Trustees agreed to waive one \$110.00 fee.
 Motion made by Trustee Goings, Seconded by Trustee Wethington to waive one \$110.00 fee for 236 Briarwood.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
17. Discussion and possible recommendation to the village board to approve **Ordinance 2021-40** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2015B, of the Village of Poplar Grove, Boone County, Illinois.
 Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
18. Discussion and possible recommendation to the village board to approve **Ordinance 2021-41** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2015, of the Village of Poplar Grove, Boone County, Illinois.
 Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
 Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek

19. Discussion and possible recommendation to the village board to approve **Ordinance 2021-42** an ordinance abating the tax heretofore levied for the year 2021 to pay debt service of the general obligation refunding bonds (alternate revenue source), series 2012A and general obligation refunding bonds (alternate revenue source), series 2012B, of the Village of Poplar Grove, Boone County, Illinois.
Motion made by Finance Chairman Miller, Seconded by Trustee Wethington.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
20. Discussion and possible recommendation to approve Comed Smart LED Street Lighting program
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
Public Works Director stated that ComEd will be turning all are streetlights over to LED at no cost to the Village. This comes after a audit of all of our street lights. ComED found some we were being incorrectly billed for and some we were not being billed for.
21. Discussion and possible recommendation to the village board **Resolution 2021-65** a resolution of the Village of Poplar Grove, Illinois to approve and authorize the Village President to execute an agreement with Bufalo Contracting, Inc. for restoration and remodeling services
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Wethington, Trustee Cheek
Voting Nay: Trustee Goings
Clerk Anderberg explained this is phase 3 of the Village Hall remodel and will be done with our IT upgrade that is happening currently.
22. Discussion and recommendation to the village board to approve **Resolution 2021-67** a resolution of the Village of Poplar Grove, Illinois approving schedules for inclusion in business regulation section of village code
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
23. Motion to approve **Resolution 21-68** A Resolution of the Village of Poplar Grove resolving to enter into a professional service agreement for design & construction engineering services for the Sherman Oak drainage improvements.
Motion made by Finance Chairman Miller, Seconded by Admin Chairman Quimby.
Voting Yea: Admin Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Wethington, Trustee Cheek
24. Discussion and possible recommendation to the village board to approve check disbursement for payments scheduled to be paid prior to December 31, 2021 in the

amount of \$272,544.13 in AP checks, \$13,193.43 in insurance expense checks, and \$7,853.15 EFTS for a total of \$293,590.71

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

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

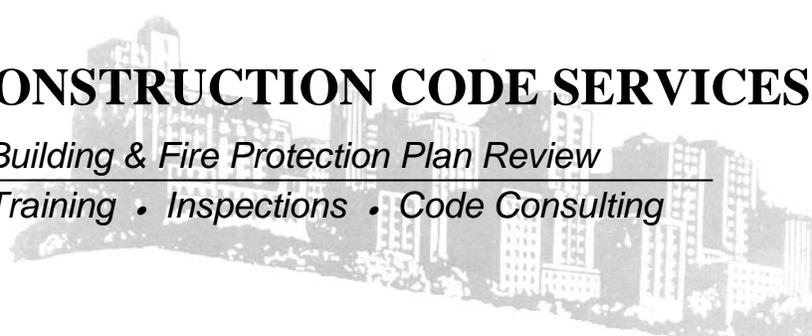
ADJOURNMENT (Voice Vote)

KJA 12/09/2021

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

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

Meeting adjourned at 8:01pm



B&F CONSTRUCTION CODE SERVICES, INC.
Building & Fire Protection Plan Review
Training • Inspections • Code Consulting

To: Karri Anderberg – Village Clerk
 From: Seth Sommer – Director of Quality Control – B & F Construction Code Services, Inc.
 Date: January 7, 2022
 Re: Monthly Report – December

Summary

The number of permits, inspections, code enforcement, and other activities equaled 166. This number increased from 92 in November to 166 in December.

We have been performing permit close-out inspections in December which is why inspections increased substantially, from 47 in November to 118 in December.

Below are the statistics for the month of December.

Category

Complaints	0
Verbal/Written Warnings	31
Permits Issued	14
Court Tickets Issued	0
Meetings	2
Phone Calls/Admin. (Mondays only)	0
B&F Inspections	118
Stop Work Orders	1
Total	166

Office & Shipping:
2420 Vantage Drive
ELGIN, IL 60124
CORRESPONDENCE:
P.O. Box 5178
ELGIN, IL 60121-5178

B&F CONSTRUCTION CODE SERVICES, INC.
Building & Fire Protection Plan Review
Training • Inspections • Code Consulting

Phone (847) 428-7010
Fax (847) 428-3151
constructioncodes.com

Miscellaneous Plan Reviews

Village of Poplar Grove
December 2021

Fee Total: \$450.00

PERMIT NUMBER	STREET ADDRESS	SCOPE OF WORK	FEE	DATE
2021-368	311 Ridgestone Trl	Basement Remodel	\$100.00	12/15/2021
2021-371	203 S. State Street	Demolition	\$25.00	12/15/2021
2021-361	328 Springmeadow Dr	Retaining Wall & Paver Walkway/Steps	\$25.00	12/7/2021
2021-366	378 Maple Leaf	Plumbing Irrigation	\$25.00	12/15/2021
2021-363	11159 IL 76	Replace Signs	\$50.00	12/8/2021
2021-370	107 Washington St	Roof	\$25.00	12/15/2021
2021-364	331 W Main St	Roof	\$25.00	12/13/2021
2021-358	13506 Julie Dr	Replace Sign	\$100.00	12/3/2021
2021-365	318 Maple St	Plumbing Irrigation	\$25.00	12/15/2021
2021-354	13011 Office Drive	Run sewer to mobile home	\$25.00	12/10/2021
2021-369	12941 Acres Avenue	Sewer/Water to a mobile home.	\$25.00	12/16/2021

Poplar Grove - Code enforcement - Travel - 1.00 X 8 = Item 2.
18
24-26

B & F Construction Code Services, Inc.

Project Report

Project Number: 3121469

Report Date Range: 12/01/2021 - 12/31/2021

Inspection Report By Project Code

Employee 1551 Vincent Gallo

Date	Inspection Description	Address	Start Time	End Time	Total Time
12/1/2021					
12/01/2021	Code Compliance	203 S. State Street	10:45	12:00	1.25
12/01/2021	Code Compliance	203 S. State Street	13:00	15:30	2.50
Total Time For Date 12/1/2021:					3.75
12/6/2021					
12/06/2021	Code Compliance	203 S. State Street	11:45	12:50	1.08
12/06/2021	Code Compliance	203 S. State Street	13:50	15:30	1.67
Total Time For Date 12/6/2021:					2.75
12/8/2021					
12/08/2021	Code Compliance	203 S. State Street	13:35	15:30	1.92
Total Time For Date 12/8/2021:					1.92
12/13/2021					
12/13/2021	Code Compliance	203 S. State Street	14:35	15:30	0.92
Total Time For Date 12/13/2021:					0.92
12/16/2021					
12/16/2021	Code Compliance	203 S. State Street	13:35	15:30	1.92
Total Time For Date 12/16/2021:					1.92
12/21/2021					
12/21/2021	Code Compliance	203 S. State Street	11:55	12:55	1.00
Total Time For Date 12/21/2021:					1.00
12/22/2021					
12/22/2021	Code Compliance	203 S. State Street	13:30	15:30	2.00
Total Time For Date 12/22/2021:					2.00
12/27/2021					
12/27/2021	Code Compliance	203 S. State Street	11:30	13:30	2.00
Total Time For Date 12/27/2021:					2.00

Project Number: 3121469

Report Date Range: 12/01/2021 - 12/31/2021

Inspection Report By Project Code

Item 2.

Employee 1551 Vincent Gallo

Date	Inspection Description	Address	Start Time	End Time	Total Time
Total Hours for Project 3121469:					16.26

Village of Poplar Grove

November 4, 2021

Project Name: **SFR – Lot 68 Olson Woods – Model 1803E**
 Project Number: 1124554
 Permit Number: 2021-329
 Location: 423 Live Oak Lane, Lot 68, Poplar Grove, IL
 Types of Review(s): Single Family Dwelling, Zoning, Inspections

Total Square Feet: 0
 Total Cubic Feet: 0

Setback / Site Plan Review	50.00
(Per Agreement: \$50.00)	
Inspections	1,080.00
(\$45.00 x24 inspections – note: \$55/per re-inspection)	
Total Amount:	\$1,130.00

THIS IS NOT A BILL

Note: This information is for your use and/or records.
 We will submit our invoice at the end of the month.

Village of Poplar Grove

November 4, 2021

Project Name: **SFR – Lot 69 Olson Woods – Model 1545E**
 Project Number: 1124553
 Permit Number: 2021-330
 Location: 429 Live Oak Lane, Lot 69, Poplar Grove, IL
 Types of Review(s): Single Family Dwelling, Zoning, Inspections

Total Square Feet: 0
 Total Cubic Feet: 0

Single Family Dwelling (1 Unit; 3359 sq. ft.) <small>(New Construction: \$225.00)</small>	225.00
Setback / Site Plan Review <small>(Per Agreement: \$50.00)</small>	50.00
Inspections <small>(\$45.00 x25 inspections – note: \$55/per re-inspection)</small>	1,125.00
Total Amount:	\$1,400.00

THIS IS NOT A BILL

Note: This information is for your use and/or records.
 We will submit our invoice at the end of the month.



INSPECTION REPORT

Correspondence: P.O. Box 5178 Elgin, IL 60121
 Shipping: 2420 Vantage Drive Elgin, IL 60121-5178
 Phone (847) 428-7010 . Fax (847) 428-3151 . Toll Free 1-800-232-5523

Date Range: 12/01/2021 - 12/31/2021

Wednesday, December 1, 2021

Village of Poplar Grove

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
423 Live Oak Lane	2021-329*	Residential	Footing		<input type="checkbox"/>	Gallo	Approved	353892	1,080.00
429 Live Oak	2021-330*	Residential	Footing		<input type="checkbox"/>	Gallo	Approved	353893	1,125.00
459 Burled Wood Cou	2021-315*	Residential	Electric Service		<input type="checkbox"/>	Gallo	Approved	353895	0.00

Summary for 'Inspection Date' = 12/1/2021 (3 detail records) 0

Thursday, December 2, 2021

421 Live Oak Lane	2021-233*	Residential	Concrete Pre-Pour		<input type="checkbox"/>	Gallo	Approved	353897	0.00
426 Blue Spruce Drive	2021-232*	Residential	Concrete Pre-Pour		<input type="checkbox"/>	Gallo	Approved	353898	0.00
430 Blue Spruce Lane	2021-234*	Residential	Concrete Pre-Pour		<input type="checkbox"/>	Gallo	Approved	353899	0.00
480 S. State	2021-350	Residential	Sewer Repair		<input type="checkbox"/>	Patton	Approved as Noted	355744	35.00
434 Blue Spruce	2021-236*	Residential	Concrete Pre-Pour		<input type="checkbox"/>	Gallo	Approved	356601	0.00
426 Blue Spruce Lane	2021-232*	Residential	Electrical Rough		<input type="checkbox"/>	Gallo	Approved as Noted	356602	0.00
426 Blue Spruce Lane	2021-232*	Residential	Building Rough		<input type="checkbox"/>	Gallo	Approved as Noted	356602	0.00
468 Stone Hollow	2021-356	Residential	Post Holes - Deck		<input type="checkbox"/>	Gallo	Approved	356603	35.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

Thursday, January 6, 2022
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Village of Poplar Grove

102 E. Grove Street 2021-357 Commercial/Industrial Roof Final Gallo Approved 356604 35.00

Summary for 'Inspection Date' = 12/2/2021 (9 detail records) 0 105.00

Friday, December 3, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
13161 Acres	2021-345	Residential	Building Final	Deck repairs	<input type="checkbox"/>	Gallo	Failed	356608	35.00
418 Maple Leaf	2020-182*	Residential	Building		<input type="checkbox"/>	Gallo	Failed	356609	0.00
215 Oakleaf Drive	2021-332	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356610	35.00

Summary for 'Inspection Date' = 12/3/2021 (3 detail records) 0 70.00

Monday, December 6, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
430 Blue Spruce Drive	2021-34*	Residential	Plumbing Rough	Lot 60	<input type="checkbox"/>	Del Principe	Approved	355359	0.00
426 Blue Spruce Drive	2021-232*	Residential	Insulation		<input type="checkbox"/>	Gallo	Approved	356617	0.00
423 Live Oak Lane	2021-329*	Residential	Concrete Pre-Pour		<input type="checkbox"/>	Gallo	Approved as Noted	356618	0.00
429 Live Oak Lane	2021-330*	Residential	Concrete Pour		<input type="checkbox"/>	Gallo	Approved as Noted	356619	0.00

Summary for 'Inspection Date' = 12/6/2021 (4 detail records) 0 0.00

Tuesday, December 7, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
100 E. Grove	2021-344	Commercial/Industrial	Post Holes - Deck		<input type="checkbox"/>	Gallo	Approved	356622	80.00

Summary for 'Inspection Date' = 12/7/2021 (1 detail record) 0 80.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

Thursday, January 6, 2022

Page 2 of 9

Village of Poplar Grove

Wednesday, December 8, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
414 Clark Court	2021-355	Residential	Roof Rough		<input type="checkbox"/>	Gallo	Approved	356626	35.00

Summary for 'Inspection Date' = 12/8/2021 (1 detail record)

35.00

Thursday, December 9, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
700 Waco Way	2021-347	Residential	Brick Paver Patio- Rough		<input type="checkbox"/>	Gallo	Approved as Noted	356629	35.00

Summary for 'Inspection Date' = 12/9/2021 (1 detail record)

35.00

Friday, December 10, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
414 Clark Court	2021-355	Residential	Roof Final		<input type="checkbox"/>	Plodzien	Approved	353667	35.00
423 Live Oak Lane	2021-329*	Residential	Building Rough	Lot 68	<input type="checkbox"/>	Plodzien	Approved	353668	0.00
429 Live Oak Lane	2021-330*	Residential	Building Rough	Lot 69	<input type="checkbox"/>	Plodzien	Approved	353669	0.00

Summary for 'Inspection Date' = 12/10/2021 (3 detail records)

35.00

Monday, December 13, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
103 Boeing Trail	2021-239*	Residential	Plumbing Final		<input type="checkbox"/>	Del Principe	Approved	352259	0.00
311 Ridgestone	356636	Residential	Stop Work Order	No permit	<input type="checkbox"/>	Gallo	Failed	356636	35.00
103 Boeing Trail	2021-239*	Residential	Electric Final		<input type="checkbox"/>	Gallo	Approved	356637	0.00
103 Boeing Trail	2021-239*	Residential	Building Final		<input type="checkbox"/>	Gallo	Approved	356637	0.00
103 Boeing Trail	2021-239*	Residential	Mechanical Final		<input type="checkbox"/>	Gallo	Approved	356637	0.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

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Village of Poplar Grove

430 Blue Spruce Drive	2021-234*	Residential	Electrical Rough	<input type="checkbox"/>	Gallo	Approved as Noted	356638	0.00
430 Blue Spruce Drive	2021-234*	Residential	Mechanical Rough	<input type="checkbox"/>	Gallo	Approved as Noted	356638	0.00
430 Blue Spruce Drive	2021-234*	Residential	Building Rough	<input type="checkbox"/>	Gallo	Approved as Noted	356638	0.00
520 Prairie Point	2021-227	Residential	Patio Final	<input type="checkbox"/>	Gallo	Approved	356639	35.00
393 W. Park	2021-254	Residential	Patio Final	<input type="checkbox"/>	Gallo	Approved	356640	35.00
381 W. Park Street	2021-116	Residential	Deck Final	<input type="checkbox"/>	Gallo	Approved	356641	35.00
211 W. Edson	2021-199	Residential	Pool Final	<input type="checkbox"/>	Gallo	Approved	356642	35.00
211 W. Edson	2021-229	Residential	Patio Final	<input type="checkbox"/>	Gallo	Approved	356643	35.00
410 Clark Court	2021-224	Residential	Patio Final	<input type="checkbox"/>	Gallo	Approved	356644	35.00
Summary for 'Inspection Date' = 12/13/2021 (14 detail records)								0
Tuesday, December 14, 2021								245.00

Summary for 'Inspection Date' = 12/14/2021 (2 detail records)								0
Wednesday, December 15, 2021								70.00

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
311 Ridgestone Trail	2021-368	Residential	Mechanical Rough		<input type="checkbox"/>	Gallo	Approved	356649	35.00
311 Ridgestone Trail	2021-368	Residential	Building Rough		<input type="checkbox"/>	Gallo	Approved	356649	35.00
311 Ridgestone Trail	2021-368	Residential	Electrical Rough		<input type="checkbox"/>	Gallo	Approved	356649	35.00
311 Ridgestone Trail	2021-365	Residential	Insulation		<input type="checkbox"/>	Gallo	Approved	356650	35.00
205 White Oak Drive	2021-286	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356651	35.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

Thursday, January 6, 2022

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Village of Poplar Grove

301 White Oak	2021-187	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	356652	35.00
205 W. Edson	2021-343	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356654	35.00
103B W. Edson Street	2021-200	Residential	Building Final		<input type="checkbox"/>	Gallo	Approved	356655	35.00
117 W. Edson Street	2021-214	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	356656	35.00
112 Edson Court	2021-42	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356657	35.00
309 E. Edson Street	2021-280	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356659	35.00
Summary for 'Inspection Date' = 12/15/2021 (11 detail records)									0
Thursday, December 16, 2021									385.00

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
328 Spring meadow	2021-361	Residential	Brick Paver Patio- Rough		<input type="checkbox"/>	Gallo	Approved	356661	35.00
430 Blue Spruce Drive	2021-234*	Residential	Insulation		<input type="checkbox"/>	Gallo	Approved	356662	0.00
331 W. Main Street	2021-364	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356663	35.00
515 Birch Street	2021-293	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	356664	35.00
231 Briarwood	2020-225	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	356665	35.00
529 Waco Way	2021-250	Residential	Driveway Final		<input type="checkbox"/>	Gallo	Approved	356666	35.00
1008 Beech Bay Road	2021-101	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356667	35.00
1012 Beech Bay Road	2021-273	Residential	Driveway Final		<input type="checkbox"/>	Gallo	Approved	356668	35.00
821 Beech Bay Road	2021-04	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	356669	35.00
403 Brook Linsee Lan	2021-296	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356670	35.00
219 English Oak	2021-294	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	356671	35.00
208 W. Edson	2021-352	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	356672	35.00
105 E. Grove Street	2021-312	Residential	Electric Final	Sign final	<input type="checkbox"/>	Gallo	Approved	356674	45.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

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Village of Poplar Grove

105 E. Grove Street	2021-312	Residential	Building Final	Sign final	<input type="checkbox"/>	Gallo	Approved	356674	45.00
318 W. Main Street	2021-230	Residential	Driveway Final		<input type="checkbox"/>	Gallo	Approved	356675	35.00
330 W. Main Street	2021-40	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356676	35.00
334 W. Main Street	2021-43	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	356677	35.00
339 W. Main Street	2021-253	Residential	Building Final	Roof/siding	<input type="checkbox"/>	Gallo	Approved	356678	35.00
423 Live Oak Lane	2021-329*	Residential	Underground Plumbing		<input type="checkbox"/>	Patton	Approved	357643	0.00
429 Live Oak	2021-330*	Residential	Underground Plumbing		<input type="checkbox"/>	Patton	Approved	357644	0.00

Summary for 'Inspection Date' = 12/16/2021 (20 detail records) **615.00**

Friday, December 17, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
13161 Acres	2021-345	Residential	Building Final		<input checked="" type="checkbox"/>	Gallo	Approved	356683	35.00

Summary for 'Inspection Date' = 12/17/2021 (1 detail record) **35.00**

Tuesday, December 21, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
119 Sherman Lane	2021-309	Residential	Other * see special instructions.	Housewrap	<input type="checkbox"/>	Gallo	Approved	356689	35.00
203 S. State Street	2021-371	Residential	Building	House demo	<input type="checkbox"/>	Gallo	Approved	356690	35.00
100 E. Grove	2021-344	Commercial/Industrial	Building Rough	Ramp/deck	<input type="checkbox"/>	Gallo	Approved	356691	80.00
340 Greenbriar Boulev	2021-348	Residential	Electrical Rough		<input type="checkbox"/>	Gallo	Approved	356692	35.00
340 Greenbriar Boulev	2021-348	Residential	Building Rough		<input type="checkbox"/>	Gallo	Approved	356692	35.00
468 Stone Hollow	2021-356	Residential	Deck Rough		<input type="checkbox"/>	Gallo	Approved	356693	35.00
213 English Oak	2021-50*	Residential	Plumbing Final		<input type="checkbox"/>	Patton	Approved	357680	0.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

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Village of Poplar Grove

Summary for 'Inspection Date' = 12/21/2021 (7 detail records)

