



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, April 07, 2026
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 18, 2026.**

PUBLIC COMMENT (Limited to 3 minutes per speaker)

PRESIDENT'S REPORT

- 2. Issuance of a Proclamation recognizing April 15, 2026 as "Purple Up Day".**
[requested by: American Legion, Walter Graham Post No. 332]

TREASURER'S REPORT

- 3. Cash Report and Bills**
- 4. Approval of Bills**
- 5. Year to Date, Revenues and Expenditures**

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.

- 6. Approval of Resolution 2026-R16, authorizing an of a Mosquito Management Agreement with Clarke Environmental Mosquito Management, Inc. (2026–2028)**
- 7. Discussion and Recommendation to adopt the 2026 Zoning Map prepared by Fehr Graham & Associates.**

- 8.** Approval of Resolution **2026-R17**, of authorizing the Village President to solicit bids, negotiate, and enter into a wholesale electricity supply contract not to exceed three years in length for the **Village of Roscoe Electrical Aggregation Program**
- 9.** Approval of Resolution **2026-R18** for purchase of new **Pistols, Sights, and Holsters** in the amount of **\$14,185.15**.
- 10.** Approval of Resolution **2026-R19** for purchase of **Pistol & Rifle Ammunition** in the amount of **\$9881.68**.

MOTIONS AND RESOLUTIONS (Final action)

- 11.** Approval of Ordinance **2026-05** approving a **Variance request to increase the allowable size of an accessory building** in the RM District for the property located at **5704 Andrews Drive** (PIN: 04-28-453-017).

[Applicant: Joseph Anderson representing Jim Baker]

ZBA voted 3–1 on March 11, 2026 (Jorgensen dissenting; two members absent); therefore, the request is forwarded to the Village Board without a recommendation.

- 12.** Approval of Ordinance **2026-06** approving a **Map Amendment from the CR: Commercial Retail District to the MS-C: Main Street Core District** for the property commonly known as **10774 Main Street** (PIN: 04-33-332-007).

[Applicant Foraged Holdings LLC (Greg & Deanna Osborn)]

ZBA voted 4–0 on March 11, 2026 (two members absent); therefore, the request is forwarded to the Village Board with a recommendation for approval.

- 13.** Approval of Resolution **2026-R20**, awarding **Rock Road Companies, Inc.** the contract for the completion of the **2026 Residential Streets Program** for the amount of **\$997,826.85**.

- 14.** Discussion and Recommendation of entering into an **agreement with Fehr Graham & Associates** to prepare an **Illinois Department of Natural Resources (IDNR) Boat Access Area Development (BAAD) Grant Application**.

- 15.** Approval of **Resolution 2026-R7** Approving and Authorizing the Execution of a Settlement Agreement and Release (Bridge Street Parking Lot)

NEW BUSINESS (First reading or suspend rules)

- 16.** Approval of a **Special Event Permit** for a 10 Year Anniversary Celebration at **Orchid Nail Salon, 5255 Elevator Road**. Event to be held on April 12, 2026 from 2pm-5pm

- 17.** Approval of a **Special Event Permit** for the **Season Opener Disc Golf Tournament at Porter Park**. Event to be held on May 17, 2026 from 9am-5pm

QUESTIONS AND REPORTS

- 18. Police Department** - Update Regarding Public Safety During Roscoe Road Bridge Closure

PUBLIC COMMENT (Limited to 3 minutes per speaker)

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:
Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Wednesday, March 18, 2026
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Trustee William Babcock
Trustee Dayne Mead
Trustee Michael Sima
Trustee Michael Wright
Village President Carol Gustafson

ABSENT

Trustee John Broda
Trustee Molly Butz

APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 3, 2026.**

President Gustafson asked for a motion for the approval of the minutes.

Motion was made by Trustee Sima, second by Trustee Mead. Voting yes: Trustees Babcock, Wright, Mead, Sima 4-0-0.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

PRESIDENT’S REPORT

President Gustafson recognized Fehr Graham, R1 and the Village Administrator for assisting with our grant programs.

President Gustafson explains that the village received an extension for its OSLAD park development grant, now running through March 31, 2027. this project has been delayed because the Illinois Department of Natural Resources has not yet approved the grading and bridge work needed in the floodplain. All required documents were submitted months earlier, so the village is simply waiting for

state approval. Once that approval arrives, the project can go out to bid-likely in June or July 2026 with hopes of completing most of the work in 2026. Only the restroom installation might extend beyond that timeline.

She then describes the village's applications for federal funding through both the House's Community Project Funding program. These requests, submitted through Representative LaHood and Senator Duckworth, seek \$4.5 million for improvements to the Willowbrook-Rockton Road Intersection. Because each member of Congress can only sponsor a limited number of projects, competition is high. The federal budget process means the village likely won't hear results until the third quarter of 2026, and any awarded funds would apply to FY2027.

President Gustafson also outlines a major Build grant application submitted to the U.S. Department of Transportation. This proposal focuses on straightening and Improving Love Road including adding traffic signals at McCurry & Love. The project is estimated at about \$15 million and would be completed in two phases. The application required extensive documentation-safety analysis, emissions impact, fuel savings, and economic development potential. The village partnered with R1 to prepare the submission, which was filed at the end of February. If funded, the project would span several years.

TREASURER'S REPORT

2. Cash Report and Bills
3. Approval of Bills

President Gustafson asked for a motion to pay the bills.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Wright, Mead, Babcock, Sima 4-0-0.

4. Year to Date, Revenues and Expenditures

President Gustafson explains that the Treasurer is out of state but still prepared a year-to-date expenditure summary through February 28. She emphasized that some adjustments will be made-not to the dollar amounts themselves, but to ensure expenses are assigned to the correct departments. This is especially common with IT invoices, which often cover multiple departments and require reconciliation.

She encourages trustees to review the multi-page summary, mark it up with questions, and contact her if anything needs clarification. A more complete, updated quarterly report will be provided next month once the accounting adjustments are finalized.

CONSENT AGENDA

All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.

5. **Approval of a Special Event Permit for Hits DJ Cruise Nights & Car Shows at Mary's Market.** Event to be held: 4th Tuesday of the month, May-September from 5pm-8pm at 4866 Bluestem Road

President Gustafson asked for a motion for the approval of the special event permit at Mary's Market.

Motion was made by Trustee Babcock, second by Trustee Wright. Voting yes: Trustees Sima, Babcock, Wright, Mead 4-0-0.

MOTIONS AND RESOLUTIONS (Final action)

6. Approval of Stateline Fastpitch Softball's 2026 Payment Installment Request:

\$2,500 March 31, 2026

\$2,500 April 30, 2026

\$2,500 May 31, 2026

President Gustafson asked for a motion for the approval of Stateline Fastpitch Softball's Installment request.

Motion was made by Trustee Babcock, second by Trustee Mead. Voting yes: Trustees Wright, Sima, Mead, Babcock 4-0-0.

7. Approval of Resolution 2026-R13 for Entering into a Membership with Illinois Public Works Mutual Aid Network (IPWMAN)

President Gustafson asked for a motion for the approval of Resolution R13.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Babcock, Mead, Sima, Wright 4-0-0.

8. Approval of Resolution 2026-R14 of entering into an agreement with Fehr Graham & Associates to create legal descriptions for subdivision signage easements in Hawks Pointe and Chicory Ridge subdivisions.

President Gustafson asked for a motion for the approval of Resolution R14.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Sima, Babcock, Wright, Mead 4-0-0.

There will be Five different signages in these subdivisions.

9. Approval of Ordinance 2026-04, amending Chapter 22, Article I, Sec. 2-121 relating to the Village Administrator.

President Gustafson asked for a motion for the approval of Ordinance 2026-04.

Motion was made by Trustee Sima, second by Trustee Wright. Voting yes: Trustees Mead, Wright, Babcock, Sima 4-0-0.

NEW BUSINESS (First reading or suspend rules)

- 10. Approval of a Special Event Permit for the Rock Valley Radio Control Plane Flying Event.** The event will take place at **Chicory Ridge Park** on May 30, 2026 from 8am-3pm.

President Gustafson asked a motion to suspend the rules since this is a reoccurring event.

Motion was made by Trustee Wright, second by Trustee Sima. Voting yes: Trustees Mead, Wright, Sima, Babcock 4-0-0.

President Gustafson asked for a motion for the approval of the special event permit.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Wright, Babcock, Mead, Sima 4-0-0.

- 11. Approval of Resolution 2026-R15, approving Bid Specifications and Bid Letting for Residential Road Repair/Maintenance Improvement Program (2026).**

President Gustafson asked for a motion to suspend the rules and make this a final vote.

Motion was made by Trustee Babcock, second by Trustee Wright, Voting yes: Trustees Mead, Sima, Wright, Babcock 4-0-0.

President Gustafson asked for a motion to approve Resolution 2026-R15.

Motion was made by Trustee Sima, second by Trustee Wright. Voting yes: Trustees Wright, Babcock, Sima, Mead 4-0-0.

The residential roads are Hawks Pointe Trail, Leana Drive, Saddle Club Drive, Equine Drive, and Arena Drive which are east of I90 and south of Mc Curry Road.

President Gustafson is hoping oil prices stabilize so the village can also do the alternate roads which will be Charlemont Way, Elberon Way, Rosemary Drive East West Roads of Crystal Hills Subdivision.

Brandon Boggs explains that the village must publish the road project bid notice in a local newspaper at least 10 days before the bid opening, but because the board couldn't approve the specs until this meeting, staff missed the newspaper's same-day cutoff for Friday publication. As a result, the ad will run on Monday, pushing the bid opening back one day to April 1, through this does not affect the final approval timeline. He apologizes for the delay and says he will send an updated email to everyone with the revised dates.

QUESTIONS AND REPORTS**PUBLIC COMMENT (Limited to 3 minutes per speaker)****EXECUTIVE SESSION (IF NECESSARY)****ADJOURNMENT**

President Gustafson asked for a motion to Adjourn the meeting.

Motion was made by Trustee Babcock, second by Trustee Sima. Voting yes: Trustees Mead, Sima, Babcock, Wright 4-0-0.

Meeting was Adjourned at 6:59 pm.

A PROCLAMATION

of the



V I L L A G E *of*
ROSCOE

in recognition of

“PURPLE UP DAY” FOR MILITARY CHILDREN

WHEREAS, the Village of Roscoe is proud to be home to many military-connected families whose service and sacrifice often go unrecognized; and

WHEREAS, April is designated as the Month of the Military Child, a time to honor the strength, resilience, and contributions of children in military families; and

WHEREAS, the American Legion and American Legion Auxiliary have labored unselfishly to achieve this goal through their untiring effort, dedicated leadership and devotion to overriding principles of these benevolent programs; and

WHEREAS, the Village of Roscoe, in solidarity with the American Legion and American Legion Auxiliary, wishes express its gratitude to the families who serve, and to recognize the important role children play in the strength and readiness of our military;

WHEREAS, “Purple Up Day” is an opportunity for communities across the nation to show support and thank military children for their strength and sacrifices by wearing purple—a color that symbolizes all branches of the military; and

NOW THEREFORE, I, **Carol Gustafson, President of the Village of Roscoe, Illinois** do hereby proclaim the **April 15, 2026**, as “**PURPLE UP DAY**” in the Village of Roscoe, Illinois, and encourage all residents, businesses, and organizations to wear purple and show support for the children of our service members and veterans, in recognition of their strength, sacrifices, and unwavering spirit.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the official seal of the Village of Roscoe, Illinois this 15th day of April 2026.

Carol Gustafson
Village President

Kimberly Garza

Village of Roscoe

Bills Submitted for Approval on April 7, 2026

Pooled Expenditures:

Checking account balance before expenditures		\$	25,000.00
Pooled Money Market			88,907.79
Illinois Funds Balance			<u>7,568,615.17</u>
Total pooled cash and equivalents			7,682,522.96

Expenditures per list		111,340.41
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Additional invoices		
Kar Kraft	Deductible for Squad Repair	<u>1,000.00</u>
		112,340.41

Total expenditures	112,340.41
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Payroll expense:

Gross Wages	3/21/2026	114,338.95	
Payroll tax and IMRF	3/21/2026	9,322.39	123,661.34

Total General Fund Expenditures	236,001.75
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Pooled checking account balance after expenditures	<u>\$ 7,446,521.21</u>
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Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$	117,577.83
Motor Fuel Money Market		10,392.01
Illinois Funds Balance		<u>2,298,854.96</u>
Total Motor Fuel cash and equivalents		2,426,824.80

Expenditures:

<u>Vendor</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
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Total Motor Fuel Fund Expenditures	-
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Motor Fuel cash and equivalent balance after expenditures	<u>2,426,824.80</u>
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Total expenditures for all funds:	236,001.75
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Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {<>} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
A-FIRE EXTINGUISHER									
181	A-FIRE EXTINGUISHER	97076	6 YEAR MAINTENANCE & O-RING REP	01-030-5121 Maintenance & Repairs - B	02/26/2026	213.50	.00		
181	A-FIRE EXTINGUISHER	97076	6 YEAR MAINTENANCE & O-RING REP	01-050-5121 Maintenance & Repairs - B	02/26/2026	61.00	.00		
Total A-FIRE EXTINGUISHER:						274.50	.00		
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	14LX-VG17-YV	STREAM DECK + AUDI MIXER & DOCK	01-010-5951 Information Technology - H	03/23/2026	236.41	.00		
311	AMAZON CAPITAL SERVICES	14YR-LL14-M	INK CARTRIDGES	01-010-6020 Office Supplies	03/19/2026	51.99	.00		
311	AMAZON CAPITAL SERVICES	1FGV-JPH6-FC	LEATHER GLOVES, SAFETY GLASSES	01-030-4611 Personal Protective Equip	03/11/2026	125.50	.00		
311	AMAZON CAPITAL SERVICES	1FGV-JPH6-FC	CARDBOARD BOXES - PW STORAGE	01-030-5990 Departmental Operating S	03/11/2026	29.59	.00		
311	AMAZON CAPITAL SERVICES	1JLT-3Q74-3F	Kleenex PD	01-040-6020 Office Supplies	03/27/2026	74.14	.00		
311	AMAZON CAPITAL SERVICES	1JQW-Q7LL-1	Trash Bags PD	01-040-6020 Office Supplies	03/30/2026	54.14	.00		
311	AMAZON CAPITAL SERVICES	1R3F-4J93-DL	USB C CHARGING CABLE & 2 LOGITE	01-030-5951 Information Technology - H	03/11/2026	34.86	.00		
311	AMAZON CAPITAL SERVICES	1V6M-7CDJ-X	GEORGIA PACIFIC DISPENSER KEY R	01-050-5121 Maintenance & Repairs - B	03/23/2026	18.99	.00		
311	AMAZON CAPITAL SERVICES	1YCK-FRQH-3	Palzkill - Radio Holster / Belt Keepers	01-040-4612 Uniforms	03/30/2026	66.98	.00		
Total AMAZON CAPITAL SERVICES:						692.60	.00		
BAKER TILLY US, LLP									
635	BAKER TILLY US, LLP	BT3553557	Progress Bill #3 Audit 2025	01-014-5210 Accounting/Auditing	03/30/2026	787.50	.00		
Total BAKER TILLY US, LLP:						787.50	.00		
BALSLEY PRINTING									
638	BALSLEY PRINTING	162318	RESTAURANT WEEK POSTERS	01-010-6091 Special Events	03/17/2026	36.25	.00		
Total BALSLEY PRINTING:						36.25	.00		
CHARLES P KOSTANTACOS									
1211	CHARLES P KOSTANTACOS	031826	JAN 2026 - LEGAL - F&P COMMISSION	01-041-5230 Legal Services	03/18/2026	1,062.50	.00		
Total CHARLES P KOSTANTACOS:						1,062.50	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
CHARTER COMMUNICATIONS									
1221	CHARTER COMMUNICATIONS	171810301032	INTERNET - PW	01-030-5320 Telephone & Data	03/21/2026	9.99	.00		
Total CHARTER COMMUNICATIONS:						9.99	.00		
COMMONWEALTH EDISON									
1411	COMMONWEALTH EDISON	031126 1222	2/10/26-3/11/26 LITE R25 BIKE PATH LI	01-030-5411 Electricity - Street Lights	03/11/2026	39.25	.00		
1411	COMMONWEALTH EDISON	031126 3000	2/6/26-3/9/26 6545 WINDFLOWER LN	01-050-6010 Building Utilities (Gas & El	03/11/2026	119.30	.00		
1411	COMMONWEALTH EDISON	031326 2000	2/10/26-3/11/26 5802 HARRISON	01-050-6010 Building Utilities (Gas & El	03/13/2026	58.20	.00		
1411	COMMONWEALTH EDISON	031326 32000	2/10/26-3/11/26 5785 BROAD ST	01-050-6010 Building Utilities (Gas & El	03/13/2026	102.41	.00		
1411	COMMONWEALTH EDISON	031726 2000	2/10/26-3/11/26 RIVER ST LITE R25	01-030-5411 Electricity - Street Lights	03/17/2026	20.70	.00		
1411	COMMONWEALTH EDISON	031926 1222	2/10/26-3/11/26 N 2ND ST SIGN	01-030-5411 Electricity - Street Lights	03/19/2026	69.11	.00		
1411	COMMONWEALTH EDISON	032026 3000	2/19/26-3/20/26 STREET LIGHT RT/23	01-030-5411 Electricity - Street Lights	03/20/2026	4,175.67	.00		
Total COMMONWEALTH EDISON:						4,584.64	.00		
DEARBORN LIFE INSURANCE COMPANY									
1721	DEARBORN LIFE INSURANCE C	040126	DISABILITY INS - ADMIN	01-010-4330 Disability Insurance	04/01/2026	155.46	.00		
1721	DEARBORN LIFE INSURANCE C	040126	DISABILITY INS - HR	01-017-4330 Disability Insurance	04/01/2026	54.34	.00		
1721	DEARBORN LIFE INSURANCE C	040126	DISABILITY INS - PW	01-030-4330 Disability Insurance	04/01/2026	329.86	.00		
1721	DEARBORN LIFE INSURANCE C	040126	DISABILITY INS - PD	01-040-4330 Disability Insurance	04/01/2026	1,033.51	.00		
1721	DEARBORN LIFE INSURANCE C	040126	DISABILITY INS - PK	01-050-4330 Disability Insurance	04/01/2026	47.24	.00		
Total DEARBORN LIFE INSURANCE COMPANY:						1,620.41	.00		
DELTA DENTAL OF ILLINOIS-RISK									
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - ADMIN	01-010-4310 Health Insurance	04/01/2026	66.96	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - ADMIN	01-010-4310 Health Insurance	04/01/2026	11.32	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - HR	01-017-4310 Health Insurance	04/01/2026	69.27	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - HR	01-017-4310 Health Insurance	04/01/2026	11.04	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - PW	01-030-4310 Health Insurance	04/01/2026	356.10	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - PW	01-030-4310 Health Insurance	04/01/2026	50.51	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - PW ADJ	01-030-4310 Health Insurance	04/01/2026	33.48	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - PW ADJ	01-030-4310 Health Insurance	04/01/2026	5.66	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - PD	01-040-4310 Health Insurance	04/01/2026	1,785.81	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - PD	01-040-4310 Health Insurance	04/01/2026	254.49	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	DENTAL - PK	01-050-4310 Health Insurance	04/01/2026	121.74	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	2023223	VISION INS - PK	01-050-4310 Health Insurance	04/01/2026	16.55	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DELTA DENTAL OF ILLINOIS-RISK:						2,782.93	.00		
DR. STILLWATER COMPANY									
1951	DR. STILLWATER COMPANY	52342PU	WATER SVC - VH	01-010-6020 Office Supplies	03/31/2026	64.00	.00		
Total DR. STILLWATER COMPANY:						64.00	.00		
FIRST SUPPLY LLC-ROCKFORD									
2231	FIRST SUPPLY LLC-ROCKFORD	15069743-00	TOILET - PW MEN'S ROOM	01-030-5121 Maintenance & Repairs - B	03/12/2026	273.48	.00		
Total FIRST SUPPLY LLC-ROCKFORD:						273.48	.00		
FRSA-PAYMENTS									
5881	FRSA-PAYMENTS	152691	5783 BROAD ST	01-050-6010 Building Utilities (Gas & EI	03/13/2026	2.53	.00		
5881	FRSA-PAYMENTS	157270	10631 MAIN ST	01-010-6010 Building Utilities (Gas & EI	03/20/2026	12.30	.00		
5881	FRSA-PAYMENTS	157270	10595 MAIN ST	01-040-6010 Building Utilities (Gas & EI	03/20/2026	12.30	.00		
5881	FRSA-PAYMENTS	157876	12/4/26-1/5/26	01-030-6010 Building Utilities (Gas & EI	03/20/2026	30.03	.00		
Total FRSA-PAYMENTS:						57.16	.00		
GRAINGER									
2621	GRAINGER	9850423196	FLAT WASHER - PW	01-030-5120 Maintenance & Repairs - E	03/23/2026	7.15	.00		
Total GRAINGER:						7.15	.00		
GREGORY E COX									
2650	GREGORY E COX	033026	ADMINISTRATIVE HEARINGS	01-013-5231 Legal Services - Village Pr	03/30/2026	500.00	.00		
Total GREGORY E COX:						500.00	.00		
HALL SIGNS, INC.									
2673	HALL SIGNS, INC.	162601	STREET SIGN DEWEY DR	01-030-6200 Street Sign Installation & R	02/12/2026	137.85	.00		
Total HALL SIGNS, INC.:						137.85	.00		
ILL ASSOC OF CHIEFS OF POLICE									
2921	ILL ASSOC OF CHIEFS OF POLI	21549	Tier 1 ILEAP Accreditation Annual Fee P	01-040-5870 Memberships & Dues - Or	03/12/2026	500.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total ILL ASSOC OF CHIEFS OF POLICE:						500.00	.00		
ILLINOIS PUBLIC RISK FUND									
3121	ILLINOIS PUBLIC RISK FUND	103325	2026 MONTHLY INSTALLMENT W/C IN	01-015-5812 Workers Compensation Ins	02/01/2026	9,237.00	.00		
Total ILLINOIS PUBLIC RISK FUND:						9,237.00	.00		
IPBC - HEALTH BENEFITS									
3231	IPBC - HEALTH BENEFITS	040126	VOL LIFE	01-000-2211 Life Insurance-Additional V	04/01/2026	749.85	.00		
3231	IPBC - HEALTH BENEFITS	040126	DEP LIFE	01-000-2212 Life Insurance-Dependent	04/01/2026	71.94	.00		
3231	IPBC - HEALTH BENEFITS	040126	INDEMNITY	01-000-2215 Indemnity - Vol	04/01/2026	179.32	.00		
3231	IPBC - HEALTH BENEFITS	040126	HEALTH INS - ADMIN	01-010-4310 Health Insurance	04/01/2026	1,594.00	.00		
3231	IPBC - HEALTH BENEFITS	040126	LIFE INS - ADMIN	01-010-4320 Life Insurance	04/01/2026	10.50	.00		
3231	IPBC - HEALTH BENEFITS	040126	FEES (ALL)	01-014-6059 Bank Fees	04/01/2026	58.65	.00		
3231	IPBC - HEALTH BENEFITS	040126	HEALTH INS - HR	01-017-4310 Health Insurance	04/01/2026	1,626.49	.00		
3231	IPBC - HEALTH BENEFITS	040126	LIFE INS - HR	01-017-4310 Health Insurance	04/01/2026	3.50	.00		
3231	IPBC - HEALTH BENEFITS	040126	HEALTH INS - PW	01-030-4310 Health Insurance	04/01/2026	8,060.20	.00		
3231	IPBC - HEALTH BENEFITS	040126	LIFE INS - PW	01-030-4320 Life Insurance	04/01/2026	25.54	.00		
3231	IPBC - HEALTH BENEFITS	040126	HEALTH INS - PD	01-040-4310 Health Insurance	04/01/2026	34,908.46	.00		
3231	IPBC - HEALTH BENEFITS	040126	LIFE INS - PD	01-040-4320 Life Insurance	04/01/2026	66.50	.00		
3231	IPBC - HEALTH BENEFITS	040126	HEALTH INS - PK	01-050-4310 Health Insurance	04/01/2026	1,651.74	.00		
3231	IPBC - HEALTH BENEFITS	040126	LIFE INS - PK	01-050-4320 Life Insurance	04/01/2026	3.50	.00		
Total IPBC - HEALTH BENEFITS:						49,010.19	.00		
JERRYS AUTO PARTS									
3401	JERRYS AUTO PARTS	566547	AIR FILTERS - JACOBSEN	01-050-5120 Maintenance & Repairs - E	03/11/2026	76.90	.00		
3401	JERRYS AUTO PARTS	566952	120PC MINI FUSE KIT	01-030-5120 Maintenance & Repairs - E	03/23/2026	29.90	.00		
Total JERRYS AUTO PARTS:						106.80	.00		
Mark D. Olson, CPA, Ltd									
4291	Mark D. Olson, CPA, Ltd	1755	TREASURER SVCS	01-014-5233 Treasurer Services - Gener	04/02/2026	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1755	ROSCOE POLICE PENSION ACCOUNT	01-014-5234 Treasurer Services - Police	04/02/2026	525.00	.00		
Total Mark D. Olson, CPA, Ltd:						5,775.00	.00		
MENARD'S									
4411	MENARD'S	67287	REPAIR SUPPLIES FLOOR DRAIN - VH	01-010-5121 Maintenance & Repairs - B	03/17/2026	32.06	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
4411	MENARD'S	67348	FLEX COUPLING & WALLPLATE - VH	01-010-5121 Maintenance & Repairs - B	03/18/2026	7.97	.00		
4411	MENARD'S	67412	CARPET TRIM, MASONRY BIT & FAST	01-030-5121 Maintenance & Repairs - B	03/19/2026	33.42	.00		
4411	MENARD'S	67771	FLOOR OUTLET REPAIR SUPPLIES - P	01-050-5121 Maintenance & Repairs - B	03/25/2026	41.75	.00		
4411	MENARD'S	67853	REPAIR SUPPLIES BREAKER - PORTE	01-050-5121 Maintenance & Repairs - B	03/26/2026	311.32	.00		
Total MENARD'S:						426.52	.00		
Mobile Communications America, Inc									
10071	Mobile Communications America,	1171000058-1	Radio Integration PD	01-040-5990 Departmental Operating S	01/21/2026	370.00	.00		
Total Mobile Communications America, Inc:						370.00	.00		
NICOR GAS									
4931	NICOR GAS	030926 2000 9	2/5/26-3/6/26 6545 WINDFLOWER	01-050-6010 Building Utilities (Gas & El	03/09/2026	297.54	.00		
4931	NICOR GAS	032726	VILLAGE HALL	01-010-6010 Building Utilities (Gas & El	03/27/2026	330.87	.00		
4931	NICOR GAS	032726	POLICE DEPARTMENT	01-040-6010 Building Utilities (Gas & El	03/27/2026	330.88	.00		
Total NICOR GAS:						959.29	.00		
NORTH PARK PUBLIC WATER DIST.									
4971	NORTH PARK PUBLIC WATER D	032626 30000-	2/7/26-3/7/26 6545 WINDFLOWER	01-050-6010 Building Utilities (Gas & El	03/26/2026	24.91	.00		
4971	NORTH PARK PUBLIC WATER D	032626 90200-	2/7/26-3/4/26 5402 SWANSON	01-030-6010 Building Utilities (Gas & El	03/26/2026	46.39	.00		
Total NORTH PARK PUBLIC WATER DIST.:						71.30	.00		
PARTY LIKE A ROCK STAR									
5272	PARTY LIKE A ROCK STAR	031426	RESTAURANT WEEK BALLOON TOWE	01-010-6091 Special Events	03/14/2026	500.00	.00		
Total PARTY LIKE A ROCK STAR:						500.00	.00		
PORT-A-JOHN									
5471	PORT-A-JOHN	18152	HANDICAP W/ HAND SANITIZER - CHI	01-050-5860 Equipment Rentals	04/01/2026	135.00	.00		
5471	PORT-A-JOHN	18153	HANDICAP W/ HAND SANITIZER - RAL	01-050-5860 Equipment Rentals	04/01/2026	135.00	.00		
5471	PORT-A-JOHN	18154	HANDICAP W/ HAND SANITIZER - POR	01-050-5860 Equipment Rentals	04/01/2026	135.00	.00		
Total PORT-A-JOHN:						405.00	.00		
PREMIER TECHNOLOGIES									
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-010-5950 Information Technology - C	04/01/2026	1,021.00	.00		
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-012-5950 Information Technology - C	04/01/2026	79.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-014-5950 Information Technology - C	04/01/2026	242.00	.00		
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-018-5950 Information Technology - C	04/01/2026	294.00	.00		
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-030-5950 Information Technology - C	04/01/2026	316.00	.00		
5502	PREMIER TECHNOLOGIES	60112	SLA - WORKSTATION MANAGEMENT -	01-040-5950 Information Technology - C	04/01/2026	1,336.00	.00		
Total PREMIER TECHNOLOGIES:						3,288.00	.00		
RINGCENTRAL INC									
5780	RINGCENTRAL INC	CD_00138841	RING CENTRAL MONTHLY SERVICE -	01-010-5320 Telephone & Data	03/25/2026	183.04	.00		
5780	RINGCENTRAL INC	CD_00138841	RING CENTRAL MONTHLY SERVICE -	01-030-5320 Telephone & Data	03/25/2026	183.04	.00		
5780	RINGCENTRAL INC	CD_00138841	RING CENTRAL MONTHLY SERVICE -	01-040-5320 Telephone & Data	03/25/2026	183.04	.00		
Total RINGCENTRAL INC:						549.12	.00		
ROCK ROAD COMPANIES									
5901	ROCK ROAD COMPANIES	328568	2.18 TONS COLD MIX	01-030-6060 Road Repair Bulk Material	03/23/2026	370.60	.00		
5901	ROCK ROAD COMPANIES	328588	1.42 TONS COLD MIX	01-030-6060 Road Repair Bulk Material	03/26/2026	241.40	.00		
Total ROCK ROAD COMPANIES:						612.00	.00		
STRATUS NETWORKS									
6890	STRATUS NETWORKS	251392	MONTHLY FIBER CONNECTION - VH	01-010-5320 Telephone & Data	04/01/2026	569.24	.00		
6890	STRATUS NETWORKS	251392	MONTHLY FIBER CONNECTION - PD	01-040-5320 Telephone & Data	04/01/2026	569.25	.00		
Total STRATUS NETWORKS:						1,138.49	.00		
THAYER LIGHTING, INC.									
7051	THAYER LIGHTING, INC.	57248	SATCO 20WATT HI PRO LED A21 - BIK	01-030-5121 Maintenance & Repairs - B	03/13/2026	171.04	.00		
Total THAYER LIGHTING, INC.:						171.04	.00		
TKB ASSOCIATES, INC.									
7191	TKB ASSOCIATES, INC.	15892	ON SITE TRAINING	01-010-5950 Information Technology - C	12/18/2025	4,200.00	.00		
7191	TKB ASSOCIATES, INC.	15892	LASERFICHE CLOUD MUNICIPALITY S	01-012-5952 Information Technology - S	12/18/2025	7,690.00	.00		
Total TKB ASSOCIATES, INC.:						11,890.00	.00		
T-MOBILE									
6789	T-MOBILE	032226	HOT SPOT @ PORTER CABIN	01-030-5320 Telephone & Data	03/22/2026	31.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total T-MOBILE:						31.00	.00		
U S CELLULAR									
7401	U S CELLULAR	0796549124	CELL PHONES - ADMIN	01-010-5320 Telephone & Data	03/16/2026	185.70	.00		
7401	U S CELLULAR	0796549124	CELL PHONES - PW	01-030-5320 Telephone & Data	03/16/2026	308.24	.00		
7401	U S CELLULAR	0796549124	CELL PHONES - PD	01-040-5320 Telephone & Data	03/16/2026	325.78	.00		
Total U S CELLULAR:						819.72	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	3390036799	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/16/2026	132.43	.00		
7460	UNIFIRST CORPORATION	3390036799	UNIFORMS - PARKS	01-050-4610 Uniforms	03/16/2026	18.14	.00		
7460	UNIFIRST CORPORATION	3390036800	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	03/16/2026	38.22	.00		
7460	UNIFIRST CORPORATION	3390037225	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/23/2026	286.96	.00		
7460	UNIFIRST CORPORATION	3390037225	UNIFORMS - PARKS	01-050-4610 Uniforms	03/23/2026	18.14	.00		
7460	UNIFIRST CORPORATION	3390037226	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	03/23/2026	38.22	.00		
7460	UNIFIRST CORPORATION	3390037634	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/30/2026	124.04	.00		
7460	UNIFIRST CORPORATION	3390037634	UNIFORMS - PARKS	01-050-4610 Uniforms	03/30/2026	18.14	.00		
7460	UNIFIRST CORPORATION	3390037635	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	03/30/2026	38.22	.00		
Total UNIFIRST CORPORATION:						712.51	.00		
UNIFORM DEN EAST, INC									
7441	UNIFORM DEN EAST, INC	100218	Farone - Boots	01-040-4612 Uniforms	03/06/2026	239.95	.00		
7441	UNIFORM DEN EAST, INC	100309	Gonzalez - Badge / Wallet	01-040-4612 Uniforms	03/19/2026	154.10	.00		
7441	UNIFORM DEN EAST, INC	99672	Smith - Pants / LS Shirt / SS Shirt	01-040-4612 Uniforms	02/27/2026	260.50	.00		
7441	UNIFORM DEN EAST, INC	99935	Palzkill - LS Shirt x2 / Pants	01-040-4612 Uniforms	02/27/2026	288.45	.00		
7441	UNIFORM DEN EAST, INC	99990	Harris - Pants x2 / LS Shirt	01-040-4612 Uniforms	03/03/2026	280.95	.00		
7441	UNIFORM DEN EAST, INC	99990-01	Harris - LS Shirt	01-040-4612 Uniforms	03/19/2026	111.00	.00		
Total UNIFORM DEN EAST, INC:						1,334.95	.00		
VANDEWALLE & ASSOCIATES									
7483	VANDEWALLE & ASSOCIATES	202603039	Planning Services	01-016-5241 Planning Services - Zonin	03/18/2026	8,922.50	.00		
Total VANDEWALLE & ASSOCIATES:						8,922.50	.00		
VERIZON WIRELESS									
7491	VERIZON WIRELESS	6138232241	HOT SPOTS PD	01-040-5320 Telephone & Data	03/10/2026	396.11	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total VERIZON WIRELESS:						396.11	.00		
Vital Records Control									
10072	Vital Records Control	6049075	Shredding Service PD	01-040-5990 Departmental Operating S	02/28/2026	65.00	.00		
Total Vital Records Control:						65.00	.00		
WOW Full Service Carwash & Detail Center									
6161	WOW Full Service Carwash & Det	022826 PD	CAR WASHES - PD	01-040-5120 Maintenance & Repairs - V	02/28/2026	23.00	.00		
Total WOW Full Service Carwash & Detail Center:						23.00	.00		
Wrap Guyz Inc									
10073	Wrap Guyz Inc	2022-926	Squad 6 Drive Side Door	01-040-5122 Maintenanace & Repairs -	03/03/2026	342.50	.00		
10073	Wrap Guyz Inc	2022-946	Sqiad 1 Rear Bumper Repair	01-040-5122 Maintenanace & Repairs -	03/24/2026	111.25	.00		
10073	Wrap Guyz Inc	2022-947	Squad 3 Driver Side Door Repair	01-040-5122 Maintenanace & Repairs -	03/24/2026	455.00	.00		
Total Wrap Guyz Inc:						908.75	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	7564-R	HANGER STORAGE - PW	01-030-6040 Operating Supplies	03/11/2026	22.77	.00		
102	ZIEGLER'S ACE HARDWARE	7569-R	PLUMBING SUPPLIES - PW MEN'S RO	01-030-5121 Maintenance & Repairs - B	03/12/2026	45.56	.00		
102	ZIEGLER'S ACE HARDWARE	7616-R	OUTLET REPAIR SUPPLIES - PORTER	01-050-5121 Maintenance & Repairs - B	03/25/2026	39.93	.00		
102	ZIEGLER'S ACE HARDWARE	7629-R	ELECTRICAL REPAIR SUPPLIES - SW	01-050-5121 Maintenance & Repairs - B	03/26/2026	19.96	.00		
102	ZIEGLER'S ACE HARDWARE	7632-R	CUSHY PAD FOR ELECTRIC - SWANS	01-050-5121 Maintenance & Repairs - B	03/27/2026	32.99	.00		
102	ZIEGLER'S ACE HARDWARE	7633-R	REPAIR PARTS - PW WATER WAGON	01-030-5120 Maintenance & Repairs - E	03/27/2026	64.95	.00		
Total ZIEGLER'S ACE HARDWARE:						226.16	.00		
Grand Totals:						111,340.41	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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- Department Key
- 010 Administration
 - 012 Village Clerk
 - 015 Liability Insurance
 - 030 Public Works
 - 040 Police/Public Safety
 - 050 Parks and Recreation

Dated: _____

Administrator: _____

Trustees: _____

These signatures approve all invoices in this report. Any invoices not approved are circled in Red.

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {<>} "50"

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 6.

Agenda Item:	Approval of a Mosquito Management Agreement with Clarke Environmental Mosquito Management, Inc. (2026–2028)		
Date:	March 7, 2026 / rev. 04/02/2026	Meeting:	Village Board – April 7, 2026
Prepared by:	Josef Kurlinkus	Department:	Administration

Overview/Background Information

The Village of Roscoe has historically contracted with Clarke Environmental Mosquito Management, Inc. (“Clarke”) to provide professional mosquito control services within the Village. The most recent agreement covered the 2023–2025 mosquito seasons and residents have generally expressed satisfaction with the services provided under that contract.

The agreement before the Board would renew the Village’s mosquito management program for the **2026 through 2028 seasons**.

Mosquito management programs such as this are commonly implemented by municipalities throughout northern Illinois as a public health measure. In addition to reducing nuisance mosquito populations, the program helps monitor and reduce the risk of mosquito-borne illnesses such as **West Nile Virus**, which continues to be present throughout Illinois each year.

Mosquitoes are not only a nuisance but can also carry diseases that pose risks to residents. Recent surveillance data indicates that **West Nile virus remains active throughout Illinois**, with **142 confirmed human cases and seven deaths reported in the state during 2025**.

Because mosquito populations and disease risk are closely tied to weather conditions, population levels can fluctuate significantly year to year. Monitoring and targeted treatment programs help communities manage these risks and respond quickly when mosquito populations increase.

Key Issues

Clarke provides an **Integrated Mosquito Management Program**, which focuses on surveillance, targeted larval control, and limited adult mosquito treatments when necessary.

Monitoring and Surveillance

- Mosquito population monitoring using a network of traps
- Weather monitoring and mosquito migration prediction
- Identification of mosquito species and potential disease vectors
- Monthly operational reports and an annual program report

Larval Control

- Treatment of catch basins and standing water areas where mosquitoes breed
- Use of slow-release biological larvicides designed to control mosquitoes before they emerge

Adult Mosquito Control

- Up to **three truck-mounted ultra-low-volume (ULV) treatments** if mosquito populations reach nuisance or public health thresholds

Public Service and Reporting

- A citizen mosquito hotline for resident concerns
- Geographic information system (GIS) mapping and recordkeeping
- Compliance with all local, state, and federal regulations

This integrated approach focuses first on **preventing mosquito breeding**, allowing treatments to be targeted only when needed rather than applying pesticides on a fixed schedule.

Safety and Environmental Considerations

The mosquito management program uses products that are registered and regulated by the U.S. Environmental Protection Agency and other regulatory agencies. Treatments are applied in very small quantities and are designed to target mosquitoes while minimizing impacts to other wildlife and the environment.

Additionally, the program relies heavily on surveillance data to guide treatment decisions, ensuring that control measures are applied only when mosquito populations reach thresholds that warrant action. This targeted approach reduces unnecessary pesticide use while maintaining protection for residents.

Fiscal Note/Budget Impact

Clarke has proposed renewing the Village's mosquito control program for the 2026–2028 mosquito seasons.

- **2026 program cost:** \$24,424
- **Payment schedule:** Two payments (May 1 and July 1)
- **2027–2028 cost adjustments:** Limited to increases not exceeding the **Consumer Price Index (CPI)**
- Additional treatments beyond the core program would only occur if necessary and would be billed separately.

Clarke has also indicated that the **2026 program cost will remain at the same level as the 2025 season**, helping the Village maintain program continuity without an increase for the upcoming year.

Action Required/Recommendation

The Village has had a long-standing working relationship with Clarke Environmental and has been satisfied with the quality of services provided. The proposed agreement allows the Village to continue its mosquito management program using a proven approach focused on **public health protection, targeted treatment, and environmental responsibility**.

Staff recommends that the Village Board approve the resolution authorizing the Village President to enter into the **2026–2028 mosquito management agreement with Clarke Environmental Mosquito Management, Inc.**

Attachments

Village of Roscoe - 2026 Mosquito Control Agreement
 Village of Roscoe Renewal Letter 2026-2028
 Clarke Environmental Mosquito Management, Inc - Village of Roscoe Annual Report 2025
 Resolution – Approving Agreement with Clarke Environmental

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2026-R16**

A RESOLUTION AUTHORIZING ENTERING INTO AN AGREEMENT WITH CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT, INC. FOR A MOSQUITO MANAGEMENT PROGRAM (2026-2028)

WHEREAS, the Village of Roscoe has previously entered into agreements with Clarke Environmental Mosquito Management, Inc. (“Clarke”) for the management of mosquitoes within the Village; and

WHEREAS, the Village Board is satisfied with the quality of services provided by Clarke for past mosquito seasons; and

WHEREAS, the Village Board wishes to enter into an agreement with Clarke Environmental Mosquito Management, Inc, for the 2026 - 2028 mosquito seasons with the cost for the 2026 season not to exceed \$24,424.00, and the cost of the 2026 - 2028 seasons at a cost to increase from the 2026 season at a rate not to exceed the Annual Consumer Price Index (C.P.I).

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that the Village President is hereby authorized to sign on behalf of the Village of Roscoe an agreement with Clarke Environmental Mosquito Management, Inc. for mosquito control services for the **2026 - 2028** mosquito seasons, and in which Clarke will provide said services for an amount not to exceed \$24,424.00 **for the 2026 season, and** the cost of the 2026 - 2028 seasons’ cost to increase at a rate not to exceed the Annual Consumer Price Index (C.P.I).

2026-R16				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Molly Butz				
Trustee Dayne Mead				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 07, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK



**Clarke Environmental Mosquito Management, Inc.
Professional Services Outline For
The 2026-2028 Village of Roscoe
Environmental Mosquito Management (EMM) Program**

Part I. General Service

- A. Aerial Survey and Geographic Information System (GIS) Mapping
- B. Computer System and Record Keeping Database
- C. Mosquito Hotline Citizen Response – (800) 942-2555
- D. Comprehensive Insurance Coverage naming Village of Roscoe additionally insured
- E. Program Consulting and Quality Control Staff
- F. Light Trap Service Annoyance Response System
(Information from our 145 traps)
- G. Mosquito Migration Prediction Service
- H. Monthly Operational Reports, Periodic Advisories, and Annual Report
- I. Regulatory compliance on local, state, and federal levels

Part II. Surveillance and Monitoring

- A. Floodwater Mosquito Brood Prediction:
A computer model based on weather and environmental data to predict the arrival of *Aedes vexans* broods (*floodwater mosquitoes*) and peak annoyance periods. Clarke will contact the authorization contact and inform him/her of impending brood arrival.
- B. Clarke New Jersey Light Trap Network to monitor and evaluate adult mosquito activity.
- C. Weather Monitoring - Operational Forecasts

Part III. Larval Control

- A. Targeted Mosquito Management System (TMMS™) computer database and site management.
- B. Prescription Larval Control will be performed with Natular®, and/or Altosid® mosquito larvicide as described in the following sections.
 - 1. Catch Basins: One treatment of up to all catch basins, inlets and manholes using an extended residual slow release insecticide for up to 150 day control.

Part IV. Adult Control

- A. Three (3) treatments with truck Ultra Low Volume (ULV) with Anvil® or other synthetic pyrethroid insecticides for adult mosquito control. Any treatments beyond the core will be \$5,715.00 per application.

2026 EMM Payment Total Price for Parts I, II, III, IV**

\$24,424.00



**Clarke Environmental Mosquito Management, Inc.
Service Agreement and Authorization
The 2026-2028 Village of Roscoe
Environmental Mosquito Management (EMM) Program**

I. Program Payment Plan: For Parts I, II, III, and IV as specified in the 2026 Professional Services Price Outline, the total for the 2026 program is \$24,424.00. The payments will be due on May 1st and July 1st according to the payment schedule below. Any additional treatments beyond the core program will be invoiced when the treatment is completed.

