



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole

Tuesday, May 07, 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 **April 16, 2024**.

PUBLIC COMMENT (limited to 3 minutes per speaker)

OLD BUSINESS

NEW BUSINESS

- 2. Discussion and Recommendation of the issuance of a **Special Event Permit for Keep Northern Illinois Beautiful Mud Volleyball**.** The event is scheduled to take place on Saturday August 3, 2024.
- 3. Discussion and Recommendation of the issuance of a Special Event Permit for the North Pointe Triathlon and Fit N Fun Fair.** This event is to be held on June 8, 2024 at 5605 E. Rockton Road.
- 4. Discussion and recommendation of the issuance of a **Special Event Permit for Stateline YMCA Stonebridge 1/2 Marathon & 5K**.** The event will take place on Sunday September 28, 2024.
- 5. Discussion and Recommendation of an ordinance transferring appropriations between appropriated Objects and Purposes for the Village of Roscoe, Winnebago County, Illinois for the year beginning on the first day of January, 2023 and ending on the 31st Day of December, 2023 [FY 2023 Final Appropriation Transfer].**

6. Discussion and Recommendation of Bid Specifications and Bid Letting for **Class "D" Patching Program** (2024).

7. Discussion and Recommendation of entering into an Agreement with **Place Foundry Design PLLC** to provide design and owner's representative services for the construction of the Village's Bridge Street Multi-Use Parking facility.

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, April 16, 2024

CALL TO ORDER

Administrator Kurlinkas called meeting to order at 7:05pm

ROLL CALL

Administrator Kurlinkas requestion Roll Call:

PRESENT

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

Absent

Trustee Plock

APPROVAL OF THE MINUTES

Approval of the Committee of the Whole **Meeting Minutes** for **April 02, 2024**.

Administrator Kurlinkas entertained motion for approval of minutes:

Motion made by Trustee Sima,

Seconded by Trustee Wright.

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

Absent: Trustee Plock

PUBLIC COMMENT (limited to 3 minutes per speaker)

None

OLD BUSINESS

None

NEW BUSINESS

- 1. Discussion and Recommendation** of approving a three-year extension to the Park Usage Agreement with **Stateline Baseball, Inc** for the continued use of Leland Park & Porter Park through **December 31, 2027**.

Administrator Kurlinkas summarized the recommendation, stating there are agreements with these two organizations and referenced the Board to view the board packets for information. Original agreement went into place 2018. Essentially, if approved, this provides the organization with an additional 1-year extension after each year, resulting in a continuous 3-year agreement. Should the Village choose not to approve an agreement, the team would have 3-years to find a new location for its programming. The Organization has not requested an extension for the past few years, which has resulted in the agreement expiring at the end of 2024. The request is for a 3-year agreement to be approved.

Motion made by Trustee Petty,

Seconded by Trustee Mallicoat.

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

Absent: Trustee Plock

- 2. Discussion and Recommendation** of approving a three-year extension to the Park Usage Agreement with **Stateline Fastpitch Softball, Inc** for the continued use of **Swanson Park** through **December 31, 2027**.

Administrator Kurlinkas summarized the recommendation, stating there are agreements with these two organizations and referenced the Board to view the board packets for information. Original agreement went into place 2018. Essentially, if approved, this provides the organization with an additional 1-year extension after each year, resulting in a continuous 3-year agreement. Should the Village choose not to approve an agreement, the team would have 3-years to find a new location for its programming. The Organization has not requested an extension for the past few years, which has resulted in the agreement expiring at the end of 2024. The request is for a 3-year agreement to be approved.

Motion made by Trustee Mallicoat,

Seconded by Trustee Babcock.

Discussion: Trustee Wrights would like the opportunity to question the organization around some of the topics. There are issues with payment for passes for year, charging to use the

playground. Administrator Kurlinkas stated that they maintain and operate the park and facilities it is like a lease. They operate scheduling and exclusive use. Trustee Wright asked if the Village gets any sponsorship money for all the posters and banners around the park? Trustee Wright would like to review this, Administrator Kurlinkas stated they have the right to direct advertising, they are supposed to provide the advertisements examples to Village. No tobacco or alcohol products are allowed. Trustee Wright would like to ask to see costs and the signage, he would like to see how much promotional money they are receiving what they are charging for entry fees. Administrator Kurlinkas stated they are required to file annual reports which should have that information. Administrator Kurlinkas stated he can request hard copies before next meeting. President Gustafson stated they pay \$3500 a year for exclusive use, they are also responsible for maintaining park. The Village has some responsibility, the organization does make additional contributions to the Village periodically. President Gustafson would like to know what they charge, who they charge and the amount, where does it go? What is coming in and going out of the program.

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

Absent: Trustee Plock

- 3. Discussion and Recommendation to the Board for approval of a **Variance to increase the width of the driveway from 24 feet to 29 feet at the property line extending to the existing garage at 738 Ballymore Road Pin (08-06-254-019).**

[Motion to approve *failed at ZBA: 2-5-0*]

Administrator Kurlinkas summarized the request for Variance, and referred to Elias Vareldzis who is one of our ZBA consultants: Elias stated the the proposed denial of the expansion: Specifically, the Variance requests flexibility from the following requirements of Sec. 155.3.4(B)(6): Residential driveways shall not exceed 24 feet in width at the property line. A garage access drive is permitted to match the width of the garage’s front façade for a total distance of 20 feet beyond the garage doors before tapering within 10 feet back to the max driveway width of 24 feet. Staff recommends that the Board of Zoning Appeals recommend denial of the requested Variance.

Motion made by Trustee Babcock,

Seconded by Trustee Sima,

Trustee Babcock has an issue with this, and believes the ordinance needs to be changed. If you drive around the neighborhood of Hawks Point many homes have extended their driveway out prior to the ordinance change. If you have a three-car garage, and 24ft driveway it is hassle to move car arounds to get out. There should be a clear understanding why the ordinance changed. Trustee Babcock believes there should be a motion to change the ordinance. Administrator Kurlinkas stated he agrees, and defined what the variance means. Trustee Petty stated she agrees, Administrator Kurlinkas stated the current motion is to approve the variance. Trustee Mallicoat asked if the intention is to layover, and change the ordinance? President Gustafson asked how wide is 3-car garage? Brandon stated the ordinance prior to change was 30' no stipulation and could all the way to road and granted an additional 2

and half feet to 5 feet for flare. The new code stipulated that it is the property line. Trustee Sima stated there should be one standard for everyone in the Village. Trustee Babcock asked how long does it take to change the ordinance? Trustee Mallicoat stated his recommendation is to layover and visit the ordinance for driveway and hold his fee. Which would take about 3 months.

Trustee Mallicoat made a motion to layover,

Second by Trustee Petty

Discussion: President Gustafson asked what the plan is for those that come to the board requesting a variance, and Trustee Mallicoat said to keep on hold until ordinance is changed. Elias stated for clarification, any future code amendment cannot make any changes to the section of code that has been adopted with regard to the variance procedures and criteria is established by State Statute and any change to that the Village would be in noncompliance with state statute. Trustee Babcock stated the ordinance needs to be fixed so they can avoid asking for variance.

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

Absent: Trustee Plock

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

Absent: Trustee Sima

4. Approval of **Special Event Permit** for the **Chicory Ridge Annual Garage Sale**. (Chicory Ridge Subdivision May 17, 18, and 19th, 2024.)

Administrator Kurlinkas provided summary of the permit and called on Code Enforcement Officer Vic Wilder to address board with update: Officer Wilder stated that the Chicory Ridge Garage Sales are in their 15th year, they average 80 to 100 participants. At the event different homes in the subdivision have approval and oversight from public works, police department and Harlen Roscoe Fire to ensure emergency pass. No parking signs will be along Chicory Ridge Way and Meadowsweet up to Angelica.

Motion made by Trustee Petty,

Seconded by Trustee Mallicoat.

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

Absent: Trustee Plock

5. Approval of **Special Event Permit w/ Fireworks** for the Summer Party - All World Machinery Supply Inc. (6164 All World Way on June 22, 2024.)