0

255.00

Wednesday, December 22, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
279 Oak Street	2021-113	Residential	Driveway Final		<input type="checkbox"/>	Gallo	Approved	356700	35.00
429 Live Oak	2021-330*	Residential	Water Service		<input type="checkbox"/>	Patton	Approved	358902	0.00
429 Live Oak	2021-330*	Residential	Sewer		<input type="checkbox"/>	Patton	Approved	358902	0.00
423 Live Oak Lane	2021-329*	Residential	Sewer		<input type="checkbox"/>	Patton	Approved	358903	0.00
423 Live Oak Lane	2021-329*	Residential	Water Service		<input type="checkbox"/>	Patton	Approved	358903	0.00
13011 Office Drive	2021-354	Commercial Level 1	Sewer		<input type="checkbox"/>	Patton	Failed	358904	80.00
13011 Office Drive	2021-354	Commercial Level 1	Water Service		<input type="checkbox"/>	Patton	Failed	358904	80.00
290 Oak Street	2021-220	Residential	Siding		<input type="checkbox"/>	Gallo	Approved	359001	35.00
298 Oak Street	2021-105	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359002	35.00
290 Oak Street	2021-243	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	359003	35.00
306 Oak Street	2020-281	Residential	Siding		<input type="checkbox"/>	Gallo	Approved	359004	35.00
312 W. Park Street	2021-121	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359005	35.00
398 W. Park	2021-308	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	359006	35.00
316 W. Park	2021-264	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	359007	35.00
113 Sherman Lane	2021-12	Residential	Window Replacement		<input type="checkbox"/>	Gallo	Approved	359008	35.00
206 Sherman Lane	2021-278	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359009	35.00
214 Sherman Lane	2021-189	Residential	Driveway Final		<input type="checkbox"/>	Gallo	Approved	359010	35.00
305 Sherman Lane	2021-326	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	359011	35.00
418 Sherman	2021-290	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359012	35.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

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Village of Poplar Grove

469 Old Orchard Lane	2021-248	Residential	Roof Final	<input type="checkbox"/>	Gallo	Approved	359013	35.00
159 Red Oak	2021-226	Residential	Roof Final	<input type="checkbox"/>	Gallo	Approved	359014	35.00

Summary for 'Inspection Date' = 12/22/2021 (21 detail records)

0

685.00

Monday, December 27, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
301 WHITE OAK	2021-353	Residential	Plumbing Rough	Bath remodel	<input type="checkbox"/>	Principali	Failed	355994	35.00
301 WHITE OAK	2021-353	Residential	Electrical Rough	Bath remodel	<input type="checkbox"/>	Gallo	Approved	359019	35.00
203 S. State Street	2021-371	Residential	Building Final	Grading/seeding	<input type="checkbox"/>	Gallo	Approved	359020	35.00
211 Summit Street	2021-340	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359021	35.00
112 Ray Street	2021-143	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	359022	35.00
382 Maple Leaf Lane	2021-284	Residential	Fence Final		<input type="checkbox"/>	Gallo	Approved	359023	35.00
4493 Harris Drive	2021-313	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359024	35.00
13032 Oak Lawn	2021-215	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359025	35.00
15625 Poplar Grove R	2021-307	Residential	Roof Final		<input type="checkbox"/>	Gallo	Approved	359026	35.00

Summary for 'Inspection Date' = 12/27/2021 (9 detail records)

0

315.00

Tuesday, December 28, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
434 Blue Spruce	2021-236*	Residential	Plumbing Rough		<input type="checkbox"/>	Del Principe	Approved	358773	0.00
434 Blue Spruce	2021-236*	Residential	Building Rough		<input type="checkbox"/>	Gallo	Failed	359039	0.00
434 Blue Spruce	2021-236*	Residential	Mechanical Rough		<input type="checkbox"/>	Gallo	Approved	359040	0.00
434 Blue Spruce	2021-236*	Residential	Electrical Rough		<input type="checkbox"/>	Gallo	Approved	359040	0.00

Summary for 'Inspection Date' = 12/28/2021 (4 detail records)

0

0.00

Village of Poplar Grove

Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

Thursday, January 6, 2022

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Village of Poplar Grove

Wednesday, December 29, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
434 Blue Spruce	2021-236*	Residential	Building Rough		<input checked="" type="checkbox"/>	Ward	Approved	256925	35.00
301 WHITE OAK	2021-353	Residential	Plumbing Rough	Bath remodel	<input type="checkbox"/>	Del Principe	Approved	358777	35.00

Summary for 'Inspection Date' = 12/29/2021 (2 detail records)

1 70.00

Thursday, December 30, 2021

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
2801 Stinson Street	2021-339	Residential	Electric Final	Solar	<input type="checkbox"/>	Ward	Approved	356966	35.00
2801 Stinson Street	2021-339	Residential	Building Final	Solar	<input type="checkbox"/>	Ward	Approved	356966	35.00

Summary for 'Inspection Date' = 12/30/2021 (2 detail records)

0 70.00

Total Inspections 118
 Total Reinspections 2
 Total Amount Due 5,310.00

Village of Poplar Grove
 Date Range: 12/01/2021 - 12/31/2021

Thank you for choosing B & F Construction Code Services, Inc.

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Item 2.

CONSTRUCTION CODE SERVICES, INC
BUILDING & FIRE PROTECTION PLAN REVIEW
 TRAINING • INSPECTIONS • CODE EVALUATION
 2420 Vantage Drive . P.O. Box 5178 Elgin, IL 60121-5178
 Phone (847) 428-7010 . Fax (847) 428-3151 . Toll Free 1-800-232-5523

Inspection Report By Developer
(12/01/2021 Thru 12/31/2021)
Village of Poplar Grove, IL

Inspection Project	Date	No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 13161 Acres
Permit Number: 2021-345

12/3/2021 3121361 Residential
 12/17/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-345 (2 detail records)

Developer:

Address: 1008 Beech Bay Road
Permit Number: 2021-101

12/16/2021 3121361 Residential

Roof Final

Approved

356667

Developer:

Address: 1012 Beech Bay Road
Permit Number: 2021-273

12/16/2021 3121361 Residential

Driveway Final

Approved

356668

Summary for 'PermitNumber' = 2021-273 (1 detail record)

Item 2.

Date	Action	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 821 Beech Bay Road
Permit Number: 2021-04

12/16/2021 3121361 Residential

Window Replacement Approved 356669

Summary for 'PermitNumber' = 2021-04 (1 detail record)

Developer:

Address: 515 Birch Street
Permit Number: 2021-293

12/16/2021 3121361 Residential

Fence Final Approved 356664

Summary for 'PermitNumber' = 2021-293 (1 detail record)

Developer:

Address: 426 Blue Spruce Drive
Permit Number: 2021-232*

12/2/2021 3121361 Residential

Concrete Pre-Pour Approved 353898

12/6/2021 3121361 Residential

Insulation Approved 356617

Summary for 'PermitNumber' = 2021-232* (2 detail records)

Developer:

Address: 426 Blue Spruce Lane
Permit Number: 2021-232*

12/2/2021 3121361 Residential

Electrical Rough Approved as Noted 356602

12/2/2021 3121361 Residential

Building Rough Approved as Noted 356602

Item 2.	Date	Project No.	Unit Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-232* (2 detail records)

Developer:

Address: 430 Blue Spruce Drive
Permit Number: 2021-234*

12/13/2021	3121361				Residential		Building Rough	Approved as Noted	356638	<input type="checkbox"/>	
12/13/2021	3121361				Residential		Mechanical Rough	Approved as Noted	356638	<input type="checkbox"/>	
12/13/2021	3121361				Residential		Electrical Rough	Approved as Noted	356638	<input type="checkbox"/>	
12/16/2021	3121361				Residential		Insulation	Approved	356662	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-234* (4 detail records)

Developer:

Address: 430 Blue Spruce Drive
Permit Number: 2021-34*

12/6/2021	3121361				Residential		Plumbing Rough	Approved	355359	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-34* (1 detail record)

Developer:

Address: 430 Blue Spruce Lane
Permit Number: 2021-234*

12/2/2021	3121361				Residential		Concrete Pre-Pour	Approved	353899	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-234* (1 detail record)

Item 2.	Date	Action	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 434 Blue Spruce
Permit Number: 2021-236*

12/2/2021	3121361	Residential							Concrete Pre-Pour	Approved	356601	<input type="checkbox"/>	
12/28/2021	3121361	Residential							Building Rough	Failed	359039	<input type="checkbox"/>	
12/28/2021	3121361	Residential							Plumbing Rough	Approved	358773	<input type="checkbox"/>	
12/28/2021	3121361	Residential							Electrical Rough	Approved	359040	<input type="checkbox"/>	
12/28/2021	3121361	Residential							Mechanical Rough	Approved	359040	<input type="checkbox"/>	
12/29/2021	3121361	Residential							Building Rough	Approved	256925	<input checked="" type="checkbox"/>	

Summary for 'PermitNumber' = 2021-236* (6 detail records)

Developer:

Address: 103 Boeing Trail
Permit Number: 2021-239*

12/13/2021	3121361	Residential							Plumbing Final	Approved	352259	<input type="checkbox"/>	
12/13/2021	3121361	Residential							Electric Final	Approved	356637	<input type="checkbox"/>	
12/13/2021	3121361	Residential							Mechanical Final	Approved	356637	<input type="checkbox"/>	
12/13/2021	3121361	Residential							Building Final	Approved	356637	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-239* (4 detail records)

Developer:

Address: 231 Briarwood
Permit Number: 2020-225

12/16/2021	3121361	Residential							Window Replacement	Approved	356665	<input type="checkbox"/>	
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Item 2.

Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2020-225 (1 detail record)

Developer:

Address: 403 Brook Linsee Lane
Permit Number: 2021-296

12/16/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-296 (1 detail record)

Developer:

Address: 459 Burled Wood Court
Permit Number: 2021-315*

12/1/2021 3129769 Residential

Summary for 'PermitNumber' = 2021-315* (1 detail record)

Developer:

Address: 410 Clark Court
Permit Number: 2021-224

12/13/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-224 (1 detail record)

Developer:

Address: 414 Clark Court
Permit Number: 2021-355

12/8/2021 3121361 Residential

12/10/2021 3121361 Residential

(Date Range: 12/01/2021 Thru 12/31/2021)

Item 2.

Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-355 (2 detail records)

Developer:

Address: 103B W. Edson Street
Permit Number: 2021-200

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-200 (1 detail record)

Developer:

Address: 112 Edson Court
Permit Number: 2021-42

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-42 (1 detail record)

Developer:

Address: 117 W. Edson Street
Permit Number: 2021-214

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-214 (1 detail record)

Developer:

Address: 205 W. Edson
Permit Number: 2021-343

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-343 (1 detail record)

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 208 W. Edson
Permit Number: 2021-352

12/16/2021 3121361 Residential

Fence Final

Approved

356672

Summary for 'PermitNumber' = 2021-352 (1 detail record)

Developer:

Address: 211 W. Edson
Permit Number: 2021-199

12/13/2021 3121361 Residential

Pool Final

Approved

356642

Summary for 'PermitNumber' = 2021-199 (1 detail record)

Developer:

Address: 211 W. Edson
Permit Number: 2021-229

12/13/2021 3121361 Residential

Patio Final

Approved

356643

Summary for 'PermitNumber' = 2021-229 (1 detail record)

Developer:

Address: 309 E. Edson Street
Permit Number: 2021-280

12/15/2021 3121361 Residential

Roof Final

Approved

356659

Summary for 'PermitNumber' = 2021-280 (1 detail record)

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 213 English Oak
Permit Number: 2021-50*

12/21/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-50* (1 detail record)

Plumbing Final

Approved

357680

Developer:

Address: 219 English Oak
Permit Number: 2021-294

12/16/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-294 (1 detail record)

Fence Final

Approved

356671

Developer:

Address: 340 Greenbriar Boulevard
Permit Number: 2021-348

12/21/2021 3121361 Residential

12/21/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-348 (2 detail records)

Electrical Rough

Approved

356692

Building Rough

Approved

356692

Developer:

Address: 100 E. Grove
Permit Number: 2021-344

12/7/2021 3121361 Commercial/Industrial

12/21/2021 3121361 Commercial/Industrial

Post Holes - Deck

Approved

356622

Building Rough

Approved

356691

Item 2.

Date	Action	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-344 (2 detail records)

Developer:

Address: 102 E. Grove Street
Permit Number: 2021-357

12/2/2021 3121361 Commercial/Industrial

Summary for 'PermitNumber' = 2021-357 (1 detail record)

Developer:

Address: 105 E. Grove Street
Permit Number: 2021-312

12/16/2021 3121361 Residential

12/16/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-312 (2 detail records)

Developer:

Address: 4493 Harris Drive
Permit Number: 2021-313

12/27/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-313 (1 detail record)

Developer:

Address: 421 Live Oak Lane
Permit Number: 2021-233*

12/2/2021 3121361 Residential

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-233* (1 detail record)

Developer:

Address: 423 Live Oak Lane

Permit Number: 2021-329*

12/1/2021	3121361				Residential		Footing	Approved	353892	<input type="checkbox"/>	
12/6/2021	3121361				Residential		Concrete Pre-Pour	Approved as Noted	356618	<input type="checkbox"/>	
12/10/2021	3121361				Residential		Building Rough	Approved	353668	<input type="checkbox"/>	
12/16/2021	3121361				Residential		Underground Plumbing	Approved	357643	<input type="checkbox"/>	
12/22/2021	3121361				Residential		Water Service	Approved	358903	<input type="checkbox"/>	
12/22/2021	3121361				Residential		Sewer	Approved	358903	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-329* (6 detail records)

Developer:

Address: 429 Live Oak

Permit Number: 2021-330*

12/1/2021	3121361				Residential		Footing	Approved	353893	<input type="checkbox"/>	
12/16/2021	3121361				Residential		Underground Plumbing	Approved	357644	<input type="checkbox"/>	
12/22/2021	3121361				Residential		Water Service	Approved	358902	<input type="checkbox"/>	
12/22/2021	3121361				Residential		Sewer	Approved	358902	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-330* (4 detail records)

Item 2.

Location	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 429 Live Oak Lane
Permit Number: 2021-330*

12/6/2021	3121361				Residential		Concrete Pour	Approved as Noted	356619	<input type="checkbox"/>	
12/10/2021	3121361				Residential		Building Rough	Approved	353669	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-330* (2 detail records)

Developer:

Address: 318 W. Main Street
Permit Number: 2021-230

12/16/2021	3121361				Residential		Driveway Final	Approved	356675	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-230 (1 detail record)

Developer:

Address: 330 W. Main Street
Permit Number: 2021-40

12/16/2021	3121361				Residential		Roof Final	Approved	356676	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-40 (1 detail record)

Developer:

Address: 331 W. Main Street
Permit Number: 2021-364

12/14/2021	3121361				Residential		Roof Rough	Approved as Noted	356647	<input type="checkbox"/>	
12/16/2021	3121361				Residential		Roof Final	Approved	356663	<input type="checkbox"/>	

Item 2.

Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-364 (2 detail records)

Developer:

Address: 334 W. Main Street
Permit Number: 2021-43

12/16/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-43 (1 detail record)

Developer:

Address: 339 W. Main Street
Permit Number: 2021-253

12/16/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-253 (1 detail record)

Developer:

Address: 382 Maple Leaf Lane
Permit Number: 2021-284

12/27/2021 3121361 17 Residential

Summary for 'PermitNumber' = 2021-284 (1 detail record)

Developer:

Address: 418 Maple Leaf
Permit Number: 2020-182*

12/3/2021 3121361 Residential

Summary for 'PermitNumber' = 2020-182* (1 detail record)

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 279 Oak Street
Permit Number: 2021-113

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-113 (1 detail record)

Driveway Final

Approved

356700

Developer:

Address: 290 Oak Street
Permit Number: 2021-220

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-220 (1 detail record)

Siding

Approved

359001

Developer:

Address: 290 Oak Street
Permit Number: 2021-243

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-243 (1 detail record)

Window Replacement

Approved

359003

Developer:

Address: 298 Oak Street
Permit Number: 2021-105

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-105 (1 detail record)

Roof Final

Approved

359002

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 306 Oak Street
Permit Number: 2020-281

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2020-281 (1 detail record)

Siding Approved 359004

Developer:

Address: 13032 Oak Lawn
Permit Number: 2021-215

12/27/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-215 (1 detail record)

Roof Final Approved 359025

Developer:

Address: 215 Oakleaf Drive
Permit Number: 2021-332

12/3/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-332 (1 detail record)

Roof Final Approved 356610

Developer:

Address: 13011 Office Drive
Permit Number: 2021-354

12/22/2021 3121361 Commercial Level 1

12/22/2021 3121361 Commercial Level 1

Summary for 'PermitNumber' = 2021-354 (2 detail records)

Sewer Failed 358904
 Water Service Failed 358904

Item 2.

Item	Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 469 Old Orchard Lane
Permit Number: 2021-248

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-248 (1 detail record)

Developer:

Address: 312 W. Park Street
Permit Number: 2021-121

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-121 (1 detail record)

Developer:

Address: 316 W. Park
Permit Number: 2021-264

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-264 (1 detail record)

Developer:

Address: 381 W. Park Street
Permit Number: 2021-116

12/13/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-116 (1 detail record)

Roof Final	Approved	359013	<input type="checkbox"/>	
Roof Final	Approved	359005	<input type="checkbox"/>	
Fence Final	Approved	359007	<input type="checkbox"/>	
Deck Final	Approved	356641	<input type="checkbox"/>	

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 393 W. Park
Permit Number: 2021-254

12/13/2021 3121361 Residential

Patio Final

Approved

356640

Summary for 'PermitNumber' = 2021-254 (1 detail record)

Developer:

Address: 398 W. Park
Permit Number: 2021-308

12/22/2021 3121361 Residential

Fence Final

Approved

359006

Summary for 'PermitNumber' = 2021-308 (1 detail record)

Developer:

Address: 15625 Poplar Grove Road
Permit Number: 2021-307

12/27/2021 3121361 Residential

Roof Final

Approved

359026

Summary for 'PermitNumber' = 2021-307 (1 detail record)

Developer:

Address: 520 Prairie Point
Permit Number: 2021-227

12/13/2021 3121361 Residential

Patio Final

Approved

356639

Summary for 'PermitNumber' = 2021-227 (1 detail record)

Item 2.

Item	Section	Project	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 394 Prairie Knoll Drive
Permit Number: 2020-261

12/14/2021 3121361 Residential

Summary for 'PermitNumber' = 2020-261 (1 detail record)

Developer:

Address: 112 Ray Street
Permit Number: 2021-143

12/27/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-143 (1 detail record)

Developer:

Address: 159 Red Oak
Permit Number: 2021-226

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-226 (1 detail record)

Developer:

Address: 311 Ridgestone
Permit Number: 356636

12/13/2021 3121361 Residential

Summary for 'PermitNumber' = 356636 (1 detail record)

Porch Final	Approved	356648	<input type="checkbox"/>	
Fence Final	Approved	359022	<input type="checkbox"/>	
Roof Final	Approved	359014	<input type="checkbox"/>	
Stop Work Order	Failed	356636	<input type="checkbox"/>	

Item 2.

Item	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 311 Ridgestone Trail
Permit Number: 2021-365

12/15/2021 3121361 Residential

Insulation Approved 356650

Summary for 'PermitNumber' = 2021-365 (1 detail record)

Developer:

Address: 311 Ridgestone Trail
Permit Number: 2021-368

12/15/2021 3121361 Residential

Building Rough Approved 356649

12/15/2021 3121361 Residential

Electrical Rough Approved 356649

12/15/2021 3121361 Residential

Mechanical Rough Approved 356649

Summary for 'PermitNumber' = 2021-368 (3 detail records)

Developer:

Address: 113 Sherman Lane
Permit Number: 2021-12

12/22/2021 3121361 Residential

Window Replacement Approved 359008

Summary for 'PermitNumber' = 2021-12 (1 detail record)

Developer:

Address: 119 Sherman Lane
Permit Number: 2021-309

12/21/2021 3121361 Residential

Other * see special instructions. Approved 356689

Thursday, January 6, 2022
rp/nGilbertsByDeveloper

(Date Range: 12/01/2021 Thru 12/31/2021)

Item 2.

Item	Project	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-309 (1 detail record)

Developer:

Address: 206 Sherman Lane
Permit Number: 2021-278

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-278 (1 detail record)

Developer:

Address: 214 Sherman Lane
Permit Number: 2021-189

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-189 (1 detail record)

Developer:

Address: 305 Sherman Lane
Permit Number: 2021-326

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-326 (1 detail record)

Developer:

Address: 418 Sherman
Permit Number: 2021-290

12/22/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-290 (1 detail record)

Item 2.

Item	Project No.	Unit Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Developer:

Address: 328 spring meadow
Permit Number: 2021-361

12/16/2021 3121361 Residential

Brick Paver Patio- Rough Approved 356661

Summary for 'PermitNumber' = 2021-361 (1 detail record)

Developer:

Address: 203 S. State Street
Permit Number: 2021-371

12/21/2021 3121361 Residential

Building Approved 356690

12/27/2021 3121361 Residential

Building Final Approved 359020

Summary for 'PermitNumber' = 2021-371 (2 detail records)

Developer:

Address: 480 S. State
Permit Number: 2021-350

12/2/2021 3121361 Residential

Sewer Repair Approved as Noted 355744

Summary for 'PermitNumber' = 2021-350 (1 detail record)

Developer:

Address: 2801 Stinson Street
Permit Number: 2021-339

12/30/2021 3121361 Residential

Electric Final Approved 356966

12/30/2021 3121361 Residential

Building Final Approved 356966

Item 2.

Date	Project No.	Unit Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-339 (2 detail records)

Developer:

Address: 468 Stone Hollow
Permit Number: 2021-356

12/2/2021	3121361			Residential		Post Holes - Deck	Approved	356603	<input type="checkbox"/>	
12/21/2021	3121361			Residential		Deck Rough	Approved	356693	<input type="checkbox"/>	

Summary for 'PermitNumber' = 2021-356 (2 detail records)

Developer:

Address: 211 Summit Street
Permit Number: 2021-340

12/27/2021	3121361			Residential		Roof Final	Approved	359021	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-340 (1 detail record)

Developer:

Address: 529 Waco Way
Permit Number: 2021-250

12/16/2021	3121361			Residential		Driveway Final	Approved	356666	<input type="checkbox"/>	
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Summary for 'PermitNumber' = 2021-250 (1 detail record)

Developer:

Address: 700 Waco Way
Permit Number: 2021-347

12/9/2021	3121361			Residential		Brick Paver Patio- Rough	Approved as Noted	356629	<input type="checkbox"/>	
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Thursday, January 6, 2022

rp\InC\GilbertsByDeveloper

(Date Range: 12/01/2021 Thru 12/31/2021)

Item 2.