PROGRAM PAYMENT PLAN

Month	2026
May 1 st	\$12,212.00
July 1 st	\$12,212.00
TOTAL	\$24,424.00

II. Approved Contract Period and Agreement:

Please check one of the following contract periods:

- 2026 thru 2028 Season
(New areas to be covered in 2027 - 2028 will be pro-rated to the program cost at the rates in effect at the time.)

****NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for mosquito control effective October 31, 2011. Any additional costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.

For Village of Roscoe:

Sign Name: _____ Title: _____ Date: _____

For Clarke Environmental Mosquito Management, Inc., a Clarke Company:

Name: Jack Thennisch Title: Control Consultant Date: 3/6/2026

Jack Thennisch



**Clarke Environmental Mosquito Management, Inc.
Client Authorization
The 2026-2028 Village of Roscoe
Environmental Mosquito Management (EMM) Program**

Administrative Information:

Invoices should be sent to:

Name: _____
Address: _____
City: _____ State: _____ Zip _____
Office Phone: _____ Fax: _____ P.O. # _____
E-Mail: _____

****In an effort to be more sustainable, we ask that you provide us with an E-Mail address that the invoices should be sent to.****

Treatment Address (if different from above):

Address: _____
City: _____ State: _____ Zip _____

Contact Person for Village of Roscoe:

Name: _____ Title: _____
Office Phone: _____ Fax: _____ E-Mail: _____
Home Phone: _____ Cell: _____ Pager: _____

Alternate Contact Person for Village of Roscoe:

Name: _____ Title: _____
Office Phone: _____ Fax: _____ E-Mail: _____
Home Phone: _____ Cell: _____ Pager: _____

Please sign and return a copy of the complete contract for our files to:
Clarke Environmental Mosquito Management, Inc., Attn: Jack Thennisch jthennisch@clarke.com
675 Sidwell Court, St. Charles, IL 60174 or Email customercare@clarke.com



675 Sidwell Court
St. Charles, IL 60174
630.894.2000 P
800.323.5727
630.443.3070 F
www.clarke.com

March 6, 2026

Joe Kurlinkus - Village Administrator
Village of Roscoe
10631 Main Street
P.O. Box 203
Roscoe, IL 61073

Dear Joe,

As discussed, Clarke Environmental Mosquito Management, Inc., ("Clarke"), hereby proposes to continue to provide professional mosquito control services to the Village of Roscoe during 2026-2028. The 2026 season's cost will be held at the 2025 level of \$24,424.00. The 2027-2028 season's cost will not exceed the Annual Consumer Price Index (C.P.I).

As your committed partner in mosquito control, we thank you for the opportunity to continue to provide services to the Village of Roscoe.

Sincerely,

Jack Thennisch
Control Consultant

Accepted for the Village of Roscoe

Signature: _____ Date: _____

Name: _____ Title: _____

Please sign and return the original for our records.

Village of Roscoe

Mosquito Management Program

2025 Annual Report

Submitted by:
CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT, INC.
675 Sidwell Court, St. Charles, IL 60174
Jack Thennisch
December 2025



Making communities around the world more livable, safe and comfortable.

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A Message from Clarke Mosquito Control

Dear Community members,

Clarke is a third-generation company dedicated to protecting public health through innovative, environmentally responsible vector control solutions. We specialize in managing disease-carrying and nuisance mosquitoes to help make communities safer, more comfortable, and more livable. Our customers benefit from decades of technical expertise and our unwavering commitment to sustainable innovation in mosquito control.

Mosquito populations and mosquito-borne disease are inextricably tied to weather conditions. Heavy rainfall triggers hatch-offs of nuisance floodwater mosquitoes, while dry, hot temperatures amplify West Nile virus spread. Weather variations lead to dramatic swings in activity year-over-year, and West Nile virus remains endemic to northern Illinois.

Using an Integrated Pest Management approach, we work closely with you to design and execute a mosquito control program specifically tailored to your community's environmental challenges, risks, and needs. We're pleased to provide this annual report outlining our control activity and the mosquito control challenges we faced this season.

Sincerely,
Jack Thennisch
Control Consultant

Seasonal Overview

After the fifth warmest winter on record, the Chicago area moved into a warm spring with normal precipitation. June precipitation levels were relatively normal compared to the previous year's wetter month, though some areas experienced localized increases that contributed to floodwater mosquito activity.

June precipitation levels were relatively normal compared to the previous year's wetter month, though some areas experienced localized increases that contributed to floodwater mosquito activity. The combination of moderate rainfall and above-average temperatures created conditions favorable for mosquito development.

In July, increased rainfall, paired with high temperatures across Northern Illinois, triggered surges in mosquito populations. July delivered higher precipitation and temperatures compared to the previous year, accelerating mosquito development cycles and driving increases in both nuisance populations and West Nile virus vectors.

August continued the pattern with temperatures near seasonal averages but above-normal precipitation. Chicago recorded 5.03 inches of precipitation (0.78 inches above normal), while temperatures ran slightly cooler than normal. These conditions sustained elevated mosquito activity throughout the month.

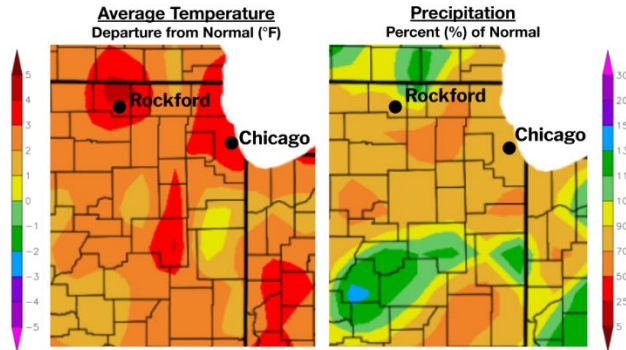
September marked a dramatic shift, becoming one of the warmest and driest months on record. Chicago recorded only 0.49 inches of precipitation (2.70 inches below normal, tied for 7th driest) with temperatures 3.0 degrees above normal. The warm, dry conditions led to expanding drought conditions, with 74% of Illinois entering drought status by month's end.

October continued the drought trend with below-normal precipitation and cooling temperatures. The persistent dry conditions naturally reduced mosquito breeding habitats, though West Nile virus activity remained elevated through early October before seasonal declines began as cooler autumn weather took hold.

Below are the monthly recaps from the National Oceanic and Atmospheric Administration and National Weather Service.

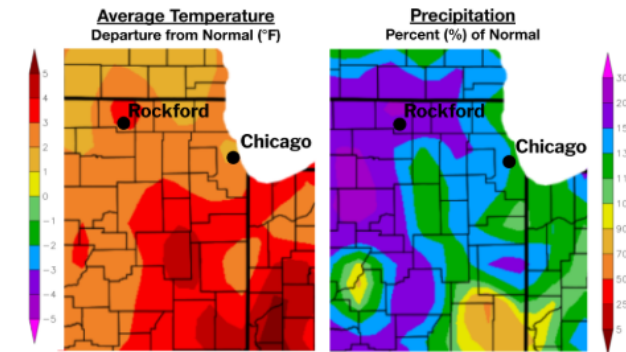
June 2025 Review July 1, 2025 4:36 PM
 Warmer and Drier than Average

Chicago (O'Hare)	Rockford
Avg. Temperature 74.2° 3.6° above normal Tied 6th Warmest	Avg. Temperature 73.2° 3.1° above normal
Precipitation 3.63" 0.47" below normal	Precipitation 3.38" 1.85" below normal



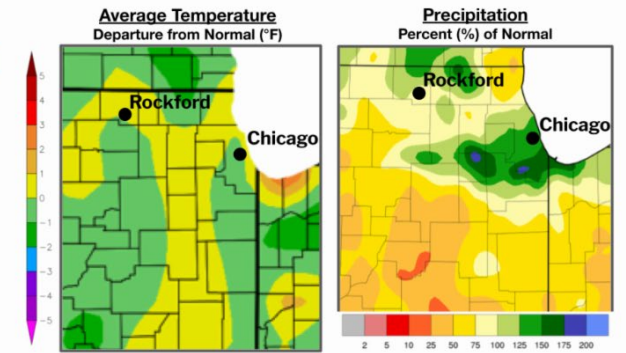
July 2025 Review August 1, 2025 1:00 PM
 Warm, humid, and wet for most of the region

Chicago (O'Hare)	Rockford
Avg. Temperature 77.5° 2.1° above normal	Avg. Temperature 76.2° 2.4° above normal
Precipitation 4.29" 0.58" above normal	Precipitation 6.49" 2.68" above normal



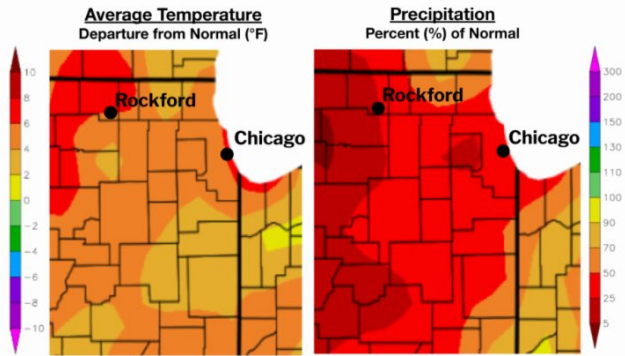
August 2025 Review September 2, 2025 7:00 AM
 Generally near to slightly below normal temperatures and a mixed bag for rainfall

Chicago (O'Hare)	Rockford
Avg. Temperature 73.3° 0.5° below normal	Avg. Temperature 70.6° 1.3° below normal
Precipitation 5.03" 0.78" above normal	Precipitation 3.30" 0.89" below normal



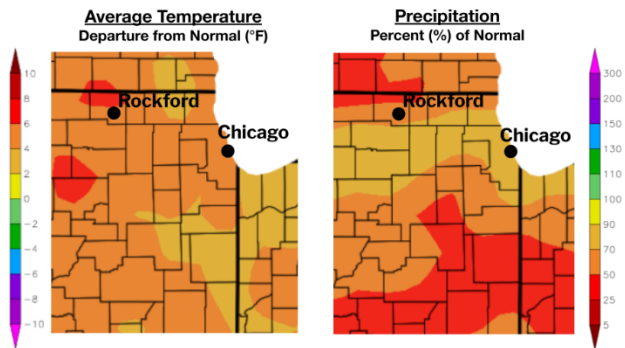
September 2025 Review October 1, 2025
2:40 PM
Mainly warm and dry conditions prevailed across the region.

Chicago (O'Hare)	Rockford
Avg. Temperature 69.3° 3.0° above normal	Avg. Temperature 66.5° 2.1° above normal
Precipitation 0.49" 2.70" below normal Tied 7th Driest	Precipitation 1.05" 2.57" below normal



October 2025 Review November 2, 2025
10:33 AM
Warmer and drier than our typical October

Chicago (O'Hare)	Rockford
Avg. Temperature 58.1° 4.1° above normal	Avg. Temperature 56.2° 4.2° above normal
Precipitation 2.67" 0.76" below normal	Precipitation 1.40" 1.23" below normal



Maps courtesy of the High Plains Regional Climate Center

Illinois Cases of West Nile Virus

In Illinois, 2025 proved to be a particularly severe year for West Nile virus. As of October 3, 2025, the state reported 142 confirmed human cases, including 7 deaths, across 72 counties.

Mosquito surveillance detected 3,992 positive mosquito batches - a 23.3% positivity rate significantly higher than 2024's 18.4% - and 26 positive horses and other animals, though no positive birds were reported through the state monitoring system. This represents a substantial increase from 2024's total of 69 cases for the entire year.

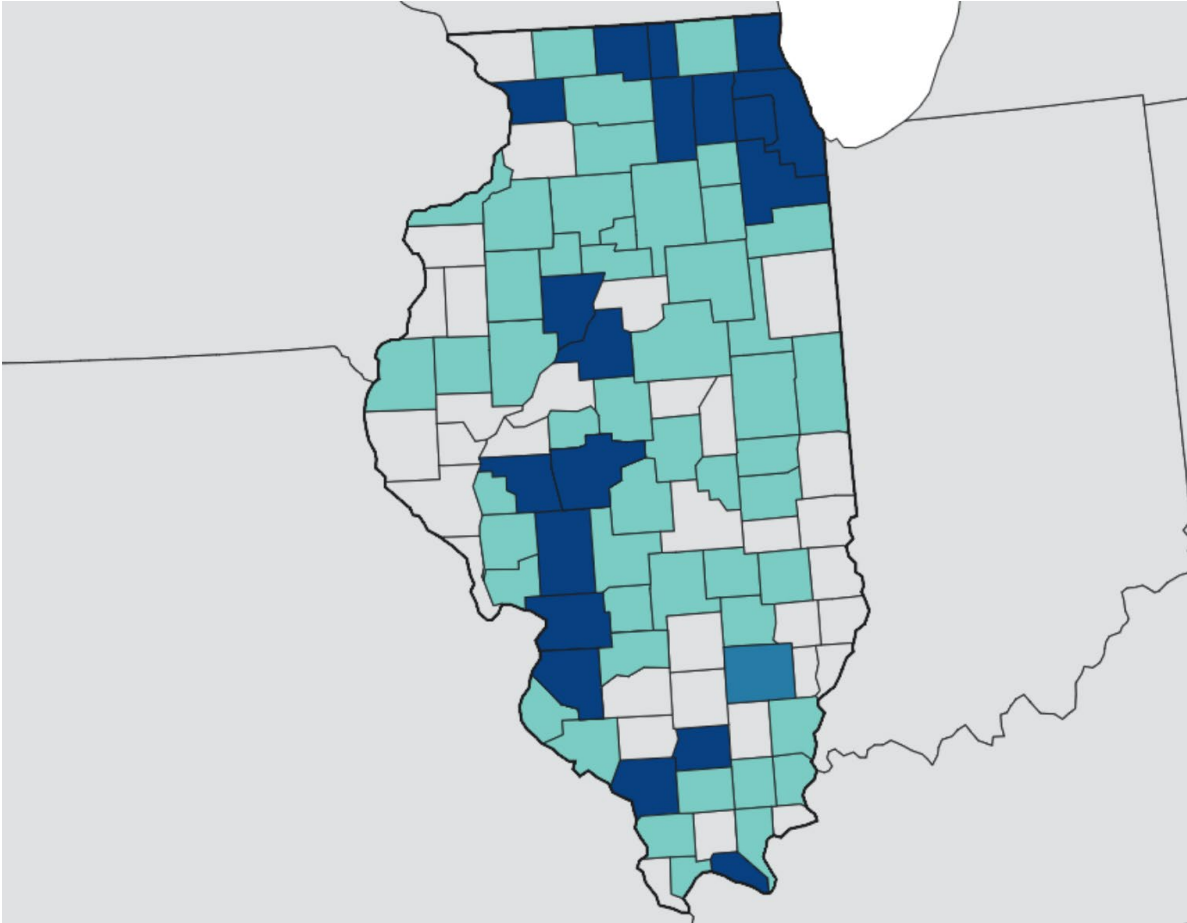


Figure 2: West Nile virus human and non-human activity by county, 2025. Pulled 11/6/2025 via [ArboNET](#).

County	American Crow	Blue Jay	Other Birds	Mosquito Batches	Horse	Other Mammals
BOND	0	0	0	3	0	0
BOONE	0	0	0	18	0	0
BUREAU	0	0	0	5	0	0
CARROLL	0	0	0	5	0	0
CHAMPAIGN	0	0	0	22	0	0
CHRISTIAN	0	0	0	3	0	0
CLAY	0	0	0	2	0	0
CLINTON	0	0	0	5	0	0
COLES	0	0	0	0	2	0
COOK	0	0	0	2958	0	0
DEKALB	0	0	0	17	0	0
DOUGLAS	0	0	0	0	12	0
DUPAGE	0	0	0	219	0	0
EFFINGHAM	0	0	0	0	1	0
FAYETTE	0	0	0	1	0	0
FORD	0	0	0	23	0	0
FRANKLIN	0	0	0	2	0	0
FULTON	0	0	0	1	0	0
GALLATIN	0	0	0	3	0	0
GREENE	0	0	0	9	0	0
GRUNDY	0	0	0	22	0	0
HANCOCK	0	0	0	6	0	0
HENRY	0	0	0	7	0	0
JACKSON	0	0	0	1	0	0
JASPER	0	0	0	3	0	0
JERSEY	0	0	0	2	0	0
KANE	0	0	0	21	0	0
KANKAKEE	0	0	0	53	0	0
KENDALL	0	0	0	16	0	0
KNOX	0	0	0	1	0	0
LAKE	0	0	0	177	0	0
LASALLE	0	0	0	8	0	0
LEE	0	0	0	5	0	0
LIVINGSTON	0	0	0	3	0	0
LOGAN	0	0	0	1	0	0
MACON	0	0	0	25	0	0
MACOUPIN	0	0	0	4	1	0
MADISON	0	0	0	26	0	0
MARSHALL	0	0	0	6	0	0
MASSAC	0	0	0	1	0	0
MCDONOUGH	0	0	0	12	1	0
MCHENRY	0	0	0	50	0	0
MCLEAN	0	0	0	14	0	0
MENARD	0	0	0	6	0	0
MONROE	0	0	0	1	0	0
MONTGOMERY	0	0	0	38	0	0
MORGAN	0	0	0	5	0	0
MOULTRIE	0	0	0	0	9	0

OGLE	0	0	0	2	0	0
PEORIA	0	0	0	31	0	0
POPE	0	0	0	1	0	0
PULASKI	0	0	0	1	0	0
PUTNAM	0	0	0	1	0	0
RANDOLPH	0	0	0	10	0	0
ROCK ISLAND	0	0	0	9	0	0
SAINT CLAIR	0	0	0	25	0	0
SALINE	0	0	0	4	0	0
SANGAMON	0	0	0	4	0	0
SCOTT	0	0	0	3	0	0
STARK	0	0	0	2	0	0
STEPHENSON	0	0	0	3	0	0
TAZEWELL	0	0	0	6	0	0
UNION	0	0	0	2	0	0
VERMILION	0	0	0	9	0	0
WHITE	0	0	0	2	0	0
WHITESIDE	0	0	0	1	0	0
WILL	0	0	0	53	0	0
WILLIAMSON	0	0	0	1	0	0
WINNEBAGO	0	0	0	12	0	0
TOTAL	0	0	0	3992	26	0

Figure 3: Positive Birds, Mosquitoes, Horses, and Other Animals by County, Retrieved 11/6/25
https://idph.illinois.gov/wnvpublic/wnvsurveillance_data.aspx?year=2025

2025 Eastern Equine Encephalitis (EEE) Update

EEE is a mosquito-borne disease primarily vectored by *Culiseta melanura*, found in freshwater swamps along the Atlantic coast and around the Great Lakes. About one in three patients diagnosed will die from EEE, and many survivors experience ongoing neurological problems.

As of November 2025, human cases have been confirmed in several northeastern states. Animal cases have been reported in Michigan, Wisconsin, and South Carolina. Given elevated disease activity and the influence of climate change on mosquito habitats, communities should maintain robust surveillance and be prepared to implement targeted control measures.

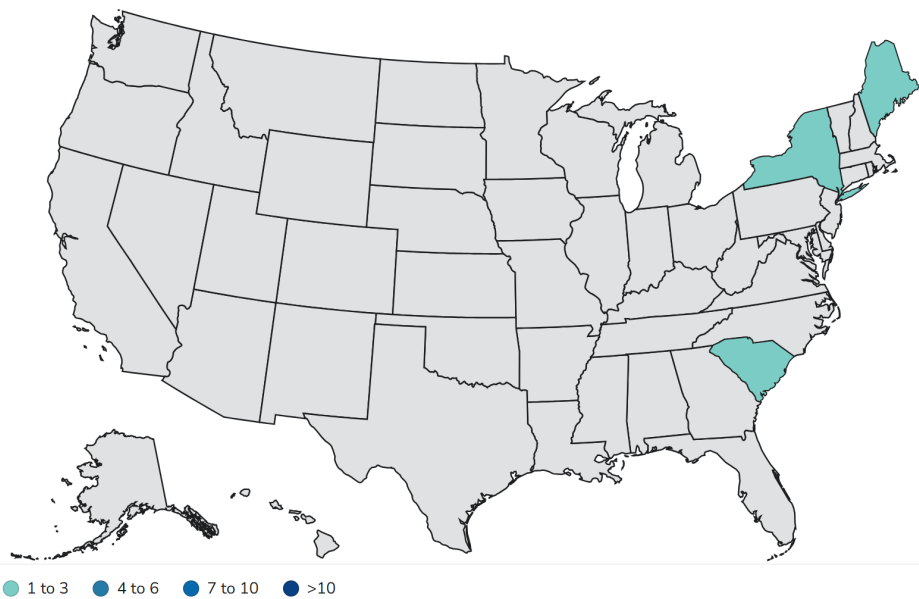


Figure 4: EEE virus human disease cases reported by state of residence, 2025. Via [ArboNet](#). Retrieved 11/6/2025.

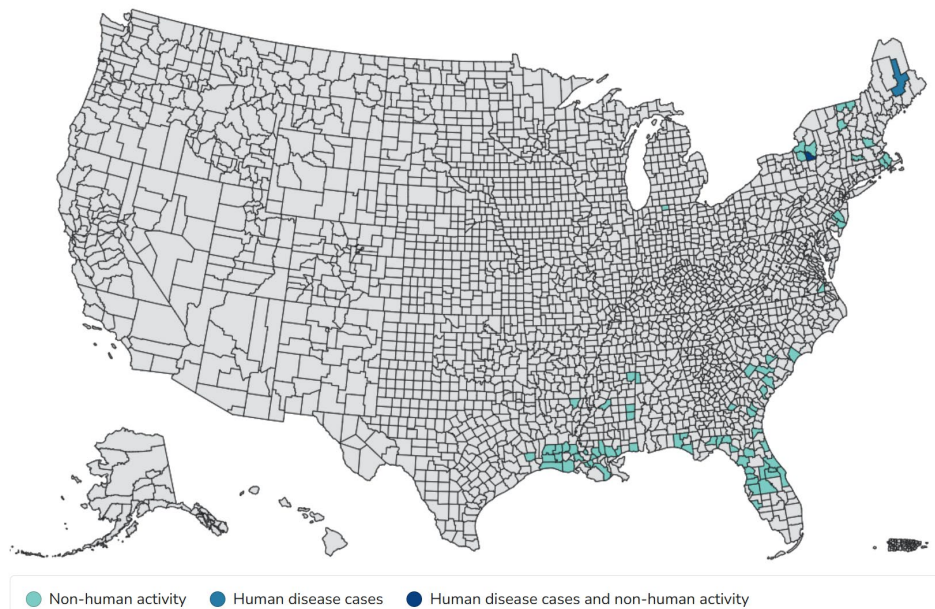


Figure 5: EEE virus human and non-human activity by county of residence, 2025. Via [ArboNet](#). Retrieved 11/6/2025.