Administrator Kurlinkas summarized recommendation for event, Code Enforcement Office
Wilder provided overview of event to the board stating it is the 8th year for this event. The
pyrotechnic display application was submitted and was reviewed by the Harlem Roscoe Fire
Dept. The plan is to launch the fireworks 254 feet away from the building and over 440 feet
from Interstate 90. The event was moved from August to June to have less chance of there
being a drought, making it too dangerous to display the fireworks. Harlem Roscoe Fire Chief
Bergeron has stated that there are no issues with the application and no reason to deny the
firework display.

Motion made by Trustee Petty,

Seconded by Trustee Mallicoat.

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

Absent: Trustee Plock

PUBLIC COMMENT (limited to 3 minutes per speaker)

Ms. Whelan, they have 3 car garage with cement, and would like to see the board approve his request
then do the ordinance.

PRESENTATIONS

None

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

Administrator Kurlinkas entertained motion:

Motion made by Trustee Mallicoat,

Seconded by Trustee Wright.

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

Absent; Trustee Plock

8:21pm

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item #2.

Agenda Item:	Keep Northern Illinois Beautiful Mud Volleyball		
Date:	August 3, 2024	Meeting:	COTW
Prepared by:	Vic Wilder	Department:	Special Events

Overview/Background Information

This is an annual event that takes place at Riverside Park in which 24 courts are filled with water and participants play volleyball in the mud. This event brings in over 100 teams and over 1000 people. The organizers have their own volunteers to assist with parking and with security. The Police department will also have several officers on site during the event. The event will encompass a portion of Riverside Park and all activities associated with the event will take place in this designated area. This includes food, alcohol, mud pits, clean up stations and entertainment. Park rules will still be enforced in areas outside of the designated area. No drinking of alcohol will be allowed in all areas of the park other than the designated event area. The event area will be completely enclosed and will have security at points of entry and exit to ensure participants are following the rules. The event organizer has also submitted an application for a temporary liquor license under Murphys Pub.

Key Issues

Traffic congestion is a concern as participants are filing in the morning. Public Works signs and Police assistance will be present to ease this congestion. The park does not allow alcohol consumption. The event will be completely enclosed with all activities taking place within the designated areas. Park rules will apply to all areas of the park outside of the designated area of Mud Volleyball. Due to these changes, extra security will be mandated by the Village of Roscoe and provided by the organizer. The organizer has agreed to have a minimum of ten security personnel along with the seven Roscoe Police Officers.

Fiscal Note/Budget Impact

In 2023 the cost of this event from Public Works was \$1582.96. The police cost for this event in 2023 was \$4781.24. The cost for 2024 may be slightly higher due to an increase in wages.

Prior Legislative Actions

This event has been approved by the Board for over 10 years.

Action Required/Recommendation

Approve the event known as Keep Northern Illinois Beautiful Mud Volleyball.

Attachments

- Special event application for Mud Volleyball
- Temporary sign application for Mud Volleyball
- Temporary Liquor License for Mud Volleyball
- Mud Volleyball Park use agreement



10631 MAIN STREET
PHONE: 815-623-2829 FAX: 815-623-1360 EMAIL: frontdesk@villageofroscoe.com

TEMPORARY SIGN/BANNER PERMIT APPLICATION

SIGN LOCATION (exact address) CASEYS
Bridge ST, Roscoe
BUSINESS NAME Keep Northern Illinois Beautiful
BUSINESS ADDRESS 4665 Hydraulic Rd., Rockford, IL 61109
MOBILE 815 979-5111 ~~2023~~ EMAIL Steve@knib.org
REASON FOR TEMPORARY SIGN/BANNER

DATE FOR PLACEMENT July 3, 2024
DATE FOR REMOVAL August 3, 2024
SIZE OF BANNER LENGTH _____ HEIGHT _____
SIZE OF SIGN LENGTH 4' HEIGHT 4'

*Concurrent display. All nonresidential developments shall be permitted to display three temporary signs of any type concurrently.
Display period. The permitted display period of a temporary sign in a nonresidential district shall be a maximum of 30 days.
A total of three nonconcurrent display periods shall be permitted per single-tenant building or unit of a multitenant building per calendar year. Nonconcurrent display periods shall be separated by a minimum of 30 days.*

THE UNDERSIGNED HEREBY CERTIFIES THAT THE INFORMATION FURNISHED ABOVE IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. THE APPLICANT AGREES TO REMOVE TEMPORARY SIGN BY THE REMOVAL DATE ABOVE.

[Signature] 3/11/24
SIGNATURE DATE

FOR OFFICE USE ONLY
DATE _____ PROPERTY ZONED _____
TOWNSHIP _____
PERMIT APPROVED/NOT APPROVED _____
Zoning Administrator



10631 MAIN STREET
PHONE: 815-623-2829 FAX: 815-623-1360 EMAIL: frontdesk@villageofroscoe.com

TEMPORARY SIGN/BANNER PERMIT APPLICATION

SIGN LOCATION (exact address) Stillman Nat'l Bank
5250 Bridge St, Roscoe
BUSINESS NAME Keep Northern Illinois Beautiful
BUSINESS ADDRESS 4665 Hydraulic Rd, Rockford, IL 61109
MOBILE 815-979-2073 EMAIL Steve@knib.org
REASON FOR TEMPORARY SIGN/BANNER

DATE FOR PLACEMENT July 3, 2024
DATE FOR REMOVAL August 3, 2024
SIZE OF BANNER LENGTH _____ HEIGHT _____
SIZE OF SIGN LENGTH 4' HEIGHT 4'

*Concurrent display. All nonresidential developments shall be permitted to display three temporary signs of any type concurrently.
Display period. The permitted display period of a temporary sign in a nonresidential district shall be a maximum of 30 days.
A total of three nonconcurrent display periods shall be permitted per single-tenant building or unit of a multitenant building per calendar year. Nonconcurrent display periods shall be separated by a minimum of 30 days.*

THE UNDERSIGNED HEREBY CERTIFIES THAT THE INFORMATION FURNISHED ABOVE IS COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. THE APPLICANT AGREES TO REMOVE TEMPORARY SIGN BY THE REMOVAL DATE ABOVE.

Patricia Osborne 3/11/24
SIGNATURE DATE

FOR OFFICE USE ONLY
DATE _____ PROPERTY ZONED _____
TOWNSHIP _____
PERMIT APPROVED/NOT APPROVED _____
Zoning Administrator



Special Event Application Form

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

[X] Assembly [] Block Party [] Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

mud Volleyball, Keep northern Illinois Beautiful

Nature of Event:

Tournament fundraiser for keep northern Illinois Beautiful

Location of Event: River Park, Roscoe, IL Projected Attendance: 2500

Address of Organizer: 4665 Hydraulic Rd. Phone Number: 815-637-1343
Rockford, IL 61109

Event Date(s): August 3, 2024

Event Hours: 8:00 AM (am/pm) until 8:00 PM (am/pm)

Setup/Assembly Date: 8/31, 8/1, 8/2 Start Time: 3:00 am/pm

Dismantle Date: 8/3/24 am/pm Completion Time: Sunday 8/4/24 am/pm

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

Setup - Rotational Courts, Setup nets + Poles, Attach + Put up Sponsor Signs, Put up Tents, Tables + Chairs for Volunteer registration Tent, Score Keeping + medical, HAVE Porta Pottis, garbage + recycle bins placed - Setup Shower + Pump for watering The Courts

- Will this event require use of fireworks? [] Yes [X] No
Will this event require street closures [] Yes [X] No
Will alcohol be served? [X] Yes [] No
Will signage be posted? [X] Yes [] 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) 623-7338 * Fax: (815) 623-7254 * Email: shawley7894@roscoepolice.com



Special Event Application Form

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

Name: Pamela Osborne Phone Number: 279-210-8655
Email: PAM@Knib.org

Additional Comments:

ADDITIONAL CONTACT - Steve Lindsay 815-979-2073
Steve@knib.org

Applicant Signature:

Pamela Osborne

Date:

3/11/24

Return completed application to: Roscoe Police Department
10595 Main Street
Roscoe, Illinois 61073
shawley7894@roscoepolice.com

