



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole

Tuesday, December 17, 2024
[immediately following Village Board Meeting]

CALL TO ORDER

ROLL CALL

APPROVAL OF THE MINUTES

- [1.](#) **Approval of the Minutes** for the meeting of the Committee of the Whole from **November 19, 2024.**

PUBLIC COMMENT (limited to 3 minutes per speaker)

OLD BUSINESS

NEW BUSINESS

- [2.](#) Discussion and Recommendation of an agreement with **North Park Public Water District** related to the repainting of water towers within the Village limits.
- [3.](#) Discussion of **2025 Capital Projects**

PUBLIC COMMENT (limited to 3 minutes per speaker)

PRESENTATIONS

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole Meeting

Tuesday, November 19, 2024

CALL TO ORDER

Administrator Kurlinkus called meeting to order.

ROLL CALL

PRESENT

Trustee William Babcock
Trustee Stacy Mallicoat
Trustee Susan Petty
Trustee Justin Plock
Trustee Michael Sima
Trustee Michael Wright
Village President Carol Gustafson

APPROVAL OF THE MINUTES

Approval of the Minutes for the meeting of the Committee of the Whole from **November 5, 2024.**

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Sima, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

PUBLIC COMMENT (limited to 3 minutes per speaker)

Jana Beck, of Hodges Run Subdivision, raised concern of the cul-de-sac area where there are ruts, mud, etc. from the installation of the fiber optic cables. The corner is being dug out repeatedly by cars, garbage trucks etc. Ms. Beck also raised concerns about lighting and traffic for the project design of the Hodges Run property currently in development.

OLD BUSINESS

1. Discussion and Recommendation of adoption of a policy related to the maintenance of subdivision entrance signs and landscaping.

Administrator Kurlinkus summarized the topic of discussion of the Subdivision Entrance Signs,

The Village Board of Trustees has requested that staff create a draft policy related to the uniform maintenance of subdivision entryways and signage. The attached policy identifies the responsibilities of the Village in maintaining subdivision entryway signage and landscaping & sets a maximum \$ amount for the installation of new signage outside of what the developer has installed upon the dedication of the subdivision. It also provides the process for HOAs or neighborhood associations to request more elaborate signs & landscaping to be maintained by the association.

Trustee Plock inquired about the actual cost of a sign equivalent to Crystal Hills Subdivision, as a standard for cost or replacement. It was stated the cost of the sign at Crystal Hills was \$3500.00. Trustee Sima asked if this was budgeted for, and Trustee Plock stated it has been in the budget for the last three years.

Administrator Kurlinkus entertained a motion to move to board for approval for the policy related to the maintenance of subdivision entrance signs;

Motion made by Trustee Babcock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Trustee Plock made a motion to get quote for neighborhood signs for Chicory Ridge and Hawks Pointe, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

NEW BUSINESS

2. Discussion and Recommendation of an agreement with Vanderwalle & Associates related to the creation of a Main Street Overlay Zoning District

Administrator Kurlinkus summarized the recommendation stating The Village of Roscoe is actively pursuing the redevelopment of its Main Street area to create a vibrant, mixed-use district that reflects the community's goals and vision as outlined in the "Main Street District Plan" prepared by The Place Foundry. To facilitate this redevelopment, the Village seeks to create and implement a Main Street Overlay Zoning District. This initiative will ensure the zoning regulations align with the desired land use patterns, aesthetic standards, and functionality of the Main Street area. Vandewalle & Associates, the Village's current zoning consultant, has submitted a Work Order outlining their proposal to draft and implement the overlay zoning district. Their approach builds on the recommendations of the "Main Street District. Administrator Kurlinkus recommends that the Village Board approve the Work Order with Vandewalle & Associates for the creation of the Main Street Overlay Zoning District. This

partnership will provide the technical expertise and community engagement necessary to ensure the zoning ordinance reflects the goals and objectives of the Main Street redevelopment initiative. Plan” and includes ordinance amendments, mapping, public engagement, and final adoption.