2025 Zika Virus Update

Zika virus is a mosquito-borne disease that is transmitted primarily by the *Aedes aegypti* mosquito and through sexual transmission. While Zika symptoms are generally mild in adults (fever, rash, joint pain, conjunctivitis), pregnant women who contract Zika virus can pass the virus to their unborn children, increasing the risks of serious birth defects like microencephaly.

When Zika debuted in the US, more than 5,100 travel-related cases of Zika were confirmed nationwide, including 139 locally transmitted cases of transmission in areas of south Florida in 2016. Since that time, cases have steadily decreased. The last cases of local Zika transmission by mosquitoes in the continental United States were in Florida and Texas in 2016-17.

Illinois does not have a significant population of *Aedes aegypti* mosquitoes, so local transmission risk is small.

Year	US States Locally Acquired	US States Travel Associated	US Territories Locally Acquired	US Territories Travel Associated
2025	0	4	1	0

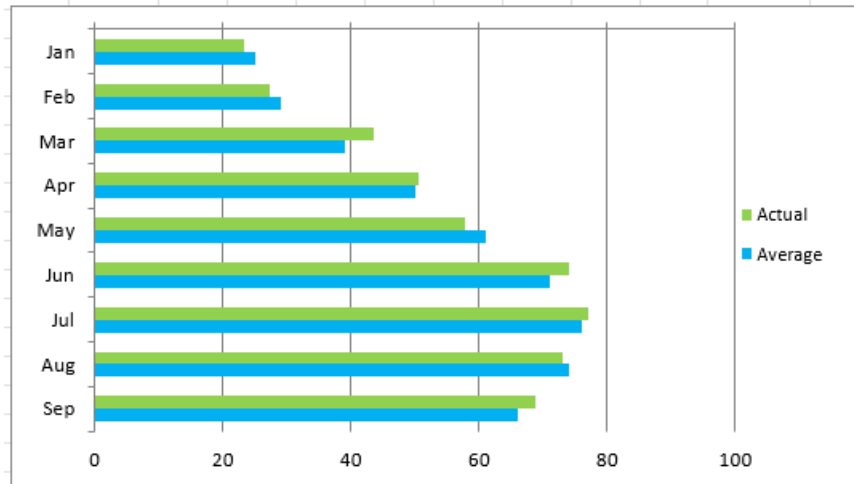
Figure 6:2025 U.S. Zika cases reported to ArboNET. Retrieved 11/6/2025

Climatology

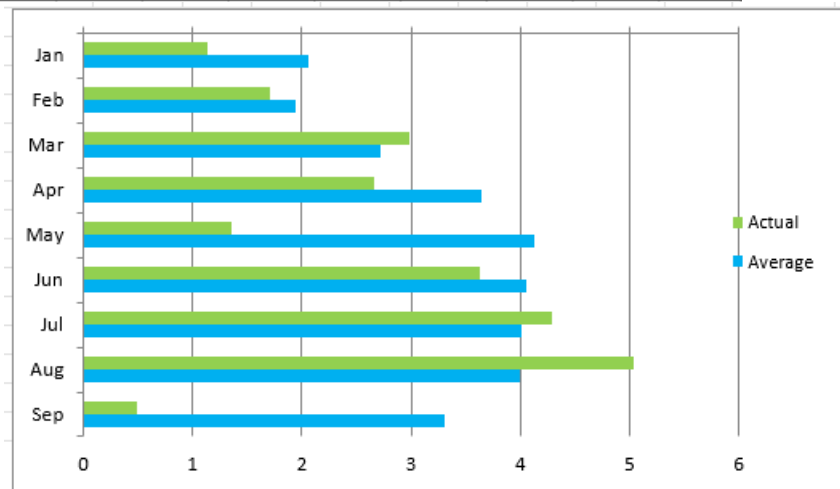
Weather dramatically impacts mosquito breeding and population dynamics. Rainfall determines whether floodwater mosquito eggs will hatch, while fierce storms can wash away egg rafts of container-breeding species. Temperature variations affect both mosquito activity levels and larval development rates. During hot, dry periods, dwindling water sources concentrate both mosquitoes and hosts, amplifying virus transmission and increasing the percentage of infected vectors in the population.

2025 O'Hare International Airport (Chicago) Weather Survey Temp and Precipitation

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Actual	23.32	27.39	43.64	50.63	57.73	73.95	77.16	73.09	68.85
Average	25	29	39	50	61	71	76	74	66

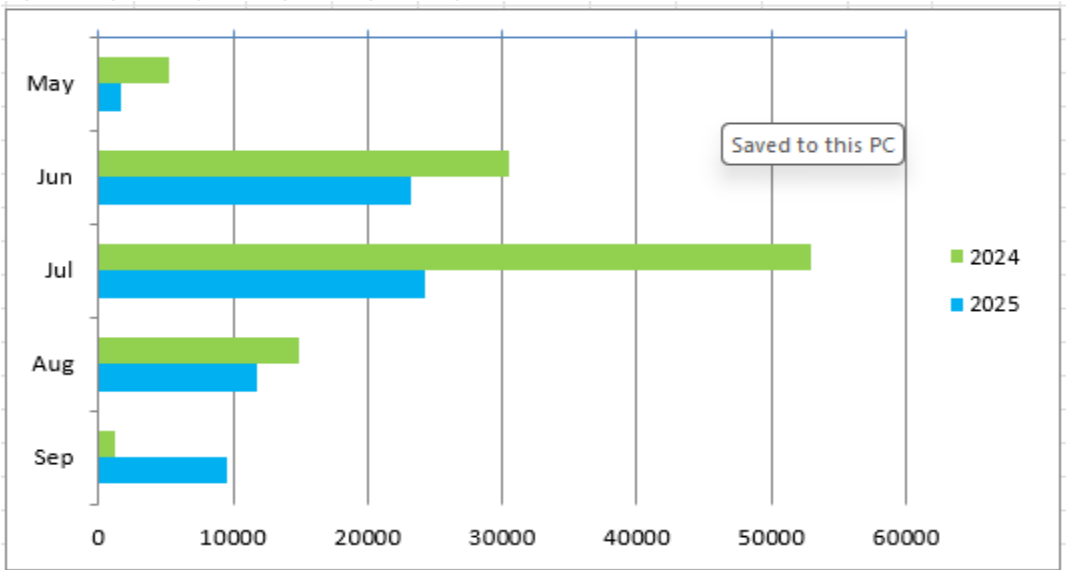


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Actual	1.14	1.7	2.99	2.66	1.35	3.63	4.29	5.03	0.49
Average	2.06	1.94	2.72	3.64	4.13	4.06	4.01	3.99	3.31

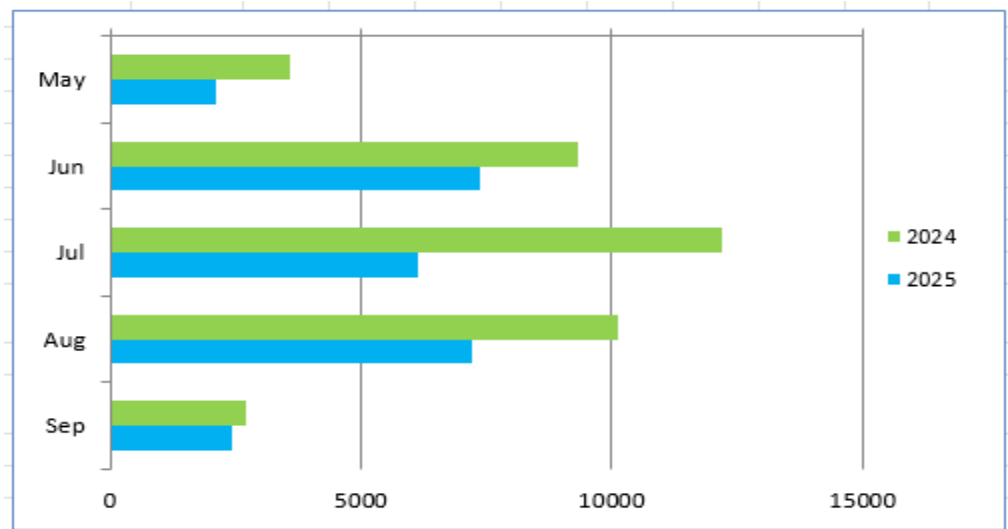


Aedes Vexans vs. Culex pipiens

<i>vexans</i>					
	May	Jun	Jul	Aug	Sep
2025	1622	23284	24267	11824	9565
2024	5304	30493	52870	14948	1227



<i>culex</i>					
	May	Jun	Jul	Aug	Sep
2025	2096	7388	6137	7193	2432
2024	3600	9324	12184	10126	2727



Surveillance

Surveillance is the foundation of any effective integrated mosquito management (IMM) program. It provides real-time data that allows us to make informed decisions about when, where, and how to deploy control measures. Rather than applying treatments on a fixed schedule, surveillance data helps us target interventions precisely when and where they're needed most. This approach maximizes effectiveness while minimizing unnecessary pesticide use, protecting both public health and the environment. Surveillance also provides early warning of disease threats, giving communities time to respond before human cases occur. Mosquito traps are essential surveillance tools that capture specimens for species identification, population monitoring, and arbovirus testing.



New Jersey Light Trap Network

Developed in the 1930s, New Jersey Light Traps help determine species diversity and monitor mosquito populations. A 25-watt bulb attracts mosquitoes into the trap via an electric fan, confirming predicted migrations and measuring control effectiveness.

West Nile Virus Surveillance Trap

Gravid traps primarily collect gravid *Culex* mosquitoes - the principal vectors of West Nile virus. We capture mosquitoes live, allowing us to test them for arboviruses and providing early indication that the virus is present in the area.



Centers for Disease Control and Prevention (CDC) Trap

CDC traps use carbon dioxide bait (typically dry ice) and light to attract female mosquitoes. A fan draws mosquitoes into a net for arbovirus testing. CDC traps show high species diversity, indicating the presence of mosquito-borne viruses and providing indices of adult mosquito species.



Light Trap Species Summary

The following table summarizes the species composition from the light trap network operating in Northern Illinois.

Light Trap Species Summary				
Species	Female	%Female	Male	%Male
<i>Aedes albopictus</i>	19	0.02%	2	0.01%
<i>Aedes cinereus</i>	221	0.21%	74	0.27%
<i>Aedes Misc spp</i>	549	0.51%	234	0.84%
<i>Aedes vexans</i>	65507	61.42%	14689	52.63%
<i>Anopheles barberi</i>	1	0.00%	1	0.00%
<i>Anopheles misc spp</i>	100	0.09%	53	0.19%
<i>Anopheles punctipennis</i>	1955	1.83%	225	0.81%
<i>Anopheles quadrimaculatus</i>	6910	6.48%	310	1.11%
<i>Anopheles walkeri</i>	10	0.01%	0	0.00%
<i>Coquillettidia perturbans</i>	1201	1.13%	149	0.53%
<i>Culex erraticus</i>	2192	2.06%	239	0.86%
<i>Culex misc spp</i>	11061	10.37%	6503	23.30%
<i>Culex pipiens</i>	8160	7.65%	3330	11.93%
<i>Culex restuans</i>	5889	5.52%	1054	3.78%
<i>Culex salinarius</i>	53	0.05%	3	0.01%
<i>Culex tarsalis</i>	11	0.01%	0	0.00%
<i>Culex territans</i>	342	0.32%	108	0.39%
<i>Culiseta inornata</i>	89	0.08%	34	0.12%
<i>Culiseta melanura</i>	13	0.01%	35	0.13%
<i>Culiseta misc spp</i>	3	0.00%	12	0.04%
Misc genus / spp	231	0.22%	104	0.37%
No catch	0	0.00%	0	0.00%
<i>Ochlerotatus canadensis</i>	12	0.01%	5	0.02%
<i>Ochlerotatus fitchii</i>	117	0.11%	108	0.39%
<i>Ochlerotatus grossbecki</i>	84	0.08%	38	0.14%
<i>Ochlerotatus hendersoni</i>	5	0.00%	3	0.01%
<i>Ochlerotatus japonicus</i>	437	0.41%	202	0.72%
<i>Ochlerotatus stimulans</i>	0	0.00%	1	0.00%
<i>Ochlerotatus triseriatus</i>	135	0.13%	114	0.41%
<i>Ochlerotatus trivittatus</i>	434	0.41%	52	0.19%
<i>Orthopodomyia signifera</i>	45	0.04%	2	0.01%
<i>Psorophora ciliata</i>	6	0.01%	1	0.00%
<i>Psorophora cyanescens</i>	1	0.00%	0	0.00%
<i>Psorophora ferox</i>	9	0.01%	7	0.03%
<i>Psorophora howardii</i>	92	0.09%	23	0.08%
<i>Psorophora misc spp</i>	1	0.00%	1	0.00%
<i>Uranotaenia sapphirinia</i>	766	0.72%	193	0.69%
Total	106661	100.00%	27909	100.00%

Total Number of Mosquitoes: 134,570

Operations and Surveillance Reports

Attached is a report outlining all services performed year-to-date. These services may include the following:

- **N J Light Trap Service** Seasonal New Jersey Light Trap service for adult mosquito population monitoring
- **WNV Gravid Trap Service:** Seasonal West Nile Virus monitoring trap service.
- **Complete Site Larval Inspection Service:** Inspection service of all potential mosquito larvae development sites.
- **Targeted Site Larval Inspection:** Inspection of all targeted larval development sites.
- **Culex Site Inspection Service:** Inspection of culex mosquito larval development sites for the prevention of West Nile Virus and other mosquito-borne diseases.
- **Larval Site Service Call:** Special inspection of standing water for mosquito breeding per hot line request
- **Hand Larvicide:** Hand equipment application for control of mosquito larvae
- **Backpack Larvicide Treatment.:** Backpack application for control of mosquito larvae
- **Vectolex FG Heli Larviciding:** Helicopter larvicide application for biological control of mosquito larvae.
- **NatularG30 Helicopter Prehatch:** Helicopter prehatch application for larval control.
- **Catch Basin Treatment:** Catch basin treatment with a sustained-release biological insecticide for larval control
- **Natular XRT BYCB Bike:** Backyard catch basin treatment for larval control.
- **Natular XRT CB Bike:** Catch Basin treatment for larval control.
- **Vectolex WSP CB Bike – 30 day:** Treatment of catch basins with Vectolex WSP for larval control.

Services Performed in 2025:

Service Item	Service Date
Biomist 3+15 Truck ULV	Monday, June 23, 2025
Natular XRT CB Bike	Monday, June 30, 2025
Biomist 3+15 Truck ULV	Wednesday, July 23, 2025
Biomist 3+15 Truck ULV	Thursday, August 21, 2025

2025 Services Invoiced Per Contract:

Services Invoiced Year-to-Date: \$24,424.00

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Adoption of Updated Official Zoning Map			
Date:	04/07/2026	Meeting:	Village Board
Prepared by:	Garrett Flores	Department:	Public Works/Engineering

Overview/Background Information

The Village maintains an official zoning map which is used to identify the zoning classification of all properties within the Village and serves as the official record of zoning districts adopted by ordinance.

Several zoning map updates have occurred through annexations, zoning amendments, and corrections to mapping records. Staff has prepared an updated version of the Official Zoning Map that incorporates all zoning actions adopted by the Village Board. Adoption of the updated zoning map ensures that the Village’s official zoning records remain accurate and consistent with previously adopted zoning ordinances. The updated map will replace the existing official zoning map and will be maintained as the Village’s official zoning reference.

Following adoption, the updated zoning map will be maintained on file at Village Hall and incorporated into the Village’s GIS mapping system (WinGIS) for public access and administrative use.

Key Issues

- The zoning map is the official record of zoning district boundaries within the Village.
- Updates have been incorporated to reflect recent annexations, rezoning ordinances, and mapping corrections adopted by the Village Board.
- Adoption of the map ensures that the Village maintains a current and accurate zoning reference for administrative and public use.
- The updated map will be maintained as the Official Zoning Map of the Village of Roscoe following Board adoption.

Fiscal Note/Budget Impact

N/A

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends adoption of the new Zoning Map.

Attachments

Updated 2026 Zoning Map

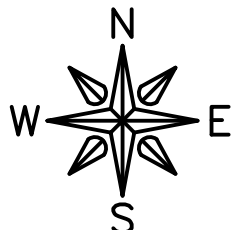
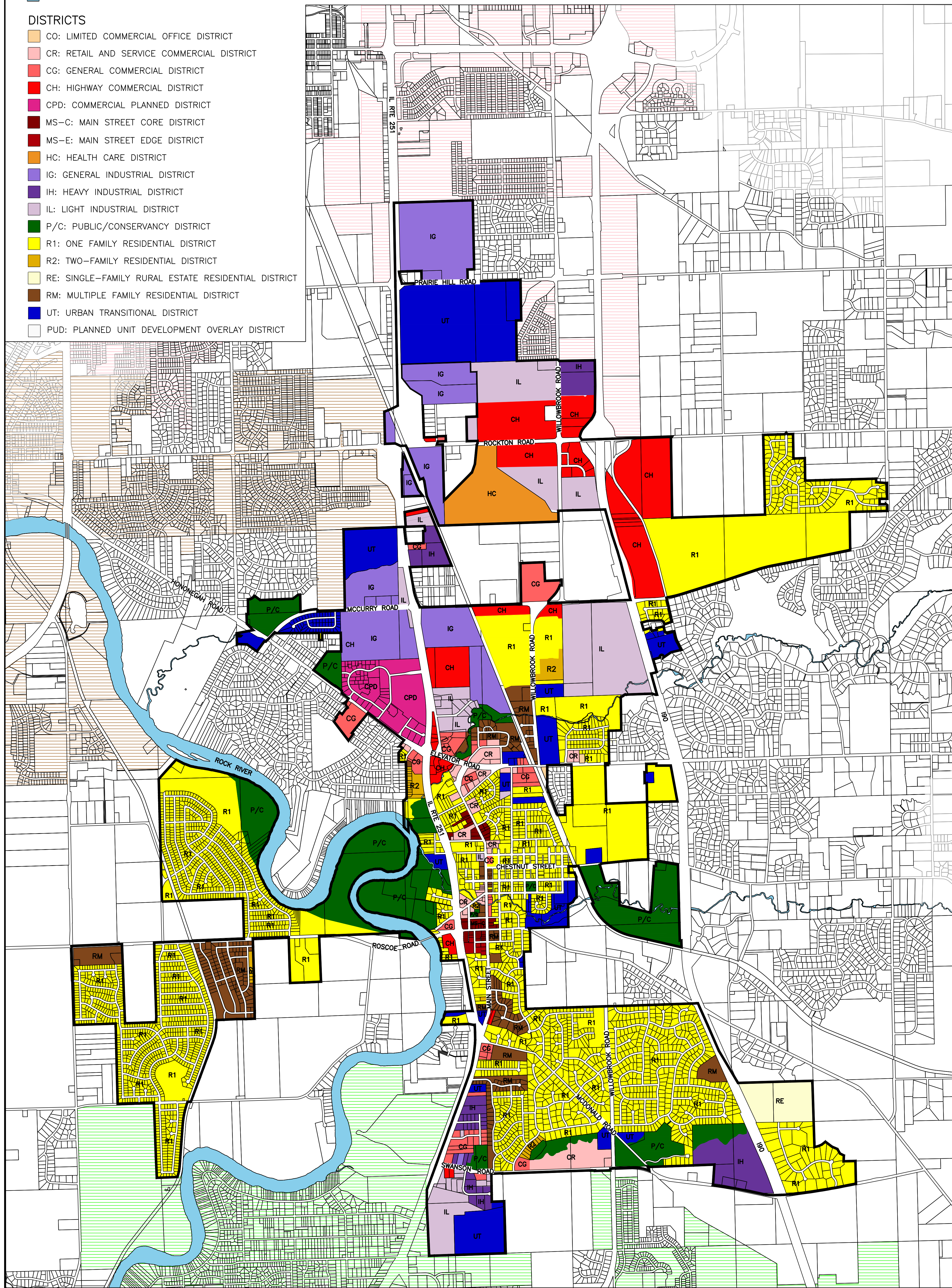
ZONING MAP

VILLAGE OF ROSCOE WINNEBAGO COUNTY, ILLINOIS

- VILLAGE OF ROSCOE
- CITY OF SOUTH BELOIT
- VILLAGE OF ROCKTON
- VILLAGE OF MACHESNEY PARK
- WATERWAY

DISTRICTS

- CO: LIMITED COMMERCIAL OFFICE DISTRICT
- CR: RETAIL AND SERVICE COMMERCIAL DISTRICT
- CG: GENERAL COMMERCIAL DISTRICT
- CH: HIGHWAY COMMERCIAL DISTRICT
- CPD: COMMERCIAL PLANNED DISTRICT
- MS-C: MAIN STREET CORE DISTRICT
- MS-E: MAIN STREET EDGE DISTRICT
- HC: HEALTH CARE DISTRICT
- IG: GENERAL INDUSTRIAL DISTRICT
- IH: HEAVY INDUSTRIAL DISTRICT
- IL: LIGHT INDUSTRIAL DISTRICT
- P/C: PUBLIC/CONSERVANCY DISTRICT
- R1: ONE FAMILY RESIDENTIAL DISTRICT
- R2: TWO-FAMILY RESIDENTIAL DISTRICT
- RE: SINGLE-FAMILY RURAL ESTATE RESIDENTIAL DISTRICT
- RM: MULTIPLE FAMILY RESIDENTIAL DISTRICT
- UT: URBAN TRANSITIONAL DISTRICT
- PUD: PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT



SCALE 1" = 1500'

1500 0 1500 3000 4500 FEET

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

ILLINOIS
IOWA
WISCONSIN

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 8.

Agenda Item:	Approval of Resolution 2026-R, of authorizing the Village President to solicit bids, negotiate, and enter into a wholesale electricity supply contract not to exceed three years in length for the Village of Roscoe Electrical Aggregation Program.		
Date:	4/7/2026	Meeting:	Village Board
Prepared by:	Anne Hanson	Department:	Village Hall

Overview/Background Information

This agenda item is a follow up to Marni Henert’s presentation at the March 18, 2026 Committee of the Whole meeting.

The Village’s current electrical aggregation contract with MC Squared is scheduled to expire in September 2026. Rock River Energy Services has evaluated current market conditions and identified an opportunity to secure more favorable pricing through a blend and extend arrangement. This approach enables the Village to take advantage of current pricing conditions while avoiding the need to enter into a new contract at a potentially less favorable time. These favorable rates are achieved through a collaborative purchasing partnership with the City of Rockford and the City of Loves Park, which enhances overall buying power.