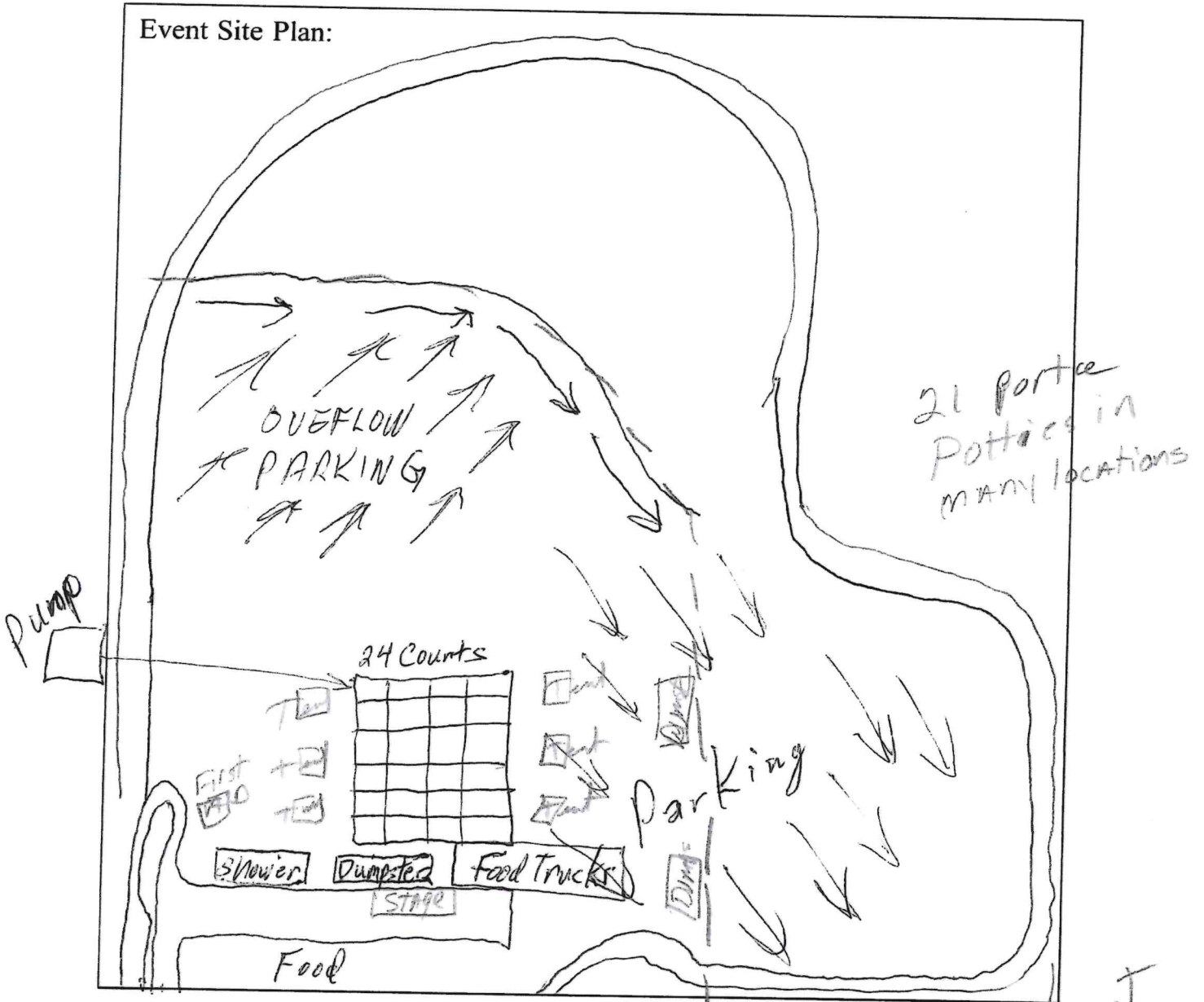
OFFICIAL USE ONLY
Date Filed:
Police Department: Signature Date
Village Board: Signature Date
Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party
Cc: Public Works, Zoning, HRFPD, WCBD
Receipt

Phone: (815) 623-7338 * Fax: (815) 623-7254 * Email: shawley7894@roscoepolice.com

Special Event
Site Plan Exhibit

Please provide a site plan depicting the location of the proposed event, as well all applicable items identified in the Application Checklist. An aerial photograph of the event location will be provided by Village upon request for use by applicant.

Event Site Plan:



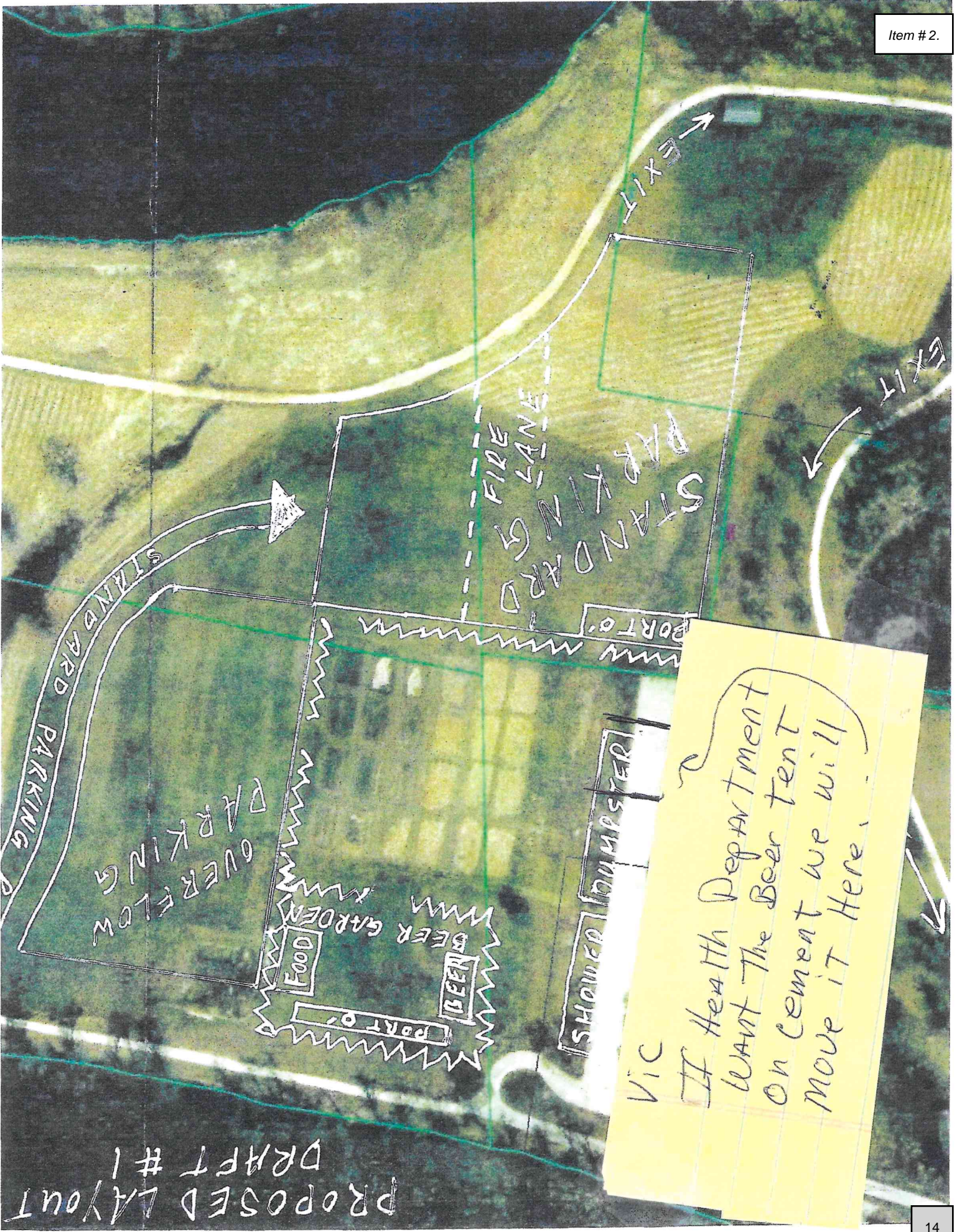
Phone: (815) 623-7338

*

Fax: (815) 623-7254

*

Email: shawley7894@roscoepolice.com



Vic
 If Health Department
 want The Beer tent
 on cement we will
 move it Here.