Action	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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Summary for 'PermitNumber' = 2021-347 (1 detail record)

Developer:

Address: 205 White Oak Drive

Permit Number: 2021-286

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-286 (1 detail record)

Developer:

Address: 301 White Oak

Permit Number: 2021-187

12/15/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-187 (1 detail record)

Developer:

Address: 301 WHITE OAK

Permit Number: 2021-353

12/27/2021 3121361 Residential

12/27/2021 3121361 Residential

12/29/2021 3121361 Residential

Summary for 'PermitNumber' = 2021-353 (3 detail records)

Summary for 'Developer' =

Total Inspections 118
 Total Reinspections 2
 Total Amount \$5,310.00

Thursday, January 6, 2022

rpilnGilbertsByDeveloper

(Date Range: 12/01/2021 Thru 12/31/2021)

Page 22 of 23

Item 2.

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
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GRAND TOTALS

Total Inspections	118
Total Reinspections	2
Total Amount	



VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargo.com

November 2021

Clerk Monthly Report

General

December Carina and I were busy with our 3rd annual food baskets. Thanks to our vendors, sponsors, and elected officials we were able to give 28 families and 10 seniors 142 bags of food.

FOIA

We had 3 FOIA

1. Robin- Connie Description of requested public records: Issued building permits for both commercial and residential with a value of 100,000.00 and up. This request would like all information pertaining to these such as contractor name and addresses, property number, owner of said property, subdivision name and lot number if residential, residential demo permits. I would prefer this report by email. I am disclosing that this request is for commercial purposes.
2. Lindsey McQuiddy Armada Analytics, Inc. - if there are any open zoning, building, or fire code violations currently on record.
3. Flood Brothers -We are a solid waste firm serving municipalities located within Cook, DuPage, Kane, Kendall, Lake and Will Counties. We are interested in information concerning your municipality. We request the following:
 - Copy of most recent solid waste amendments, compost and or organic waste changes or changes since 2019.
 - Yardage and or tonnage totals for last 12- month period for garbage, recycling and yard waste totals by month or by quarter.
 - If totals are available for any pertinent sticker totals, please include.
 - Current prices for each single family home, multi- family units and commercial businesses where applicable.
 - If any subsidy or levy monies are used to pay your current hauler, please indicate the yearly subsidy applied from any tax body to offset the cost to the taxpayer.
 - If your municipality is billed for any services by your current hauler, please include copies of the last twelve months billing from a hauler.

- If available, please provide a current unit total (homes, apartments and or condominiums) for all applicable charges.
- If your municipality pays the Hauler directly, please include the last 12 months charges. (Or copy of invoices)
- Please include contract expiration date.

PERMITS

For the month of December, we had 14 residential permits. We ended 2021 with 371 permits. This is a record for Poplar Grove. We expect 2022 just as busy.

CODE

You might have seen that we have some movement on state street as 203 South State was torn down right before Christmas. We are working with the 201 South State Street to fix their remaining issues.

We had 1 stop work order for the month of December.



January 5, 2022

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

2323 Fourth Street
P.O. Box 483
Peru, Illinois 61354
815-224-1650
800-659-4659
FAX 815-224-1688

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 December 2021 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:

- Rush power came out and PMed the generator.
- Pulled floats and cleaned grease off of them.

North WWTP:

- Fixed level transducer that was working inconsistently for influent flow. Decanted digesters.
- Pulled all floats and transducers, clean rags off of them
- Had evergreen come out to help remove all the pin floc and put it in the digester where is can be disposed of.
- Because of the screen being down we are manually raking the bar screen.
- Did a major clean at the north plant.
- Rush power came out and PMed the generator.

South WWTP:

- Sent sludge to drying bed.
- All heat trace and cold weather precautions have been taken.
- Rush power came out and PMed the generators

Water System:

- We Installed shelves as work benches at the well houses to work off of, rather than the old school desk that were there.

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

VILLAGE OF POPLAR GROVE
 FOR THE MONTH OF November 2021
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

DAILY DISTRIBUTION MONITORING REPORT

Date	North System (Wells 2 & 3)			West System (Well 4)			South System (Wells 5 & 6)			Flouride Analysis					
	Site #	Free Cl ₂	Total PO ₄ Cl ₂	Site #	Free Cl ₂	Total PO ₄ Cl ₂	Site #	Free Cl ₂	Total PO ₄ Cl ₂	Operator Initials	1.0 mg.L Standard	Well #2	Well #3	Well #4	Well#5-6
1															
2	ELM	0.61	1.36	Gas	0.37	0.62	Tower	0.58	1.76	JS		0.46	0.99	1.01	
3	Tower	0.82	0.77	Garage	0.57	0.7	Tower	0.55	1.29	JS		0.49	1.15	1.09	
4	Tower	0.67	0.96	tower	0.7	0.71	Tower	0.43	1.26	KL		0.46	0.89	0.98	
5	Tower	0.55	0.61	tower	0.76	1.13	Tower	0.75	1.15	JS		0.44	0.81	0.98	
6												0.46	0.98	1.04	
7												0.45	1.40	0.98	
8	ELM	0.33	1.47	Gas	0.3	0.77	Tower	0.59	1.13	JS		0.44	0.84	0.94	
9	Tower	0.66	1.24	Tower	0.58	1.15	Tower	0.73	1.33	JS		0.44	0.80	0.88	
10	Tower	0.74	1.48	Garage	0.37	0.71	Tower	0.71	1.08	JS		0.45	0.83	0.97	
11	Village	0.21	1.63	Tower	0.6	1.01	Tower	0.78	1.07	JS		0.47	0.84	1.02	
12	Tower	0.59	1.24	Tower	0.7	1.1	Tower	0.74	2	JS		0.45	0.74	0.92	
13												2.00	0.79	0.55	
14												0.88	0.77	0.71	
15	Tower	0.62	1.1	Tower	0.53	0.79	Tower	0.63	1.15	KL		1.01	1.08	1.02	
16	ELM	0.41	1.12	Garage	0.35	1.11	Tower	0.63	1.32	JS		1.14	0.81	1.09	
17	Tower	0.77	0.5	Tower	0.51	1.28	Tower	0.61	1.82	JS		0.93	0.82	0.99	
18	Village	0.41	0.9	Garage	0.4	0.65	Tower	0.77	1.96	JS		0.82	0.85	0.96	
19	Tower	0.69	1.14	Tower	0.8	1.38	Tower	0.8	1.1	JS		0.95	0.77	1.00	
20												3.00	0.78	0.76	
21												3.40	0.78	0.72	
22	Tower	0.74	1.01	Gas Station	0.36	1.04	Tower	0.78	1.01	KL		0.21	0.68	0.70	
23	Village	0.4	1.81	Garage	0.32	1.29	Tower	0.77	1.04	KL		2.00	0.97	0.86	
24	Tower	0.66	1.89	Tower	1	1.19	Tower	0.8	0.91	KL		2.00	0.93	0.94	
25												2.20	0.93	1.01	
26												2.00	1.02	0.90	
27												2.10	0.75	0.61	
28												2.00	0.88	0.92	
29	ELM	0.1	1.38	Gas	0.13	0.79	Tower	0.7	0.72	JS		2.20	0.88	0.96	
30	Tower	0.57	0.73	Tower	0.64	0.89	Tower	0.64	0.89	JS		2.10	0.92	0.92	



Signature: Ion Stear
 PHONE: 815-224-1650

VILLAGE OF POPLAR GROVE - SOUTH
 FOR THE MONTH November 2021
 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
 DIVISION OF PUBLIC WATER SUPPLIES

IL0070300
 MONTHLY OPERATING REPORT

Date	Time	Flow Meter		Hour Meter Well 4		Hour Meter Well 5		Chlorine Feed		Free		Phosphate Feed		Flouride Feed		Operator Initials
		Reading	Pumpage	Reading	Hours	Reading	Hours	Scale	lbs Used	Scale	Free	Scale	lbs Used	Scale	lbs Used	
31-Oct		541348	62	3429	1.1	4751.30	0	152.00	2.0	1.00	112	2.00	444.00	1.80	JS	
1		541410	86	3430.1	1	4751.30	0	150.00	1.0	1.06	110	4.00	442.20	2.20	JS	
2	07:20	541496	53	3431.1	1.2	4751.30	0	149.00	1.0	1.24	106	2.00	440.00	1.00	JS	
3	07:25	541549	54	3432.3	0.8	4751.30	0	148.00	1.0	1.13	104	3.00	439.00	1.60	JS	
4	10:51	541603	93	3433.1	1.5	4751.30	0	147.00	0.0	0.79	101	2.00	437.40	2.20	KL	
5	08:50	541696	44	3434.6	0.7	4751.30	0	147.00	1.0	1.11	99	1.00	435.20	1.20	JS	
6	09:15	541740	46	3435.3	0.7	4751.30	0	146.00	1.0	0.98	98	5.00	434.00	0.80	KL	
7	08:05	541786	95	3436	1.5	4751.30	0	145.00	1.0	1.03	93	1.00	433.20	2.60	KL	
8	08:55	541881	70	3437.5	1	4751.30	0	144.00	1.0	0.81	92	3.00	430.60	1.60	JS	
9	08:45	541951	75	3438.5	1.3	4751.30	0	143.00	1.0	1.44	89	3.00	429.00	2.00	JS	
10	08:45	542026	52	3439.8	0.8	4751.30	0	142.00	1.0	0.83	86	2.00	427.00	1.20	JS	
11	07:12	542078	54	3440.6	0.8	4751.30	0	141.00	0.0	0.82	84	2.00	425.80	1.40	JS	
12	09:12	542132	55	3441.4	0.9	4751.30	0	141.00	1.0	0.98	82	3.00	424.40	1.20	JS	
13	08:25	542187	99	3442.3	1.6	4751.30	0	140.00	1.0	0.84	79	5.00	423.20	2.60	JS	
14	09:30	542286	54	3443.9	0.8	4751.30	0	139.00	1.0	0.85	74	2.00	420.60	1.20	JS	
15	08:20	542340	92	3444.7	1.5	4751.30	0	138.00	0.0	0.78	72	4.00	419.40	2.20	KL	
16	09:00	542432	55	3446.2	0.8	4751.30	0	138.00	0.0	0.89	68	1.00	417.20	1.40	JS	
17	09:00	542487	56	3447	0.9	4751.30	0	138.00	0.5	1.15	67	2.00	415.80	1.40	JS	
18	09:00	542543	67	3447.9	1	4751.30	0	137.50	0.0	0.59	65/120	3.00	414.40	2.00	JS	
19	09:10	542610	78	3448.9	1.3	4751.30	0	137.50	-4.5	1.02	117	4.00	412.40	1.80	JS	
20	08:50	542688	46	3450.2	0.7	4751.30	0	142.00	1.0	1.43	113	2.00	410.60	1.40	KL	
21	08:00	542734	95	3450.9	1.5	4751.30	0	141.00	1.0	0.96	111	1.00	409.20	2.00	KL	
22	08:30	542829	57	3452.4	0.9	4751.30	0	140.00	1.0	1.12	110	2.00	407.20	1.80	KL	
23	08:15	542886	88	3453.3	1.4	4751.30	0	139.00	1.0	1.16	108	4.00	405.40	2.00	KL	
24	08:15	542974	72	3454.7	1.1	4751.30	0	138.00	0.0	0.84	104	2.00	403.40	1.60	KL	
25	08:10	543046	110	3455.8	1.8	4751.30	0	138.00	1.0	1.02	102	3.00	401.80	2.60	KL	
26	08:00	543156	72	3457.6	1.1	4751.30	0	137.00	0.0	1.21	99	3.00	399.20	2.00	KL	
27	08:55	543228	80	3458.7	1.3	4751.30	0	137.00	-3.0	1.11	96	2.00	397.20	2.20	JS	
28	09:08	543308	92	3460	1.4	4751.30	0	140.00	-2.0	1.10	94	4.00	395.00	2.60	JS	
29	08:00	543400	81	3461.4	1.3	4751.30	0	142.00	1.0	0.98	90	3.00	392.40	1.80	JS	
30	09:05	543481		3462.7		4751.30		141.00	141.0	0.79	87	87.00	390.60	390.60	JS	
TOT			2133				0			30.16					27.71	
AVE			71				0			0.97					0.89	
MAX			110				0			1.44					2.00	
MIN			33				0			0.08					0.46	

Jon Stear

SIGNATURE:
 PHONE: 815-224-1650

Item 6.

DMR Copy of Record

Permit
 Permit #: IL0071447
 Major: Yes
 Facility: POPLAR GROVE SOUTH STP, VILLAGE OF
 12211 STATE ROUTE 76
 POPLAR GROVE, IL 61065

Permitted Feature: INF Influent Structure
 Discharge: INF-L INFLUENT MONITORING
 Facility Location: POPLAR GROVE, VILLAGE OF
 200 S HILL ST
 POPLAR GROVE, IL 61065

Report Dates & Status: From 11/01/21 to 11/30/21
 Monitoring Period: 12/25/21
 Status: NetDMR Validated

Considerations for Form Completion: DMR Due Date: 12/25/21
 BOW ID: W0070150006

Principal Executive Officer: Ian Stear
 First Name: Ian
 Last Name: Stear
 Title:

Form NODI: No Data Indicator (NODI)
 Telephone: 815-224-1650

Scale	Parameter Name	Monitoring Location	Severity #	Permit NODI	Sample Permit Req. Value NODI	Quantity of Excursions	Quantity of Compliance	Units	Qualifier	Value 1	Value 2	Value 3	Value 4	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--						177.0				03DW - 3 Days Every Week	CP - COMPOS
										Req Mon MO AVG				03DW - 3 Days Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	--						220.0				03DW - 3 Days Every Week	CP - COMPOS
										Req Mon MO AVG				03DW - 3 Days Every Week	CP - COMPOS
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--						6.85		21.9		03DW - 3 Days Every Week	CP - COMPOS
										Req Mon MO AVG		Req Mon DAILY MX		03DW - 3 Days Every Week	CP - COMPOS
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--						0.117				9999 - Continuous	
										Req Mon MO AVG		Req Mon DAILY MX		9999 - 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.

Edit Check Errors
 No errors.

Attachments
 No attachments.

Report Last Saved By
 POPLAR GROVE, VILLAGE OF

User: ebumgamer
Name: Elaine Bumgamer
E-Mail: ebumgamer@testlinc.com
Date/Time: 2021-12-08 13:51 (Time Zone: -06:00)

Report Last Signed By
User: IONSTEAR
Name: Ian Stear
E-Mail: istear@testlinc.com
Date/Time: 2021-12-17 11:35 (Time Zone: -06:00)

DMR Copy of Record

Permit
 Permit #: **IL0071447**
 Major: **Yes**
 Facility Location: **POPLAR GROVE SOUTH STP, VILLAGE OF 12211 STATE ROUTE 76 POPLAR GROVE, IL 61065**

Permitted Feature: **001 External Outfall**
 Discharge: **001-0 STP OUTFALL**
 Facility Location: **POPLAR GROVE, VILLAGE OF 200 S HILL ST POPLAR GROVE, IL 61065**

Report Dates & Status: **From 11/01/21 to 11/30/21**
 Monitoring Period: **12/25/21**
 Status: **NotDMR Validated**

Considerations for Form Completion: **BOW ID: W0070150006; DMF LOAD LIMITS DISPLAYED.**
 Principal Executive Officer: **Ion Stear**
 Title: **Stear**
 Telephone: **815-224-1650**

Parameter/Name	Monitoring Location	Season	Param. NOD	Sample Permit Req. Value (NOD)	Sample Permit Req. Value (NOD)	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	# of Ex.	Frequency of Analysis	Sample Type
00300 Oxygen, dissolved [DO]	1 - Effluent Gross	1	-	-	-	>=	6.0 MO AV MN >=	>=	4.5 MN WK AV	>=	4.0 DAILY MN	19 - mg/L	0	03DW - 3 Days Every Week	GR - GRAB
00400 pH	1 - Effluent Gross	0	-	-	-	=	5.92 MINIMUM	=	7.43 MAXIMUM	=	9.0 MAXIMUM	12 - SU	1	03DW - 3 Days Every Week	GR - GRAB
00530 Solids, total suspended	1 - Effluent Gross	0	-	-	-	=	5.63 MO AV	=	12.55 DAILY MX	=	500.0 DAILY MX	26 - lb/d	0	03DW - 3 Days Every Week	CP - COMPOS
00600 Nitrogen, total [as N]	1 - Effluent Gross	0	-	-	-	=	0.154 MO AV	=	0.25 DAILY MX	=	106.0 DAILY MX	26 - lb/d	0	03DW - 3 Days Every Week	CP - COMPOS
00610 Nitrogen, ammonia total [as N]	1 - Effluent Gross	2	-	-	-	=	0.63 MO AV	=	21.0 MO AV	=	0.215 DAILY MX	03 - MGD	0	03DW - 3 Days Every Week	CP - COMPOS
00665 Phosphorus, total [as P]	1 - Effluent Gross	0	-	-	-	=	0.63 MO AV	=	21.0 MO AV	=	0.215 DAILY MX	03 - MGD	0	03DW - 3 Days Every Week	CP - COMPOS
50050 Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	-	-	-	=	0.215 MO AV	=	0.349 DAILY MX	=	03 - MGD	03 - MGD	0	9999 - Continuous	9999 - Continuous
50060 Chlorine, total residual	1 - Effluent Gross	0	-	-	-	=	1.9 MO AV	=	209.0 MO AV	=	417.0 DAILY MX	26 - lb/d	0	03DW - 3 Days Every Week	CP - COMPOS
80082 BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	-	-	-	=	1.07 MO AV	=	10.0 MO AV	=	20.0 DAILY MX	19 - mg/L	0	03DW - 3 Days Every Week	CP - COMPOS

Submission Note
 If a parameter row does not contain any values for the Sample or Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors

Parameter Code	Name	Monitoring Location	Field	Type	Description	Acknowledge
00400	pH	1 - Effluent Gross	Quality or Concentration Sample Value 1	Soft	The provided sample value is outside the permit limit. Please verify that the value you have provided is correct.	Yes

Attachments
 No attachments

DMR Copy of Record

Permit: IL0023451
Permittee: No
Major: POPLAR GROVE, VILLAGE OF
 PO BOX 1
 POPLAR GROVE, IL 61065
Facility: POPLAR GROVE - NORTH WWTP, VILLAGE OF
 205 EDSON RD
 POPLAR GROVE, IL 61065

Permitted Feature: INF Influent Structure
Discharge: INF-L INFLUENT MONITORING
Status: **NotDMR Validated**

Report Dates & Status: From 11/01/21 to 11/30/21
Monitoring Period: 12/25/21
DMR Due Date:

Considerations for Form Completion:
BOW ID: W0070150007
Principal Executive Officer: Ion Stear
First Name: Ion
Last Name: Stear
Title:
Telephone: 815-224-1650

No Data Indicator (NODI):
Form NODI:

Code	Parameter Name	Monitoring Location	Season & Parish (NODI)	Sample Permit Req Value (NODI)	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3	Value 3	Units	Quality or Concentration	Req Mon MO AVG	# of Ex.	Frequency of Analysis	Sample Type
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--								219.0	19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
													19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
00530	Solids, total suspended	G - Raw Sewage Influent	0	--								211.0	19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
													19 - mg/L	0	02DA - 2 Days Every Week	CP - COMPOS
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--								0.132	03 - MGD	0	9959 - Continuous	
													Req Mon DAILY MX 03 - MGD	0	9959 - Continuous	

Submission Note:
 If a parameter row does not contain any values for the Sample or Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

Edit Check Errors:
 No errors.

Attachments:
 No attachments.

Report Last Saved By: POPLAR GROVE, VILLAGE OF

User: ebungamer
Name: Elaine Bungamer
E-Mail: ebungamer@testinc.com
Date/Time: 2021-12-08 13:35 (Time Zone: -06:00)

Report Last Signed By: IONSTEAR
User: Ion Stear
Name: Ion Stear
E-Mail: isteear@testinc.com
Date/Time: 2021-12-17 11:38 (Time Zone: -06:00)



To: The Village President and Board of Trustees

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

Re: Engineering Report – December 2021 Activity

Date: January 5, 2022

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

- **Public Works Building:** As you will recall, the Village is utilizing grant funds in the amount of \$200,000 to help offset the cost of the building. There continues to be movement on the State's end, and we have been advised that the grant agreements will be sent to the County/City/Village "shortly after the holidays". Again, the intent is to advertise for bids as soon as practical after receiving and reviewing the agreements.
- **West Grove Park Improvements:** The Contractor has constructed the footings and slabs for both the restroom and pavilion, and has completed the restoration around the concrete work as well. The pavilion and restroom enclosure have been ordered and the estimated ship date is January 31st so the materials should arrive to the site on or about February 3rd. Hopefully the ship date stays firm, the weather conditions cooperate and the contractor is able to complete the project in February.
- **Park & Main Drainage Improvements:** We are working with Village staff to close out the grant with DCEO. I am pleased to report that the
- **Sherman Oaks Drainage Improvements:** Field survey is scheduled for the week of January 10th, weather permitting. We anticipate completing design in January/February and advertising for proposals in March. Construction contract will be awarded in April and the work itself will take place during the summer of 2022, most likely in July or August as those are historically dry months.
- **CIP Planning:** Staff will be meeting over the next few weeks to develop the 2022 CIP program. We hope to present the program at the February COW meeting.