Under the proposed 24-month agreement with MC Squared, the new rate of 9.99 cents per kw/h will be taking effect in June 2026. This adjustment provides cost stability and reduces exposure to market volatility later in the year when the current contract would otherwise expire.

All eligible residents, even those who opted out of the existing program, will be notified of the new rate and term. Residents may elect to opt out of the new rate and term as defined within Exhibit A. Residents electing to opt out will be returned to ComEd’s rate at the conclusion of the current agreement.

Information on the current electrical aggregate program can be found on the Village’s web site: <https://www.roscoeil.gov/community/page/electrical-aggregation>

The Village’s website will be updated with the new data once it is received from Rock River Energy Services.

Action Required/Recommendation

Recommending approval of the blend and extend option as it is expected to provide cost savings and budget certainty for the Village’s electrical aggregation program.

Attachments

Resolution and agreement with MC Squared

**VILLAGE OF ROSCOE
RESOLUTION NO. 2026-R17**

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO SEEK BIDS AND ENTER INTO A WHOLESALE ELECTRICITY SUPPLY CONTRACT FOR THE VILLAGE OF ROSCOE.

WHEREAS, the current electric municipal aggregation program to all residential and qualified small businesses will expire in September 2026; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe have determined that it is desirable to continue the municipal electric aggregation program so long as the Village can secure a competitive supply rate; and

WHEREAS, the Village would like to combine their electrical aggregation loads with the neighboring Communities in the ComEd service territory for cost efficiencies to provide a favorable energy rate; and

WHEREAS, the City Councils and Village Boards meetings of these communities meet at different times and dates; and

WHEREAS, the energy markets move each day and suppliers do not have the ability to hold competitive prices for an extended time;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS, AS FOLLOWS:

- 1) That the Village President, or her designee, is authorized and directed to seek bids from responsible low bidders in order to negotiate and enter into a wholesale electricity supply contract for the Village on terms as deemed appropriate and with said contract to be in the best interest of the Village.
- 2) That that aggregation program shall include residents, qualified small businesses and shall not exceed three (3) years in length
- 3) That the Village President or her designee shall report the outcome of the solicitation to the to the Village Board as soon as reasonably practicable.

2026-R17

1st Read:

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Molly Butz				
Trustee Dayne Mead				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

EXTENDED TERM AGREEMENT AMENDMENT NO. 1

This Extended Term Agreement Amendment No. 1 (hereinafter the "ETA No. 1"), is entered as of this 7th day of April 2026 between the Village of Roscoe, an Illinois municipal corporation (hereinafter the "Municipality") and MC Squared Energy Services, LLC (hereinafter the "Supplier") (each a "Party" and collectively, the "Parties").

WHEREAS, Supplier and Municipality are Parties to a Master Power Supply Agreement dated June 3, 2024 (hereinafter the "MPSA" which is hereby incorporated by reference).

WHEREAS, Supplier and Municipality wish to begin the new offer starting with the June billing cycle and intend to hold an Opt-Out Process under Section 4.2.1.

WHEREAS, pursuant to the terms of the MPSA, including Section 5.1, the Parties mutually wish to extend the term of the MPSA and amend Exhibit A.

NOW, THEREFORE, the Parties agree as follows:

1. The Parties agree to replace Exhibit A with Amended Exhibit A to reflect the mutually agreed Term and Price.
2. Supplier and Municipality agree to undertake their respective rights and responsibilities under Section 4.2.1 in anticipation of a new offer beginning with the June billing cycle.
3. All other terms and conditions within the MPSA remain in effect.

IN WITNESS WHEREOF, the Parties have duly executed this Agreement to be effective on the date first written above.

Supplier: MC Squared Energy Services, LLC

Municipality: Village of Roscoe

Signed:

Signed:

Printed/Typed Name:

Printed/Typed Name:

Charles C. Sutton

Title:

Title:

President

Date: _____

Date: _____

Attest:

Attest:

Signed:

Signed:

Printed/Typed Name:

Printed/Typed Name:

Sharon Alegado

Title:

Title:

Vice President, Sales and Marketing

AMENDED EXHIBIT A

PRICE AND TERM

Opt-Out Program: Eligible Residential and Small Commercial Customers

Price: 9.99 cents per kWh

Term: Twenty-four (24) months (June 2026 – June 2028)

Early Termination Fees: \$0 (Zero)

Additional Opt-Out Option: Participating Customers will be notified of the Amended Price and Term, and during the time of the Opt-Out Period, Participating Customer may elect to remain under the Price and Term as defined within Exhibit A dated June 3, 2024, which concludes September 2026. Participating Customers electing this option will be returned to Tariffed Service at the conclusion of the Term unless a request is made by the Customer to be re-enrolled into the Program prior to being returned to Tariffed Service.

Supplier: MC Squared Energy Services, LLC

Municipality: Village of Roscoe

Signed:

Signed:

Printed/Typed Name:

Printed/Typed Name:

Charles C. Sutton

Title:

Title:

President

Date: _____

Date: _____

Attest:

Attest:

Signed:

Signed:

Printed/Typed Name:

Printed/Typed Name:

Sharon Alegado

Title:

Title:

Vice President, Sales and Marketing

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 9.

Agenda Item:	Approval of purchase for new pistols, sights, and holsters.		
Date:	03/17/2026	Meeting:	Committee of the Whole
Prepared by:	Chief Sam Hawley	Department:	Police Department

Overview/Background Information

The police department strives to maintain all equipment and ensure that key items integral to our officer’s duty are kept in top working order. To that point, the police department practices rotating out old pistols for new, approximately every 7 years, after they have reached end of life.

Key Issues

Duty pistols currently being utilized have reached the aforementioned end of life, are no longer in optimal condition, and are in need of being replaced. The last purchase date of duty pistols was February of 2019.

Fiscal Note/Budget Impact

Requesting an approval of funds in the amount of \$14,185.15 which covers the total cost of pistols, sights, and holsters. Total reflects the buy-back of pistols currently being used.

Prior Legislative Actions

Requested items were included in the 2026 budget which has been approved through board action. Line item #01-040-6051

Action Required/Recommendation

Recommendation to send to Village Board Meeting for vote.

Attachments

- Purchase Order #40-2607
- Kiesler Police Supply Quote - Pistols/Sights/Holsters
- Detailed Item Description

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2026-R18**

A RESOLUTION AUTHORIZING THE PURCHASE OF NEW PISTOLS, SIGHTS, AND HOLSTERS IN THE AMOUNT OF \$14,185.15.

WHEREAS, the Village of Roscoe Police Department strives to maintain all equipment and ensure that key items integral to officer's duty are kept in top working order. To that point, the police department practices rotating out old pistols for new, approximately every 5-7 years or after extreme wear and they have reached their end of top working condition.

WHEREAS, the existing pistols have reached that point where new pistols are necessary for safety of the Roscoe Police Department personnel and it's citizens.

WHEREAS, the Roscoe Police Department has identified the need to replace the existing pistols, sights and holsters with new, top operating equipment to ensure the safety of all.

WHEREAS, the Roscoe police Department has received a quote through Kiesler Police Supply for 23 Glock pistols with red dot sights and Glock holsters at a total cost of **\$14,185.15**.

WHEREAS, the proposed purchase is within the FY2026 budget allocation of \$15,151.00 for this purpose; and

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Roscoe, Winnebago County, Illinois, as follows:

- 1) **AUTHORIZATION TO ENTER INTO AGREEMENT:** The Village of Roscoe Police Department is hereby authorized to purchase new Glock pistols with red dot sights and holsters, in the total amount not to exceed **\$15,151.00**.
- 2) **EFFECTIVE DATE:** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE TO FOLLOW]

2026-R18

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Dayne Mead				
Trustee Molly Butz				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK



PURCHASE ORDER

Date: 02/25/2026

PO # 40-2607

VILLAGE OF ROSCOE
10631 Main Street
P.O. Box 283
Roscoe, IL 61073

Phone 815-623-2829
Fax 815-623-1360

VENDOR:
Kiesler Police Supply

SHIP TO: Roscoe Police Department
10595 Main Street
Roscoe IL 61073

Contact Person: Roscoe Police Departm
Office Phone: 815-623-7338
Cell Phone:
Fax Number:

SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
	Net 30 Days-Govt State/Local	Government - Exempt
QUOTE NO. #	QUOTE DATE	CUSTOMER NUMBER
	02/25/2026	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
23		Glock 47 / Glock 19 Pistols w/trade in allowance	1.00	11,614.49
21		Blackhawk Glock Holsters	1.00	2,570.66
			Subtotal	
			Shipping	
			Total	14,185.15

Requested by: _____ Date 02/25/2026

Approved by: _____ Date 02/25/2026



Item # 9.

Sales Quote

KIESLER POLICE SUPPLY
 2802 SABLE MILL RD
 JEFFERSONVILLE, IN 47130

Bill-to Customer
 ROSCOE POLICE DEPARTMENT
 SGT ROBERT LEWIS
 10595 MAIN STREET
 ROSCOE, IL 61073

Ship-to Address

Your Reference
 Bill-to Customer No. L75206
 Tax Registration No.

 No. Q172223
 Document Date February 23, 2026
 Due Date March 25, 2026
 Payment Terms
 Payment Method
 Tax Identification Type Legal Entity
 Shipment Method Standard
 Sgt. Robert Lewis 815.623.7338
 rlewis7846@roscoeil.gov

Salesperson KEVIN BURK
 Email
 Home Page
 Phone No.

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
KIESLER NOTE	TRADE IN ALLOWANCE (3) G19 GEN 5, FXD SIGHTS -\$270 (13) G17 GEN 5, FXD SIGHTS - \$270 (4) G17 GEN 5, AMGLO SIGHTS - \$270 (2) G17 GEN 5, GNS - \$265 (4) S&W M&P-15 - \$250	1	EACH	-6,800.00	-6,800.00
GLOCP61750B02DC8 A3	GLOCK 17MOS8DC GEN6 9MM PISTOL, BOF/USCR STANDARD COA SIGHTS, FRONT SERRATIONS, W/ AIMPOINT COA OPTIC, BLACK, 5.5LB HCEME	20	EACH	800.63	16,012.60
GLOCP61950B02DC8 A3	GLOCK 19MOS8DC GEN6 9MM PISTOL, BOF/USCR STANDARD COA SIGHTS, FRONT SERRATIONS, W/ AIMPOINT COA OPTIC, BLACK, 5.5LB. HCEME	3	EACH	800.63	2,401.89
SHIPPING	SHIPPING CHARGE	1	EACH	0.00	0.00
FORMAT KEVIN BURK	QUOTED BY KEVIN BURK KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS KBURK@KIESLER.COM	1	EACH	0.00	0.00
KIESLER SIGNATURE	SIGN/DATE TO APPROVE PURCHASE	1	EACH	0.00	0.00



No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	X _____ SIGNATURE REQUIRED				
	X _____ DATE				
	X _____ PHONE# FOR FED X QUESTIONS				
	Amount Subject to Sales Tax			0.00	
	Amount Exempt from Sales Tax			0.00	
				Subtotal	11,614.49
				Total Tax	0.00
				Total \$ Incl. Tax	0.00
				Tax Amount	0.00

KIESLER POLICE SUPPLY, INC. FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.



Sales Quote

KIESLER POLICE SUPPLY
 2802 SABLE MILL RD
 JEFFERSONVILLE, IN 47130

Bill-to Customer
 ROSCOE POLICE DEPARTMENT
 SGT ROBERT LEWIS
 10595 MAIN STREET
 ROSCOE, IL 61073

Ship-to Address
 ROSCOE POLICE DEPARTMENT
 Sgt. Robert Lewis 815.623.7338
 10595 MAIN STREET
 ROSCOE, IL 61073

Your Reference
 Bill-to Customer No. L75206
 Tax Registration No.

Salesperson KEVIN BURK
 Email
 Home Page
 Phone No.

No. Q172358
 Document Date February 23, 2026
 Due Date March 25, 2026

Payment Terms
 Payment Method
 Tax Identification Type Legal Entity
 Shipment Method Standard

Sgt. Robert Lewis 815.623.7338
 rlewis7846@roscoeil.gov

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
BLAC45ND00BKR	BLACKHAWK T-SERIES LVL III DUTY LIGHT-BEARING HOLSTER FOR GLOCK 17/19/22 & 23 (NON GEN5) 31/32/45/47 W/ TLR-1/2, W/ AUTO OPEN DUST COVER (AODC), BLACK, RIGHT HAND MREM	12	EACH	139.46	1,673.52
BLAC45NF00BKR	BLACKHAWK T-SERIES LVL III DUTY LIGHT BEARING RDS HOLSTER FOR GLOCK 17/19/22 & 23 (NON GEN5) 31/32/45/47 W/ TLR-7/8, W/ AUTO OPEN DUST COVER, BLACK, RIGHT HAND MREM	2	EACH	139.46	278.92
BLAC45NF00BKL	BLACKHAWK T-SERIES LVL III DUTY LIGHT BEARING RDS HOLSTER FOR GLOCK 17/19/22 & 23 (NON GEN5) 31/32/45/47 W/ TLR-7/8, W/ AUTO OPEN DUST COVER, BLACK, LEFT HAND MREM	1	EACH	139.46	139.46
BLAC45ND00BKL	BLACKHAWK T-SERIES LVL III DUTY LIGHT-BEARING HOLSTER FOR GLOCK 17/19/22 & 23 (NON GEN5) 31/32/45/47 W/ TLR-1/2, W/ AUTO OPEN DUST COVER (AODC), BLACK, LEFT HAND MREM	1	EACH	139.46	139.46
KIESLER NOTE	BLACKHAWK T-SERIES LVL III DUTY LIGHT-BEARING HOLSTER FOR GLOCK 17/19/22 & 23 (NON GEN5)	1	EACH	139.46	139.46



No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	31/32/45/47 W/ X300, W/ AUTO OPEN DUST COVER (AODC), BLACK, RIGHT HAND PART NUMBER - BLAC45NC00BKR MREM				
BLAC410500BK-R	BLACKHAWK CQC HIP HLSTR GLOCK 17/22 W/BELT LOOP & PADDLE SERPA RT TACT MATTE FINISH LHOE	1	EACH	41.21	41.21
BLAC410502BK-R	BLACKHAWK CQC SERPA HOL G19/23/32 W/BELT LOOP & PADDLE SERPA RT PBL TACTICAL MATTE FINISH LHOE	3	EACH	41.21	123.63
SHIPPING	SHIPPING CHARGE	1	EACH	35.00	35.00
FORMAT KEVIN BURK	QUOTED BY KEVIN BURK KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS KBURK@KIESLER.COM	1	EACH	0.00	0.00
KIESLER SIGNATURE	SIGN/DATE TO APPROVE PURCHASE X _____ SIGNATURE REQUIRED X _____ DATE X _____ PHONE# FOR FED X QUESTIONS	1	EACH	0.00	0.00
Amount Subject to Sales Tax				0.00	
Amount Exempt from Sales Tax				0.00	
			Subtotal		2,570.66
			Total Tax		0.00
			Total \$ Incl. Tax		0.00
			Tax Amount		0.00

KIESLER POLICE SUPPLY, INC. FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 10.

Agenda Item:	Approval of purchase for pistol & rifle ammunition.		
Date:	03/17/2026	Meeting:	Committee of the Whole
Prepared by:	Chief Sam Hawley	Department:	Police Department

Overview/Background Information

The purchase of pistol and rifle ammunition is an annual necessity.

Key Issues

Fiscal Note/Budget Impact

Requesting an approval of funds in the amount of \$9881.68 (total cost of pistol & rifle ammunition for FY2026).

Prior Legislative Actions

Requested items were included in the 2026 budget which has been approved through board action. Line item #1-040-5990

Action Required/Recommendation

Recommendation to send to Village Board Meeting for vote.

Attachments

Purchase Order #40-2602
Kiesler Police Supply Quote – Ammunition
Detailed Item Description

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2026-R19**

A RESOLUTION AUTHORIZING THE PURCHASE OF PISTOL & RIFLE AMMUNITION IN THE AMOUNT OF \$9,881.68.

WHEREAS, the Village of Roscoe Police Department replenishes their ammunition annually.

WHEREAS, the existing amount of ammunition is depleting.

WHEREAS, the Roscoe Police Department has received a quote through Kiesler Police Supply in the amount of \$9,881.68 for both handgun and rifle ammunition.

WHEREAS, the proposed purchase is within the FY2026 budget allocation of \$10,000.00 for this purpose; and

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Roscoe, Winnebago County, Illinois, as follows:

- 1) **AUTHORIZATION TO ENTER INTO AGREEMENT:** The Village of Roscoe Police Department is hereby authorized to purchase pistol and rifle ammunition, in the total amount not to exceed \$10,000.00

- 2) **EFFECTIVE DATE:** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE TO FOLLOW]

2026-R19

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Dayne Mead				
Trustee Molly Butz				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK



PURCHASE ORDER

Date: 02/04/2026

PO # 40-2602

VILLAGE OF ROSCOE
 10631 Main Street
 P.O. Box 283
 Roscoe, IL 61073

Phone 815-623-2829
 Fax 815-623-1360

VENDOR:
 Kiesler Police Supply

SHIP TO: Roscoe Police Department
 10595 Main Street
 Roscoe IL 61073

Contact Person: Roscoe Police Departm
 Office Phone: 815-623-7338
 Cell Phone:
 Fax Number:

SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
	Net 30 Days-Govt State/Local	Government - Exempt
QUOTE NO. #	QUOTE DATE	CUSTOMER NUMBER
	02/04/2026	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
5	Cases	9MM 147 Grain		2,279.20
4	Cases	223REM 55 Grain Soft Point		1,249.92
4	Cases	223REM 55 Grain Full Metal Jacket Boattail		981.12
21	Cases	9MM 124 Grain		5,221.44
1		Lift Gate Fee		150.00
			Subtotal	
			Shipping	
			Total	9,881.68

Requested by: _____ Date 02/04/2026

Approved by: _____ Date 02/04/2026



Sales Quote

KIESLER POLICE SUPPLY
 2802 SABLE MILL RD
 JEFFERSONVILLE, IN 47130

Bill-to Customer
 ROSCOE POLICE DEPARTMENT
 SGT ROBERT LEWIS
 10595 MAIN STREET
 ROSCOE, IL 61073

Ship-to Address
 ROSCOE POLICE DEPARTMENT
 Sgt Robert Lewis 815.623.7338
 10595 MAIN STREET
 ROSCOE, IL 61073

Your Reference
 Bill-to Customer No. L75206
 Tax Registration No.

Salesperson KEVIN BURK
 Email
 Home Page
 Phone No.

No. Q171552
 Document Date February 4, 2026
 Due Date March 6, 2026

Payment Terms
 Payment Method
 Tax Identification Type Legal Entity
 Shipment Method Standard

Sgt Robert Lewis 815.623.7338
 rlewis7846@roscoeil.gov

No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
SPEER54226	SPEER GOLD DOT G2 9MM 147 GRAIN HOLLOW POINT 1000RDS/CASE, 50RDS/BOX RCKAC - IL	5	CASE	455.84	2,279.20
SPEER24446	SPEER GOLD DOT DUTY RIFLE 223REM 55 GRAIN SOFT POINT, 500RDS/CASE, 20RDS/BOX LORTM - IL	4	CASE	312.48	1,249.92
FEDEAE223	FEDERAL AMERICAN EAGLE 223REM 55 GRAIN FULL METAL JACKET BOATTAIL 500RDS/CASE,20RDS/BOX LLARH - IL	4	CASE	245.28	981.12
SPEER53824	SPEER LAWMAN CLEANFIRE 9MM 124 GRAIN TOTAL METAL JACKET, ROUND NOSE, 1000RDS/CASE. 50RDSBOX LLTKA - IL	21	CASE	248.64	5,221.44
SHIPPING	SHIPPING CHARGE	1	EACH	0.00	0.00
SHIPPING LIFTGATEFEE	LIFT GATE FEE IF A LIFTGATE IS REQUIRED AN ADDITIONAL FEE OF \$150.00 WILL APPLY. PLEASE ADVISE PRIOR TO ORDERING.	1	EACH	150.00	150.00
FORMAT KEVIN BURK	QUOTED BY KEVIN BURK KIESLER POLICE SUPPLY 2802 SABLE MILL ROAD JEFFERSONVILLE, IN 47130 THIS QUOTE IS VALID FOR 30 DAYS	1	EACH	0.00	0.00



No.	Description	Quantity	Unit of Measure	Unit Price Excl. Tax	Line Amount Excl. Tax
	KBURK@KIESLER.COM				
KIESLER SIGNATURE	SIGN/DATE TO APPROVE PURCHASE	1	EACH	0.00	0.00
	X _____ SIGNATURE REQUIRED				
	X _____ DATE				
	X _____ PHONE# FOR FED X QUESTIONS				
	Amount Subject to Sales Tax			0.00	
	Amount Exempt from Sales Tax			0.00	
				Subtotal	9,881.68
				Total Tax	0.00
				Total \$ Incl. Tax	0.00
				Tax Amount	0.00

KIESLER POLICE SUPPLY FFL# 4-35-019-11-7M-08220

RETURNED GOODS POLICY

No returned goods will be accepted without prior consent. Any packages returned without properly displaying a return authorization number will be refused. Returns subject to up to 25% restocking fee

DEFECTIVE MERCHANDISE POLICY

We are not a warranty repair station for any manufacturer. Returns of defective merchandise must be made directly to the manufacturer for repair or replacement.

DAMAGED GOODS POLICY

Claims of shortages or damaged shipments must be made immediately upon receipt of shipment.

Zoning Board of Appeals Meeting of March 11, 2026**Application No. ZBA 2026-005**

- Applicant:** Joseph Anderson, representing Jim Baker
- Location:** 5704 Andrews Drive
- Requested Action:** Variances from Sections 15-516(c) of the Zoning Ordinance
- Existing Use:** Multifamily Residential
- Proposed Use:** Multifamily Residential
- Existing Zoning:** RM, Multifamily Residential
- Adjacent Zoning:** **North:** RM, Multifamily Residential
East: RM, Multifamily Residential
South: UT, Urban Transitional
West: RM, Multifamily Residential

Description: The applicant requests a variance to expand beyond the size limitations to construct an addition to the existing detached garage. Section 15-516(c) of the Zoning Ordinance states that on lots less than or equal to one acre, an accessory building shall not exceed 700 square feet in area.