PROPOSED LAYOUT
 DRAFT #1



**Special Event
Hold Harmless Agreement**

I, Pamela Osborne 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 mud Volleyball to be held August 3, 2024 Signed this 11 day of March, 20 24

Pamela Osborne
Name

41665 Hydraulic Rd, Rockford, IL 61109
Address

Pamela Osborne
Signature

Witness



Class T Temporary Liquor License Application

Applicant Information

Applicant: Zagreb II LLC

Business Name (d/b/a): Murphy's Pub and Grill
 (Must have current Village of Roscoe Liquor License)

Village of Roscoe Liquor License Number: Rockford # 22304 License Class: AR-VGT/LIQUOR+SUN+GAMING

Primary Contact Person /Agent: Viki Bilich

Mailing Address: 510 S Perryville Rd

Email: murphyspub815@gmail.com

Business Phone: 815-986-0950 Other Phone: 815-509-3799 Fax: 815-986-0956

General Information

Type of Event Mud Valeyball Tournament

Address/Location of Event 100 River St. Roscoe IL

Set up dates and times 08/03/2024 at 7am

Tear down dates and times 08/03/2024 at 9 pm

Event Date <u>08/03/2024</u>	Alcohol Sales Start Time: <u>8am</u>	Alcohol Sales End Time: <u>8pm</u>
Event Date _____	Alcohol Sales Start Time: _____	Alcohol Sales End Time: _____
Event Date _____	Alcohol Sales Start Time: _____	Alcohol Sales End Time: _____
Event Date _____	Alcohol Sales Start Time: _____	Alcohol Sales End Time: _____

Dram Shop Coverage

Attach a copy of the policy declaration to this application
 List dram insurance coverage including name and address of insurance company for the licensee and premises for which the alcoholic liquor will be sold for the duration of the license.

Insurance Company Name: Forest Insurance

Address: 7310 Madison St, Forest Park, IL 60130-1706

Policy Number: 0073095387 Coverage Limits: 1,000,000

License Information

Number of Days Requested 1 Class T Temporary (One Day) \$ 100.00/day

Office Use Only

Date Issued: _____ Expires: _____ Fee: _____ License No: _____

Check # _____ Cash Credit Card Receipt # _____



AFFIDAVIT

I, the undersigned applicant or authorized agent thereof, swear or affirm that the matters in the foregoing application are true and correct, are made upon my personal knowledge and information, are, made for the purpose of requesting the VILLAGE OF ROSCOE to issue the license herein applied for. I further swear or affirm that the applicant will not violate any of the laws of the UNITED STATES of AMERICA, VILLAGE of ROSCOE, or the STATE of ILLINOIS, in particular, the LIQUOR CONTROL ACT AND THE CIVIL RIGHTS THEREOF.

I further swear or affirm that I have read and understand the Village of Roscoe Code of Ordinances, specifically as they relate to the control and sale of alcoholic beverages in the Village of Roscoe, including the revenue requirements for the requested liquor license classification and agree to abide by such laws and regulations.

[Handwritten Signature]
(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

managing memeber
(TITLE OR POSITION)

(TITLE OR POSITION)

4-11-24
(DATE SIGNED)

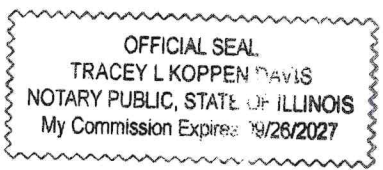
(DATE SIGNED)

AFFIRM: _____
(SECRETARY)

(DATE SIGNED)

STATE OF Illinois

COUNTY OF Winnebago) SS



SUBSCRIBED AND SWORN TO BEFORE ME

THIS 11 DAY OF April 2024

[Handwritten Signature]
NOTARY PUBLIC

POST IN A
CONSPICUOUS
PLACE

City of Rockford, Illinois
LIQUOR

License Number

22304

Expiration Date: 04/30/2024

AR-VGT/LIQUOR+SUN+GAMING

Business Name: ZAGREB II LLC
DBA: MURPHY'S PUB AND GRILL
Address: 510 S PERRYVILLE RD
City, State Zip: ROCKFORD, IL 61108
ID: 10387
Date Issued: 04/28/2023

Total Received: \$3170.00

Specifications:

IT IS EXPRESSLY AGREED and made a condition hereof, that if the party obtaining this LICENSE shall fail to strictly adhere to or obey any and all of the City Ordinances and Regulations of the City of Rockford, in such cases made and provided, then, in that case, this LICENSE shall become absolutely null and void and all payments made for the same shall be forfeited to the City. The licensee shall operate pursuant to the terms and conditions imposed by City Council.



IN WITNESS WHEREOF, the Mayor and the Legal Director of said City have hereunto set their hands and affixed the Corporate Seal.

[Signature]

LEGAL DIRECTOR

[Signature]

MAYOR

This License is NOT Transferable

Business Name: ZAGREB II LLC
DBA: MURPHY'S PUB AND GRILL
Address: 510 S PERRYVILLE RD
City, State Zip: ROCKFORD, IL 61108

ID: 10387

Date Issued: 04/28/2023

IT IS EXPRESSLY AGREED and made a condition hereof, that if the party obtaining this LICENSE shall fail to strictly adhere to or obey any and all of the City Ordinances and Regulations of the City of Rockford, in such cases made and provided, then, in that case, this LICENSE shall become absolutely null and void and all payments made for the same shall be forfeited to the City.

License Number

22304

Expiration Date: 04/30/2024



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM)

Item # 2.

04/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME: Linda Carrera CISR	
FOREST INSURANCE		PHONE (A/C, No, Ext): (708) 383-9000	FAX (A/C, No): (708) 689-8388
7310 Madison St.		E-MAIL ADDRESS: lcarrera@forestinsured.com	
Forest Park IL 60130-1706		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Badger Mutual Ins. Co.	
INSURED		INSURER B :	
Zagreb II LLC, DBA: Murphy's Pub & Grill		INSURER C :	
510 South Perryville Road		INSURER D :	
Rockford IL 61108		INSURER E :	
		INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** Master 2023 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			0073095387	06/06/2023	06/06/2024	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB	<input type="checkbox"/> OCCUR					\$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$
	DED	RETENTION \$					AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				PER STATUTE
	If yes, describe under DESCRIPTION OF OPERATIONS below						OTH-ER
A	Liquor Liability			0073095387	06/06/2023	06/06/2024	E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
							CSL - Each Occurrence \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Zagreb II, LC
DBA: Murphy's Pub & Grill

510 S. Perryville Rd.
Rockford, IL

CERTIFICATE HOLDER**CANCELLATION**

Village of Roscoe
10631 Main Street

Roscoe IL 61073

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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VILLAGE OF ROSCOE, ILLINOIS

License and Indemnification Agreement for Activities Performed on Village Property (This is a legal document that affects your legal rights.)

LIMITED LICENSE: The Village of Roscoe (“Village”) grants KEEP NORTHERN ILLINOIS BEAUTIFUL, INC. (“Licensee” or “KNIB”), its employees, and sub-contractors, the limited license to:

Stage an event known as the “Mud Volleyball Tournament” (“Event”) on August 3, 2024, located at the park owned by the Village of Roscoe, and known as Riverside Park, Roscoe, IL (“Park” or “Premises”).

TERM OF LICENSE: This license shall only be valid for such activities performed on the Premises relating to and in support of said Event. KNIB acknowledges that the Premises are open for public use at all times, except during those Events specifically set forth in this License Agreement, and that public use shall only be limited during the Event in those locations within the Premises specifically being used for Event operations, as set forth herein.

This license shall expire at 12:01 am on August 4, 2024.

SCOPE OF VILLAGE INVOLVEMENT: The Licensee acknowledges and agrees that this document does not constitute a contract for services between the Village and Licensee, and that the Village grants Licensee solely a license to be on and use the Premises for said Event.

Licensee acknowledges that the granting of this License does not create a partnership or other joint venture between Licensee and Village, and that all debts and obligations created by Licensee as part of said event are the sole responsibility of Licensee.

The Licensee further acknowledges that the neither the Village or its elected officials have entered into any agreement, written or oral, with the Licensee for work performed or to be performed on the Premises, including any work or supporting activities for the Event and that the Licensee will not hold the Village responsible or liable for any costs associated with such work or work contracted for by third parties. ANY AGREEMENT FOR SERVICES WITH THE VILLAGE OF ROSCOE MUST BE IN WRITING AND AUTHORIZED BY VILLAGE RESOLUTION.

Licensee shall be responsible for the hiring of its staff and shall be solely responsible for the paying of all salaries and taxes related thereto of its staff. In no way shall the staff or employees of Licensee be considered employees or staff of the Village. Licensee shall be responsible for maintaining all required insurance, and paying all applicable wages, and taxes to its employees.