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 N. Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargo.com

DECEMBER 2021 TREASURER'S REPORT

Monthly Reports:

Attached you will find December's financial reports.

Monthly Activities:

- All monthly financial tasks were completed.
- Attached is a list of all payments issued in December.
- Invoices scheduled to be paid in the month of January: \$123,831.64 in AP checks, \$13,193.43 in Insurance Expense checks, and \$7,853.15 in EFTS. Grand Total: \$144,878.22.
- Attached please find financial statements for the month ending 12/31/2021.

Upcoming Activities

- Our budget process for FY2023 is in full swing.
- 4th quarter reports are due in January along with W-2 and 1099 reports.

Carina

01/07/2022

CHECK REGISTER
CHECK DATE FROM 12/01/2021 - 12/31/2021

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
12/01/2021	OPER	27004	PR BCBS OF IL	BLUE CROSS BLUE SHIELD OF ILLINOIS	12,134.45
12/01/2021	OPER	27005	PR DENTAL/VISION	HUMANA INSURANCE COMPANY	946.98
12/01/2021	OPER	27006	PR NCPERS	NCPERS	112.00
12/03/2021	OPER	Various	PR PAYROLL	PAYROLL	11,942.69
12/03/2021	OPER	EFT452(E)	PR IRS	INTERNAL REVENUE SERVICE	3,463.59
12/03/2021	OPER	EFT453(E)	PR STATE OF IL	STATE OF ILLINOIS	693.03
12/08/2021	OPER	27007	AP 0575	LAKESIDE INTERNATIONAL - MILWAUKEE	167,620.00
12/09/2021	OPER	27008	AP 0371	ABBY PEST ELIMINATION LLC	270.00
12/09/2021	OPER	27009	AP 0006	ADT COMMERCIAL LLC	1,772.11
12/09/2021	OPER	27010	AP 0540	AEP ENERGY	16,482.77
12/09/2021	OPER	27011	AP 0338	AMAZON.COM	969.75
12/09/2021	OPER	27012	AP 0327	APWA	360.00
12/09/2021	OPER	27013	AP 0485	AREA MECHANICAL, INC.	1,413.74
12/09/2021	OPER	27014	AP 0577	AREA SERVICES INC	4,317.16
12/09/2021	OPER	27015	AP 0028	AUTOMATION SOULUTIONS OF AMERICA	3,306.90 V
12/09/2021	OPER	27016	AP 0048	B & K CONCRETE	31,505.00
12/09/2021	OPER	27017	AP 0356	B&F CONSTRUCTION CODE SERVICE, INC.	6,121.55
12/09/2021	OPER	27018	AP MISC	BARBARA RESCH	192.40
12/09/2021	OPER	27019	AP 0361	BLAIN'S FARM & FLEET	553.48
12/09/2021	OPER	27020	AP 0049	BLAKE OIL COMPANY	553.31
12/09/2021	OPER	27021	AP 0051	BOBCAT OF ROCKFORD	3,034.66
12/09/2021	OPER	27022	AP 0294	BOONE COUNTY JOURNAL	340.00
12/09/2021	OPER	27023	AP 0078	CARD SERVICE CENTER	1,166.48
12/09/2021	OPER	27024	AP 0065	CERONI PIPING COMPANY	2,200.00
12/09/2021	OPER	27025	AP 0098	CINTAS CORPORATION #355	208.55
12/09/2021	OPER	27026	AP 0079	CITY OF BELVIDERE	100.00
12/09/2021	OPER	27027	AP 0278	COMED	18,245.86
12/09/2021	OPER	27028	AP 0347	CORE & MAIN LP	439.51
12/09/2021	OPER	27029	AP 0492	ECONO SIGNS LLC.	112.10
12/09/2021	OPER	27030	AP 0097	FOX VALLEY INTERNET, INC.	54.90
12/09/2021	OPER	27031	AP 0096	FRONTIER	846.09
12/09/2021	OPER	27032	AP 0106	GRAINGER	255.59
12/09/2021	OPER	27033	AP MISC	GREGG SCOTT	150.00
12/09/2021	OPER	27034	AP 0109	HAWKINS, INC.	1,771.05
12/09/2021	OPER	27035	AP MISC	HEATHER SANDELL	233.40
12/09/2021	OPER	27036	AP 0467	ILLINOIS COUNTIES RISK MGMT TRUST	38,462.50
12/09/2021	OPER	27037	AP 0072	JOE COOLING & SONS, INC.	276.00
12/09/2021	OPER	27038	AP 0151	LINCOLN RENT-ALL & LAWN EQUIP SALES	500.00
12/09/2021	OPER	27039	AP 0424	LOGMEIN COMMUNICATIONS INC	311.83
12/09/2021	OPER	27040	AP 0159	MCMAHON ASSOCIATES, INC.	17,031.95
12/09/2021	OPER	27041	AP 0163	MEDIACOM	269.89
12/09/2021	OPER	27042	AP 0165	MENARDS	690.74
12/09/2021	OPER	27043	AP 0329	MR. GOODWATER	116.23
12/09/2021	OPER	27044	AP 0053	NAPA AUTO PARTS	879.64
12/09/2021	OPER	27045	AP 0186	NICOR GAS	1,580.03
12/09/2021	OPER	27046	AP MISC	NIDIA LOPEZ	59.98
12/09/2021	OPER	27047	AP 0192	NORTHERN ILLINOIS SERVICE CO	49.96
12/09/2021	OPER	27048	AP 0318	O'REILLY AUTO PARTS	237.96
12/09/2021	OPER	27049	AP 0489	P.C. TECH 2 U	27,762.84
12/09/2021	OPER	27050	AP 0211	PITNEY BOWES INC.	400.00
12/09/2021	OPER	27051	AP 0521	RGB JANITORIAL	390.00
12/09/2021	OPER	27052	AP 0227	ROBERTSON LOCK SERVICE	514.57

01/07/2022

CHECK REGISTER
CHECK DATE FROM 12/01/2021 - 12/31/2021

Check Date	Bank	Check	App Vendor	Vendor Name	Amount
Bank OPER COMMINGLED OPERATING ACCOUNT					
12/09/2021	OPER	27053	AP 0435	ROCK ROAD COMPANIES	14,066.88
12/09/2021	OPER	27054	AP 0220	ROCKFORD BUSINESS SYSTEMS, INC	172.74
12/09/2021	OPER	27055	AP 0325	SCHUMACHER LANDSCAPING, INC.	102.00
12/09/2021	OPER	27056	AP 0245	SCOTT'S RV, TRUCK & AUTO REPAIR	470.37
12/09/2021	OPER	27057	AP 0217	SOLUTIONS BANK	57.61
12/09/2021	OPER	27058	AP 0319	SOSNOWSKI SZETO, LLP	13,528.00
12/09/2021	OPER	27059	AP 0281	STENSTROM EXCAVATION & BLACKTOP	32,236.19
12/09/2021	OPER	27060	AP 0355	TEST INC.	17,684.16
12/09/2021	OPER	27061	AP 0261	U.S. CELLULAR	265.81
12/09/2021	OPER	27062	AP 0523	VISU-SEWER OF ILLINOIS, LLC	3,443.51
12/09/2021	OPER	27063	AP 0265	VORTEX TECHNOLOGIES INC	2,125.00
12/09/2021	OPER	27064	AP 0429	WEX BANK - MARATHON FLEET CARD	884.58
12/09/2021	OPER	27065	AP 0268	WILLIAM CHARLES CONSTRUCTION, LLC	296.80
12/09/2021	OPER	27066	AP 0513	ELLINGSON, DENNIS	700.00
12/14/2021	OPER	27067	AP 0281	STENSTROM EXCAVATION & BLACKTOP	26,077.45
12/17/2021	OPER	27068	AP 0490	AUTOMOTIVE SOLUTIONS, INC.	3,306.90
12/17/2021	OPER	Various	PR PAYROLL	PAYROLL	11,536.76
12/17/2021	OPER	EFT454(E)	PR IRS	INTERNAL REVENUE SERVICE	3,240.44
12/17/2021	OPER	EFT455(E)	PR STATE OF IL	STATE OF ILLINOIS	670.00
12/20/2021	OPER	84(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	909.34
12/20/2021	OPER	85(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	2,252.11
12/20/2021	OPER	86(E)	AP 0491	BB COMMUNITY LEASING SERVICES INC.	4,691.70
12/29/2021	OPER	Various	PR PAYROLL	PAYROLL	11,674.57
12/29/2021	OPER	EFT456(E)	PR IRS	INTERNAL REVENUE SERVICE	3,292.24
12/29/2021	OPER	EFT457(E)	PR STATE OF IL	STATE OF ILLINOIS	679.12
12/29/2021	OPER	27069	PR UNION DUES	I.U.O.E. LOCAL 150	465.96
12/29/2021	OPER	EFT458(E)	PR IMRF	IMRF	5,016.93
Total of 106 Checks:					543,270.39
Less 1 Void Checks:					3,306.90
Total of 105 Disbursements:					539,963.49

Item 8.

DEPT/ACCOUNT	DESCRIPTION	FUND 01	FUND 20	FUND 31	FUND 32	FUND 90	Total
		GENERAL FUND	MOTOR FUEL FUND WATER & SEWER FUN DEBT SERVICE FUND GOV FUNDS CAPITAL				

ASSETS							
00-1010	PEPTY CASH	192					192
00-1020	CASH IN BANK	(1,205,975)	401,549	613,994	203,066	331,114	343,748
00-1021	CASH IN BANK MONEY MARKET	2,057,301		42,325			2,057,301
00-1022	CASH IN BANK - BYRON BANK						42,325
00-1030	MONEY MARKET						58,760
00-1040	MFT MONEY MARKET	31,146	117,974	567,423	27,614		117,974
00-1070	CASH WITH PAYING AGENT						567,423
00-1075	ILLINOIS FUNDS INVESTMENT ACCT.	1,633,150					1,633,150
00-1100	PROPERTY TAXES RECEIVABLE	288,751					288,751
00-1400	ACCOUNTS RECEIVABLE - OTHER	5,976					5,976
00-1401	ACCOUNTS RECEIVABLE						3,238
00-1605	VEHICLES			137,250			137,250
00-1610	VILLAGE WATER SYSTEM			42,017			42,017
00-1620	WATER/SEWER UTILITY SYSTEM			13,349,804			13,349,804
00-1630	STREETS			8,083,871			8,083,871
00-1705	ACCUMULATED DEPRECIATION - VEHICL			66,551			66,551
00-1710	ACCUM DEP-VILLAGE NORTH WATER SY			(19,596)			(19,596)
00-1711	ACCUM DEP-VILLAGE SOUTH WATER SY			(1,308,273)			(1,308,273)
00-1720	ACCUMULATED DEPRECIATION - WATER/			(3,557,895)			(3,557,895)
00-1730	ACCUM DEP-STREET			(5,805,923)			(5,805,923)
00-1850	DEFERRED OUTFLOW			(25,788)			(25,788)
00-1900	UNAMORTIZED LOSS ON REFUNDING			20,163			20,163
	TOTAL ASSETS	2,810,541	519,523	12,264,544	230,680	331,114	16,156,402

LIABILITIES							
00-2100	UNAVAILABLE PROPERTY TAXES	288,751		52,437		4,888	288,751
00-2200	ACCOUNTS PAYABLE	47,747		13,154			105,072
00-2201	COMPENSATED ABSENCES - CURRENT PO			25,000			13,154
00-2203	BONDS PAYABLE 2012A - CURRENT POR			135,000			25,000
00-2204	BONDS PAYABLE 2012B - CURRENT POR			345,000			135,000
00-2205	BONDS PAYABLE 2015 - CURRENT PORT			23,500			345,000
00-2230	DUE TO AIRPORT - BEL AIR			62,423			23,500
00-2240	ACCRUED INTEREST PAYABLE			4,024			62,423
00-2300	WAGES PAYABLE	10,994		60,000			4,024
00-2303	BONDS PAYABLE 2012A - LONG-TERM P			900,000			60,000
00-2304	BONDS PAYABLE 2012B - LONG-TERM P			2,335,000			900,000
00-2305	BONDS PAYABLE 2015 - LONG-TERM PO			308			2,335,000
00-2330	FICA WITHHOLDINGS PAYABLE			296			308
00-2340	HEALTH INSURANCE DEDUCTIONS PAYAB	1,685					1,149
00-2360	IMRE EMPLOYEE WITHHOLDINGS PAYABL	748					1,685
00-2370	UNION DUES/NCPRS PAYABLE	128					1,044
00-2400	SUI PAYABLE	824					128
00-2410	OTHER DEFERRED REVENUE	25,459					824
00-2650	CUSTOMER DEPOSITS HELD	525		16,296			25,459
00-2660	NET PENSION LIABILITY			16,205			16,296
00-2690	DEFERRED INFLOWS			96,749			16,205
	UNAMORTIZED BOND PREMIUM						96,749
	TOTAL LIABILITIES	377,702		4,085,392		4,888	4,467,982

FUND BALANCES							
00-3000	FUND BALANCE	2,005,805	525,784	7,953,219	29,137	578,381	3,139,107
00-3001	NET POSITION						7,953,219
	TOTAL FUND EQUITY	2,005,805	525,784	7,953,219	29,137	578,381	11,092,326

Item 8.

DEPT/ACCOUNT	DESCRIPTION	FUND 01 GENERAL FUND	FUND 20 MOTOR FUEL FUND WATER	FUND 31 SEWER FUN DEBT SERVICE	FUND 32 FUND GOV FUNDS	FUND 90 CAPITAL	Total
Beginning Fund Balance		2,005,805	525,784	7,953,219	29,137	578,381	
Net Of Revenues Vs Expenditures		427,037	(6,260)	225,931	201,543	(252,155)	
Ending Fund Balance		2,432,842	519,524	8,179,150	230,680	326,226	
Total Liabilities And Fund Balance		2,810,544	519,524	12,264,542	230,680	331,114	

Item 8.

DEPT/ACCOUNT	DESCRIPTION	FUND 01	FUND 31	FUND 20	FUND 32	FUND 90	Total
		GENERAL FUND WATER	& SEWER FU	MOTOR FUEL FUND	DEBT SERVICE FUN	GOV FUNDS	CAPITA
REVENUES							
00-3010	PROPERTY TAXES - CORPORATE	233,208					233,208
00-3011	PROPERTY TAXES - ROAD & BRIDGE	83,353					83,353
00-3012	PROPERTY TAXES - AUDIT	15,040					15,040
00-3013	PROPERTY TAXES - LIABILITY INSURA	21,044					21,044
00-3014	PROPERTY TAXES - SOCIAL SECURITY	20,050					20,050
00-3100	STATE INCOME TAXES	453,444					453,444
00-3101	STATE USE TAXES	73,055					73,055
00-3102	STATE TELECOMMUNICATIONS TAX	16,962					16,962
00-3103	STATE SALES TAXES	211,083					211,083
00-3104	STATE VIDEO GAMING TAX	65,712					65,712
00-3105	REPLACEMENT TAX	3,908					3,908
00-3106	STATE LOCAL SHARE OF CANNABIS USE	3,714					3,714
00-3120	MOTOR FUEL TAX			139,145			139,145
00-3130	LOCAL RDS & STS REBUILD IL			55,173			55,173
00-3200	MUNICIPAL UTILITY TAX - ELECTRICT	83,959					83,959
00-3201	MUNICIPAL UTILITY TAX - NATURAL G	30,790					30,790
00-3205	MUNICIPAL TAX MEDACOM/COMCAST	9,405					9,405
00-3300	CODE VIOLATION FEES	17					17
00-3301	FILING FEES	1,563					1,563
00-3400	BUILDING PERMIT FEES	80,363					80,363
00-3401	VIDEO GAMING LICENSES	325					325
00-3403	OTHER LICENSE FEES	295					295
00-3406	LIQUOR LICENSES	2,650					2,650
00-3500	RENTS RECEIVED	14,570					14,570
00-3600	WATER & SEWER SALES		1,105,679				1,105,679
00-3601	WATER / SEWER PENALTIES		7,538				7,538
00-3602	WATER & SEWER CONNECTION FEES		17,000				17,000
00-3604	METER & MXU SALES		8,475				8,475
00-3605	TURN ON/OFF WATER FEES		3,090				3,090
00-3700	FEDERAL GRANT REVENUE	347,288					347,288
00-3701	STATE GRANT REVENUE	11,000					11,000
00-3702	LOCAL GRANT REVENUE	6,818					6,818
00-3800	MISCELLANEOUS INCOME	26,751					26,751
00-3801	DONATIONS/CONTRIBUTIONS	3,995					3,995
00-3900	INTEREST	1,791					1,791
00-5010	TRANSFERS IN - FROM GENERAL FUND		461				461
					55		55
					217,977		217,977
					182,400		182,400
					285		285
					400,377		400,377
		1,822,153	1,165,320	194,786	218,032	182,685	3,582,976
EXPENDITURES							
00-4232	MFT ENGINEERING SERVICES			15,254			15,254
00-4240	PROFESSIONAL SERVICES			1,519			1,519
00-4302	MFT STREET OPERATING SUPPLIES			921			921
00-4409	ROAD CONSTRUCTION			183,352			183,352
50-4000	SALARIES	137,784					137,784
50-4100	SOCIAL SECURITY - EMPLOYER	8,223					8,223
50-4101	MEDICARE - EMPLOYER	1,923					1,923
50-4102	WORKERS COMPENSATION INSURANCE	571					571
50-4103	UNEMPLOYMENT COMPENSATION	968					968
50-4104	IMRF EMPLOYER	7,218					7,218
50-4105	LIFE INSURANCE - EMPLOYER	358					358
50-4106	HEALTH INSURANCE EXPENSE	25,058					25,058
50-4200	GENERAL INSURANCE	73,427					73,427
50-4202	TELEPHONE & INTERNET SERVICES	5,115					5,115
50-4203	WEB SITE MAINTENANCE	5,325					5,325
				2,048			2,048
				3,319			3,319

Item 8.

DEPT/ACCOUNT	DESCRIPTION	FUND 01	FUND 31	FUND 20	FUND 32	FUND 90	TOTAL
		GENERAL FUND WATER & SEWER FU	MOTOR FUEL FUND DEBT SERVICE FUN GOV FUNDS CAPITA				
EXPENDITURES							
50-4205	TRAVEL/MEALS/LODGING	5,301					5,301
50-4206	SECURITY SYSTEM	2,923					2,923
50-4207	TRAINING	1,022					1,022
50-4208	POSTAGE	913					913
50-4209	PUBLICATION COST	2,702					2,702
50-4211	AUDITING SERVICES	16,900					16,900
50-4212	ENGINEERING SERVICES	22,156					22,156
50-4213	LEGAL SERVICES	52,939					52,939
50-4214	OFFICE SYSTEM SUPPORT	14,944					14,944
50-4217	PROFESSIONAL DUES	1,045					1,045
50-4219	CUSTODIAL SERVICES	2,730					2,730
50-4220	RENTAL PROPERTY REPAIRS	1,520					1,520
50-4223	IT SERVICES	5,614					5,614
50-4235	BOND AGENT FEES		500				500
50-4240	PROFESSIONAL SERVICES	6,245					6,245
50-4300	OFFICE SUPPLIES	3,034	712				3,746
50-4301	MAINTENANCE SUPPLIES	1,306					1,306
50-4302	OPERATING SUPPLIES	680					680
50-4412	CIP GENERAL ADMINISTRATION					42,472	42,472
50-4500	MISCELLANEOUS EXPENSE	464	32				496
50-4503	BAD DEBT EXPENSE		234				234
50-4752	INTEREST ON BONDS/NOTES	415					415
50-4804	BOND PRINCIPAL - SERIES 2015		185,000				185,000
50-4811	INTEREST EXPENSE 2015B					16,489	16,489
50-4814	INTEREST - SERIES 2012B		13,831				13,831
50-4815	INTEREST - SERIES 2015		57,586				57,586
50-4930	CIP GOVT EXPENSE					4,300	4,300
50-4970	SIMERL LAND REPAYMENT	12,190					12,190
52-4000	SALARIES	42,184					42,184
52-4010	SALARIES - OVERTIME	198					198
52-4100	SOCIAL SECURITY - EMPLOYER	2,436					2,436
52-4101	MEDICARE - EMPLOYER	570					570
52-4102	WORKERS COMPENSATION INSURANCE	143					143
52-4103	UNEMPLOYMENT COMPENSATION	246					246
52-4104	IMRF EMPLOYER	2,893					2,893
52-4105	LIFE INSURANCE - EMPLOYER	128					128
52-4106	HEALTH INSURANCE	15,100					15,100
52-4304	LANDSCAPING PARKS	418					418
52-4306	MAINTENANCE SUPPLIES	377					377
52-4440	CAPITAL OUTLAY - PARK IMPROVEMENT	6,254					6,254
52-4442	PARKS EQUIPMENT	3,083					3,083
53-4000	CIP PARKS IMPROVEMENTS					31,963	31,963
53-4010	SALARIES	39,165					39,165
53-4080	STREETS UNIFORM ALLOWANCE	197					197
53-4100	SOCIAL SECURITY - EMPLOYER	580					580
53-4101	MEDICARE - EMPLOYER	2,249					2,249
53-4102	WORKERS COMPENSATION INSURANCE	526					526
53-4103	UNEMPLOYMENT COMPENSATION	143					143
53-4104	IMRF - EMPLOYER	39					39
53-4105	LIFE INSURANCE - EMPLOYER	2,893					2,893
53-4106	HEALTH INSURANCE	128					128
53-4107	UNIFORM CLEANING SERVICES	15,127					15,127
53-4202	TELEPHONE & INTERNET SERVICES	816					816
53-4226	VEHICLE MAINTENANCE	1,567					1,567
		12,751					12,751

Item 8.