Staff Review: The subject property has a two-story eight-unit apartment building with a detached garage and surface parking. The existing detached garage contains approximately 2,500 square feet and has been in place since 1997, predating the current zoning regulation that limits accessory structures on residentially zoned properties to a maximum of 700 square feet. As such, the structure already exceeds the maximum area permitted under the current code.

The applicant is requesting a variance to permit an additional 895 square feet to be added to the existing detached garage, resulting in a further expansion beyond the 700 square foot limitation established by the zoning ordinance. The proposed addition meets all other setbacks.



Background on Variance: A variance is a grant of permission by the Zoning Board of Appeals (ZBA) that authorizes the recipient to develop or use property in a manner that is not otherwise legally permitted by the zoning ordinance.

The ZBA is empowered to recommend variances to prevent or to lessen “practical difficulties” and “unnecessary physical hardships” that result from a strict or literal interpretation and enforcement of the zoning ordinance. A “practical difficulty” or “unnecessary physical hardship” may result from the size, shape, or dimensions of a site or the location of existing structures, from geographic, topographic, or other physical conditions on the site or in the area, or from population densities, street locations, or traffic conditions in the immediate vicinity. Conditions created by the property owner or previous property owner(s) or the personal circumstances of the property owner do not constitute a “practical difficulty” or “unnecessary physical hardship.”

Recommending the variance should not merely serve as a convenience to the applicant but is necessary to alleviate some unusual or unique physical limitation of the property. Cost to the

applicant of strict or literal compliance with a regulation shall not be the sole reason for recommending a variance.

Variance Procedure: The ZBA must hold a public hearing for a variance request. At a public hearing, the ZBA must review the application and pertinent evidence concerning the variance, particularly with respect to the findings of fact described below. The ZBA must recommend to the Village Board that the variance be approved, approved with conditions, or denied. The concurring vote of four members of the ZBA is necessary to recommend the variance to the Village Board. Finally, the zoning board of appeals shall make written findings of fact, which are provided in the following section.

If the variance is approved, the applicant will submit a Zoning Permit for the proposed detached garage addition. Zoning Permits are reviewed by staff.

Required Findings by the Zoning Board of Appeals: Per Section 15-781(e), in order for the ZBA to approve a variance, it must find all of the following facts to be true. Staff has provided suggested findings for use by the ZBA.

- a. Because of the particular physical surroundings, shape, or topographical conditions of a specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.**

The Zoning Board of Appeals finds that strict application of the 700 square foot limitation to this multifamily property, particularly given the longstanding existence of a significantly larger detached structure, creates a hardship beyond mere inconvenience. The regulation does not reasonably accommodate the operational needs associated with a multifamily property of this size and established configuration.

- b. The conditions upon which a petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning district.**

The Zoning Board of Appeals recognizes that the request is not to build a new oversized accessory structure, but rather to expand an existing improvement that has been in place before the current regulations. This situation sets the property apart from vacant lots or properties developed under current standards.

- c. The purpose of the variation is not based exclusively upon a desire to increase the value or income potential of the property.**

The Zoning Board of Appeals finds that the purpose of the variance is not based exclusively on increasing property value or income potential. The proposed addition does not increase the number of dwelling units, expand residential occupancy, or intensify the principal use. Instead, it allows the applicant to improve and enhance an accessory structure that supports the existing residential tenants.

- d. The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the vicinity in which the property is located.**

The Zoning Board of Appeals finds that granting the variance will not be detrimental to the public welfare or injurious to nearby properties. The use of the garage will continue to serve the residential occupants of the building and will not introduce new commercial activity, additional dwelling units, or incompatible operations. The overall character of the neighborhood will remain unchanged.

- e. The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets or increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the vicinity.**

The Zoning Board of Appeals finds the proposed addition will not impair adequate light and air to adjacent properties, increase street congestion, create fire hazards, endanger public safety, or diminish property values in the vicinity. The expansion does not increase density or traffic generation.

Staff Recommendation: Staff recommends **approval** of the requested variance, including the recommended findings of fact, and any conditions of approval recommended by the Zoning Board of Appeals.

**VILLAGE OF ROSCOE
ORDINANCE NO. 2026-05**

AN ORDINANCE APPROVING A VARIANCE FOR AN INCREASE IN THE ALLOWED SIZE OF AN ACCESSORY STRUCTURE AT 5704 ANDREWS DRIVE, ROSCOE, ILLINOIS (ZONING: RM-MULTI-FAMILY RESIDENTIAL DISTRICT)

WHEREAS, A petition for a variance from Section 15-516 (c) of the Village of Roscoe Zoning Ordinance has been submitted by the owner of the property commonly known as 5704 Andrews Drive (PIN: 04-28-453-017), which is zoned RM - Multi-Family Residential District; and

WHEREAS, Section 15-516 (c) of the Village of Roscoe Zoning Code allows a maximum 700 SF accessory structure; and

WHEREAS, the applicant is requesting an 895 square foot addition to an already existing 2,500 square foot accessory structure; and

WHEREAS, the Zoning Board of Appeals (ZBA), having held a duly noticed public hearing on March 11, 2026, reviewed the evidence and testimony presented, made the required findings of fact, and voted 3-1 to sending to the Village Board of Trustees without a recommendation; and

WHEREAS, the Village of Roscoe is authorized and empowered by statutes to adopt and enforce the provisions of this ordinance.

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

SECTION 1. That the variance requested to allow for the 895 square foot addition by the owner of the property at 5704 Andrews Drive, Roscoe, Illinois (P.I.N.: 04-28-453-017) be and hereby is approved consistent with the findings of the Village of Roscoe Zoning Board of Appeals, attached hereto as Exhibit “A.”

SECTION 2. Any portion of any other ordinance in conflict with this ordinance is hereby expressly repealed to the extent of the conflict.

SECTION 3. All other portions of the Code of Ordinances of the Village of Roscoe shall remain in full force and effect.

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

[SIGNATURE PAGE TO FOLLOW]

2026-05				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Molly Butz				
Trustee Dayne Mead				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit "A"
Ordinance 2026-05
5704 Andrews Drive

FINDINGS OF FACT

Required Findings by the Zoning Board of Appeals: Per Section 15-781(e), in order for the ZBA to approve a variance, it must find all of the following facts to be true. Staff has provided suggested findings for use by the ZBA.

- 1) Because of the particular physical surroundings, shape, or topographical conditions of a specific property involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.**

The Zoning Board of Appeals finds that strict application of the 700 square foot limitation to this multifamily property, particularly given the longstanding existence of a significantly larger detached structure, creates a hardship beyond mere inconvenience. The regulation does not reasonably accommodate the operational needs associated with a multifamily property of this size and established configuration.

- 2) The conditions upon which a petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning district.**

The Zoning Board of Appeals recognizes that the request is not to build a new oversized accessory structure, but rather to expand an existing improvement that has been in place before the current regulations. This situation sets the property apart from vacant lots or properties developed under current standards.

- 3) The purpose of the variation is not based exclusively upon a desire to increase the value or income potential of the property.**

The Zoning Board of Appeals finds that the purpose of the variance is not based exclusively on increasing property value or income potential. The proposed addition does not increase the number of dwelling units, expand residential occupancy, or intensify the principal use. Instead, it allows the applicant to improve and enhance an accessory structure that supports the existing residential tenants.

- 4) The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the vicinity in which the property is located.**

The Zoning Board of Appeals finds that granting the variance will not be detrimental to the public welfare or injurious to nearby properties. The use of the garage will continue to serve the residential occupants of the building and will not introduce new commercial activity, additional dwelling units, or incompatible operations. The overall character of the neighborhood will remain unchanged.

- 5) **The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets or increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the vicinity.**

The Zoning Board of Appeals finds the proposed addition will not impair adequate light and air to adjacent properties, increase street congestion, create fire hazards, endanger public safety, or diminish property values in the vicinity. The expansion does not increase density or traffic generation.

Legal Description of Property (attach copy of deed) or legal.
ROSCOE CENTER SUB NO 3 PT SE1/4 SEC 28-46-2 LOT 20

Property Identification Number (PIN): 0428453017

Township: Roscoe

Is title to the subject Property held in a land trust?

Yes No Trust No. _____

If yes, full disclosure of all trustees and beneficiaries is required: (use separate sheet)

Requested Action (check as many as are applicable)

- Variation
- Special Use Permit
- Map Amendment
- Text Amendment
- Zoning Appeal
- Other (specify)

Describe and explain reason for requested action: (use separate sheet if necessary)

See seperate sheet for description.

Consultants

Please provide on a separate sheet the name, address, and phone number of each consultant or professional advising Applicant with respect to this Application (including without limitation, architects, engineers, surveyors, planners and attorneys)

Village Officials or Employees

Does any official or employee of the Village have an interest, either directly or indirectly, in the Subject Property? Yes No

Repeat Application

Has any other zoning application for the Subject Property been submitted to the Village and denied in the past year? Yes No

(If yes, attach a statement of the grounds justifying reconsideration.)

Required Submittals

Ten (10) sets of all submittals and data required under the relevant provisions of the Zoning Ordinance shall accompany this application. Must included detailed site plan.

Certifications

The Applicant and Owner certify that this Application is filed with the permission and consent of the Owner of the Subject Property and that the person signing this Application is fully authorized to do so.

The Applicant certifies that all information contained herein (including the accompanying submittals and data) is true and correct to the best of the Applicant's knowledge.

The Applicant acknowledges that the Village may seek additional information relating to this Application and agrees to provide the Village with such information in a timely manner. Failure to provide the Village with such information may be grounds for denying the application.

The Applicant agrees that the Village its representatives have the right and are hereby granted permission and a license, to enter upon the Subject Property, and into any structure located thereon, for purpose of conducting any inspection that may be necessary in connection with the Village's consideration of this Applicant.

Joe Anderson

Jim Baker

Name of Applicant

Name of Owner

[Redacted Signature]

[Redacted Signature]

Signature of Applicant

Signature of Owner

02-04-26

2/3/26

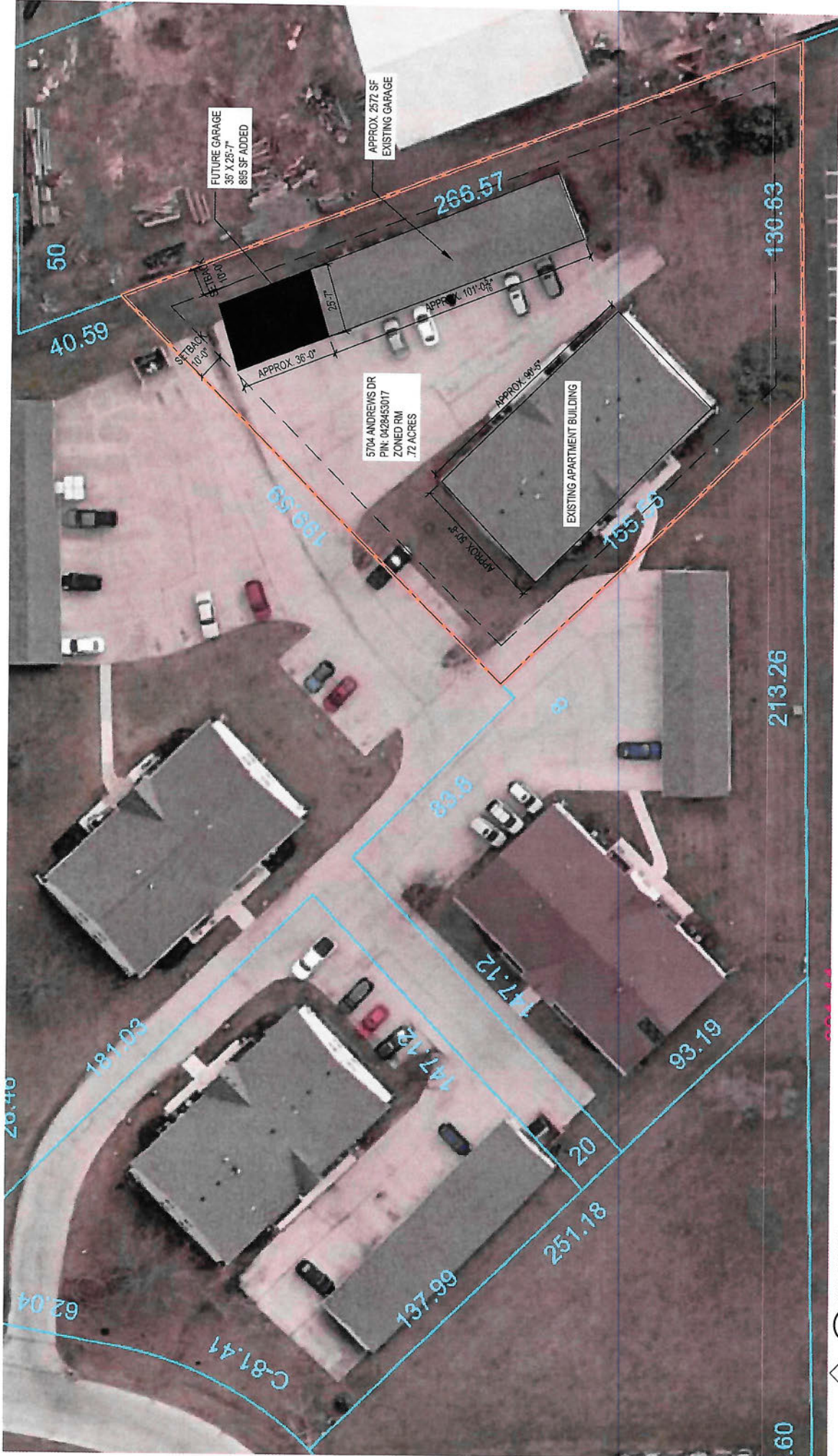
Date

Date

FOR OFFICE USE ONLY

Fee _____	Date Filed _____	Legal Published _____
Receipt Number _____		Newspaper _____
Date Hearing Scheduled _____		Date Legal Posted _____
_____ Staff Signature / Date		

The current zoning classification of the subject property is Multifamily Residential District (RM). RM zoning allows one accessory building that may not exceed 700 SF in area for a parcel that is less than one acre according to Section 15-516. However, the multi-family apartments and detached garages were built in 1997 prior to the existing zoning requirements. Hence, the owner is requesting a variance to add approximately 895 SF to an existing garage that is approximately 2,500 SF. The code requirements cannot be met because the existing garages exceed the maximum area allowed.



1 SITE PLAN
1/32" = 1'-0"
N

Affidavit - Proof of Publication

STATE OF WISCONSIN
Rock County

} **SS.**

LEGAL NOTICE: ZONING BOARD OF APPEALS, ROSCOE, IL
Public notice is hereby given pursuant to a petition on file in the Village Clerk's office of the Village of Roscoe, that a public hearing will be held on March 11, 2026, at 5:30 PM at Roscoe Village Hall, 10631 Main Street, Roscoe, Illinois.
The purpose of the public hearing is to consider an application submitted by PM Acquisitions LLC for a Variance for the property located at 5704 Andrews Drive, PIN: 04-28-453-017, for relief from accessory building size standards. All interested persons are invited to attend said hearing and be heard.
February 23, 2026 WNAXLP

Michele Richardson being duly sworn deposes and says that he/she is the principal clerk of Adams Publishing Group of Southern Wisconsin, publishers of **Beloit Daily News**, **BeloitDailyNews.com**, a newspaper published in Rock County, and that a notice, printed copy of which taken from said newspaper, is hereunto attached, was published in said newspaper on the following dates:

02/23/26

Publishing Fees: **\$14.34**

Signature:

[Redacted Signature]

Subscribed and sworn to before me
this **23rd day of February, A.D. 2026**

Notary Public

[Redacted Notary Name]

My Commission Expires: **3/9/27**



Zoning Board of Appeals Meeting of March 11, 2026**Application No. ZBA 2026-006**

Applicant: Foraged Holdings LLC

Location: 10774 Main Street (04-33-332-007)

Requested Action: A zoning map amendment to change the zoning of the subject property from CR, Retail and Service Commercial to MS-C, Main Street -Core

Existing Use: Vacant Commercial

Proposed Use: Retail Sales and Services

Existing Zoning: CR, Retail and Service Commercial

Adjacent Zoning:

North: RM, Multi-Family Residential

East: RM, Multi-Family Residential

South: CR, Retail and Service Commercial

West: R1, One-Family Residential

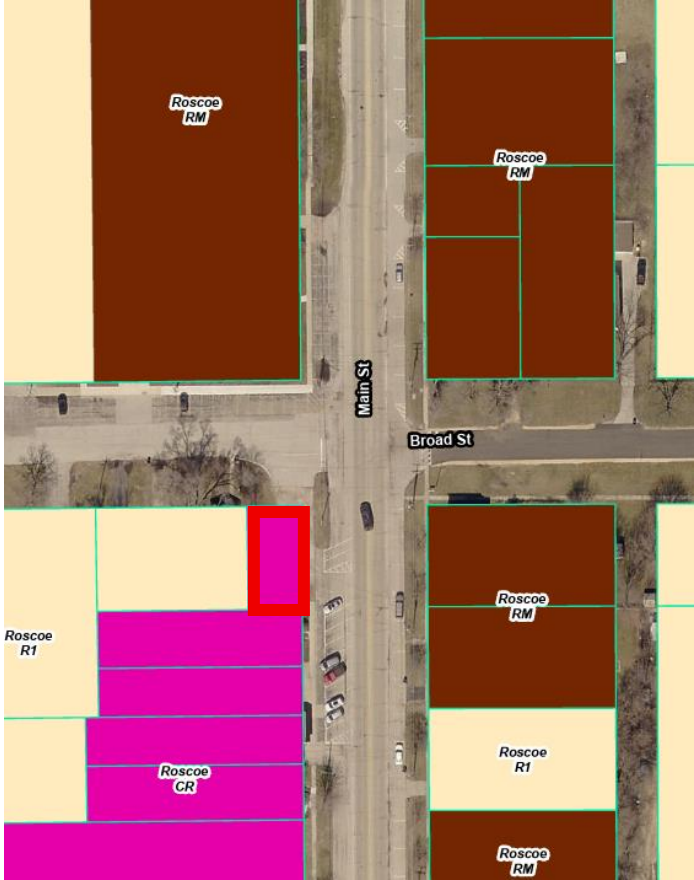
Background: The applicants have wanted to open their own shop and have been actively exploring potential spaces in the area. Their search led them to the vacant commercial building at the corner of Broad and Main Street. One of the applicants attended the public meetings regarding the adoption of the Main Street Zoning Districts and was inspired by the Village's efforts to promote economic development and revitalize the downtown area.

Following these meetings, the applicants met with Village staff to discuss their vision for the property. They propose opening an artisan shop that would offer classes and, on occasion, host a food truck. Staff is supportive of the proposed use. The property needs site improvements several of the CR, Retail, and Service Commercial district standards can not be met, creating challenges for redevelopment under the current zoning regulations. Staff suggested rezoning the property to MS-C, Main Street Core, would better align with the existing conditions and proposed use.

Description: The applicant is requesting a zoning map amendment for 10774 Main Street (04-33-332-007) from CR, Retail and Service Commercial to MS-C, Main Street Core, based on the MS-C Main Street Core Zoning District standards, as shown below in the table below:

	Existing Site Standards	CR District Standards	MS-C District Standards
Lot Size	0.08 acres	0.23 acres	None
Lot Width	81.5 Feet	75 Feet	None
Lot Depth	44 Feet	-	None
Front Setback	+/- 5 feet	10 feet	None
Side Setback	+/- 5 feet	10 feet	None
Rear Setback	+/- 5 feet	10 feet	None

Zoning Map Excerpt - Subject property is outlined in red



Staff Review: The subject property reflects a historic Main Street development pattern characterized by minimal setbacks, limited on-site parking, and pedestrian-oriented design. These features are typical of traditional downtown areas but do not align with conventional commercial zoning standards, which are generally oriented toward auto-focused development with larger setbacks and expanded parking requirements.

Rezoning the property to a Main Street style district would better reflect the site’s established physical conditions while providing clear, context-appropriate development standards. Retaining conventional commercial zoning on a fully built-out downtown property can create unnecessary regulatory barriers that hinder reinvestment and adaptive reuse.

The Main Street zoning district is intended to promote pedestrian-oriented development, encourage active ground-floor commercial uses, support the adaptive reuse of existing buildings, and foster small-scale businesses that contribute to a vibrant and economically resilient downtown. The long-term vision for Main Street is to gradually transition the corridor to reflect these goals. Incorporating the subject property into the district represents a positive step toward that vision.

Zoning Map Amendment Procedure: A zoning map amendment (rezoning) is a change to the zoning district on the zoning map. Section 15-779, Map Amendments and Text Amendments, outlines the procedures for zoning map amendments. The ZBA must hold a public hearing for each proposed amendment. Within 45 days following the public hearing, the ZBA must make a specific finding as to whether the change is consistent with the purpose and intent of the zoning ordinance and the Village's comprehensive plan. The concurring vote of four members of the ZBA is necessary to recommend the map amendment to the Village Board.

Required Findings by the Zoning Board of Appeals:

Staff has provided suggested findings for use by the ZBA.

The Zoning Board of Appeals finds that the proposed zoning map amendment is consistent with the purpose and intent of the zoning ordinance and the Village's comprehensive plan, as it aligns with key goals and objectives for growth and development.

Staff Recommendation: Staff recommends **approval** of the requested zoning map amendment, including the recommended findings of fact.

**VILLAGE OF ROSCOE
ORDINANCE NO. 2026-06**

AN ORDINANCE APPROVING A ZONING MAP AMENDMENT FROM THE CR–RETAIL AND SERVICE COMMERCIAL ZONING DISTRICT TO THE MS-C – MAIN STREET CORE ZONING DISTRICT FOR A PARCEL LOCATED AT 10774 MAIN STREET (PIN: 04-33-332-007)

WHEREAS, the owner of the parcel located at 10774 Main Street, Roscoe, Illinois (PIN: 04-33-332-007) (“Property”) and legally described in the description attached hereto as Exhibit “A”, wishes to change the zoning classification of the property from CR – Retail and Service Commercial zoning to MS-C – Main Street Core zoning, as established by the zoning code of the Village of Roscoe; and

WHEREAS, the changes in zoning classification require an amendment to the zoning map to comply with Village Ordinance; and

WHEREAS, on March 11, 2026, the Village of Roscoe Zoning Board of Appeals held the requisite hearing pursuant to notice, regarding the map amendment request by the owner of the property; and

WHEREAS, the Zoning Board of Appeals met on March 11, 2026, and thereafter voted to approve the application for map amendment (ZBA Motion to Approve passed 4-0-0); and

WHEREAS, the Village of Roscoe is authorized and empowered by statute to adopt and enforce the provisions of this ordinance; and

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

Section 1. The foregoing recitals are incorporated herein by reference.