PERMITS AND LICENSES: KNIB shall be solely responsible for obtaining all appropriate and necessary licenses and permits for the operation of and the sale of any products (food, beverages, and alcoholic beverages) at Riverside Park. Appropriate and necessary permits and certificates for food service from the Winnebago County Health Department shall be obtained, presented to and be on file with the Village, and exhibited as required prior to serving customers.

Alcohol Service: Sale or Service of Alcohol shall be permitted only by the holder of a Village of Roscoe Class “T” - Temporary liquor license. Alcohol Sales or Service shall be limited to beer, wine, and mixed drinks of distilled spirits. Single spirit, distilled spirit only drinks, and shots shall not be permitted. KNIB and the holder of the Class “T” liquor license shall be responsible for compliance with all Federal, State and Local regulations concerning the service of alcoholic beverages. Service of Alcohol may take place from 7:00am – 7:00pm on the day of the Event.

CONDITION OF PREMISES:

- 1) Waste Receptacles:
 - a. KNIB shall provide for a minimum of 4 dumpsters to be brought to the site, and shall be responsible for all associated costs with their installation and removal.
 - b. The Village has a limited number trash cans and smaller receptacles which may be used for Event refuse. Any relocation of the Villages dumpster must be coordinated with the Village’s Public Works Department.
- 2) Trash Removal: Licensee shall assume all costs for trash removal service for Riverside Park in their entirety during the term and scope of this License. It shall be Licensee’s responsibility to empty trash receptacles at the end of each operating day as necessary into dumpsters placed at the site. Licensee shall also be responsible for removal of all trash and litter on the premises during and following said Event. Should Licensee fail to pick up such trash and litter, the Village reserves the right to do so at Licensee’s expense, and Licensee shall be responsible for reimbursing the Village for all costs incurred by the Village.
- 3) Removal of Equipment: Upon expiration or termination of this License or any extension thereof, Licensee shall remove all of its equipment and supplies from the premises. Licensee agrees to remove its equipment and supplies during normal business hours of the Village and shall repair any damage caused by such removal, leaving the premises in substantially the same condition as existed prior to this License and the Event, ordinary wear and tear excepted.
- 4) Portable Toilet Facilities: Licensee shall be responsible for providing for adequate portable toilet facilities for use by Event participants.

Participants shall not be permitted to use Village owned restroom facilities located within the Park. The rental, maintenance, and operation of portable toilet facilities shall be at the sole expense of the Licensee.

EVENT OPERATION:

Licensee shall be permitted to operate the Event, and conduct supporting activities, pursuant to this License, as follows:

- 1) Supporting and pre-Event set-up activities shall be permitted Monday July 29, 2024 through Sunday August 4, 2024.
 - a. July 29, 2024 through July 31, 2024: KNIB shall be permitted to use the Park during regular park hours, however, the park shall be fully open and accessible to the general Public.
 - b. August 1, 2024 and August 2, 2024: KNIB shall be permitted to use the Park during regular park hours, including the use of motor vehicles. Park use by the General Public will be restricted to non-vehicular use only.
- 2) KNIB shall have exclusive use of the Premises on August 3, 2024 from 5am until 11:00pm for the Event and its supporting activities.
 - a. Event activities shall be permitted to take place on August 3, 2024 from 5am to 8:00pm.
 - b. Alcohol may be served on August 3, 2024 from 7:00am to 7:00pm.
- 3) Safety:
 - a. KNIB shall provide enough properly trained and adequate traffic control and security within the Park to run a safe Tournament and shall hold the Village harmless as to every aspect of liability or cost.
 - b. KNIB shall be responsible for the control and management of event parking within the Park. Licensee shall not be permitted to control traffic outside of the boundaries of the Park, and shall cooperate with all directives of the Village of Roscoe Police Department.
 - c. KNIB shall contract for a private security firm to provide 10 officers for event security and safety. KNIB shall be responsible for securing any equipment placed into the park prior to and during the Event. Should KNIB equipment or personal property remain in the park after Park Closing Hours, KNIB shall be responsible to provide for security personnel to ensure its safety and security. The Village will not be responsible for any loss or damage to KNIB equipment or property.
 - d. Restricted Locations: KNIB will be restricted to using the designated area of the park that is approved by the Village Board. The designated football

fields located in the Park as well as all other area outside of the approved event shall be restricted and off limits to KNIB and Event Participants. Only the parking of vehicles is allowed outside of the restricted area. It shall be the responsibility of KNIB to ensure that this area remains separated and protected from Event Activities. KNIB shall coordinate with the Village Public Works Department to establish a boundary fence around the Football Fields. During Event Activities, it shall be the responsibility of KNIB to ensure that the boundary fencing remains in location, and that it is not crossed or otherwise breached by Event Participants. KNIB shall be responsible for any costs associated with any repairs of restricted areas, around and including the Football Fields.

- 4) Event Site Plan. Licensee shall conduct Event Operations pursuant in such locations as identified in the Event Site Plan attached hereto, and incorporated herein by reference.

COMPENSATION FOR VILLAGE STAFFING. The Village may require Village personnel including Police and/or Public Works personnel, at the Event. All Village personnel involved in advance of, during and after, the day(s) of the event may be charged back to KNIB at their applicable hourly rates. The Village, at its sole discretion, shall determine the number of personnel necessary to ensure the safety of participants, minimize the inconvenience to its residents, ensure the success of the event, and reduce the public liability exposure to the Village. The bill will be transmitted to the KNIB within thirty (30) days after the completion of the event.

Police Department

In addition to any additional staffing that may be determined necessary, the Village has determined that, at a minimum, KNIB shall be required to reimburse the Village for the cost of six officers during the pendency of the Event on August 3, 2024. Officers will be compensated at 1.5 times their hourly rate.

INSURANCE. The Licensee shall also carry, in its name, a comprehensive general liability insurance policy with combined policy limit of not less than \$1,000,000.00 per person and per occurrence with a minimum aggregate amount of coverage not less than \$3,000,000.00, and a comprehensive automobile liability policy covering its operations, with combined policy limits of not less than \$1,000,000.00 per person and occurrence with a minimum aggregate amount of coverage not less than \$3,000,000.00. All required coverages shall be from a company authorized to do business in Illinois and with at least an "A XII" rating from A.M. Best Company and shall name the Village as an additional insured on a primary & non-contributory basis and shall be reasonably calculated protect the Licensee and the Village from any liability, loss, damage or claims of such liability, loss or damage resulting, or claimed to have resulted from the operations of the Licensee pursuant to this Agreement. Certificates of insurance shall be furnished to the Village by the Licensee prior to the start of event operations.

INDEMNIFICATION AND HOLD HARMLESS

Licensee(s) shall jointly and severally indemnify and hold the Village harmless for any and all costs, liabilities, losses, including attorney's fees and expenses, resulting from or arising

out of, the negligent, or willful misconduct, of the Licensee, its employees, subcontractors or agents, or invitees or licensees including but not limited to the Licensee's negligent or intentional acts or omissions, during activities performed upon Village property or the Premises.

The Licensee shall defend, indemnify and hold the Village and its elected and appointed officials and officers, employees, agents and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense, arising out of, resulting from or alleged to arise out of or result from the negligent, careless or wrongful acts, omissions, failures to act or misconduct of the Licensee or its affiliates, officers, employees, agents, contractors or subcontractors in the staging of the Event, including but not limited to the Licensee's, or its event participant's negligent or intentional acts or omissions, during activities performed upon Village property or the Premises, whether such acts or omissions are authorized, allowed or prohibited by this License, Ordinance or other Local, State or Federal law.

These obligations shall not be construed as having the effect of waiving any immunity from civil liability that the Village may enjoy under the Illinois Local Government and Government Officials Tort Immunity Act, or similar legislation as now exists or may be amended in the future. Specifically, the Village shall not be required by this provision to indemnify Licensee for any claims, demands, or liabilities as to which the Village would enjoy local governmental immunity had it acted alone rather than in concert with Licensee.

MISCELLANEOUS:

Debts and Obligation of KNIB. It is agreed that nothing contained in this License shall be deemed or construed as creating a partnership or joint venture between the Village and KNIB, or between the Village and any other party, or cause the Village to be responsible in any way for the debts and obligations of KNIB or any other party.