Consolidated Revenue And Expenditure
 Calculations as of 12/31/2021

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DEPT/ACCOUNT	DESCRIPTION	FUND 01	FUND 31	FUND 20	FUND 32	FUND 90	Total
		GENERAL FUND WATER & SEWER FU	MOTOR FUEL FUND DEBT SERVICE FUN GOV FUNDS CAPITA				
EXPENDITURES							
53-4227	EQUIPMENT MAINTENANCE	4,718					4,718
53-4228	MAINTENANCE	8,028					8,028
53-4229	SNOW PLOW MAINTENANCE	11,427					11,427
53-4230	STREET LIGHTING SERVICES	31,038					31,038
53-4231	SHOP BUILDING - HEAT	1,043					1,043
53-4232	ENGINEERING SERVICES	2,589					2,589
53-4240	PROFESSIONAL SERVICES	21,646					21,646
53-4301	MAINTENANCE SUPPLIES	825					825
53-4302	OPERATING SUPPLIES	7,544					7,544
53-4303	GASOLINE AND OIL	12,019					12,019
53-4304	SALT PURCHASES	3,223					3,223
53-4407	CAPITAL OUTLAY - VEHICLES & EQUIP	57,429					57,429
53-4409	CAPITAL OUTLAY - ROAD CONSTRUCTIO	58,393					58,393
53-4460	CIP STREETS ADMINISTRATION					459	459
53-4461	CIP STREETS EQUIPMENT					235,404	235,404
53-4462	CIP STREETS MAINTENANCE					120,242	120,242
53-4500	MISCELLANEOUS EXPENSE	360					360
53-4811	INTEREST EXPENSE	5,396					5,396
55-4209	PUBLICATION COST	1,618					1,618
55-4212	ENGINEERING	21,522					21,522
55-4213	LEGAL	28,846					28,846
55-4215	CONTRACT INSPECTION SERVICES	51,903					51,903
55-4216	CONTRACT CODE ENFORCEMENT	9,919					9,919
55-4237	PLANNING SERVICES	6,540					6,540
55-4240	PROFESSIONAL SERVICES	17,035					17,035
55-4302	OPERATING SUPPLIES	12,740					12,740
57-4000	SALARIES	17,944					17,944
57-4100	SOCIAL SECURITY - EMPLOYER	1,070					1,070
57-4101	MEDICARE - EMPLOYER	250					250
57-4103	UNEMPLOYMENT COMPENSATION	168					168
57-4104	IMRF EMPLOYER	371					371
57-4105	LIFE INSURANCE - EMPLOYER	26					26
57-4106	HEALTH INSURANCE	3,314					3,314
57-4202	TELEPHONE & INTERNET SERVICES	467					467
57-4205	TRAVEL/MEALS/LODGING	5,982					5,982
57-4207	TRAINING	2,595					2,595
57-4209	PUBLICATION COST	204					204
57-4213	LEGAL	8,041					8,041
57-4214	OFFICE SYSTEM SUPPORT	5,534					5,534
57-4217	DUES	340					340
57-4223	IT SERVICES	1,354					1,354
57-4500	MISCELLANEOUS EXPENSE	54					54
68-4202	TELEPHONE & INTERNET SERVICES					1,845	1,845
68-4204	UTILITIES					18,773	18,773
68-4236	WATER & SEWER CONTRACT LABOR					38,424	38,424
68-4240	PROFESSIONAL SERVICES					678	678
68-4302	OPERATING SUPPLIES					256	256
68-4305	UTILITY SYSTEM CHEMICALS					869	869
68-4310	IEPA REQUIRED TESTING					4,996	4,996
70-4000	SALARIES					39,168	39,168
70-4010	SALARIES - OVERTIME					197	197
70-4100	SOCIAL SECURITY - EMPLOYER					2,249	2,249
70-4101	MEDICARE - EMPLOYER					526	526
70-4102	WORKERS COMPENSATION INSURANCE					143	143
70-4103	UNEMPLOYMENT COMPENSATION					39	39

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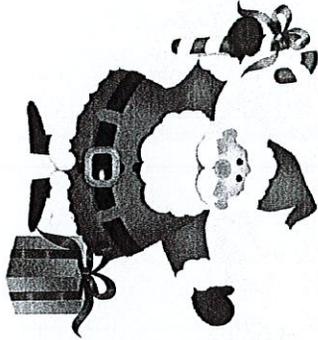
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Calculations as of 12/31/2021

DEPT/ACCOUNT	DESCRIPTION	FUND 01	FUND 31	FUND 20	FUND 32	FUND 90	Total
		GENERAL FUND WATER & SEWER FU	MOTOR FUEL FUND DEBT SERVICE FUN	GOV FUNDS CAPITA			
EXPENDITURES							
70-4104	IMRF EMPLOYER		2,893				2,893
70-4105	LIFE INSURANCE - EMPLOYER		128				128
70-4106	HEALTH INSURANCE		15,099				15,099
70-4208	POSTAGE		2,800				2,800
70-4214	OFFICE SYSTEM SUPPORT		1,243				1,243
70-4240	PROFESSIONAL SERVICES		5,813				5,813
70-4301	MAINTENANCE SUPPLIES		2,335				2,335
70-4302	OPERATING SUPPLIES		4,906				4,906
70-4305	UTILITY SYSTEM CHEMICALS		5,548				5,548
70-4306	METER & MXU PURCHASES		18,137				18,137
70-4500	MISCELLANEOUS		9,000				9,000
70-4930	CAPITAL OUTLAY		9,873				9,873
75-4000	SALARIES		39,162				39,162
75-4010	SALARIES - OVERTIME		197				197
75-4100	SOCIAL SECURITY - EMPLOYER		2,248				2,248
75-4101	MEDICARE - EMPLOYER		526				526
75-4102	WORKERS COMPENSATION INSURANCE		143				143
75-4103	UNEMPLOYMENT COMPENSATION		39				39
75-4104	IMRF EMPLOYER		2,893				2,893
75-4105	LIFE INSURANCE - EMPLOYER		128				128
75-4106	HEALTH INSURANCE		15,098				15,098
75-4204	POSTAGE		9,385				9,385
75-4208	OFFICE SYSTEM SUPPORT		2,800				2,800
75-4214	ENGINEERING		1,902				1,902
75-4232	WATER &SEWER CONTRACT LABOR		7,011				7,011
75-4236	PROFESSIONAL SERVICES		23,054				23,054
75-4240	MAINTENANCE SUPPLIES		6,801				6,801
75-4301	OPERATING SUPPLIES		1,639				1,639
75-4302	MAINTENANCE SUPPLIES		8,352				8,352
75-4303	GASOLINE AND OIL		154				154
75-4312	GENERATOR MAINTENANCE		200				200
75-4930	CAPITAL OUTLAY		132,524				132,524
77-4202	TELEPHONE & INTERNET SERVICES		1,870				1,870
77-4204	UTILITIES		29,988				29,988
77-4236	WATER &SEWER CONTRACT LABOR		46,109				46,109
77-4240	PROFESSIONAL SERVICES		3,470				3,470
77-4301	MAINTENANCE SUPPLIES		2,358				2,358
77-4302	OPERATING SUPPLIES		581				581
77-4307	NPDS PERMIT		7,500				7,500
79-4202	TELEPHONE & INTERNET SERVICES		705				705
79-4204	UTILITIES		63,120				63,120
79-4236	WATER &SEWER CONTRACT LABOR		46,109				46,109
79-4240	PROFESSIONAL SERVICES		3,591				3,591
79-4301	MAINTENANCE SUPPLIES		1,702				1,702
79-4302	OPERATING SUPPLIES		1,245				1,245
79-4305	UTILITY SYSTEM CHEMICALS		12,585				12,585
79-4307	NPDS PERMIT		15,000				15,000
99-6032	TRANSFER TO DEBT SERVICE		217,977				217,977
99-6050	TRANSFER TO GOV FUNDS CIP FUND		182,400				182,400
TOTAL EXPENDITURES		1,395,116	939,389	201,046	16,489	434,840	2,986,880
NET OF REVENUES & EXPENDITURES		427,037	225,931	(6,260)	201,543	(252,155)	



THANK YOU FOR
THE GIFT OF THE
FOOD BASKETS.
REALLY LIKED THEM
Dolice Rosenthal



Carina and staff,

Thank you so much for your continued support through our holiday assistance program. We really appreciate your donation of the hams & food baskets. The families that received the food baskets were so appreciative. We hope you all had a wonderful holiday season!

Thank you,
NBHS Staff

Karri Anderberg

From: GEORGE WADDELL <gpwaddell@msn.com>
Sent: Monday, January 3, 2022 2:23 PM
To: Karri Anderberg
Subject: Re: Water Bill

Thanks Karri I will be there.

Sent from my iPhone

On Jan 3, 2022, at 2:19 PM, Karri Anderberg <clerk@villageofpoplargo.com> wrote:

George,

I have received your email and you will be put on the January 10th meeting at 630pm. The meeting is held at Village Hall located at the address below. If you have any questions please let me know.

Thanks

Karri

Karri Anderberg
Village Clerk
200 N. Hill Street
Poplar Grove, Illinois 61065
815-765-3201

A Great Place to Call Home

From: GEORGE WADDELL <gpwaddell@msn.com>
Sent: Monday, January 3, 2022 1:24 PM
To: Karri Anderberg <clerk@villageofpoplargo.com>
Cc: GEORGE WADDELL <gpwaddell@msn.com>
Subject: Water Bill

I just received my sewer bill from the township. It was for \$1,050.61 and is usually around \$50-\$60 dollars. I went to Florida for a month in November and my wife was doing the bills. She neglected to tell me that our sewer bill was over \$300.00. Since I always do the bills she did not realize that the sewer bill was 6 times higher than normal. My wife joined me later for 10 days in Florida. Before she left, I asked her to unplug the softener. She did it not realizing that it was in mid cycle. When I returned a month later the water was still running thru it. I fixed the problem and here we are. I was hoping to only have to pay a portion of the bill. \$1,000.00 is a lot of money. We still have a child in college. Thanks, George Waddell

Village of Poplar Grove

PROPOSAL: 2022 Poplar Grove Audit RFP

For the Years Ending:

April 30, 2022

and Optional Years

April 30, 2023, 2024 and 2025

Due Date:

December 10, 2021



Lauterbach & Amen, LLP

Certified Public Accountants

668 N. River Road

Naperville, Illinois 60563

Phone: 630.393.1483

Fax: 630.393.2516

lauterbachamen.com



PROPOSAL TO PROVIDE PROFESSIONAL AUDITING SERVICES



Village of Poplar Grove

For the Years Ending: April 30, 2022 and Optional Years April 30, 2023, 2024 and 2025

Due Date: December 10, 2021

Contact Information

Ronald J. Amen, Partner

630.393.1483

ramen@lauterbachamen.com

Jamie L. Wilkey, Partner

630.393.1483

jwilkey@lauterbachamen.com



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December 10, 2021

Village of Poplar Grove
Attention: Carina Boyd, Treasurer
200 N. Hill Street
Poplar Grove, IL 61065

Lauterbach & Amen, LLP (L&A) is pleased to respond to your request to provide auditing services to the Village of Poplar Grove (Village).

Enclosed in this proposal are details about our practice, our people and our reputation for quality service to governments, as well as an outline of our audit approach and scope of the audit process. L&A is a firm entirely specialized in the governmental sector, allowing us to provide an unrivaled commitment to exceeding your expectations with regards to quality service, government specific expertise, and timing and approach of the audit process. Our five partners share a combined 125+ years of exclusive government experience, with past experience in nonprofit, tax and commercial clients. Their years of experience in the governmental sector will directly benefit the Village. L&A possesses the resources and drive to continually exceed your expectations.

At L&A our mission is to provide accounting, compilation, assurance, and consulting services to governments in the spirit of excellence and altruism. As a firm, we are committed to adhering to stringent moral standards in addition to the legally imposed professional standards and guidelines, priding ourselves in our flexible attitude towards accommodating our clients, and continually striving to be an elite personal client service firm. L&A will attain the highest quality employees who share our core values and capacities in order to continue to service our clients at the level at which they are accustomed. Our staff utilizes their expertise to educate clients with the anticipation that it will lead to accurate solutions to challenges that may arise in the daily course of financial activities. Our goal is to maintain personalized relationships with our current clients, while continuing to acquire new clients with the hopes of creating equally valuable bonds. At L&A we continually strive to distinguish ourselves from other accounting firms by emphasizing the following:

EXPERTISE

- Providing professional audit and consulting services to over 400 local governments on an annual basis, and providing compilation and benefit services to over 450 police and firefighters' pension funds.
- Possessing exclusive expertise in the area of local government, as evidenced by our exemplary retention rate of the Certificate of Achievement for Excellence in Financial Reporting for clients with continual submissions to the program. L&A is also in the top ten firms nationally that submit audits to the Certificate of Achievement Program.
- Striving to continually be a proven leader in the government accounting industry and assisting our clients on the implementation of new, complex pronouncements and issues affecting local government, including one-on-one assistance with the understanding and implementation of these new pronouncements and issues. We will provide thorough and timely answers to any of your questions or needs.
- Maintaining a highly professional staff, each of which possess extensive knowledge in the area of local government, continually broadening their knowledge of local government issues through in-house training, involvement in various local government organizations and through continuing professional education programs.
- Engaging in audit planning, preliminary work and continual communication with our clients to ensure an efficient and quality audit process. This also ensures that audit issues will be identified early and solutions will be implemented timely.

SERVICE AND QUALITY

- Allowing our clients to dictate scheduling needs related to the audit process and adhering to those needs. We continually meet or exceed the deadlines established by our clients.
- Identifying, communicating and assisting in the implementation of identified opportunities for improved and more efficient financial or procedural operations.
- Maintaining a program of continuity for multi-year engagements, including minimal rotation of the team, allowing for the establishment of efficient working relationships with the Village.
- Continually promoting communication with management from the beginning of our engagement and throughout the year. This includes an entrance conference and planning meetings with the Village, weekly meetings with management to review the progress of the engagement, if requested, an exit conference to discuss our findings and report production issues, meetings with elected officials during the evenings to answer questions regarding the audit and any other related issues, and continual communication throughout the year. We are committed to listening to your needs and customizing the audit process to meet those needs.
- Customizing our audit approach to focus on those areas that represent significant risk to the Village and any of the Village's uniquely complex issues.

CLIENT TRAINING OPPORTUNITIES

- Conducting annual training sessions with our clients in a small group setting covering such topics as: new GASB pronouncements, understanding the financial statements, identification of finance department efficiencies and best practices.
- Forming professional resource alliances with other businesses in the areas of human resources, tax and information technology so, if required and if permitted by current audit independence standards, we would be able to provide the Village the highest level of service.

During the time we have worked with the Village, our firm has gained valuable knowledge of Village operations, work flow, and internal controls that assist in providing a thorough but efficient audit. We have enjoyed our working relationship with the Village and look forward to hopefully continue working with management and the Board for years to come.

We are very excited about the opportunity to continue to serve the Village and are committed to providing the Village with quality service and commit to perform the work within the established time period. We believe we have talented people and the appropriate experience to provide you with a quality audit at a fair and competitive price. The Partners that are signing this proposal are entitled to represent the Firm, empowered to submit the proposal and authorized to sign a contract with the Village. This proposal is a firm and irrevocable offer for 60 days. If you have any questions about this proposal or need to discuss these matters further, please contact us. We look forward to your reply.

Respectfully Submitted,



Ronald J. Amen
Partner
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630.393.1483



Jamie L. Wilkey
Partner
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630.393.1483



FIRM PROFILE

Lauterbach & Amen, LLP (L&A) is based in Naperville, Illinois. Founded in 1997 by Sherry Lauterbach and Ron Amen, the firm provides clients with accurate, timely and personalized services that combine large-firm capabilities with small-firm values. Through the years, our services have evolved to meet the growing demands of our clients in the governmental, nonprofit and private sectors.

L&A clients can expect unparalleled service from an experienced team of knowledgeable professionals who double as valuable management resources.

SERVICES



Actuarial



Audit



Financial



Payroll



Pension



Tax

5 Partners | 45+ Managers | 115+ Staff

INDUSTRIES

GOVERNMENT

NONPROFIT

PRIVATE SECTOR



Firm Philosophy

We have a full-time commitment to accounting and financial reporting, with extensive expertise in the government and nonprofit sectors. Through our experience, we are able to help clients anticipate and prepare for changes in their operating environment. The value of our services lies not only in the performance of an efficient audit, but in our detailed review of finance practices, and our extensive knowledge of key topics affecting local governments. With our extensive experience in the field of local governmental accounting and auditing, we have served a substantial number of municipalities, park districts, libraries, special districts, school districts, pension funds, joint ventures, and various other governmental organizations. We have included a partial list of such entities as references, and would encourage you to contact any or all of them for references as to our qualifications and level of service. We have also provided our current client listing as evidence of our expertise in and commitment to governmental accounting and auditing.

Close Working Relationship with Management

A close working relationship with management on a year-round basis is the best way to provide our clients with the benefit of our depth of knowledge. This approach also allows for the timely resolution of questions and problems as they arise rather than after the fact. Through understanding the client’s activities and a close working relationship with management, L&A can best respond to and help initiate programs that lead to improved operations and efficiencies.

An Audit is a People-Oriented Endeavor

The team at L&A recognizes that we are involved in a people-oriented endeavor. Our goals and objectives, therefore, are centered around this understanding.

We strive:

- To create an environment that encourages a high level of communication between the client and our team
- To provide clients with the highest attainable level of staff capabilities through selective recruiting and creation of a work environment that aids personal growth
- To continually improve the quality of our services
- To support our financial, business, professional and social communities

A Strong Commitment to the Industry

Our involvement in the local government field includes active membership, support and participation in numerous professional organizations which serve the financial and management teams of local government, including:



“Involvement in our industry’s organizations and providing educational support to those groups is a passion of our leadership team.”

- Government Finance Officers Association (GFOA)
- Wisconsin Government Finance Officers Association (WGFOA)
- Illinois Municipal Treasurers Association (IMTA)
- American Institute of Certified Public Accountants
- Illinois CPA Society Committees on Governmental Accounting
- AICPA Government Audit Quality Center
- AICPA Nonprofit Center
- Illinois Association of Park Districts/ Illinois Parks and Recreation Association (IAPD/IPRA)
- Illinois Public Pension Fund Association (IPPPA)
- Illinois Government Finance Officers Association (IGFOA)
- Michigan Government Finance Officers Association (MGFOA)
- Illinois Association of School Business Officials (IASBO)
- Illinois Library Association
- IGFOA Technical Accounting and Review Committee (TARC)
- Township Officials of Illinois
- Illinois Department of Insurance—Task Force
- Special Review Committee - Certificate of Achievement for Excellence in Financial Reporting - GFOA



Client Educational Opportunities

Helping to share our knowledge and expertise in the governmental industry is one of the greatest values we can bring to our clients. We are committed to continually reviewing our process to ensure an efficient audit, ensuring exemplary communication with our clients, and providing

“L&A’s value add approach to an audit includes extensive no-cost client training throughout the year.”

education on issues affecting local governments on a year-round basis. This no additional cost education includes annual group training sessions with our clients covering such topics as the implementation of GASB pronouncements, changes to auditing standards, understanding of the financial statements, identification of department efficiencies and best practices, and other statutory or hot topics affecting governments.

Government Expertise = Extensive Services Available

It has been our experience that questions or problems may arise during the year for which a client might call upon us for assistance. The following is a partial list of the services we can provide to our clients:

- Financial reporting-assistance in the implementation of authoritative pronouncement requirements
- Assistance in obtaining or securing the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA)
- Utility or enterprise funds-analysis, forecasting, rate structure, and consulting services
- Federal, state and local grant reporting requirements
- Budget-assistance in obtaining the Distinguished Budget Award from the GFOA, appropriation and tax levy documents
- Personnel Issues-evaluation and executive search
- Policies and procedures documentation and implementation
- Temporary staffing and training
- Pension fund related issues, including benefit calculations, funding analysis, etc.
- Human resources-taxability issues, fringe benefits, policies, etc.
- Outsourced finance and accounting department functions, including all levels of finance functions
- Taxpayer compliance-specialized audits for selected revenue sources

Communication is the Key

We consider it essential to maintain the lines of communication throughout the year. To attain this, we both formally (via meetings, letters, etc.) and informally (via telephone calls, emails, etc.) keep our clients advised of changes and recent developments related to governments.



Quality Assurance

We are committed to providing the highest quality audit product to our clients during all phases of the audit. Our Quality Assurance Team is responsible for reviewing all financial statements before issuance, assisting in technical inquiries and reviewing workpapers and reports of all engagements to verify compliance with professional standards and our Firm’s policies. At L&A we pride ourselves in providing a quality audit. As such, we are a member of the Private Companies Practice Section (PCPS) of the Division for CPA Firms of the AICPA, submitting our accounting and auditing practice to quality control reviews of our compliance with professional standards as established by the AICPA.

Peer Review

The firm undergoes an independent peer review of our accounting and auditing practice as a condition of membership in the American Institute of Certified Public Accountants (AICPA), the national organization of CPA’s in public practice, industry, government and education. Our reports have been reviewed by numerous federal and state oversight agencies as well as other external professional agencies and organizations. Furthermore, there has never been any action taken against our Firm with any state or federal regulatory body or professional organization to which we have submitted our reports.