Section 2. That the map amendment request by the owner of the property located at 10774 Main Street, Roscoe, Illinois (PIN: 04-33-332-007) and legally described in the description attached hereto as Exhibit “A”, be and hereby is approved, and that said Property, is and shall be zoned Main Street Core (MS-C) as described in the Village of Roscoe Code of Ordinances.

Section 3. Any portion of any other ordinance in conflict with this ordinance is hereby expressly repealed to the extent of the conflict.

Section 4. All other portions of the Code of Ordinances of the Village of Roscoe shall remain in full force and effect.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Section 6. The Village Clerk of Roscoe shall attest the same after the signature of the Village President.

2026-06				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Molly Butz				
Trustee Dayne Mead				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit "A"
(Ordinance 2026-06)

LEGAL DESCRIPTION

Legal Description of 10774 Main Street, PIN: 04-33-332-007

The East Forty-four (44) feet of Lot Four (4) in Block P as designated upon the Plat of the Town of Roscoe, the Plat of which is recorded in Book C of Deeds on page 28 in the Recorder's Office of Winnebago County, Illinois; EXCEPTING THEREFROM the South One (1) foot of aforesaid premises; situated in the County of Winnebago and State of Illinois.



VILLAGE of ROSCOE

10631 MAIN STREET, P.O. BOX 283, ROSCOE IL 61073
PHONE: 815-623-2829 FAX: 815-623-1360 EMAIL: frontdesk@roscoeil.gov

ZONING BOARD of APPEALS APPLICATION

GENERAL INFORMATION

Applicant

Name: Foraged Holdings LLC (Greg & Deanna Osborn)

Address: 10774 Main Street

Phone: [REDACTED] Email [REDACTED]

Applicant's Interest in Subject Property: Owner

Owner (if different from Applicant)

Name: _____

Address: _____

Phone: _____ Email _____

SUBJECT PROPERTY

Address of Property: 10774 Main Street

Current Zoning Classification of Property: CR

UT R1 R2 RR MRD RM PUD CPD CR CG CH CO IL IG IH F C P

Other _____

If a Special Use Permit has been previously issued, describe here, including date of issuance:

n/a

Legal Description of Property (attach copy of deed) or legal.
attached

Property Identification Number (PIN): 04-33-332-007
Township: Roscoe

Is title to the subject Property held in a land trust?

Yes No Trust No. _____

If yes, full disclosure of all trustees and beneficiaries is required: (use separate sheet)

Requested Action (check as many as are applicable)

- Variation
- Special Use Permit
- Map Amendment
- Text Amendment
- Zoning Appeal
- Other (specify)

Describe and explain reason for requested action: (use separate sheet if necessary)

The request for a map amendment from CG to MS-C is intended to better align the property's zoning designation with the Village's long-term vision for the Main Street corridor.

Consultants

Please provide on a separate sheet the name, address, and phone number of each consultant or professional advising Applicant with respect to this Application (including without limitation, architects, engineers, surveyors, planners and attorneys)

Village Officials or Employees

Does any official or employee of the Village have an interest, either directly or indirectly, in the Subject Property? Yes No

Repeat Application

Has any other zoning application for the Subject Property been submitted to the Village and denied in the past year? Yes No
(If yes, attach a statement of the grounds justifying reconsideration.)

Required Submittals

Ten (10) sets of all submittals and data required under the relevant provisions of the Zoning Ordinance shall accompany this application. Must included detailed site plan.

Certifications

The Applicant and Owner certify that this Application is filed with the permission and consent of the Owner of the Subject Property and that the person signing this Application is fully authorized to do so.

The Applicant certifies that all information contained herein (including the accompanying submittals and data) is true and correct to the best of the Applicant's knowledge.

The Applicant acknowledges that the Village may seek additional information relating to this Application and agrees to provide the Village with such information in a timely manner. Failure to provide the Village with such information may be grounds for denying the application.

The Applicant agrees that the Village its representatives have the right and are hereby granted permission and a license, to enter upon the Subject Property, and into any structure located thereon, for purpose of conducting any inspection that may be necessary in connection with the Village's consideration of this Applicant.

Greg Osborn

Greg Osborn

Name of Applicant

Name of Owner



Signature of Applicant

Signature of Owner

3/03/2026

3/03/2026

Date

Date

FOR OFFICE USE ONLY

Fee _____	Date Filed _____	Legal Published _____
Receipt Number _____		Newspaper _____
Date Hearing Scheduled _____		Date Legal Posted _____
_____ Staff Signature / Date		



DocId:20182758

Tx:40192180

Item # 12.

WARRANTY DEED

THIS INDENTURE WITNESSETH
That The Grantor(s),

ELEVATED TERRA FIRMA, INC.

2026002034
Filed for Record in
WINNEBAGO COUNTY IL
LORI GUMMOW, CLERK & RECORDER
01/26/2026 11:12:52 AM
DEED Pages: 2

ST STAMP FEE	120.00
CO STAMP FEE	60.00
RECORDING FEE	36.00
RHSP FEE	18.00

For the Consideration of the One dollar and other good and Valuable considerations in hand Paid, receipt of which is hereby Acknowledged,

CONVEYS and WARRANTS
Fee simple title unto Grantee:

FORAGED HOLDINGS LLC

LEGALLY DESCRIBED AS:

The East Forty-four (44) feet of Lot Four (4) in Block P as designated upon the Plat of the Town of Roscoe, the Plat of which is recorded in Book C of Deeds on page 28 in the Recorder's Office of Winnebago County, Illinois; EXCEPTING THEREFROM the South One (1) foot of aforesaid premises; situated in the County of Winnebago and State of Illinois.

PROPERTY COMMONLY KNOWN AS: 10774 Main Street, Roscoe, IL 61073
TAX CODE: 04-33-332-007

Subject to all restrictions, covenants, and easements of record if any.

Subject to general Real Estate taxes for the year 2025 and subsequent years and are hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois.

Dated this 21st day of January, 2026

AFFIX TRANSFER STAMP HERE
OR
"Exempt under provisions of Paragraph _____" Section 4, Real Estate Transfer Tax Act.
_____ Date Buyer, Seller or Representative

TVA WW338977.com

Elevated Terra Firma, Inc.



STEVE QUIES, Authorized Signer

STATE OF ILLINOIS)
) SS.
WINNEBAGO COUNTY)

I, the undersigned, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY THAT, STEVE QUIES, PERSONALLY KNOWN TO ME WHOSE NAME IS SUSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON, AND ACKNOWLEDGE THAT HE SIGNED, SEALED AND DELIVERED THE SAID INSTRUMENT AS HIS FREE AND VOLUNTARY ACT, FOR THE USES AND PURPOSES THEREIN SET FORTH, INCLUDING THE RELEASE AND WAIVER OF THE RIGHT OF HOMESTEAD.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 21st DAY OF JANUARY, 2026.



NOTARY

FUTURE TAXES FOR AND RETURN TO:
~~GREGORY OSBORN~~ FORAGED HOLDINGS, LLC
11245 Yarby Lane
Machesney Park, IL 61115

~~GREGORY OSBORN~~
~~GREGORY OSBORN~~
~~11245 YARBYPARK~~
~~MACHESNEY PARK, IL 61115~~

This instrument was prepared by:
Attorney John M. Gilbert
5010 North Second Street
Loves Park, IL 61111
815/877-2500

Affidavit - Proof of Publication

STATE OF WISCONSIN }
Rock County } **SS.**

LEGAL NOTICE: ZONING BOARD OF APPEALS, ROSCOE, IL
Public notice is hereby given pursuant to a petition on file in
the Village Clerk's Office of the Village of Roscoe, that a public
hearing will be held by the Zoning Board of Appeals on March 11,
2026, at 5:30 p.m.
at Roscoe Village Hall, 10631 Main Street, Roscoe, Illinois.
The purpose of the public hearing is to consider an application
submitted by Foraged Holdings LLC for a Zoning Map Amendment
for the property located at 10774 Main Street, PIN: 04-33-332-007
to change the zoning of the property from Retail and Service
Commercial District (CR) to Main Street-Core (MS-C). All interested
persons are invited to attend the hearing and provide their input.
February 23, 2026 WNAXLP

Michele Richardson being duly sworn deposes and says
that he/she is the principal clerk of Adams Publishing Group
of Southern Wisconsin, publishers of **Beloit Daily News**,
BeloitDailyNews.com, a newspaper published in Rock
County, and that a notice, printed copy of which taken from
said newspaper, is hereunto attached, was published in said
newspaper on the following dates:

02/23/26

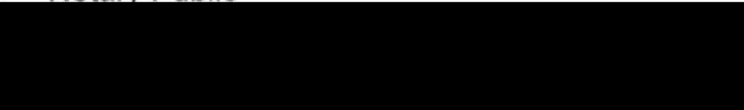
Publishing Fees: **\$16.94**

Signature:



Subscribed and sworn to before me
this **23rd day of February, A.D. 2026**

Notary Public



My Commission Expires: **3/19/27**



VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 13.

Agenda Item:	2026 Residential Streets Program – Contract Award		
Date:	04/07/2026	Meeting:	Village Board of Trustees
Prepared by:	Brandon Boggs (Fehr Graham)	Department:	Public Works/Engineering

Overview/Background Information

Bids for the 2026 Residential Streets Program were opened publicly at Village Hall on April 1st at 10:00am. Only two bids were received: Rock Road Companies, Inc. and Everlast Blacktop. A copy of the bid tabulation and recommendation letter has been included in the packet.

Key Issues

The preliminary estimate of cost used for preparation of the 2026 budget, prepared prior to engineering being completed, showed estimated costs totaling \$914,068.19.

The lowest bid submitted totaled \$997,826.85, which amounts to an increase of \$83,758.66 in costs. It should also be noted that should the Village desire construction engineering and materials testing services to supervise the construction project, additional costs beyond what is detailed above would be required. This proposal will be submitted following the Board’s decision of whether or not to award the alternate bid.

Fiscal Note/Budget Impact

Rock Road Companies, Inc. was the lowest qualified bidder for both the base and alternate bids at a combined total of \$997,826.85.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends approval of entering a contract with Rock Roads for the quoted amount of \$997,826.85 for the 2026 Residential Streets Program project.

Attachments

- Bid Recommendation Letter
- Bid Tabulation

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2026-R20**

**A RESOLUTION BY THE BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE,
AWARDING THE CONTRACT FOR THE VILLAGE’S RESIDENTIAL STREETS
PROGRAM (2026)**

WHEREAS, the Village wishes to encourage orderly development within its borders; and

WHEREAS, the Village must build and maintain roads within its jurisdictional boundaries in order to ensure the health, welfare and safety of its residents; and

WHEREAS, the Village has previously let out for bid a contract for **2026 Residential Streets Program**; and

WHEREAS, the Village of Roscoe has complied with local ordinance and State Statute in the solicitation and evaluation of such bids; and

WHEREAS, the Village has evaluated all bids and determined that the lowest and best bid for the **2026 Residential Streets Program** was from **Rock Road Companies, Inc.** for the unit prices as set forth in attached Exhibit “A”; and

WHEREAS, the Village wishes to award said contract to **Rock Road Companies, Inc.** and

WHEREAS, it will be in the best interests of the citizens of the Village to award said contract to the aforesaid company; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that by the adoption of this resolution:

Section 1. The Village President is authorized to enter, and sign an agreement on behalf of the Village, with **Rock Road Companies, Inc.** for the Bid Proposal for the **2026 Residential Streets Program**, with unit prices in the bid amounts as set forth in Exhibit “A”, for the bid amount of **\$997,826.85**

Section 2. That this resolution shall be in full force and effect from and after its adoption as provided by law.

2026-20				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Dayne Mead				
Trustee Molly Butz				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

EXHIBIT “A”
[Resolution 2026-R20]

Bid Proposal

April 1, 2026

Mrs. Carol Gustafson
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

**RE: Village of Roscoe - 2026 Residential Streets Program
Engineer's Recommendation of Contract Award and Bid Tabulation**

Mrs. Gustafson,

Bids were opened on April 1, 2026, at 10:00 a.m. at Roscoe Village Hall for the above-referenced project. A summary of the bids received has been provided below, and a copy of the tabulation of bids is enclosed for your reference.

Base Bid

Everlast Blacktop	\$824,950.00
Rock Road Companies, Inc	\$810,310.04

Alternate Bid

Everlast Blacktop	\$524,334.37
Rock Road Companies, Inc	\$187,516.81

Total Bid

Everlast Blacktop	\$1,349,284.37
Rock Road Companies, Inc	\$997,826.85

After full evaluation of the submitted bids, it is our recommendation that the base and alternate contracts for the 2026 Residential Streets Program project be awarded to Rock Road Companies, Inc., for the amount of \$997,826.85.

Please feel free to contact me should you have any further questions.

Sincerely,



Brandon M. Boggs
Project Manager

BMB:ndh

Enc.

O:\Roscoe, Village of\26-231 2026 Residential Streets Program\PA Final\PH02 Design Engineering\26-231 - Roscoe2026-04-01 2026 RSP Bid Recommendation Letter.docx

CONTRACTOR AND ADDRESS:		Engineer's Estimate		Everlast Blacktop		Rock Road Companies, Inc.	
				2650 Fix Field Rd, Suite 180		P.O. Box 1818	
				St. Charles, IL 60174		Janesville, WI 53547	
Item No. and Description	Approx. Quantity	Unit	Total	Unit	Total	Unit	Total
Base Bid							
20200100. EARTH EXCAVATION	75 CY	\$ 100.00	\$7,500.00	\$55.00	\$4,125.00	\$40.00	\$3,000.00
30103000. SHAPING AND GRADING ROADWAY	26,500 SY	\$ 3.50	\$92,750.00	\$2.50	\$66,250.00	\$2.50	\$66,250.00
35102400. AGGREGATE BASE COURSE, TYPE B, VARIABLE DEPTH	185 TON	\$ 20.00	\$3,700.00	\$48.00	\$8,880.00	\$28.00	\$5,180.00
35800200. AGGREGATE BASE REPAIR, 12"	2,650 SY	\$ 25.00	\$66,250.00	\$26.00	\$68,900.00	\$13.00	\$34,450.00
40604060. HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50, 3"	4,800 TON	\$ 90.00	\$432,000.00	\$103.00	\$494,400.00	\$86.23	\$413,904.00
42300200. PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6"	27 SY	\$ 125.00	\$3,375.00	\$195.00	\$5,265.00	\$130.01	\$3,510.27
44000100. PAVEMENT REMOVAL, VARIABLE DEPTH	26,500 SY	\$ 3.00	\$79,500.00	\$3.25	\$86,125.00	\$4.08	\$108,120.00
44000200. DRIVEWAY PAVEMENT REMOVAL	1,050 SY	\$ 15.00	\$15,750.00	\$8.00	\$8,400.00	\$20.00	\$21,000.00
44000500. COMBINATION CURB AND GUTTER REMOVAL	250 LF	\$ 15.00	\$3,750.00	\$10.00	\$2,500.00	\$10.00	\$2,500.00
60255500. MANHOLE TO BE ADJUSTED	24 EA	\$ 2,500.00	\$60,000.00	\$650.00	\$15,600.00	\$1,300.00	\$31,200.00
60604400. COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.18	35 LF	\$ 40.00	\$1,400.00	\$85.00	\$2,975.00	\$110.01	\$3,850.35
67100100. MOBILIZATION	1 LS	\$ 5,000.00	\$5,000.00	\$26,480.00	\$26,480.00	\$41,141.62	\$41,141.62
78000200. THERMOPLASTIC PAVEMENT MARKING - LINE 4"	470 LF	\$ 2.50	\$1,175.00	\$5.00	\$2,350.00	\$1.50	\$705.00
78000600. THERMOPLASTIC PAVEMENT MARKING - LINE 12"	100 LF	\$ 7.50	\$750.00	\$12.00	\$1,200.00	\$4.50	\$450.00
78000650. THERMOPLASTIC PAVEMENT MARKING - LINE 24"	275 LF	\$ 15.00	\$4,125.00	\$20.00	\$5,500.00	\$9.00	\$2,475.00
X0326806 WASHOUT BASIN / CONCRETE TRUCK WASHOUT	1 LS	\$ 500.00	\$500.00	\$2,500.00	\$2,500.00	\$400.00	\$400.00
X7010216 TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	1 LS	\$ 10,000.00	\$10,000.00	\$12,500.00	\$12,500.00	\$14,850.00	\$14,850.00
Z0013798 CONSTRUCTION LAYOUT	1 LS	\$ 2,500.00	\$2,500.00	\$6,500.00	\$6,500.00	\$5,000.00	\$5,000.00
SP-1 TURF RESTORATION	1 LS	\$ 12,500.00	\$12,500.00	\$4,500.00	\$4,500.00	\$52,323.80	\$52,323.80
BASE BID TOTAL			\$802,525.00		\$824,950.00		\$810,310.04
Alt Bid							
30103000. SHAPING AND GRADING ROADWAY	6,000 SY	\$ 3.75	\$22,500.00	\$55.00	\$330,000.00	\$2.50	\$15,000.00
35102400. AGGREGATE BASE COURSE, TYPE B, VARIABLE DEPTH	25 TON	\$ 20.00	\$500.00	\$2.50	\$62.50	\$28.00	\$700.00
35800200. AGGREGATE BASE REPAIR, 12"	600 SY	\$ 25.00	\$15,000.00	\$34.00	\$20,400.00	\$13.00	\$7,800.00
40604060. HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, MIX "D", N50, 3"	1,100 TON	\$ 90.00	\$99,000.00	\$99.00	\$108,900.00	\$89.39	\$98,329.00
44000100. PAVEMENT REMOVAL, VARIABLE DEPTH	6,000 SY	\$ 3.00	\$18,000.00	\$3.50	\$21,000.00	\$4.55	\$27,300.00
44000200. DRIVEWAY PAVEMENT REMOVAL	450 SY	\$ 15.00	\$6,750.00	\$9.00	\$4,050.00	\$20.00	\$9,000.00
60255500. MANHOLE TO BE ADJUSTED	5 EA	\$ 2,500.00	\$12,500.00	\$850.00	\$4,250.00	\$1,300.00	\$6,500.00
67100100. MOBILIZATION	1 LS	\$ 5,000.00	\$5,000.00	\$15,271.87	\$15,271.87	\$6,566.21	\$6,566.21
78000650. THERMOPLASTIC PAVEMENT MARKING - LINE 24"	45 LF	\$ 15.00	\$675.00	\$20.00	\$900.00	\$9.00	\$405.00
X7010216 TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	1 LS	\$ 10,000.00	\$10,000.00	\$8,500.00	\$8,500.00	\$2,200.00	\$2,200.00
Z0013798 CONSTRUCTION LAYOUT	1 LS	\$ 2,500.00	\$2,500.00	\$6,500.00	\$6,500.00	\$1,000.00	\$1,000.00
SP-1 TURF RESTORATION	1 LS	\$ 12,500.00	\$12,500.00	\$4,500.00	\$4,500.00	\$12,716.60	\$12,716.60
ALT BID TOTAL			\$204,925.00		\$524,334.37		\$187,516.81
BASE + ALT BID TOTAL			\$1,007,450.00		\$1,349,284.37		\$997,826.85
Formal Contract Proposal (BLR 12200)				YES		YES	
Schedule of Prices (BLR 12201)				YES		YES	
Proposal Bid Bond (BLR 12230)				YES		YES	
Apprenticeship or Training Program Certification (BLR 12325)				YES		YES	
Affidavit of Illinois Business Office (BLR 12326)				YES		YES	

Preliminary Budget Presented to Board on 01/06/26

	Base Bid	Alternate Bid	Base + Alt Bids
Design Engineering (NTE)	\$35,350	\$4,200	\$39,550
Estimated Construction Costs	\$667,983.05	\$206,535.15	\$874,518.20
Construction Engineering Estimate	\$36,000	\$12,500	\$48,500
Materials Testing Estimate	\$12,500	\$5,000	\$17,500
		Budgeted Total	\$980,068.20

Current Budget Post-Bidding

	Base Bid	Alternate Bid	Base + Alt Bids	Net Change from 01/06/26
Design Engineering (NTE)	\$39,550	N/A	\$39,550	\$0
Construction Costs	\$810,310.04	\$187,516.81	\$997,826.85	+ \$123,308.65
Construction Engineering Proposal	\$37,080	\$6,040	\$43,120	- \$5,380
Materials Testing Estimate	\$8,810	\$8,810	\$8,810	- \$8,690
Base Bid Total Project Costs	\$895,750.04			- \$84,318.16
Base + Alternate Total Project Costs			\$1,089,306.85	+ \$109,238.65

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 14.

Agenda Item:	Fehr Graham Proposal for Engineering Services related to the IDNR Boat Area Access Development Program		
Date:	04/07/2026	Meeting:	Village Board
Prepared by:	Brandon Boggs	Department:	Public Works/Engineering

Overview/Background Information

Fehr Graham has prepared a proposal for engineering services related to the Illinois Department of Natural Resources (IDNR) Boat Access Area Development (BAAD) grant application for improvements to the public boat launch at Riverside Park.

The BAAD grant program provides funding assistance for the development and improvement of public boating access facilities throughout Illinois. The Village intends to pursue funding to improve the Riverside Park boat launch to enhance public access to the Rock River and improve the safety and usability. The BAAD program provides up to 100% construction funding, with a maximum award of \$200,000.

Under the proposed agreement, Fehr Graham will assist the Village with preparation of the grant application and supporting documentation, including project mapping, public outreach documentation, preliminary development concepts, cost estimating, and assembly of required application materials. The grant application is due to IDNR on September 30, 2026, with awards typically announced 3–6 months following the application deadline.

Key Issues

Fehr Graham staff will meet with Village representatives to help develop a project scope prior to submitting the grant application.

Fiscal Note/Budget Impact

Grant application services are proposed at \$5,600.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends approval of the agreement with Fehr Graham.

Attachments

Fehr Graham Proposal

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2026-R21**

A RESOLUTION OF THE VILLAGE OF ROSCOE, ILLINOIS APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH FEHR GRAHAM ENGINEERING FOR THE PREPARATION OF AN ILLINOIS DEPARTMENT OF NATURAL RESOURCES (IDNR) BOAT ACCESS AREA DEVELOPMENT (BAAD) GRANT APPLICATION

WHEREAS, the Village of Roscoe (“Village”) is seeking a BAAD Grant for funding for boat ramp and parking lot improvements at Riverside Park,; and

WHEREAS, Illinois Department of Natural Resources (“IDNR”) applications must adhere to certain guidelines; and

WHEREAS, the Village has received a Proposal for Professional Services from Fehr Graham to complete and submit the BAAD grant application in accordance with IDNR guidelines, such agreement attached hereto as Exhibit “A”, and incorporated herein (the “Proposal”); and

WHEREAS, the Village has determined it necessary to approve the Proposal and enter into the Agreement with Fehr Graham for the IDNR BAAD Grant Application; and

WHEREAS, the Village Board has determined that it is in the best interest of the Village and its citizens to approve said Proposal and Agreement.