Motion made by Trustee Wright, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

3. Discussion and Recommendation of future uses and development of the Village's property located at 11243 Main Street.

Administrator Kurlinkus summarized the recommendation to the board, Trustee Sima stated that the idea is to provide awareness that the property is owned by the Village and looking for development for Main Street. Administrator Kurlinkus provided a potential development timeline as :

- December 2024 - RFP Development
- January 2025- RFP Release
- March 2025 - RFP Evaluation
- April 2025- Developer Selection/Negotiation

The motion was made by Trustee Plock and seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

PUBLIC COMMENT (limited to 3 minutes per speaker)

Brad Miller, who lives in Cul-de-sac, behind Stillman Bank. Mr. Miller had several concerns about the improvement of the intersection and roads in that subdivision. Mr. Miller stated that the football games provide congestion to the residence as there is only one entrance into the cul-de-sac subdivision. Mr. Miller suggested a light at the entrance, like Chicory Ridge to help with traffic flow. Brandon responded and stated that it would not be feasible for a light to be there as it is too close to the lights at 251. Mr Miller asked if there was a way to get another entrance, which Brandon stated it is a tough task from the State of Illinois. Brandon stated he would go out and look at the roads in that area.

PRESENTATIONS

None

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Plock, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Adjourned at 746pm.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 2.

Agenda Item: IGA with North Park Water District for Water Tower Logo

Date: December 13, 2024

Meeting: COTW – 12/17/2024

Prepared by: Josef Kurlinkus

Department: Administration

Overview/Background Information

North Park Public Water District is providing the Village with the opportunity for the Village's logo to be displayed on the District's Tower 3, located at 6008 Broad Street, for the purpose of promoting community identity and visibility. This project will take place in late spring of 2025 and will require the Village to enter into an intergovernmental agreement with NPPWD, with the Village reimbursing the District for the cost of painting the logo. As the Village is working on a new logo design and rebranding, participating in this project will be an excellent opportunity to publicly launch this new image.

Fiscal Note/Budget Impact

The cost to the Village bear the full cost of incorporating the logo into the repainting project, including all expenses for design, materials, labor, installation, and any necessary permits or approvals, for the amount of \$12,000.

Action Required/Recommendation

Send to the Board for Approval the IGA with NPPWD.

Attachments

IGA & Resolution from NPPWD for the water tower logo painting.

**NORTH PARK PUBLIC WATER DISTRICT
APPROVING AN AGREEMENT BETWEEN NORTH PARK PUBLIC WATER
DISTRICT AND THE VILLAGE OF ROSCOE
RESOLUTION NO. [2024-04]**

WHEREAS, the Village of Roscoe (the "Village") and the North Park Public Water District (the "District") desire to enter into an agreement to allow the Village's logo to be displayed on the District's Tower 3, located at 6008 Broad Street, for the purpose of promoting community identity and visibility; and

WHEREAS, the District is responsible for the repainting and maintenance of Water Tower 3 as part of its scheduled maintenance program; and

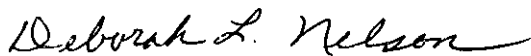
WHEREAS, the Village has requested that its official logo be included in the design of Water Tower 3 as part of the District's repainting project, with the logo to be displayed on the tower as part of this effort; and

WHEREAS, the District has agreed to proceed with the repainting project and the addition of the Village's logo to the tower as part of its scheduled maintenance, but the Village will bear the full cost of incorporating the logo into the repainting project, including all expenses for design, materials, labor, installation, and any necessary permits or approvals; and

WHEREAS, the Village will be responsible for coordinating the addition of the logo with the District's painting contractor to ensure that the logo is properly installed in accordance with the repainting project's timeline and quality standards; and

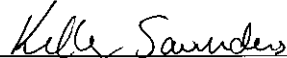
NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and other good and valuable consideration, the parties hereto agree to the Inter-Governmental Agreement as executed by the parties hereto.

NOW, THEREFORE BE IT RESOLVED, the North Park Public Water District Board of Trustees hereby authorizes the approval of the agreement between the Village of Roscoe and the North Park Public Water District to add the Village's logo to the repainting of Water Tower 3, as set forth in the Intergovernmental Cooperation Agreement, on the 20th day of November, 2024.



Deborah Nelson, Vice-Chairman

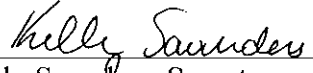
ATTEST:



Kelly Saunders, Secretary

CERTIFICATION

I, Kelly Saunders, the CEO of the North Park Public Water District of the County of Winnebago, State of Illinois, do hereby certify that I am the keeper of the books and records of the North Park Public Water District and that the foregoing is a true and correct copy of a resolution duly adopted by the North Park Public Water District, Board of Trustees at a meeting duly convened and held on the 20th day of November, 2024.