Venue and Choice of Law: This Agreement will be governed by and construed in accordance with the laws of the State of Illinois. The parties hereto agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the State and Federal courts located in the County of Winnebago, State of Illinois.

Attorney's Fees. In any action to construe or enforce the terms and conditions of this Agreement, the prevailing party (as determined by a court of competent jurisdiction, if necessary) in such action and in any appeal taken therefrom, shall be entitled to recover its reasonable attorney's fees and costs.

Non-Assignable. This Agreement is not transferable and is not assignable.

Applicable Laws: Licensee shall observe all laws, ordinances and regulations applicable to their operation of Event hereunder and shall promptly pay, when due, all sales, employment and other taxes properly levied upon it or its operation.

ACCEPTANCE:

IN WITNESS WHEREOF, Authorized representatives of Licensee and Village have read the foregoing and agree and accept such terms effective as of the 12 day of April 2024.

Licensee(s):

KEEP NORTHERN ILLINOIS BEAUTIFUL, INC.

Signature: Pamela Osborne

Print Name: Pamela Osborne

Its: Executive Director Date: 4/12/24

Attest:

Signature: Gregory D. Rathman

Print Name: Gregory D. Rathman

Its: Facility Operations Date: 4-12-24

The Village of Roscoe

Signature: _____ Date _____

Print Name: Carol Gustafson

Title: Village President, Village of Roscoe, Illinois

Attest:

Signature: Pamela Osborne Date 4/12/24

Print Name:

— Event perimeter
→ Traffic Flow



**Special Event
Application Form**

Assembly **Block Party**

Name of the Event and Sponsoring Organization:
North Pointe Prairie Triathlon + FIT N FUN FAIR

Nature of Event:
TRIATHLON RACE

North Pointe Health + Wellness

Location of Event: 5605 E. Rockton Rd Projected Attendance: 250

Address of Organizer: 5605 E. Rockton Rd Phone Number: 815-525-4040

Event Date(s): JUNE 8, 2024

Event Hours: 7:00 am/pm until 12:00 am/pm

Setup/Assembly Date: 6:00 am Start Time: 8:00 RACE START am/pm

Dismantle Date: 6/8/24 12:00 am/pm Completion Time: 1:00 am/pm

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

Setting up Bike Carrels, Tables & Tents for
FIT N FUN FAIR, Fire Trucks, Race Signage

- | | | |
|-------------------------------------------|-----------------------------------------|----------------------------------------|
| 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 type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Will food be served? | <input checked="" type="checkbox"/> Yes | <input 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) 623-7338 * Fax: (815) 623-7254 * Email: jevans7892@roscoepolice.com

**Special Event
Application Form**

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

Name: Gus Larson Phone Number: cell 608-290-1065

Email: glarson@northpointehealth.org

Additional Comments:

Will be using contracted licensed food trucks.

Applicant Signature:

Date:

[Signature]

6/8/24

Return completed application to: Roscoe Police Department
10595 Main Street
Roscoe, Illinois 61073
jevans7892@villageofroscoe.com

OFFICIAL USE ONLY	
Date Filed:	_____
Police Department:	_____
	Signature _____ Date _____
Village Board: (if necessary)	_____
	Signature _____ Date _____
Application Fee Paid: \$50 Special Event Assembly \$25 Special Event Block Party	_____
	Receipt
Cc: Public Works, Zoning, HRFPD, WCBD	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)

Item # 3.

03/07/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Wisconsin Medical Society Insurance Services, Inc. PO Box 1109 Madison WI 53701		CONTACT NAME: Keith Kruse PHONE (A/C, No., Ext): (608) 442-3810 E-MAIL ADDRESS: kkruse@tricorninsurance.com FAX (A/C, No.): (608) 442-3811	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Proassurance Specialty Insurance Co	
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** HP2726 - IL HPL/GL**REVISION NUMBER:**

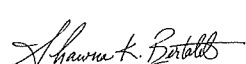
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			HP2726	01/01/2023	01/01/2024	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$ 10,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 3,000,000	
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG	\$	
	<input type="checkbox"/> ANY AUTO							\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	UMBRELLA LIAB							\$	
	EXCESS LIAB						EACH OCCURRENCE	\$	
	DED						AGGREGATE	\$	
	RETENTION \$							\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

NorthPointe Triathlon June 10, 2023. The Village of Roscoe, its elected & appointed officials, officers, employees, agents and representatives are listed as additional insureds on a primary non-contributory basis.

CERTIFICATE HOLDER**CANCELLATION**

Village of Roscoe 10631 Main St Roscoe IL 61073	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**Special Event
Hold Harmless Agreement**

I, NORTHPOINTE/Belo.T HEALTH SYSTEM 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 PRAIRIE TRINTELON