Independence

We require that all personnel inform the Firm of any lack of independence with respect to all clients. Specific guidelines to be followed are those set forth in the AICPA’s Code of Professional Ethics. Additionally, we are in compliance with the standards established by the General Accounting Office (GAO). More specifically, we are completely independent with respect to the Village.

License to Practice

The Firm and all key personnel are duly licensed to practice in the State of Illinois. Our State of Illinois license number is 066-003655.



L&A was ranked as the 17th largest accounting firm in the Chicagoland area, according to an annual survey published by Crain’s Chicago Business.



DFK International/USA

Lauterbach and Amen is an independent member of DFK International, a worldwide association of independent accounting and management consulting firms, with locations in over 40 major markets throughout the United States and representation in over 85 countries worldwide. Our membership in DFK enhances our worldwide reach, provides us with additional resources, and expands the world of opportunity for our clients.

Other Information

L&A has not had any federal or state desk reviews of its audits during the last three years. No disciplinary action has been taken against the firm during the last three years by state regulatory bodies or professional associations.

Per our firm's quality control document, all audit staff are required to meet the AICPA's continuing professional education requirements. Because we are niched in government, the required CPE hours for all of the staff outlined in this proposal are focused on the government industry, with hours also dedicated to Uniform Guidance/Single Audit continuing professional education as required by our industry. The firm utilizes a mix of self-study, in-house training, state Society or AICPA programs, Government Audit Quality Center programs, and programs offered by various government associations, such as the IGFOA. Currently, the firm has 26 CPAs who are licensed to perform services.

Conclusion

We are thrilled to have the opportunity to continue to serve the Village. We truly believe we have a passion for the government industry and a passion for providing a level of service well beyond just issuing you audited financial statements. Our approach to client service includes open year-round communication, a large network of resources to assist with even non-audit related questions, and a dedication to furthering education on our industry technical standards and best practices. At L&A you will be served by partners who are dedicated to the government industry and a group of over 160 L&A employees that share in that passion and spend all twelve months of the year working on government engagements.



Ronald J. Amen, CPA

Managing Partner

Ron Amen has over 32 years of experience serving clients in the governmental sector. He has participated in numerous governmental engagements, including municipalities, park districts, school districts, State and Federal government entities, universities, nonprofits and other governments.

Educational and Membership Background

- University of Nebraska
- Certified Public Accountant
- American Institute of Certified Public Accountants
- Member of Government Finance Officers Association (GFOA) and Illinois GFOA
- Member of AICPA Government Audit Quality Center
- Member of Illinois Municipal Treasurers Association (IMTA)
- Member of Illinois Association of Park Districts/Illinois Parks and Recreation Association (IAPD/IPRA)
- GFOA Special Review Committee for the Certificate of Achievement for Excellence in Financial Reporting
- Instructor for IGFOA Training Courses
- Instructor for IMTA Training Courses

Governmental Accounting and Auditing Experience

Ron has managed numerous governmental engagements during his experience in public accounting. Assignments ranging from audits, single audits, TIF audits, performance reviews, budgeting, strategic planning, and other projects is a brief history of his background. Due to his extensive government background, he is often used as a resource for providing creative solutions to issues affecting local governments. He functions as a working partner, in that he is available and present during each phase of the audit process.

Ron has also participated in the management of some large commercial and nonprofit engagements. This experience includes audits, tax preparation, consulting and strategic planning for both commercial and nonprofit clients.



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Jamie L. Wilkey

Technical Partner

Jamie Wilkey has over 20 years of professional accounting experience exclusively in the governmental sector. She has participated in numerous governmental engagements, including municipalities, park districts, school districts, libraries, special districts and various other units of government.

Educational and Membership Background

- Truman State University
- Northern Illinois University
- Member of Illinois Government Finance Officers Association (IGFOA)
- Member of Technical Accounting Review Committee (TARC) with IGFOA
- Member of Illinois Municipal Treasurers Association (IMTA)
- Member of Illinois Association of Park Districts/Illinois Parks and Recreation Association (IAPD/IPRA)
- GFOA Special Review Committee for the Certificate of Achievement for Excellence in Financial Reporting
- Instructor for IGFOA Training Courses
- Instructor for IMTA Training Courses
- Instructor for IPPFA Training Courses

Governmental Accounting and Auditing Experience

Jamie's experience in the governmental sector includes management of numerous units of government. Such assignments include annual audits, single audits, TIF audits, grant specific audits, and other related projects. Jamie has been responsible for the management of numerous annual audits for government units, all of which has either received the Certificate of Achievement for Excellence in Financial Reporting Award from the GFOA in the first year of their submittal to the program or maintained their Certificate standing.

Jamie also has extensive government consulting experience, which includes the responsibility for all financial operations of the government unit, including, but not limited to, the maintaining of the general ledger, trial balance, balance sheet and consolidated financials. Jamie has also assisted numerous clients with payroll processing, budget preparation, supervision of accounts receivable, accounts payable and utilities billing processing, tax levies and related documents, and the recommendation and implementation of various finance/accounting department procedures and policies.



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Matt R. Beran, CPA

Operations Partner

Matt Beran has over 18 years of professional accounting experience, 12 of those are exclusively in the governmental sector. Prior to working in government, Mr. Beran was a supervisor at one of the Big 4 accounting firms. He has participated in numerous governmental engagements, including municipalities, park districts, school districts, libraries, special districts, nonprofits and various other units of government.

Educational and Membership Background

- Truman State University
- Certified Public Accountant
- American Institute of Certified Public Accountants
- Member of Illinois Government Finance Officers Association (IGFOA)
- Member of Illinois Municipal Treasurers Association (IMTA)
- Member of Illinois Association of School Board Officials (IASBO)
- Instructor for IMTA Training Courses
- Instructor for IASBO Training Courses

Governmental Accounting and Auditing Experience

Matt’s experience in the government sector includes managing numerous governmental engagements. Assignments ranging from audits, single audits, TIF audits, performance reviews, budgeting, strategic planning, and other projects is a brief history of his background.

Matt has been responsible for the training of staff at Lauterbach and Amen. The training includes audit methodology and the specifics of governmental accounting, such as property taxes, debt, and full accrual versus modified accrual accounting. He researches new GASB pronouncements and gains an understanding of the change and how it will affect clients, audit staff, and the audit process. Then Matt passes along this knowledge to clients to ensure they understand what is changing.

Matt has also been responsible for various agreed-upon procedures including forensic audits. He has been able to observe various municipalities, park districts and libraries and prepare an extensive report on their current internal controls and procedures. Matt will also then give various suggestions on how to improve internal controls and procedures to improve efficiency and accuracy while still having proper segregation of duties.



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Audit Team Key Personnel

Monika Adamski



Monika has 12 years of professional accounting experience exclusively in the governmental sector. She is a graduate of DePaul University. Monika is specialized in municipal and state agency audits as well as school districts and nonprofit entities and also specializes in internal control assessment for all governmental clients.

Tim Gavin



Tim has 15 years of professional accounting experience exclusively in the governmental sector. He is a graduate of Northern Illinois University and is a Certified Public Accountant. Tim is specialized in audits, accounting services and financial reporting. He retains highly specialized skills in accounting and auditing software.

Jennifer Martinson



Jen has 9 years of professional accounting experience exclusively in the governmental sector. She is a graduate of the University of Miami and a Certified Public Accountant. Jen specializes in municipal audits, staff training and new hire training. The training includes audit methodology and the specifics of governmental accounting, such as property taxes, debt, and full accrual adjustments.

Brad Porter



Brad has 7 years of professional accounting experience exclusively in the governmental sector. He is a graduate of University of Saint Francis and a Certified Public Accountant. Brad specializes in staff development and the training and auditing of local governments and park districts.

Don Shaw



Don has 12 years of professional accounting experience, 8 of those years are exclusively in the governmental sector. He is a graduate of Northern Illinois University and is a Certified Public Accountant. Don specializes in municipalities, school districts and Uniform Grant Guidance single audit testing, reporting and submission.

Ann Scales



Ann has 12 years of professional accounting experience exclusively in the governmental sector. She is a graduate of Marquette University and is a Certified Public Accountant. Ann specializes in finalizing Comprehensive Annual Financial Reports for our clients - meeting the requirements established by the GFOA. Ann has completed the AICPA's Nonprofit Level I and Level II Certificate Program. She specializes in auditing and performing consulting services for municipalities and nonprofits.



AUDIT APPROACH

Overview

We are prepared to meet or exceed all requirements and expectations of the Village. The partners of L&A will be involved in all phases of the audit of the Village as outlined below. L&A does not use statistical sampling in any phase of the audit process. Sample sizes used for testing are in accordance with standards established by the profession and will be determined in the planning phase.

Throughout the audit process we will inform management of audit issues as they arise and maintain the highest level of professionalism in the identification and communication of these issues. Discussion of the issues will take place immediately following their discovery and will allow management ample time to rectify any issues.

Below is our proposed schedule for your audit phases in accordance with the requirements stated in the RFP:

	PHASE		TIMING	HOURS (EST)
	Phase 1	Planning	April	8 Hours
	Phase 2	Preliminary Fieldwork	May	24 Hours
	Phase 3	Fieldwork	June/July	113 Hours
	Phase 4	Drafts	Late July	24 Hours
	Phase 5	Audit Completion	August	12 Hours

GFOA Certificate of Achievement

L&A fully supports the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program. We have assisted many clients in obtaining their certificates and have submitted over a thousand award applications to GFOA over the years. We also work with our clients in subsequent years on the implementation of any recommendations provided by the GFOA. We will respond to GFOA comments for improvement and take care of the filing of the necessary documents each year. We currently submit in excess of one-hundred reports to the GFOA on an annual basis and are in the top ten firms nationally that submit to the program.



Audit Scope and Standards

L&A will issue an opinion on the governmental activities, business-type activities, each major fund and the aggregate remaining fund information, including the notes to the financial statements, which collectively comprise the Village's financial statements, with "in-relation-to" coverage provided on the combining and individual fund financial statements and on any supplementary information. We will not provide an opinion on the Management Discussion and Analysis, but will provide customary review of this information. Introductory and Statistical sections of the Annual Financial Report, if applicable, will not be audited by us.

The audit will be conducted in accordance with generally accepted auditing standards, and, if a single audit becomes necessary, the standards for financial audits contained in Governmental Auditing Standards (2004), issued by the Comptroller General of the United States, and the Single Audit Act of 1996; and the provisions of Uniform Grant Guidance 2CFR-2000/OMB Circular A-133, Audits of State and Local Governments and Nonprofit Organizations.

Phase 1: Planning



April

The purpose of the planning phase is to provide the foundation for the direction that the audit will take. During the planning phase of the audit we will hold an entrance conference with the Village to discuss the audit approach, develop a schedule for completing the audit, and review the areas that we will be focusing on during our audit procedures and testing.

The following is an outline of the key steps performed during the planning phase of the audit:

- Discussing and agreeing upon report formats to provide information which complies with generally accepted accounting principles. The format should be agreed upon during the planning phase of the audit to ensure timely issuance of the report. Our plan is to adopt a format similar to the previous year.
- Discussing availability of accounting records and source documents and developing a detailed list of schedules to be prepared by the Village.
- Developing a schedule for completing the subsequent phase of the audit.

Phase 2: Preliminary Fieldwork



May

Preliminary fieldwork is the next phase of the audit process and involves expanding our understanding of the Village and its finances through a review of various documents and through discussions with the Village. During this phase, we will begin the required study and evaluation of internal accounting controls as part of the financial and compliance audit.

The purpose of our study and evaluation will be to obtain sufficient knowledge and understanding of the internal accounting and administrative control systems used by the Village for reliance on the system of internal control and the degree of such reliance; or to aid us in designing substantive tests in the absence of such reliance. We will hold progress meetings with key management, as necessary, to keep you apprised of the results of our preliminary review and to discuss the key internal controls to be tested.

Phase 2: Preliminary Fieldwork (Cont'd)



May

Our approach to the study and evaluation of the internal accounting and administrative controls will be accomplished through the following techniques:

- We will perform an in-depth review of internal control documentation and working papers made available by the prior audit firm and the Village.
- We will use internal control questionnaires, narratives and/or flowcharting techniques to document key flows of information. Because of our extensive commitment to government, the questionnaires utilized are designed specifically for use on governmental engagements and, therefore, will provide you with the most meaningful information. We will utilize this information and identify key internal control procedures which will be tested in order to warrant reliance on the identified controls. The objectives of such reliance will be to reduce the extent of substantive work performed, resulting in a more cost-efficient audit approach.
- We will evaluate audit risk for all key financial statement assertions and compliance determinations using the procedures outlined above. Audit risk is the risk that material financial statement misstatements or material noncompliance will not be prevented or will not be detected and corrected in a timely manner.

We will evaluate audit risk for all key financial statement assertions and compliance determinations using the procedures outlined above. Audit risk is the risk that material financial statement misstatements or material noncompliance will not be prevented or will not be detected and corrected in a timely manner.

Phase 3: Fieldwork



June/July

This phase of the audit will consist primarily of substantive testing of year-end balances. If any audit issues come to our attention during the course of our work, we will immediately inform you so that action can be taken before the completion of our fieldwork.

We will design our detailed testing procedures to provide both compliance and financial audit coverage where applicable. We utilize custom designed audit programs that are specifically designed for government clients and; therefore, provide for the most efficient and effective approach.

Phase 3: Fieldwork (Cont'd)



June/July

At a minimum, management is to provide supporting schedules for the following areas once we return for fieldwork:

Cash	Accounts Payable
Investments	Payroll
Governmental Revenues/Receivables	Debt Service
Proprietary Revenues/Receivables	Fund Balance/Net Position
Inventories	Grants
Interfunds	Risk Management
Capital Assets	

For financial audit purposes, we will assess the risk of material misstatement associated with a given objective, and perform substantive and compliance procedures. Our substantive procedures will gather evidence as to the completeness, accuracy, or validity of the information contained in the financial statements. These procedures will include confirmation of year-end balances, vouching documents and analytic reviews. Through our compliance procedures, we will gather evidence related to the existence and effectiveness of specific internal controls. These procedures includes examinations of documents for proper approval and review of procedures for compliance with rules, regulations and Village policies.

At the conclusion of fieldwork, workpapers will be reviewed by the engagement partner and we will prepare the Annual Financial Report in accordance with generally accepted accounting principles for government entities. In addition, we will prepare a management letter and other required communication letters that we will review and discuss with the Village during the draft phase of the audit.

Our firm has state of the art production hardware and software. We believe the investment to stay on the cutting edge of technology benefits not only in reporting, but also in suggestions and recommendations.

Phase 4: Drafts



Late July

The final completion and quality review of the initial draft of the Annual Financial Report will be completed at our office and a draft of the Annual Financial Report and related communication letters will be provided to the Village no later than the date agreed to during the entrance conference. The Village will then have a sufficient amount of time to review the draft for questions and/or changes. L&A will then return to the Village’s location for the final draft where we will review the Village’s questions and/or changes to the Annual Financial Report as well as the client communication letters and submit a final draft of the Annual Financial Report to the Village.

Phase 5: Audit Completion



August

Upon approval of the drafts by the Village, we will deliver final, bound financial Annual Financial Reports. At the completion of our audit, we will also provide a the final management letter addressing reportable conditions, if any, and other comments and observations for improvements. The management letter will be provided as a separate document. The management letter will contain, as warranted and appropriate:

- Specific recommendations for improvement of the accounting practice and procedures and the internal accounting and administrative controls.
- Comments on the design, controls and audit trails of new and redesigned automated systems, along with suggestions to improve processing methods and procedures.
- Suggestions for operational improvements or cost efficiencies noted during the course of our work.
- Findings relative to compliance with the applicable rules and regulations.
- Comments regarding compliance with laws.
- Other comments or recommendations and best practices that we believe may be relevant.
- Upcoming GASB Pronouncements or auditing standards that may affect the Village’s financial statements in the future.

L&A strives for continual communication with Village staff and management as well as the Board. As such, the engagement partner will be available for meetings and/or formal presentations of the Annual Financial Report and communication letters with representatives of the Village.



PRICE AND BILLING

VILLAGE OF POPLAR GROVE AUDIT FEE PROPOSAL FORM

Charge for examination and reporting of the Village of Poplar Grove’s Financial Statements and all tasks outlined in the proposed Scope of Services.

Audit Fees	Single Audit Fees (if necessary)
FY2022 \$ <u>15,930</u>	\$ <u>3,000</u>
FY2023 \$ <u>16,250</u>	\$ <u>3,050</u>
FY2024 \$ <u>16,570</u>	\$ <u>3,100</u>
FY2025 \$ <u>16,890</u>	\$ <u>3,150</u>

Hourly Rates for Extra Services

Partner - \$150
Manager - \$120
In-Charge - \$80

Fee Breakdown

	2022	2023	2024	2025
CAFR	% <u>98</u>	% <u>98</u>	% <u>98</u>	% <u>98</u>
AFR for the State of Illinois	% <u>2</u>	% <u>2</u>	% <u>2</u>	% <u>2</u>

The above Audit and Single Audit (if necessary) Fees represent the annual maximum “not to exceed” fees, inclusive of all direct and indirect costs including all out of pocket expenses.

Payment will be made upon receipt of progress billings, with final payment made after receipt of the final Comprehensive Annual Financial Report.

The contract will be automatically extended each year unless the Village, prior to November 30th of each year, gives written notice to the auditor of the Village’s termination of the contract. The Village shall have the right to cancel the contract for any reason.

The Auditor and the Village agree that an equitable adjustment in the contract price may be negotiated only if the cost or the time required for performance of the audit service is increased, pursuant to a change in scope requested by the Village.



PRICE AND BILLING

HOURS SCHEDULE					
	Hours	Standard Rate	Quoted Rate	Total	% of Time
Partner	23	\$160	\$150	\$3,450	13%
Manager	71	\$130	\$120	\$8,520	39%
In-Charge	87	\$90	\$80	\$6,960	48%
	181			\$18,930	100%

In 24 years of providing auditing services, Lauterbach & Amen, LLP has never increased an audit price from what was proposed in the RFP. This includes implementation of all future FASB and GASB pronouncements.

Our firm stresses that we are available throughout the year to provide technical accounting and financial reporting assistance to the Village. We encourage clients to contact us with questions that may arise. In addition, we provide no cost client training to introduce new GASB pronouncements and auditing standards that may affect the Village, as well as providing other training topics based on client requests and needs.

Schedules Requested

The proposed annual prices are based upon staff support at all levels from the Village personnel and that the Village will provide adjusted trial balances and support (detailed schedules that reconcile to the trial balance) for all balance sheet accounts. At a minimum, management is to provide supporting schedules for the areas outlined in the Fieldwork Phase of the Audit Approach section of this proposal.

Additional Services

Should it become necessary for the Village to request us to render additional services to either supplement the services requested in the RFP or to perform additional work as a result of the specific recommendations included in any report issued on this engagement or new accounting standards, then such additional work will be performed only after discussing with management the level of effort and estimated costs prior to performing any such work.

As independence standards have recently become more stringent related to the types of additional services auditors can perform, L&A would review these independence standards and the types of services requested prior to proposing on any additional services.

We know that our best endorsement comes from satisfied clients. We invite you to contact the following clients who have been serviced by our firm to inquire about their experience and how our services continue to bring value to our clients. Additional references can be provided upon request.

Village of Cherry Valley

Maureen Gumowski
815.332.1233
mgumowski@cherryvalley.org



City of Harvard

Dave Nelson
815.943.6468
nelson@cityofharvard.org



Village of Sugar Grove*

Matt Anastasia
630.466.4507
manastasia@sugargroveil.gov



Village of Hampshire

Lori Lyons
847.683.2181
llyons@hampshireil.org



City of Rockford *

Carrie Hagerty
779.348.7467
carrie.hagerty@rockfordil.gov



* Indicates governments who currently hold the GFOA Certificate of Achievement.



Additional Clients Served

L&A stands by our quality and service. As such, we encourage you to reach out to any of the clients listed below that we serve to learn more about their experience with our firm.

Municipalities, Townships and Counties

Addison Township	Cuba Township	Harvard	Markham	Pingree Grove*	Streamwood*
Algonquin	Dolton	Henry County	Mendota	Plano	Streator
Antioch*	East Dundee*	Hinckley	Midlothian	Poplar Grove	Sugar Grove*
Barrington	East Hazel Crest	Hinsdale	Milton Township	Princeton	Sycamore*
Barrington Hills	East Moline	Homewood	Monee	Prospect Heights	Thornton*
Bartlett*	Elburn	Inverness	Montgomery*	Riverside*	Timberlane
Beach Park*	Elk Grove Village*	Johnsburg*	Morton Grove*	Riverwoods	Vernon Hills
Berkeley	Elwood*	Justice	Mount Prospect	Rock Island*	Volo
Bloomington*	Elyssa's Mission	Kenilworth	Naperville Township	Rockford*	Warrenville*
Bradley	Evanston	Kildeer*	New Milford	Rolling Meadows*	Waukegan
Buffalo Grove*	Fox River Grove	Lake Barrington	Normal*	Rosemont	West Chicago*
Burlington	Frankfort*	Lake Bluff	North Aurora*	Round Lake Beach	Western Springs
Burnham	Georgetown	Lake Villa	North Barrington	Sandwich	Wheaton*
Burr Ridge	Gilberts*	LaSalle County	North Riverside*	Schaumburg	Willow Springs
Campton Hills	Glen Ellyn*	Libertyville*	Northbrook	Shabbona	Wilmette*
Carpentersville*	Glencoe*	Lincolnwood*	Northfield*	Skokie	Winnetka*
Cary	Glenview*	Lindenhurst	Northfield Township	Sleepy Hollow	Winthrop Harbor
Champaign	Golf	Lombard*	Orland Park	South Barrington	Woodridge*
Cherry Valley	Grayslake	Lyndon	Palos Park*	South Elgin*	York Township
Cortland	Gurnee*	Manhattan*	Park Forest*	Stickney	Yorkville*
Country Club Hills	Hampshire	Maple Park	Park Ridge	Stone Park	Zion Township

* Indicates governments who currently hold the GFOA Certificate of Achievement.