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

1. The above recitals are incorporated herein and made a part hereof.
2. The Village hereby accepts and approves the Proposal with Fehr Graham for the completion and submittal of the IDNR BAAD Grant Application, as outlined in the scope of services, attached hereto, and incorporated herein as Exhibit “A”, and to accept and sign an agreement for services with Fehr-Graham & Associates, LLC for the same for an amount not to exceed \$5,600.00.
3. The Village President, Village Administrator, and the Village Clerk are hereby authorized to execute, and attest said Proposal and Agreement and any other documents necessary to effectuate the same.

2026-R21

1st Read:

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Dayne Mead				
Trustee Molly Butz				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 7, 2026:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
Resolution 2026 R21

[Agreement for Services]

March 10, 2026

Carol Gustafson
Village President
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

**Re: Proposal for Professional Services
IDNR Boat Access Area Development (BAAD) Grant Application
Village of Roscoe Riverside Park Boat Launch**

Dear Village President Gustafson,

Fehr Graham is pleased to present you with the following proposal to prepare an Illinois Department of Natural Resources (IDNR) Boat Access Area Development (BAAD) Grant Application. It is our understanding that the Village of Roscoe is seeking to improve the public boat launch at Riverside Park. Fehr Graham is prepared to provide the following Scope of Services to complete and submit the grant application in accordance with IDNR guidelines.

SCOPE OF SERVICES

STEP 1 – Complete Project Mapping

Fehr Graham will create Project Location Maps, Premise Plat Map, FEMA Maps, and Project Development Maps for the grant submittal.

STEP 2 - Compile Needs Assessment Information/Community Input

Fehr Graham will work with the Village of Roscoe on their outreach efforts, including compiling notes and exhibits from the meetings to address outreach requirements for the grant application.

STEP 3 - Preliminary Development Concept and Cost Estimate

Fehr Graham will prepare a concept exhibit and will complete an engineer's opinion of probable cost to be included in the grant application. Scope modifications and additional funding are not available once the grant has been submitted and awarded.

STEP 4 – Obtain Final Support Documentation and Complete Grant Application

Fehr Graham will gather the remaining support documentation necessary to complete the grant application. This will include preparing and presenting the necessary legal documents and resolutions requiring Board approval. The final draft application will be presented for review in August to finalize the documents to be submitted before the grant deadline. The submission deadline is September 30, 2026. It is anticipated that an award decision will be announced approximately 3-6 months after the close of the application acceptance period.

EXCLUSIONS

- » Detailed engineering/landscape architecture plans for the purposes of bidding/construction
- » Geotechnical investigations and borings.
- » Environmental and soil remediation services.
- » IDNR/US Army Corps Joint Permit preparation or fees.
- » Bidding Services or Documents.
- » Construction-related services, including construction management, construction layout and construction observation.
- » IDNR Grant Application Fees.

SCHEDULE

Fehr Graham will initiate this project immediately upon receiving formal authorization to proceed. All work will be completed, and the grant application will be submitted to the IDNR before the September 30, 2026, grant deadline.

FEES

Fehr Graham will provide the services outlined above for a lump-sum fee of **\$5,600**.

If the scope of services does not meet your objectives, please contact me, and I will modify the scope and, if necessary, adjust the fees accordingly.

All plan reproduction and distribution costs along with publication and permit fees will be paid direct by Client and are not included in the above fees.

Payment for the services rendered will be requested via a monthly invoice.

***Reimbursables are not to exceed more than 15% markup.*

AUTHORIZATION

We trust that the information provided is in line with your expectations. Should you like us to proceed with this project, please sign the attached agreement for Professional Services and return a copy to me via email.

If you have any questions or would like to discuss this proposal in further detail, please do not hesitate to contact me. Thank you for your time and consideration. We appreciate the opportunity to assist the Village of Roscoe on this grant application.

Respectfully submitted,



Tyler Nelson, PE
Branch Manager

TVN:kk

Enclosure

N:\Proposals\2026\Tyler Nelson\Village of Roscoe\BAAD Grant\Village of Roscoe - BAAD Grant Proposal.docx

FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

AGREEMENT FOR PROFESSIONAL SERVICES

Client Carol Gustafson
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

Description of Services:

IDNR Boat Access Area Development (BAAD) Grant Application
Village of Roscoe Riverside Park Boat Launch

Fehr Graham will complete the scope of services as outlined in the proposal dated March 10, 2026, included herein.

COST:

The fixed fee for performing the above services is \$5,600.

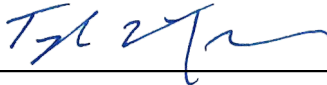
**Reimbursables are not to exceed a 15% markup. Payment for the services rendered will be requested via a monthly invoice. Fehr Graham does not accept credit and/or debit card payments.*

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:
Signature _____
Name _____
Title _____
Date Accepted _____

CONSULTANT:
By  _____
Name Tyler Nelson, PE
Title Branch Manager
Date Proposed March 10, 2026

405.0026766.000

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this agreement and to the partners, successor, executors, and assigns of such other party in respect to this agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.

8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)' work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

10. Estimates of Fees – When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the established limits of applicable insurance policies (General Commercial, Commercial Auto, Professional Liability, etc.), copies of which shall be provided to the Client and remain in force through the duration of the agreement.

18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.

19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Stephenson County, Illinois.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 15.

Agenda Item: Approval of a Settlement Agreement and Release			
Date:	April 7, 2026	Meeting:	Village Board DATE: 4/7/2026
Prepared by:	Attorney Tom Green	Department:	Legal

Overview/Background Information

The Village, on June 27, 2024, contracted for the design and construction of a parking lot and outdoor community space at 5466 Bridge Street. The parking lot includes shade trellis/canopies for parking as part of the project. In May of 2025, a structural failure of the shade trellis/canopy occurred. The attached partial Settlement Agreement will release funds for reconstruction and completion of the project.

Key Issues

The Settlement Agreement expressly excludes from the release claims any additional cost to remove and replace the concrete foundations (and any and all site restoration costs associated therewith), should a GPRS scan determine that the rebar within has been damaged beyond utility, and/or if the structural steel testing of the bolt anchors and welds fail (“Reserved Claims”).

The Settlement Agreement has been updated to remove Section 5 entitled “Confidentiality”.

Fiscal Note/Budget Impact

None

Prior Legislative Actions

A proposal for services to construct the project was accepted by the Village Board on June 27, 2024.

Action Required/Recommendation

Resolution 2026-R7, authorizing the execution of the Settlement Agreement and Release is presented and recommended for approval.

Attachments

Resolution 2026-R7
 Settlement Agreement and Release – amended April 2, 2026 to remove Section 5 entitled “Confidentiality”.

RESOLUTION NO. 2026-R7

A RESOLUTION OF THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS, APPROVING AND AUTHORIZING THE EXECUTION OF A SETTLEMENT AGREEMENT AND RELEASE

WHEREAS, by Proposal for Services accepted by the Village of Roscoe (“Village”) on June 27, 2024, Place Foundry Design, PLLC (“PFD”) agreed to provide design and engineer services for the construction of a parking lot and outdoor community space located at 5466 Bridge Street, Roscoe, IL (the “Project”).

WHEREAS, on May 26, 2025, a structural failure of the shade trellis being erected at the Project occurred.

WHEREAS, the Village has alleged that the structural failure of the shade trellis was a result of design deficiencies in the plans prepared by PFD.

WHEREAS, the Village of Roscoe, Illinois (“Village”), desires to enter into a Settlement Agreement and Release with Place Foundry Design, PLLC to provide for settlement and resolution of the current claim against PFD; and

WHEREAS, the Village President and Board of Trustees find that it is in the best interests of the Village and its residents to execute this Settlement Agreement and Release between the Village and PFD;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The foregoing recitals are incorporated herein as findings of the Board of Trustees of the Village of Roscoe.

SECTION TWO: The Village President is authorized to execute the Settlement Agreement and Release attached hereto, with Place Foundry Design, PLLC, or an Agreement in substantially similar form.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage, approval, and publication as provided by law.

2026-R7

1st Read:

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Trustee Dayne Mead				
Trustee Michael Sima				
Trustee Michael Wright				
Trustee Molly Butz				
President Carol A. Gustafson				

APPROVED _____ 2026

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

SETTLEMENT AGREEMENT AND RELEASE

This Settlement Agreement and Release (“Release”) is made as of the ____ day of _____, 2026 by and between Village of Roscoe, Illinois (the “Village”) and Place Foundry Design, PLLC (“PFD”). The Village and PFD are hereafter referred to collectively as the “Parties” and may be individually referenced as a “Party.”

Recitals

- A. **WHEREAS**, by Proposal for Services accepted by the Village on June 27, 2024, PFD agreed to provide design and engineer services for the construction of a parking lot and outdoor community space located at 5466 Bridge Street, Roscoe, IL (the “Project”).
- B. **WHEREAS**, on May 26, 2025, a structural failure of the shade trellis being erected at the Project occurred.
- C. **WHEREAS**, by correspondence to PFD dated July 31, 2025, the Village alleges that the structural failure of the shade trellis was result of design deficiencies in the plans prepared by PFD. The Village demands that PFD take corrective action to allow for the completion of the Project (the “Claims”).
- D. **WHEREAS**, Stenstrom Excavation & Blacktop has prepared an estimate dated August 1, 2025, for the costs of the response following the May 26, 2025 collapse, as well as materials and further work required pursuant to the updated structural details for the shade trellis revised July 10, 2025 (the “Remediation Work”). Also included in the Remediation Work is Virgilio & Associates, Ltd.’s invoice no 178, the August 20, 2025 proposal from Geocon Professional Services, and the RP Rents, LLC invoice dated 6/27/2025.
- E. **WHEREAS**, without making any admissions of liability or wrongdoing whatsoever, the Village and PFD each wish to resolve the Claims by settlement.

Terms and Conditions

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the Parties, intended to be legally bound, agree as follows:

- 1. **Consideration.** PFD agrees to pay or cause to be paid to the Village one hundred forty-five thousand, eight hundred ninety-nine dollars and 55/100 (\$145,899.55). A check or electronic payment shall be made payable to the Village of Roscoe, Illinois within thirty (30) days of the Effective Date. Payment is contingent upon receipt of a properly completed W-9 by the Village and verified payment instructions.

2. **Effective Date.** The latest date on which this Release is executed by any of the Parties shall be the Effective Date of the Agreement.
3. **Release and Waiver.** In exchange for the consideration described herein, each of the Parties and each of their owners, subsidiaries, partners, employees, representatives, insurers, heirs, assigns, executors, administrators, and any other agents forever release, acquit and discharge the other Parties and their owners, subsidiaries, affiliated corporations and entities, trustees, shareholders, officers, directors, predecessors, successors, partners, employees, representatives, insurers, heirs, assigns, executors, administrators, and any other agents from any and all rights, claims, demands, actions, causes of action, liabilities, damages, compensation, fees, costs, or other claims whatsoever, past and future, in law or in equity, fixed or contingent, known or unknown, suspected or unsuspected, which they may have or claim to have, at any time heretofore has had, or may claim to have in the future, arising out of or related to the Claims as more fully described in the Recitals set forth above (the “Released Claims”). Expressly excluded from the Released Claims are additional costs to remove and replace the concrete foundations (and any and all site restoration costs associated therewith), should a GPRS scan determine that the rebar within has been damaged beyond utility and/or if the structural steel testing of the bolt anchors and welds fail (“Reserved Claims”).
4. **Reserved Claims.** Nothing in this Release should be construed as admission or denial of the need for additional costs described in the Reserved Claims.
5. **Construction of the Agreement.** This Release shall be construed as though mutually drafted and not against any Party because that party drafted the Release.
6. **Representations and Warranties.** The Parties declare that they have read this Release and understand and know the contents thereof, and each person executing this Release represents and warrants that he or she is empowered to do so and hereby binds the respective Party. Each of the Parties further represents and warrants (1) that no other person or entity has, or has had, any interest in the claims, demands, obligations, or causes of action which are the subject matter hereof, and (2) that it has not sold, assigned, transferred, conveyed, or otherwise disposed of any such claims, demands, obligations, or causes of action.
7. **Binding Agreement.** It is agreed that this Release shall be binding upon and inure to the benefit of the heirs, executors, trustees, shareholders, administrators, representatives, successors, insurers, reinsurers, assigns, agents, employees, contractors, governing bodies, and members of the respective Parties.

- 8. **Entire Agreement.** This Release constitutes the entire agreement between the Parties here to with respect to the resolution of the Released Claims.
- 9. **Governing Law.** This Agreement is intended to be construed pursuant to the laws of the State of Illinois.
- 10. **Multiple Counterparts.** This Release may be executed in counterparts, each of which shall be deemed an original, and all counterparts so executed when taken together shall constitute one agreement, notwithstanding that the Parties may not be signatories to the same counterpart. This Release and its counterparts may be delivered by email, and such copies shall be binding and deemed original for purposes of implementation and enforcement.
- 11. **Severability.** If any of the provisions, terms or clauses of this Release are declared illegal, unenforceable, or ineffective in a legal forum, those provisions, terms, and clauses shall be deemed severable, such that all other provisions, terms and clauses of the Agreement shall remain valid and binding upon all parties.

IN WITNESS WHEREOF, the undersigned, having read the foregoing, fully understanding it and agreeing to the terms, have execute the Release on the dates indicated below

VILLAGE OF ROSCOE, ILLINOIS.

PLACE FOUNDRY DESIGN, PLLC.

 Print Name: _____
 Title: _____
 Date: _____

 Print Name: _____
 Title: _____
 Date: _____

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 16.

Agenda Item:	Approval of a Special Event Permit for a 10 Year Anniversary Celebration at Orchid Nail Salon, 5255 Elevator Road. Event to be held on April 12, 2026 from 2pm-5pm		
Date:	3/30/2026	Meeting:	April 7, 2026 Village Board
Prepared by:	Janel Reidinger	Department:	License and Permits

Overview/Background Information

Orchid Nail Salon is requesting approval to host an anniversary open house event at their business located at 5255 Elevator Road. The event is proposed for Sunday, April 12, 2026, from 2:00 PM to 5:00 PM.

The event will take place behind the salon, utilizing the existing parking lot and an adjacent grassy area. This is intended to be a casual, come-and-go gathering with an anticipated attendance of approximately 50 people.

Planned event components include:

- Live music provided by a local band under a 20' x 40' tent
- A taco food truck located at the rear of the event space
- Non-alcoholic beverages (water and soda) provided on-site

The event area will be secured and roped off to prevent vehicle access and maintain pedestrian safety. Police, Fire and Public Works have all reviewed and signed off on this event.

Key Issues

Parking

The existing parking lot is capable of accommodating approximately 100 vehicles, which exceeds the anticipated attendance. The applicant has arranged for assistance to manage parking operations. The applicant has been advised that no overflow parking will be permitted along Elevator Road. Based on the size of the lot and expected attendance, parking is not anticipated to be an issue.

Noise Considerations:

A live band is proposed from 2:00 PM to 5:00 PM. The event duration is limited and occurs during daytime hours with no neighbors in close proximity.

Late Application Submission:

The application was submitted after typical deadlines, as the applicant was not aware of the Village's special event requirements. The applicant has already made financial commitments for event-related services, including the tent, food truck, band, and decorations. Staff has agreed to process the application in support of local businesses; however, no guarantees of approval have been provided.

Fiscal Note/Budget Impact

n/a

Prior Legislative Actions

n/a

Action Required/Recommendation

Item # 16.

Staff recommends approval of the special event request for the Orchid Nail Salon Anniversary Open House, subject to the following conditions:

1. No overflow parking shall be permitted along Elevator Road or adjacent properties.
2. The event area shall remain secured to prevent vehicle access and ensure pedestrian safety.

Attachments

Special Event Permit Application
Site Plan



Special Event Application Form

Return completed form to Roscoe Police Department * 10595 Main St. * PO Box 312 * Roscoe, IL 61073

Assembly Block Party Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

orchid Nails Salon

Nature of Event:

10 years Anniversary salon open

Location of Event: 5255 elevator Rd Projected Attendance: 50

Address of Organizer: 1 Phone Number: [REDACTED]

Event Date(s): 4-12-2026

Event Hours: 2:00 am/pm until 5:00 pm am/pm

Setup/Assembly Date: 4-12-2026 Start Time: 2:00 pm am/pm

Dismantle Date: 4-12-2026 am/pm Completion Time: after 5:00 am/pm

Please describe, in specific details, the scope of your setup/assembly work: (submit separate document if necessary)

tent set up Taco truck tables chairs band

- Will this event require use of fireworks? [] Yes [x] No
Will this event require street closures [] Yes [x] No
Will alcohol be served? [] Yes [x] No
Will signage be posted? [] Yes [x] No
Will food be served? [x] Yes [] No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

Phone: (815) 623-2829 * Fax: (815) 623-1360 * Email: permits@villageofroscoe.com



Special Event Application Form

Who is your point of contact for this event? (must be available during entire duration of event)

Name: GWEN MAI Phone Number: [Redacted]

Email: [Redacted]

Additional Comments:

Applicant Signature: [Redacted]

Date: 3-26-26

Return completed application to: Roscoe Village Hall, 10631 Main Street, Roscoe, Illinois 61073, permits@villageofroscoe.com

OFFICIAL USE ONLY
Date Filed: 3-26-2024
Village Administrator: Signature Date:
Village Board (if necessary): Signature Date:
Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party
Cc: Police Department, Public Works, Zoning, HRFPD, WCHD
Receipt



Special Event
Hold Harmless Agreement

I, GWEN MAI indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event

known as 10 years ANNIVERSARY party.

to be held 5255 elevator Rd.

Signed this 26 day of MARCH, 20 26

GWEN MAI
Name

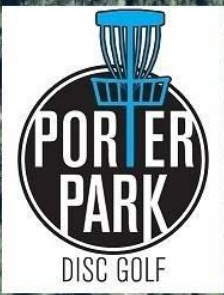
5255 ELEVATOR RD
Address



Signature



Witness



PORTER PARK DISC GOLF COMPLEX



Special Event
Application Form

Return completed form to Roscoe Police Department * 10595 Main St. * PO Box 312 * Roscoe, IL 61073

Assembly Block Party Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

The Opener

Nature of Event:

Disc Golf Tournament

Location of Event: Porter Park Projected Attendance: 70

Address of Organizer: _____ Phone Number: [REDACTED]

Event Date(s): 5/17/2026

Event Hours: 9 am/pm until 5 am/pm

Setup/Assembly Date: 5/17/26 Start Time: 9 am/pm

Dismantle Date: 5/17/26 am/pm Completion Time: 5 am/pm

Please describe, in specific details, the scope of your setup/assembly work:
(submit separate document if necessary)

Setting up signs, tables, and course markings if needed.

Will this event require use of fireworks?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will this event require street closures	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will alcohol be served?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will signage be posted?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Will food be served?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

Phone: (815) 623-2829 * Fax: (815) 623-1360 * Email: permits@villageofroscoe.com



Special Event Application Form

Who is your point of contact for this event? (must be available during entire duration of event)

Name: Josh Garcia Phone Number: [REDACTED]

Email: [REDACTED]

Additional Comments:

This event will be a flex tournament. Meaning players will come and go and they may not all be on the course at one time.
I only anticipate 50 maximum at once on the course.

Applicant Signature:

[REDACTED]

Date:

3/29/26

Return completed application to: Roscoe Village Hall
10631 Main Street
Roscoe, Illinois 61073
permits@villageofroscoe.com

OFFICIAL USE ONLY

Date Filed: 3-30-2026

Village Administrator: _____ Date: _____
Signature

Village Board (if necessary): _____ Date: _____
Signature

Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party

Receipt

Cc: Police Department, Public Works, Zoning, HRFPD, WCHD



Special Event
Hold Harmless Agreement

I, Josh Garcia indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event

known as The Opener

to be held May 17th, 2026

Signed this 29 day of March, 2026

Josh Garcia

Name

13572 Dorr rd South Beloit, IL 61080

Address

[Redacted Address]

Signature

[Redacted Signature]

Witness

Event Site Plan

The parking proposed for this event will strongly encourage across the street near hole 15. I will put signage for this at the entrance of the parking on the lot previously mentioned as well as up the street to avoid any congestion prior to the event.

Registration table will be near hole 1 to keep away from the cabin and attendants utilizing it. There will be no food truck on property for this event.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 17.

Agenda Item:	Approval of a Special Event Permit – Season Opener Disc Golf Tournament at Porter Park		
Date:	03/31/2026	Meeting:	04/07/2026 Village Board
Prepared by:	Janel Reidinger	Department:	License and Permits

Overview/Background Information

The Stateline Disc Golf Association (SDGA) is an established not-for-profit organization, officially filed on March 6, 2024 (EIN: 99-1810950). The organization is proposing to host its Season Opener Disc Golf Tournament at Porter Park on May 17, 2026, from 9:00 AM to 5:00 PM.

This event will be conducted as a “flex” tournament, allowing participants to arrive and play within the designated timeframe rather than all at once. As a result, course usage will be staggered, with an estimated maximum of approximately 50 players on the course at any given time, depending on overall attendance.

The event is anticipated to attract approximately 70 participants and will provide increased visibility and use of the Porter Park Disc Golf Course.

Key Issues

Event Details

Date: May 17, 2026

Time: 9:00 AM – 5:00 PM

Anticipated Attendance: Approximately 70 participants

- Use of the Porter Park cabin was requested; however, the facility is already reserved for a private rental on that date with an anticipated attendance of approximately 45.
- The event organizer has coordinated plans to ensure tournament activities do not interfere with the cabin rental.
- Due to the cabin rental, participants will be directed to park across the street near Hole 15, weather and ground conditions permitting.
- In the event of soft or muddy conditions, overflow parking may be accommodated along Windflower Drive, as necessary.
- The registration area will be located near Hole 1 and positioned to avoid any conflict with the cabin rental and associated activities.

Prior Legislative Actions

Several SDGA Tournaments have been approved in the past with no issues.

Action Required/Recommendation

Staff recommend approval of the Special Event Permit for the Season Opener Disc Golf Tournament.

Attachments

- Special Event Application
- Site Plan