to be held 5605 E. ROCKTON RD ROSCOE, IL 61073

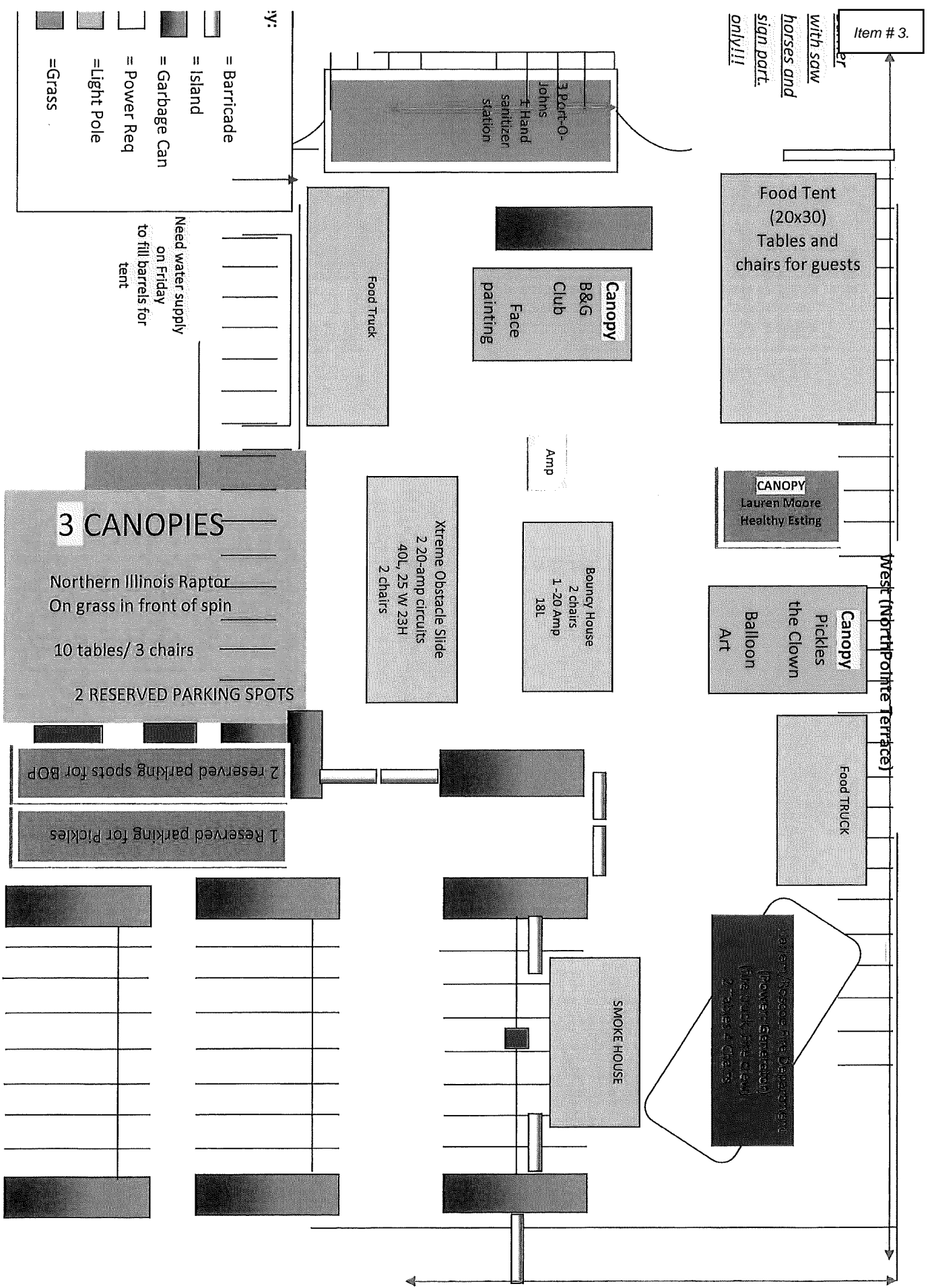
Signed this 25 day of MARCH, 2024

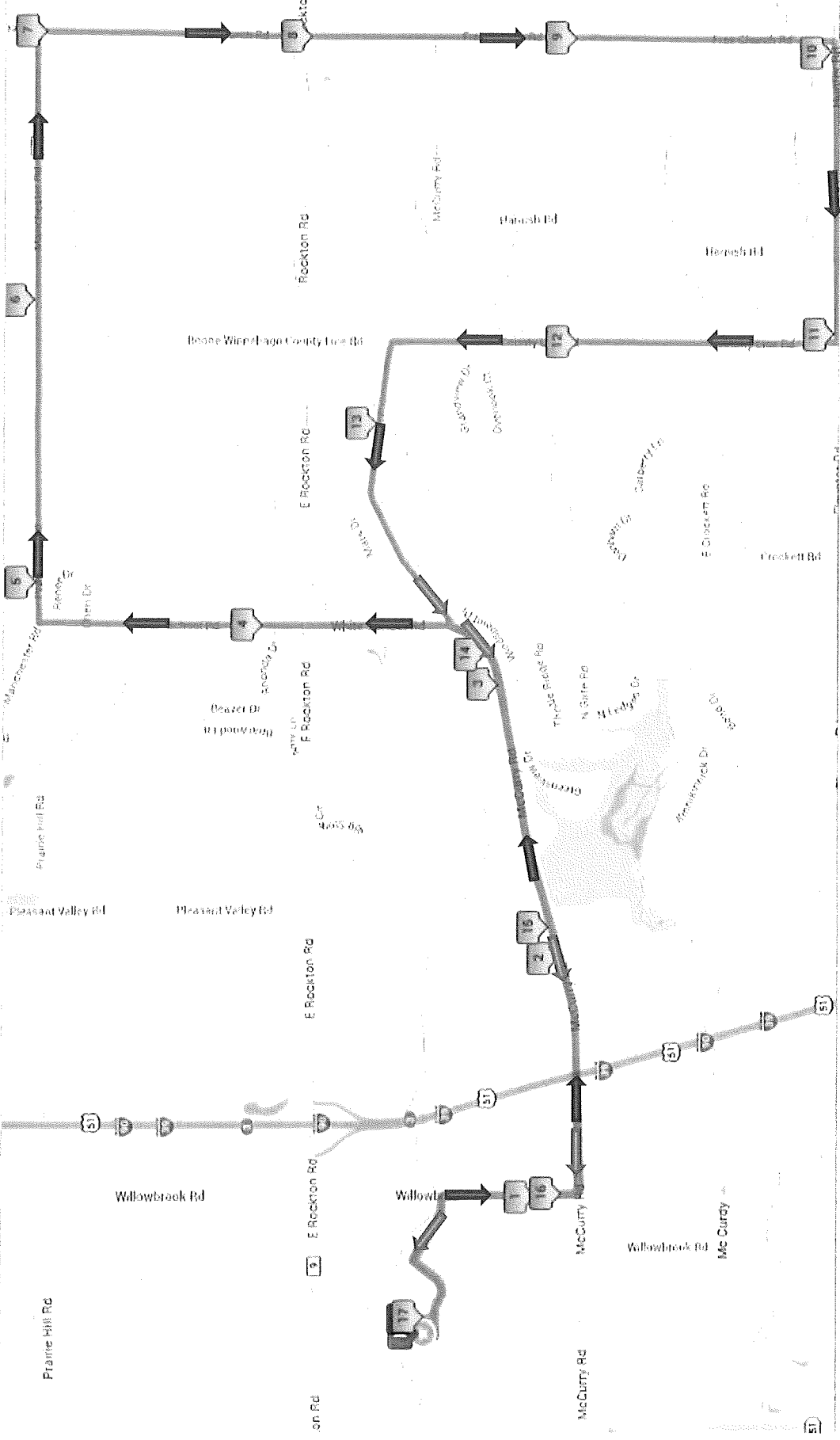
GUS LARSON Campus Director
Name

5605 E. ROCKTON RD ROSCOE, IL 61073
Address

[Signature]
Signature

[Signature]
Witness





2024 Prairie Triathlon Bike Route

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 3.

Agenda Item:	North Pointe Triathlon & Fitness Fun Fair		
Date:	April 16, 2024	Meeting:	COTW
Prepared by:	Vic Wilder	Department:	Special Events

Overview/Background Information

North Pointe Triathlon and Fun Fair is hosted by North Pointe at their facility, 5605 E. Rockton Road. The event is to be held Saturday June 8, 2024, beginning at 8 am. The race is a benefit for the Stateline Boys and Girls Club. All entry fees will go directly to the Club. The triathlon consists of swimming 350 yards in the pool, a 17 mile road course through parts of Winnebago and Boone Counties and concludes with a 3.1 mile run through the Campus trails of North Pointe. This is the 15th year for the event. This is an entry level event with around 100- 150 participants. The Fit N Fun Fair is a kid & family friendly fair focused on health education, wildlife education. And lots of free activities for the family. Some key activities include the Northern Illinois Raptor Rehab, Harlem Roscoe Fire trucks, Pickle the clown, face painting, and an inflatable obstacle course.

Key Issues

The portion of the race that is on bicycles will require police supervision and the major intersections. This has been reviewed by Deputy Chief Farone and a plan has been installed to protect the participants from traffic at intersections. Harlem Roscoe Fire Department has also reviewed the plan and course layout for possible hazards. Police will hire back two officers to assist with this event. Public Works will assist by placing sign boards out along the route the week prior to inform the public of the event.

Fiscal Note/Budget Impact

There will be the cost of two additional police officers for the event scheduled from 7:00 am until the concludes. (Approximately 1:00 pm) There will be a cost for Public Works to install the signage along the route.

Prior Legislative Actions

This event has been approved for the past 14 years.

Action Required/Recommendation

Approve the event known as North Pointe Prairie Triathlon & Fun Fair to be held on June 8, 2024 at 8:00 AM.

Attachments

North Pointe Prairie Triathlon Application.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 4.

Agenda Item: Stateline Family YMCA Stonebridge ½ Marathon & 5K			
Date: September 28, 2024		Meeting: COW	
Prepared by: Vic Wilder		Department: Special Events	

Overview/Background Information

The Stateline Family YMCA is hosting their ½ marathon & 5K on Sunday September 28, 2024. The event will begin at Leland Park and continue down Stonebridge path. The YMCA provides volunteers along the path to ensure the safety of all the participants. This includes first aid, hydration, and clean up.

Key Issues

Police and Fire have both approved this event for safety purposes. There will be police assistance at the Caledonia Road crossing by the Sheriff’s Department as well as an ambulance at the start/finish line.

Fiscal Note/Budget Impact

The cost to the Village of Roscoe is minimal. The event has rented the pavilion at Leland Park. Public Works will maintain the park.

Prior Legislative Actions

This is an annual event that has taken place for many years.

Action Required/Recommendation

Approve the event known as Stateline Family YMCA Stonebridge ½ Marathon & 5K.

Attachments

Special Event Application
Leland Park Rental Reservation



Special Event Guidelines

The Village of Roscoe acknowledges that Special Events involve acts that are different from routine daily operation or usage of property, both public and private. There is a need to ensure that such events are compatible with surrounding property uses, and do not create an adverse impact on public streets or sidewalks. Factors taken into consideration when reviewing Special Event Permit applications include but are not limited to pedestrian safety, increased traffic, parking, noise and potentially life safety issues as addressed by local building and fire codes. Special Events are separated into two categories, Assembly and Block Party as defined below.

Special Event: Neighborhood Garage Sale A Special Event: Neighborhood Garage Sale is any neighborhood wide garage sale that is advertised or marketed as a collective event, or instances of more than 25 garage sales occurring simultaneously in one neighborhood. Event sponsors shall submit applications no less than 30 days prior to the proposed event.