Municipalities	Park Districts	School Districts	Libraries	Pension Funds	Other Entities
110+	65+	35+	45+	450+	100+



ELLIN & TUCKER

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of
Lauterbach & Amen, LLP and the Peer Review Alliance Report Acceptance Committee

We have reviewed the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP (Firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

FIRM'S RESPONSIBILITY

The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and remediating weaknesses in its system of quality control, if any.

PEER REVIEWER'S RESPONSIBILITY

Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review.

REQUIRED SELECTIONS AND CONSIDERATIONS

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.



ELLIN & TUCKER

OPINION

In our opinion, the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP in effect for the year ended June 30, 2019 has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Lauterbach & Amen, LLP has received a peer review rating of *pass*.

ELLIN & TUCKER
Certified Public Accountants

Baltimore, Maryland
December 27, 2019

RESOLUTION NUMBER: 2022-01

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS APPROVING AN ENGAGEMENT AGREEMENT WITH LAUTERBACH & AMEN LLP FOR FINANCIAL AUDIT SERVICES

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) is required to have an annual audit performed; and

WHEREAS, Lauterbach & Amen LLP responded to the specifications for bid for auditing services set forth by the Village; and

WHEREAS, the Village desires to engage the services of Lauterbach & Amen LLP to perform the annual audit for fiscal year May 1, 2021 – April 30, 2022; and

WHEREAS, Lauterbach & Amen LLP has provided an engagement agreement outlining the auditing services which will be provided for a fee of \$XX,XXX, a copy of which is attached hereto as Exhibit A, and incorporated herein; and

WHEREAS, the Village now desires to approve the engagement agreement.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby approves the engagement agreement with Lauterbach & Amen for costs not to exceed \$XX,XXX, attached hereto as Exhibit A , or one in substantially similar form.
3. The Village President and Village Clerk are authorized to sign and attest any and necessary documents to effectuate the foregoing.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- ENGAGEMENT AGREEMENT



Zoos Are Us, Inc.
16809 Church Rd.
Huntley, IL 60142
(815) 568-9052
azootoyou2@gmail.com
www.zoosareus.com

INVOICE 2584

BILL TO
Carina Boyd
Village of Poplar Grove
200 N Hill St
Poplar Grove, IL 61065
United States

DATE 12/17/2021 TERMS Due on receipt

PHONE #
815-765-3201

EMAIL
treasurer@villageofpoplargrove.

DAY OF EVENT PHONE #
815-847-9710

DATE	DESCRIPTION	QTY	RATE	AMOUNT
06/11/2022	Petting Zoo Large Zoo Large Zoo includes 20-25 animals, Including goats, sheep, chickens, bunnies, a mini donkey, a llama and a calf. A Zoo to You will provide an enclosure of 24 x 24 ft., a canopy for the animals (if needed) and antibacterial hand sanitizer. Includes 2 Zookeepers.	1	675.00	675.00
06/11/2022	Travel Fee	1	40.00	40.00
06/11/2022	Bulk Feed 25lbs	1	75.00	75.00

2PM to 6PM

if deposit is paid by 2/1/22 then receive 5% off your balance, new total would be \$750.50. **if paid in full by 2/1/22 then receive 10% off your total balance, new total would be \$711.00.** If neither is paid, then the above invoice amount applies.

0511

TOTAL DUE \$790.00

INVOICE APPROVAL

G/L Account Code: 01-55-4302
Description: Petting Zoo for 22 Neighbors Night
DEPT: _____ ADMIN: CB

All animal clean-up will be provided by Zoos R Us Inc. -\$35 fee will apply for each additionally insured needed. The above mentioned items will be provided for the fee listed. A 50% non-refundable deposit and signed contract is required to hold the scheduled date and time for your event.

Event Coordinator Signature _____ Date _____

Zoos Are Us Inc. Policies and Preparations Contract Part 2

General

- 1) Please have parking and permit arrangements made prior to arrival. Space will be needed for a vehicle and up to a 32 foot trailer. Parking fees are the responsibility of the contract holder.
- 2) Patrons may be charged to participate in your activity if you choose to do so. Please have a responsible party collecting these fees.
- 3) Signage indicating cost or sponsorship for the event is welcome, but will not be handled by Zoos Are Us Inc.
- 4) Zoos Are Us Inc. reserves the right to prohibit admission to all activities.
- 5) The date and time you have requested is NOT guaranteed until both a deposit and signed contract has been received.
- 6) Gratuity is not included in our fees.

Payment / Cancellation

- 1) Payments will be accepted via Cash, Major Credit Cards, or Corporate Check Only. Sorry no personal checks will be accepted.
- 2) Deposits are non-refundable. A 50% deposit is required to secure your booking.
- 3) In case of SEVERE weather, and cancellation is necessary, we must be notified in NO LESS than three hours prior to the event in order to receive a refund of your deposit.

Zoo

- 1) Please ensure an easy access route for our truck and trailer for set-up purposes. Please note a \$100 additional fee will apply if animals must be carried to the area provided.
- 2) A site map including access route and set up area provided ahead of time would be helpful, however this is not necessary for events held at private residences.
- 3) Zoos Are Us Inc. staff will arrive approx. ½ hour prior to the start time of your event for set-up purposes only.
- 4) Access to a convenient water source, if water is unavailable please notify us prior to the event.

Ponies

- 1) Breaks will be given to all ponies when needed.
- 2) For the safety of all patrons, please let us know in advance if special events like fireworks or fire trucks with Santa will be arriving at your event.
- 3) Zoos Are Us Inc. staff will arrive approx. ½ hour prior to the start time of your event for set-up purposes only.
- 5) For the safety of our animals, there is an 80 pound weight limit per pony. If this presents a problem please contact us in advance to reserve a pony with a 125 pound weight limit.
- 6) A level surface is required for both the Zoo and Pony Wheel

Exotic Show

- 1) Exotic Shows scheduled for outdoors require a temperature of no less than 65 degrees, or above 90 degrees- Please have indoor arrangements made if this may be an issue.
- 2) Zoos Are Us Inc. staff will arrive approx.. ½ hour prior to the start time of your event for set-up purposes only.

Reindeer Displays

- 1) Zoos Are Us Inc. staff will arrive approx.. ½ hour prior to the start time of your event for set-up purposes only.

TO BE COMPLETED BY EVENT COORDINATOR:

Area that is to be used for set-up Please check one GRASS _____ ASPHALT/CONCRETE _____ INDOORS _____	Feed Options (All monies received are property of Zoos R US Inc.) Feed Sales by the Cup___ (Customers will incur additional fee of \$2) Feed Sales in Bulk___ (Additional fee incurred by contract holder) 15lb___ \$40.00 25lb___ \$75.00 50lb___ \$125.00 100lb___ \$200.00
--	---

Please note Zoos Are Us Inc. is NOT responsible for damage to lawn and landscaping at or near set-up areas made by either animals or truck and trailers.

My signature below indicates I have read and understand fully the policies and preparations outlined above and on part one of the contract.

Signature _____ Date _____

Zoos Are Us Inc.
Payment Preference

Payment

Payment Method (Check one):

Cash: _____

Corporate Check _____ (Make Checks payable to Zoos Are Us, Inc.)

Credit Card _____

If you would like to pay by credit card please fill out the following:

Card Number: _____

Exp. Date ____ / ____ Sec. Code _____ Billing Zip Code _____

Card Holder Signature _____

Billing Address _____

Request for Taxpayer Identification Number and Certification

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Zoos Are Us Inc.

2 Business name/disregarded entity name, if different from above
A Zoo to You

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
16809 Church Rd.

6 City, state, and ZIP code
Huntley, IL 60142

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-					
--	--	--	---	--	--	--	--	--

or

Employer identification number

8	1	-	4	2	1	8	6	1	4
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ 3/18/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Expiration Date: 12-22-2021

United States Department of Agriculture

**Marketing and
Regulatory
Programs**

This is to certify that
ZOOS ARE US INC

**Animal and
Plant Health
Inspection
Service**

is a licensed Class C - Exhibitor
under the

Animal Welfare Act
(7 U.S.C. 2131 et seq.)

Animal Care

Certificate No. 33-C-0499
Customer No. 500836

Deputy Administrator

RESOLUTION NUMBER: 2022-02

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH ZOOS ARE US, INC. FOR PETTING ZOO SERVICES

WHEREAS, the Village of Poplar Grove (the “Village”) is in need of petting zoo services; and

WHEREAS, the Village desires to retain the services of Zoos Are Us, Inc. (“Zoos Are Us”) to provide such petting zoo services; and

WHEREAS, the Village and Zoos Are Us have reached an accord as to the terms and conditions upon which Zoos Are Us will provide such services and have memorialized the same in the agreement attached hereto as Exhibit A and incorporated herein (“Agreement”); and

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

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

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

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS ____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A- AGREEMENT

CONTRACT FOR TOW SERVICES

THIS CONTRACT FOR TOW SERVICES (“Contract”) is dated this ____ day of _____, 2022 and is by and between the VILLAGE OF POPLAR GROVE, an Illinois Municipal Corporation (“Village”), and TILFORD’S AUTO AND TRUCK SERVICE CENTER, a Sole Proprietorship (“Towing Company”). The Village and Towing Company are at times referred to collectively herein as the “Parties”.

RECITALS:

WHEREAS, the Village is in need of towing services; and

WHEREAS, Towing Company provides towing services; and

WHEREAS, the Village and Towing Company have set forth herein the terms and conditions upon which Towing Company will provide towing services.

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

1. The above-recitals are incorporated herein and made a part hereof.
2. The scope of services shall be as follows:
 - A. Tow Process: The Public Works Director or his/her designee, shall contact Towing Company to tow any vehicle unlawfully parked, impeding the right of way or parked on a public street during a snow emergency. Any towed vehicle shall remain impounded until the registered owner or registered owner’s agent remits the parking fine to Poplar Grove Village Hall. Upon fine payment, the registered owner or the registered owner’s agent will be issued a receipt by the Village showing payment of the fine. Upon the registered owner or the registered owner’s agent presenting the receipt to the Towing Company, the Towing Company shall then release the vehicle to the registered owner or the registered owner’s agent. Notwithstanding the foregoing, the Towing Company may continue to hold the vehicle until all Towing Company towing and storage fees have been paid by the registered owner or the registered owner’s agent.
 - B. The Towing Company shall obtain and maintain, at its own expense, all required permits and licenses which may be required to perform towing services under this Contract, and/or required by federal, state, and local regulations and laws.
 - C. To the extent applicable, the Towing Company agrees to not pay less than the prevailing wages as found by the Illinois Department of Labor to laborers, workmen and mechanics performing work under this Contract.
 - D. The Towing Company shall maintain logs/records of every tow performed on behalf of the Village. Such logs/records shall include, but not be limited to, the date of the tow, name of owner/driver, Vehicle Identification Number (VIN),

make/model/year of vehicle and any and all charges, fees, costs, and interest assessed by the Towing Company to the owner/driver of the vehicle. The Village shall have the right to inspect such logs at any time during customary operating hours of the Towing Company or the Towing Company shall provide copies of such records/logs to the Village upon request by the Village.

- E. The Towing Company shall not subcontract services without the prior written consent of the Village.
 - F. The Towing Company shall be responsible for the protection of the vehicle and its contents until claimed by the registered owner (or authorized agent of the registered owner) or lawfully disposed of by the Towing Company. The Village reserves the right to assess any charges to the Towing Company in the event a vehicle is damaged while in the possession of the Towing Company.
 - G. The Towing Company must respond promptly to the requested location within 20 minutes regardless of the time of the request. If unable to respond to the request within that time frame, Towing Company must contact the requestor within five minutes of the request.
 - H. The following rates shall be adhered to by the Towing Company: \$150 tow fee, plus \$75 storage fee after the first business day.
 - I. Towing Company shall comply with any and all applicable federal, state and local laws and regulations in the performance of its duties and obligations under this Contract and perform all services in a competent and courteous manner.
 - J. Towing Company shall own, lease or have access/rights to all vehicles being used for Village tow requests.
 - K. Towing Company must ensure that all employed tow operators maintain a valid driver's license and consent to all Village requested background checks of tow operators.
 - L. Tow company must immediately notify the Village if new or additional drivers are employed and give complete driver information, so that a background check may be conducted on that new or additional employee.
 - M. Have one telephone number for contact on a 24-hour basis and be willing to provide 24-hour a day towing service including the towing of abandoned vehicles. If service cannot be provided due to equipment failure, prior commitment or other unforeseen circumstances, the Towing Company so affected will notify the Village of the out-of-service status and when service is restored.
3. Term. The term of the Contract shall be a (3) year period commencing as of the date first written above and expiring as of February 28th, 2024. This Contract may be renewed for additional one (1) year terms upon the written agreement of the Parties hereto. Any renewal of this Contract must be made in writing, signed by the Village and Towing Company, prior to the expiration of the then current term.

4. Insurance. At all times during the performance of this Contract, Towing Company shall maintain the following policies of insurance:
- A. Comprehensive General Liability Insurance: An amount not less than \$1,000,000.00/occurrence, \$2,000,000.00/policy limit.
 - B. Automobile Liability Insurance: An amount not less than \$1,000,000.00 combined single limit. Said coverage is to be extended to cover hired or non-owned vehicles.
 - C. Umbrella or Excess Liability Insurance: An amount not less than \$2,000,000.00.
 - D. Workers' Compensation Insurance: An amount no less than statutorily required limits. Employer's liability in an amount not less than \$500,000.00 each accident, \$500,000.00 disease (policy limit) and \$500,000.00 disease (each employee).
 - E. All insurance policies required under this Contract shall be underwritten by insurance companies with a minimum A.M. Best rating of A:VII.

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

5. Indemnity and Hold Harmless. Towing Company shall pay, indemnify, defend and hold harmless the Village, its officers, representatives, elected and appointed officials, agents, and employees ("Indemnified Parties") from and against any and all claims, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which any of the Indemnified Parties incur because of injury to, or death of any person, or on account of damage to property, including the loss of use thereof, or any other claim arising out of, in connection with or as a consequence of the performance of, or the failure to perform, the work contemplated under this Contract by Towing Company, its agents, employees, subcontractors or anyone for whose acts Towing Company may be liable with respect to the work contemplated herein.
6. Breach. In the event of a breach of the Contract by either Party, the non-breaching party shall have any and all remedies available to it at law or in equity, including, but not limited to, the right to terminate this Contract. Such remedies shall be cumulative and not exclusive. The prevailing party in any action to enforce the provisions of this Contract shall be entitled to recover its costs, including reasonable attorneys' fees.
7. Termination. The Village retains the right to terminate or suspend this Contract, in its sole and absolute discretion, at any time prior to the expiration of the Contract, upon providing Towing Company with at least ten (10) days prior written notice of its intent to terminate or suspend this Contract. Upon termination, the Towing Company shall cause to be delivered to the Village all documents related to tows performed for the Village, including,

but not limited to, reports, permits, agreements, and partially and completed estimates.

- 8. Notice. Any and all notices, demands, and communications provided for herein or made hereunder shall be given in writing and shall be deemed given to a party at the earlier of (i) when actually hand-delivered to an employee of such party, (ii) if mailed to such party by registered or certified U.S. mail, when a return receipt is received by sender, or (iii) if sent by overnight courier service, addressed to such a party at the address designated below for such party:

If to Tilford's Auto and Truck Services:

Tilford's Auto and Truck Services
Attn: Alex Tilford
100 N. State Street
Poplar Grove, IL 61065

If to Village of Poplar Grove:

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

With Copy To:

Sosnowski Szeto, LLP
Attn: Roxanne M. Sosnowski
6735 Vistagreen Way, Suite 300
Rockford, IL 61107

- 9. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 10. Counterparts. This Contract may be executed in counterparts, each of which shall be deemed an original and all of which, when taken together, shall constitute one and the same instrument.
- 11. Severability. In case any provision of this Contract shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall, to the extent permitted by law, not in any way be affected or impaired thereby.
- 12. Choice of Law. This Contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Illinois. The parties hereby submit and consent to the exclusive jurisdiction of the State of Illinois and agree that any such litigation shall be conducted only in the courts of Boone County, Illinois, or the federal courts for the United States for the Northern District of Illinois, and no other courts, regardless of where this Contract is made and/or to be performed.
- 13. Modification. Except as otherwise provided for herein, this Contract may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such amendment, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.

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

VILLAGE OF POPLAR GROVE

TILFORD'S AUTO AND TRUCK SERVICES

By: _____
Don Sattler, Village President

By: _____

ATTEST:

Its: _____

Karri Anderberg, Village Clerk

RESOLUTION NUMBER: 2022-03

A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS TO APPROVE AND AUTHORIZE THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH TILFORD’S AUTO AND TRUCK SERVICE CENTER FOR TOWING SERVICES

WHEREAS, the Village of Poplar Grove, Illinois (“Village”) previously entered into an Agreement with Tilford’s Auto and Truck Service Center (“Tilford”) to provide towing services in February 2020; and

WHEREAS, the Village and Tilford desire to execute a new Agreement for an additional three-year term set to expire in February 2024; and

WHEREAS, the Village and Tilford have reached an accord as to the terms and conditions upon which Tilford will continue to provide towing services and have memorialized the same in the Contract for Tow Services (“Agreement”) attached hereto as Exhibit A and incorporated herein; and

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

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

1. The above recitals are incorporated herein and made a part hereof.
1. The Village hereby accepts and approves the Contract for Tow Services attached hereto as Exhibit A, or one in substantially similar form.
2. The Village President and Village Clerk are hereby authorized to execute and attest the Agreement.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING “AYE”: _____

VOTING “NAY”: _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT A – CONTRACT FOR TOW SERVICES

ORDINANCE NO. 2022-01

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS APPROVING AND AUTHORIZING THE VILLAGE TO ENTER INTO A LEASE AGREEMENT WITH KELLY A. KOLEC D/B/A MAJESTIC CUTS DOG GROOMING FOR A PORTION OF THE REAL PROPERTY LOCATED AT 100 S. STATE STREET, POPLAR GROVE

WHEREAS, the Village of Poplar Grove, Illinois is an Illinois Municipal Corporation (hereinafter referred to as the “Village”); and

WHEREAS, the Village desires to enter into a Real Estate Lease Agreement with Kelly A. Kolec d/b/a Majestic Cuts Dog Grooming (“Majestic”) for a portion of the property commonly known as 100 S. State Street, Poplar Grove, Illinois; and

WHEREAS, the Village and Majestic have reached an accord as to the terms and conditions upon which said property will be leased; and

WHEREAS, the Village and Majestic have memorialized such terms and conditions in a Real Estate Lease Agreement, a copy of which are attached hereto as Exhibit A and incorporated herein; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to enter into said Real Estate Lease Agreement; and

WHEREAS, the Village now desires to approve said Real Estate Lease Agreement and authorize the Village President to execute and the Village Clerk to attest the same.

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

Section 1. The foregoing recitals shall be and are hereby incorporated in this Section 1 as if said recitals were fully set forth.

Section 2. The Village hereby approves the Real Estate Lease Agreement attached hereto as Exhibit A, or one in substantially similar form, and hereby authorizes the Village President to execute and the Village Clerk to attest the same, and any other documents necessary or helpful to implement the intent of this Ordinance.

Section 3. This Ordinance shall be effective upon its passage by the Village Board, its approval by the Village President, and its publication as provided by law.

Section 4. All ordinances or parts of ordinances in conflict with this Ordinance are repealed insofar as they conflict.

Section 5. If any section, clause or provision of this Ordinance be declared by a Court of competent jurisdiction to be invalid, such decision shall not affect the validity of the Ordinance as a whole or any part thereof, other than the part so declared to be invalid, and this Village Board hereby expressly declares that it would have enacted this Ordinance even with the invalid portion deleted.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2022

AS FOLLOWS:

VOTING "AYE": _____

VOTING "NAY": _____

ABSENT, ABSTAIN, OTHER _____

APPROVED _____, 2022

ATTEST:

CLERK

PRESIDENT

EXHIBIT A-
REAL ESTATE LEASE AGREEMENT

REAL ESTATE LEASE AGREEMENT

THIS REAL ESTATE LEASE AGREEMENT (“Lease”) is made this ____ day of January, 2022, by and between THE VILLAGE OF POPLAR GROVE, an Illinois municipal corporation (“Lessor”), and KELLY A. KOLEC d/b/a MAJESTIC CUTS DOG GROOMING (“Lessee”).