Kelly Saunders, Secretary

INTERGOVERNMENTAL COOPERATION AGREEMENT

This Intergovernmental Cooperation Agreement (“Agreement”) is entered into this ____ day of _____, 2024 (the “Effective Date”) by and between the VILLAGE OF ROSCOE, an Illinois Municipal Corporation, 10631 Main Street, Roscoe, Illinois 61073 (hereinafter referred to as the “Village”), and the NORTH PARK PUBLIC WATER DISTRICT, an Illinois Public Water District, 1350 Turret Drive, Machesney Park, Illinois 61115 (hereinafter referred to as the “District”).

RECITALS:

WHEREAS, the Village and the District are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, 5 ILCS § 220/1, *et seq.*, and are authorized to cooperate for public purposes; and

WHEREAS, the Village and the District desire to enter into an Intergovernmental Cooperation Agreement (“Agreement”) for the purpose of facilitating the repainting of Water Tower 3 located in the Village of Roscoe, including the addition of the Village's official logo to the tower; and

WHEREAS, the District is responsible for the repainting and maintenance of Water Tower 3, located at 6008 Broad Street in the Village of Roscoe; and

WHEREAS, the Village desires to have its logo incorporated into the repainting design of Water Tower 3 in order to promote the Village and enhance its visual presence within the community; and

WHEREAS, the Village agrees to pay the District the additional costs necessary to add the Village's logo to the repainting project, including, but not limited to, design, materials, labor, and equipment; and

WHEREAS, the District agrees to proceed with the repainting and the incorporation of the Village's logo as part of the scheduled maintenance and upgrade project.

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

1. **Incorporation of Recitals**

The above recitals are incorporated herein and made a part hereof.

2. **Repainting of Water Tower 3**

The District agrees to repaint Water Tower 3, located at 6008 Broad Street, Roscoe, Illinois, as part of its scheduled maintenance program. The District shall include the Village's official logo in the design of the tower as agreed by both parties.

3. Payment for Logo Addition

The Village agrees to pay the District \$12,000 for the additional costs incurred for the inclusion of the Village's logo on Water Tower 3. The Village will remit payment to the District for these additional costs, which will be determined by the District and communicated to the Village prior to the commencement of the repainting work.

4. Design Approval

The Village shall provide the District with the final design for the logo placement on the water tower, and the District shall incorporate the Village's logo according to this design. Any modifications to the design must be approved by both parties in writing before the work begins.

5. Timeline

The District agrees to proceed with the repainting project and the addition of the Village's logo in accordance with its established timeline, subject to weather conditions and any unforeseen delays. The District will provide the Village with an updated timeline for the completion of the project.

6. Indemnification

Permitted by law, the District and Village agrees to defend, indemnify, and hold harmless each other, its officials, agents, employees, and volunteers from any and all claims, damages, losses, and expenses arising from the District or Village performance, as applicable. Under this Agreement, except those resulting from the sole negligence or willful misconduct of the District or Village or its representatives, as applicable.

7. Insurance

Any liabilities arising from the indemnification clause as described in paragraph 6 above. The District and Village shall be named as additional insured parties on the applicable District/Village policies.

8. Amendment and Termination

This Agreement may be amended or terminated only by a written instrument executed by both parties. No waiver, modification, or amendment of any provision of this Agreement shall be valid unless in writing and signed by the authorized representatives of both parties.

9. Ownership of Logo

The Village retains full ownership of its logo and any associated intellectual property. The District agrees not to use the logo for any purposes other than those specifically described in this Agreement.

10. Counterparts

This Agreement may be signed in a number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

11. Complete Agreement

This Agreement contains the entire understanding between the Village and the District with respect to the subject matter hereof and supersedes all prior discussions, negotiations, and agreements, whether written or oral, between the parties.

IN WITNESS WHEREOF, the parties hereto, acting under the authority of their respective governing bodies, have caused this Agreement to be duly executed as of the date first referenced above.

VILLAGE OF ROSCOE

By: _____
Carol Gustafson, Village President

ATTEST:

By: _____
_____, _____

Date Approved: _____

NORTH PARK PUBLIC WATER DISTRICT

By: Deborah L Nelson
Deborah Nelson, Vice-Chairman of the Board

ATTEST:

By: Kelly Saunders
Kelly Saunders, Secretary

Date Approved: 11/20/2024