WHEREAS, Lessor is the owner of the real property commonly known as 100 S. State Street, Poplar Grove, IL 61065 which is improved with a commercial building and municipal well and well house (the real property, building and municipal well are collectively referred to herein as the “Property”); and

WHEREAS, Lessor desires to lease a portion of the Property to the Lessee and Lessee desires to lease said portion of the Property from the Lessor; and

WHEREAS, the portion of the Property to be leased to Lessee consists of the commercial building, excluding any portion of the Property housing the municipal well and well house and appurtenances thereto. The portion of the Property being leased to Lessee and is more fully described in Exhibit A, attached hereto and incorporated herein (the “Premises”); and

WHEREAS, Lessor and Lessee have reached an accord as to the terms and conditions upon which the Lessor will lease the Premises to the Lessee and have memorialized the same herein.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained and other good and valuable consideration the receipt and sufficiency of which is acknowledged, the parties, intending to be legally bound, agree, represent and warrant as follows:

- 1) Recitals. The above recitals are incorporated herein and made a part hereof.
- 2) Prior Lease. Upon commencement of this Lease, the prior lease (Third Renewal to Lease Agreement) between the Lessor and Lessee’s predecessor in interest (“Majestic Cuts, Ltd.”, a copy of which is attached hereto as Exhibit B and incorporated herein, shall automatically terminate on December 31, 2021 (“Prior Lease”).
- 3) Leased Premises. Lessor hereby leases to Lessee, and Lessee hereby leases and rents from Lessor, the Premises (and building located thereon) which is described in Exhibit A, attached hereto and incorporated herein. Lessee shall not be entitled to have access to or occupy those portions of the Property utilized for the municipal well, well house and appurtenances thereto.
- 4) Term.
 - 4.1 The term of this Lease shall commence on January 1, 2022, and shall continue for one (1) year thereafter expiring on December 31, 2022 (“Term”). Lessee shall be permitted to continue occupancy of the Premises on January 1, 2022.

- 4.2 At least 60 days prior to the expiration of the Term, the Parties will notify one another of its intent to renew the lease or not. To the extent both Parties desire to renew the lease, they will memorialize the terms and conditions of such renewal in writing. In the event this lease is not renewed and if Lessee holds over and continues in possession of the Premises after expiration of the Term of this Lease, Lessee will be deemed to be occupying the Premises on the basis of a month-to-month tenancy, subject to all of the terms and conditions of this Lease as they were in effect immediately prior to the expiration of the Term, except however that the Rent payable by Lessee for its possession during the holdover tenancy provided for under this Section 4.2 shall be double the Rent that was in effect immediately prior to the expiration of the Term.
- 4.3 Upon expiration of the Term of this Lease, or upon any earlier termination of this Lease, Lessee shall surrender the Premises to Lessor in at least substantially as good a condition as the Premises existed upon occupancy, ordinary wear and tear excepted, with all areas cleaned to broom clean condition, and with all personal property of Lessee removed from the Premises.
- 5) Rent. The rent payable hereunder shall be Three Hundred and No/100ths Dollars (\$300.00) per month in addition to a sum of One Hundred and No/100ths Dollars (\$75.00) per month to be utilized towards the payment of property taxes, for a total of Three Hundred and Seventy Five and No/100ths Dollars (\$375.00) per month during the Term of this Lease. Such monthly payments shall be payable in advance of the 1st day of January, 2022, and continuing on the 1st day of each month thereafter during the Term of this Lease. Payments shall be made payable to the “Village of Poplar Grove” and mailed or delivered to 200 N. Hill Street, Poplar Grove, IL 61065, or any other address that Lessor may designate from time to time in writing to Lessee.

If rent is not received by the Lessor on or before the fifth day of each month, Lessee shall pay to the Lessor a late fee of \$50.00. The late fee is not a grace period and the Lessor is entitled to make written demand for any rent unpaid on the second day of the rental period.

- 6) Deposit. Upon signing of this Lease, Lessee shall pay to Lessor a security deposit in the amount of Four Hundred and No/100ths Dollars (400.00). Lessor acknowledges that such amount was previously deposited by the Lessee as a term and condition of the Prior Lease and the Parties agree that such amount shall continue to be held by the Lessor as the security deposit under this Lease. Lessor may apply all or any portion of the security deposit in payment of any amounts due Lessor from Lessee, and upon Lessor’s demand, Lessee shall in such case during the Term of this Lease promptly deposit with Lessor such additional amounts as may then be required to bring the Security Deposit up to the full stated amount. Upon termination of the Lease, full performance of all matters and payment of all amounts due by Lessee, so much of the

Security Deposit as remains unapplied shall be returned to the Lessee. Where all or a portion of the Security Deposit is applied by Lessor as compensation for property damage, Lessor, when and as required by law, shall provide to Lessee an itemized statement of such damage and of the estimated or actual costs of repairing the same. Lessor may pursue a cause of action to recover damages in excess of the Security Deposit.

- 7) Real Estate Taxes. The Parties acknowledge that the Property is currently exempt from real estate taxes. However, should the Lessor ever become responsible for real estate taxes on the Property which are imposed as a result of or in connection with this Lease, Lessee shall be responsible for paying the amount of such real estate taxes to the Lessor within 30 days of written demand by the Lessor.
- 8) Utilities. Lessee shall be responsible for paying any and all utilities to the Premises, including, but not limited to: gas, water, garbage removal, sewer, telephone service and electricity. Any other monthly utility expenses not described in the preceding sentence, including, but not limited to, internet service and security system, shall be the responsibility of the Lessee and shall be paid as and when due by Lessee. The Parties acknowledge that the Lessor has a separate electrical meter for the municipal well and shall be responsible for payment of such electrical bill.
- 9) Maintenance and Repair.
- 9.1 Lessee, throughout the Term of this Lease, shall at its own expense be responsible for any and all maintenance and repair to the Premises, including, but not limited to, plumbing fixtures, electrical fixtures; windows; equipment; other fixtures of a general nature to a commercial building, doors, interior walls, floors, outside landscaping, yard maintenance, and snow removal. Notwithstanding the foregoing, Lessor shall be responsible for any necessary repairs to the roof; HVAC system, roof, plumbing system (with the exception of plumbing fixtures), and electrical system (with the exception of electrical fixtures) of the Premises. Lessee shall, at a minimum, maintain the Premises in substantially the same condition as the Premises existed upon the occupancy of the Premises, ordinary wear and tear excepted.
- 9.2 Lessee shall be responsible for all repairs, maintenance, or replacements relating roof, HVAC system and parking lot of the Premises that are made necessary by the negligent or intentional acts of Lessee or its employees, agents, or invitees.
- 10) Lessee's Improvements. Lessee will not make any alterations, installations, improvements or changes to the Premises at any time, for any reason, without the prior written approval of Lessor.
- 10.1 Lessee shall not permit any lien or claim for lien of any mechanic, laborer or supplier or any other lien to be filed against the Property, or any part thereof arising out of work performed, or alleged to have been performed by, or at the direction of, or on

behalf of Lessee. If any such lien or claim for lien is filed, Lessee, within thirty (30) days thereafter, either shall have such lien or claim for lien released of record or Lessee shall deliver to Lessor either: (i) a bond in form, content, amount, and issued by surety, satisfactory to Lessor, indemnifying Lessor against all costs and liabilities resulting from such lien or claim for lien and the foreclosure or attempted foreclosure thereof, or (ii) endorsements to the title policies of Lessor and Lessor's mortgagee "insuring over" such liens satisfactory to Lessor and Lessor's mortgagee respectively. If Lessee fails to have such lien or claim for lien so released or to deliver such bond or title endorsement to Lessor, Lessor, without after reasonably investigating the validity of such lien, and upon at least thirty (30) days' prior written notice to Lessee, may pay or discharge the same and Lessee shall reimburse Lessor within ten (10) days for the amount so paid by Lessor, including Lessor's expenses and attorneys' fees.

11. Insurance. Lessee, during the entire term of this Lease agreement, shall keep the Premises insured for the protection of the Lessor (and the Lessor shall be so named as an insured in any such policies), by maintaining general public liability and property damage insurance against claims for bodily injury or death and property damage occurring upon the Premises and areas adjacent thereto, to the extent of not less than \$1,000,000.00 for bodily injury or death to any person, and to the extent of not less than \$1,000,000.00 for bodily injury or death to any number of persons arising out of the same accident or disaster, and to the extent of \$1,000,000.00 for property damage. Lessee shall be responsible to insure any part of the Premises, including the building, against loss due to property damage or casualty. Lessee shall be responsible to insure its personal property located on the Premises.

Unless otherwise agreed upon by the Parties in writing, in the event the Premises is damaged, in whole or in part, by fire or other casualty, Lessee shall proceed to rebuild, repair or restore the Premises to a similar condition as existed prior to damage, regardless of whether or not Lessee has sufficient insurance coverage or proceeds, and this Lease shall remain in full force and effect. Lessee shall begin repairs within two (2) months from casualty, diligently pursue and complete repairs within twelve (12) months. Said dates shall be deferred for a like period due to any delay caused by labor controversy, act of God, other casualty, governmental regulations, insurance adjustment, or causes beyond the Lessee's control. Lessee's Rent and other charges payable by Lessee shall not abate as a result of any damage or destruction to the Premises that results in the suspension of business in the Premises. If Lessee fails to begin or complete the repairs within the times and in the manner provided for herein, then, provided Lessor has given Lessee thirty (30) business days' prior notice and the right to cure; 1) Lessor may rebuild, repair and restore the Premises and 2) Lessee shall be liable to Lessor for actual costs, plus a 10% management fee, in addition to any other remedies and damages the Lessor may have.

12. Indemnification. Lessee assumes liability for and shall indemnify, protect, save and hold harmless Lessor from and against any and all losses, damages, penalties, claims, actions, suits, costs, expenses and disbursements including attorneys' fees and expenses and court costs incurred by Lessor in defending claims of whatsoever kind and nature imposed upon, incurred by or asserted against the Lessor in any way relating to or arising out of this Lease

and from the possession, use, operation and maintenance of the Premises by the Lessee. The indemnities contained in this paragraph shall continue in full force and effect, notwithstanding the termination of this Lease.

13. Inspection and Exhibition of Premises. Lessee, upon paying Rent and performing the covenants and agreements of this Lease, shall quietly have, hold and enjoy the Premises and all rights granted to Lessee in this Lease. Lessor or any agent of Lessor may enter the Premises at all reasonable times and upon reasonable notice to inspect the Premises. When conveniently possible, Lessor shall give prior notice before such entry. Lessor may retain at all times keys to Premises. In the event of an apparent or actual emergency, Lessor may enter the Premises at any time without notice. Lessor shall have the right to place signage on the Premises for the purposes of advertising to prospective tenants, purchasers or others. Lessor shall not be liable to Lessee in any manner for any such action nor shall the exercise of such right be deemed an eviction or disturbance of Lessee's use or possession. Lessor shall at all times, and in its sole discretion, have full and complete access to the municipal well and appurtenances thereto.
14. Use of Premises. The Premises shall be used by Lessee for commercial dog/cat grooming business purposes, and for such other purposes for which the Lessor may from time to time consent to in writing. Lessee shall use and maintain the Premises in a clean, sanitary, safe, careful and proper manner. Lessee shall comply with all applicable laws, ordinances and regulations as to the use, occupancy, maintenance and condition of the Premises. Lessee will not allow the Premises to be used for any purposes or in any manner that will damage the reputation of, increase the rate of insurance, increase the hazard of fire, or otherwise be injurious to Premises. The Lessee shall keep the Premises free of rodents, insects, pest and any obnoxious or noxious odors. The Premises shall not be used for any extra hazardous use. Lessee shall dispose of all rubbish, trash, garbage and other waste in a clean and sanitary manner from the Premises. Lessee shall properly use and operate all appliances, electrical, gas and plumbing fixtures and shall not destroy, deface, damage, impair nor remove any part of the building, equipment or appurtenances thereto. Lessee shall not permit any of its agents, employees, representatives, guests or invitees to violate any of Lessee's obligations under this Lease.

Lessee has examined the Premises and appurtenances, prior to and as a condition precedent to its acceptance and execution of this Lease, and is satisfied with the physical condition thereof, and Lessee's taking possession shall be conclusive evidence of its receipt thereof in good order and repair. LESSEE AGREES THAT NO REPRESENTATIONS OR WARRANTIES AS TO HABITABILITY, SUITABILITY, CONDITION OR REPAIR HAVE BEEN MADE BY LESSOR OR ITS REPRESENTATIVES, OFFICERS, OR AGENTS WHICH ARE NOT HEREIN EXPRESSED IN THE ADDITIONAL COVENANTS AND THAT NO OTHER PROMISE TO DECORATE, ALTER, REPAIR OR IMPROVE, EITHER BEFORE OR AT THE EXECUTION HEREOF, NOT CONTAINED HEREIN, HAS BEEN MADE BY LESSOR OR ITS REPRESENTATIVES, OFFICERS OR AGENTS.

15. Lessee's Default and Lessor's Remedies.

15.1 The occurrence of any one or more of the following events constitutes a default by Lessee under this Lease:

- a. Lessee's failure to pay any installment of rent, or any other amounts due from Lessee under this Lease as and when due;
- b. Lessee's failure to observe or comply with any covenant with respect to assignment and subletting set forth in this Lease;
- c. Lessee's failure to cure, within two (2) days after receipt of notice from Lessor, any hazardous condition which Lessee has created or permitted to exist on the Premises in violation of law or this Lease;
- d. Lessee's failure to observe or perform any other covenant, agreement, condition or provision of this Lease, if such failure shall continue for fifteen (15) calendar days after notice thereof from Lessor to Lessee;
- e. Lessee admits in writing its inability to pay its debts as they mature, or Lessee makes an assignment for the benefit of creditors, or Lessee applies for or consents to the appointment of a trustee or receiver for Lessee or for substantially all of Lessee's assets;
- f. A trustee or receiver is appointed, voluntarily or involuntarily, for Lessee or for substantially all of its assets and is not discharged within sixty (60) days after such appointment;
- g. Bankruptcy, reorganization, insolvency or liquidation proceedings, or other proceedings for relief under any bankruptcy law or similar law for the relief of debtors, are instituted either (i) by Lessee, or (ii) against Lessee and are allowed against it or are consented to by it or are not dismissed within sixty (60) days after such institution; and/or
- h. Lessee abandons the Premises. For purposes of this Lease, abandonment shall be deemed to have occurred upon Lessee failing to operate its business on the Premises for a period of thirty (30) days.

15.2 If a default by Lessee occurs under this Lease, Lessor shall have the right to pursue any and all rights and remedies it may have available to it at equity or at law, including, but not limited to, the following remedies, which shall be cumulative (and not exclude any other remedy) and exercisable in the Lessor's discretion, without the necessity of any further notice other than that which may be required in any given case by the provisions of the Illinois Forcible Entry and Detainer Act, 735 ILCS 5/9-101 *et seq.*, or any successor law thereto, and shall be entitled to recover reasonable court costs and attorneys' fees:

- a. Lessor may enforce the provisions of this Lease and Lessor's rights by suit or suits in equity or at law for specific performance of any covenant or agreement, or for enforcement of any other legal or equitable remedy, including, without limitation, injunctive relief and recovery of moneys due or becoming due from Lessee hereunder;
- b. Lessor may terminate Lessee's right to possession of the Premises, in which case this Lease shall terminate and Lessee shall immediately and peaceably surrender possession of the Premises to Lessor. In such event, Lessor shall have the immediate right to re-enter and remove all persons and property remaining on the Premises. Lessor shall also have the right, whether or not Lessee peaceably surrenders possession, to obtain an order of possession and judgment for unpaid rent, additional rent, and reasonable court costs and attorneys' fees pursuant to the provisions of the Illinois Forcible Entry and Detainer Act (or any successor law thereto), in which case Lessor shall also have the right to remove all persons and property remaining on the Premises. Whether the Lessor obtains possession of the Premises peaceably or by judicial process, any property remaining on the Premises at the time Lessor takes possession may, at Lessor's election, either (a) be discarded, destroyed, or disposed of, (b) be sold by Lessor, or (c) be removed from the Premises and stored by Lessor at the cost of, at the risk of, and for the account of Lessee; in each event without Lessor being deemed guilty of trespass, conversion or any other tort, or becoming liable for any loss or damage that may be occasioned thereby;
- c. In the event that Lessor elects to terminate the Lessee's right to possession pursuant to the provisions of Section 15.(b), Lessor will be entitled to recover from Lessee all damages incurred by Lessor by reason of Lessee's default, including without limitation (a) reasonable court costs and attorneys' fees incurred in enforcing Lessor's rights hereunder, and (b) the difference between (i) the equivalent of the amount of the rent that would otherwise be payable under this Lease by Lessee if this Lease were still in effect, less (ii) the net proceeds of any reletting effected pursuant to the provisions of Section 15.2(d) after deducting all of Lessor's reasonable expenses in connection with such reletting, including without limitation, all repossession costs, brokerage commissions, legal expenses, reasonable attorneys' fees and costs, alteration costs, and expenses of preparation of the Premises, or any portion thereof, for such reletting; and/or
- d. In the event that Lessor should elect to terminate the Lessee's right to possession pursuant to the provisions of Section 15.2(b), Lessor may relet the Premises and execute any new lease as lessor in its own name. Lessee shall have no right or authority whatsoever to collect any rent or other charge from such new lessee. The proceeds arising from any such reletting for the period of the reletting that coincides with the term of this Lease agreement shall be a credit toward the amounts due from Lessee as follows:

- i. First, to the payment of any indebtedness or other obligation other than rent due hereunder from Lessee to Lessor, including without limitation storage charges or brokerage commissions owing from Lessee to Lessor as a result of such reletting;
 - ii. Second, to the payment of the costs and expenses of reletting the Premises, including alterations and repairs that Lessor, in its sole and absolute discretion deems reasonably necessary and advisable and reasonable attorneys' fees incurred by Lessor in connection with the retaking of such Premises and such reletting;
 - iii. Third, to the payment of rent, and other charges due and unpaid under this Lease; and
 - iv. Fourth, to the payment of future rent and other damages payable by Lessee under this lease.
- e. It is expressly agreed by Lessee that after service of notice or commencement of a suit or after final judgment for possession of the Premises, Lessor may receive and collect any rent due and the payment of said rent shall not waive or affect said notice, said suit or said judgment.
- 16) Waiver. No party shall be deemed to have waived any right, power or privilege under this Lease, unless such waiver shall have been executed in writing and expressly acknowledged by the parties to be charged with such waiver.
- 17) No Assignment or Sublease. Lessee shall not enter into a sublease for the Premises or in any other way assign its rights under this Lease without the express written consent of Lessor which consent may be withheld for any reason in the sole discretion of Lessor.
- 18) Surrender of Leased Premises. At the expiration or earlier termination of the Lease, Lessee shall immediately and peaceably surrender the Premises, together with alterations, installations and improvements to the Premises, to Lessor. Lessee shall surrender the Premises to the Lessor in as good condition as when the Lease commenced, ordinary wear and tear excepted, and shall then return all keys/means of access to Lessor and provide Lessor with Lessee's forwarding address.
- 19) Notices to Parties. Any notices, demands or other communications required or permitted hereunder shall be in writing and delivered to the other party or the other party's authorized agent, either in person or by United States Certified Mail, Return Receipt Requested, postage fully prepaid, to the address set forth hereinafter, or to such other addresses as either party may designate in writing and deliver as herein provided:

LESSOR:
 Village of Poplar Grove
 200 N. Hill Street.

LESSEE:
 Kelly A. Kolec
 d/b/a Majestic Cuts Dog Grooming

Poplar Grove, IL 61065

305 Candlewick Blvd. SE
Poplar Grove, IL 61065

- 20) Construction and Venue. The interpretation and validity of this Lease shall be governed by the laws of the State of Illinois, without giving effect to that state's principles of conflicts of law or choice of law. The parties further consent to and submit to the exclusive jurisdiction and venue with respect to any matters pertaining to this Lease in and by the state and federal courts sitting in Boone County, Illinois.
- 21) Entire Agreement. This Lease, and the Exhibits attached hereto contain the entire agreement between Lessor and Lessee concerning the Property and Premises and there are no other agreements, either oral or written.
- 22) Binding Effect. This Lease shall be binding upon and inure to the benefits of Lessor and Lessee and their respective heirs, legal representatives, successors and permitted assigns, but this provision shall not operate to permit any transfer, assignment, mortgage, encumbrance, lien, charge or subletting contrary to the provisions of this Lease.
- 23) Use of Headings: The clause headings appearing in this Lease have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit or extend the scope or intent of the clauses to which they pertain.
- 24) Amendments and Modifications: Except as otherwise provided for herein, this Lease may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such amendment, modification, termination, or waiver shall be effective for any purpose unless it is in writing, and bears the signatures of all of the Parties hereto.
- 25) Counterparts: This Lease may be signed in any number of counterparts, each of which shall be an original, with the main effect as if the signatures thereto and hereto were upon the same instrument.
- 26) Severability: In the event any provision of this Lease is declared to be illegal or unenforceable, the remaining portions of this Lease shall remain in full force and effect.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE VOLUNTARILY SET THEIR HANDS AND SEALS ON THIS REAL ESTATE LEASE AGREEMENT ON THE DAY AND YEAR FIRST ABOVE WRITTEN, AND BY DOING SO HAVE ACKNOWLEDGED THAT THEY HAVE READ THE FOREGOING INSTRUMENT IN TIS ENTIRETY AND ACKNOWLEDGE THAT THE SAME IS A LEGALLY BINDING AGREEMENT, AND THAT THEY HAVE CONSCIOUSLY EXECUTED THE SAME AS THEIR OWN FREE AND VOLUNTARY ACT AND DO HEREBY SUBMIT TO AND ACKNOWLEDGE THE TERMS AND CONDITIONS HEREIN.

LESSOR:

VILLAGE OF POPLAR GROVE

By: _____
Don Sattler, Village President

ATTEST:

By: _____
Karri Anderberg, Village Clerk

LESSEE:

KELLY A. KOLEC, d/b/a MAJESTIC CUTS DOG GROOMING

By: _____
Kelly Kolec

Exhibit A

Description of Premises

EXHIBIT B

Prior Lease