Application Fee: \$100.00 (no further reimbursements)

Special Event: Assembly A 'Special Event: Assembly' is any activity that occurs upon public property that affects the ordinary use of parks, public streets and right-of-way, or sidewalks. Additionally, 'Special Event: Assembly' is any activity held on private non-residential property that results in a crowd size that is significantly larger than that expected during day-to-day operation or normal business conditions, that includes live entertainment or amplified sound, or that utilizes an outdoor parking lot for any activity other than parking.

Special events may include but are not limited to such activities as festivals, fairs, concerts, holiday celebrations, neighborhood garage sales, open-air public meetings, farmers markets, grand opening celebrations, outdoor business promotional events, bicycle races, runs, parades, marches, and motorcades. Event sponsors shall submit applications no less than 60 days prior to the proposed event.

Application Fee: \$50.00 (plus possible reimbursements)

Special Event: Block Party A Special Event: Block Party is any activity or event promoted, or conducted in order to encourage the gathering of residents of a block, upon a local street, or the sidewalks or parkways abutting a local street at a specified location within an area zoned as residential, and where sponsors of said event reside on the block where the gathering is to take place. Event sponsors shall submit applications no less than 30 days prior to the proposed event.

Application Fee: \$25.00 (includes drop-off and pick-up of barricades)

General Requirements

PERMIT POSTING: Special event permits shall be posted at greeting areas or main entrances to events. Event producers should keep in mind they may be asked by Village staff to show proof of permit during event.

HOURS: Event activities are prohibited after 10:00 p.m. Loudspeakers, amplified music, bullhorn or public address systems during event hours are strictly regulated by

Phone: (815) 623-7338 * Fax: (815) 623-7254 * Email: shawley7894@roscoepolice.com



Special Event Guidelines

Village Ordinance. Any residential street closures associated with a Block Party must be re-opened to normal traffic operations prior to sundown.

ALCOHOL: If alcohol is to be served or sold, sponsors must take those measures required for compliance with the Alcoholic Beverage Ordinance, including approval of both Village of Roscoe Class "T" temporary liquor license and any applicable corresponding State liquor license. No person shall consume or possess any intoxicating liquor on public property or within any park other than that obtained through a licensed vendor. Any event that allows liquor consumption, regardless of attendance numbers, may need security personnel present (police, private, or volunteer). The number and type of security must be approved by the Chief of Police prior to the issuance of the permit.

**RESTROOMS
CLEANUP:** The Village may require event sponsors to provide temporary toilet facilities. Trash must be disposed of in approved containers. Daily cleanup is required. The applicant must clean the right-of-way or public property of all rubbish and debris, returning it to its pre-event condition within 24 hours of the conclusion of the event. If the applicant fails to clean up such refuse, cleanup will be arranged by the Village and the costs charged to the applicant.

**TRAFFIC &
PARKING:** Parking is permitted in designated areas only. The Fire Chief requires that all entries, exits and fire lanes be maintained open and free for vehicular traffic flow as designated. Any event that causes temporary road closures, traffic directing, any traffic safety concern or continued traffic disruption must provide qualified security for traffic control. The number and type of security must be submitted to the Village prior to the issuance of the permit. Use of Village of Roscoe law enforcement for any traffic control measures shall be charged to the applicant unless waived by the Village Board of Trustees

SIGNS: Permits are required for temporary signs. No signs may be affixed to trees, buildings or street fixtures. Applications including signage must submit sign descriptions on the site plan to include the number of signs/banners, location, size & height of each on the application.

SMOKING: Smoking is not permitted in any public facility.

FIREWORKS: Fireworks are not permitted without prior approval from the Village of Roscoe. See Village Ordinance regarding Special Event Permits for more details.

**BLOCK PARTY
EVENTS:** Are required to obtain the signatures of 51% of the households (only one signature per household) affected by the street closing before the application



Special Event Guidelines

will be processed. Complete and attach a map of the area affected. Area affected by the proposed event may exceed the limits of the actual street closure, and limits of affected area may be determined by the Chief of Police

TENTS: See Village of Roscoe Zoning Administrator for potential permit requirements associated with tent locations. Tents in excess of 400 SF may require a Building Permit at the sole discretion of the Winnebago County Building department.

INSPECTIONS: 'Special Event: Assembly' shall require a Code Compliance Inspection conducted jointly by representatives of the Winnebago County Building Department and the Harlem Roscoe Fire Protection District. Inspections must be scheduled through the Winnebago County Building Department at (815) 319-4350. Fee for inspection is \$60.00 (subject to change) and evidence of successful inspection must be provided 24 hours prior to start of event, or immediately upon receipt in the case of same day set-up.

PARKING: Applicants for 'Special Event: Assembly' permits shall demonstrate that parking areas, both on and off street are of adequate size and are properly located to serve the event, and will not be provided in a manner that will create traffic hazards or nuisances.

STREET CLOSURE: Street closures, either for Assembly or Block Party must be secured with traffic barricades provide by the Village of Roscoe. No personal vehicles will be allowed for use on closing streets or blocking traffic. No intersection may be closed unless an oncoming vehicle can exit or bypass the area without turning around.

SECURITY/TRAFFIC

CONTROL: With the exception of Neighborhood Garage Sales, Special Events may require the hiring of police officers to provide security and/or traffic control. Applicants for each event are responsible for any additional costs incurred by the Village as determined by representatives of each department prior to issuance of the Special Event Permit. Village employees needed from the Public Works or Police Department may be hired at their applicable rates. Reasonable effort will be made to provide quotes for reimbursement of staff time, however invoices will reflect actual time expended.

INSURANCE: Applicants for 'Special Event: Assembly' permits shall provide proof of insurance in the sum not less than one million dollars (\$1,000,000). Additional insurance requirements may be imposed by the Village. As a condition to the issuance of a temporary Special Event License, the license shall indemnify and hold the Village harmless from claims, demand or cause of action which may arise from activities associated with the Special Event. (see sample forms).



Special Event Guidelines

- FIRST AID & MEDICAL: Events may require provision of first-aid and medical personnel as determined by the Chief of Police, or as directed through the Code Compliance Inspection
DAMAGE: Any Village property or equipment depleted, damaged, or destroyed as a result of any Special Event will be billed to the event applicant at the direct repair/replacement cost.
AGREEMENT: Certain Special Events to be held on Village owned property may reach a size and complexity where the Village, at its sole discretion, will require the applicant to enter into a Usage Agreement outlining all of the items detailed above, as well as potential further considerations. Agreement will be prepared by Village Attorney for review and approval by applicant.
FEE WAIVER: Application fees will be waived for recognized Charitable Organizations acting as sponsor/applicant for a Special Event upon submittal of a valid registration certificate with the State if Illinois Attorney General. Fee waivers will not be considered for political events of any kind.

Contact Information

- Roscoe Police Non-Emergency.....815-623-7338
Roscoe Public Works..... 815-877-0746
Roscoe Village Hall 815-623-2829
Harlem-Roscoe Fire Dept. (Non-Emergency)..... 815-623-7867
Winnebago County Health Dept. 815-720-4000
Winnebago County Building Department.....815-319-4350



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:

STATELINE FAMILY YMCA-STONEBRIDGE 1/2 MARATHONE & 5K

Nature of Event:

RAISE MONEY FOR LIVSTRONG PROGRAM AT STATELINE FAMILY YMCA

Location of Event: LELAND PARK-STONEBRIDGE TRAIL Projected Attendance: 200

Address of Organizer: 901 MAIN STREET Phone Number: 815-623-5858

Event Date(s): 9/28/24

Event Hours: 6 AM am/pm until 12 PM am/pm

Setup/Assembly Date: 9/28/24 Start Time: am/pm

Dismantle Date: 9/28/24 am/pm Completion Time: am/pm

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

We will need use of a few picnic tables and the bathrooms. A DJ will also be on premises.

- Will this event require use of fireworks? Yes No
- Will this event require street closures Yes No
- Will alcohol be served? Yes No
- Will signage be posted? Yes No
- Will food be served? 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) 623-7338 * Fax: (815) 623-7254 * Email: shawley7894@roscoepolice.com



Special Event Application Form

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

Name: BETH BLACK Phone Number: 815-218-5775
Email: BETHBLACK76@AOL.COM

Additional Comments:

Three horizontal lines for additional comments.

Applicant Signature:

Date:

Handwritten signature of Beth Black

Handwritten date: 4/22/24

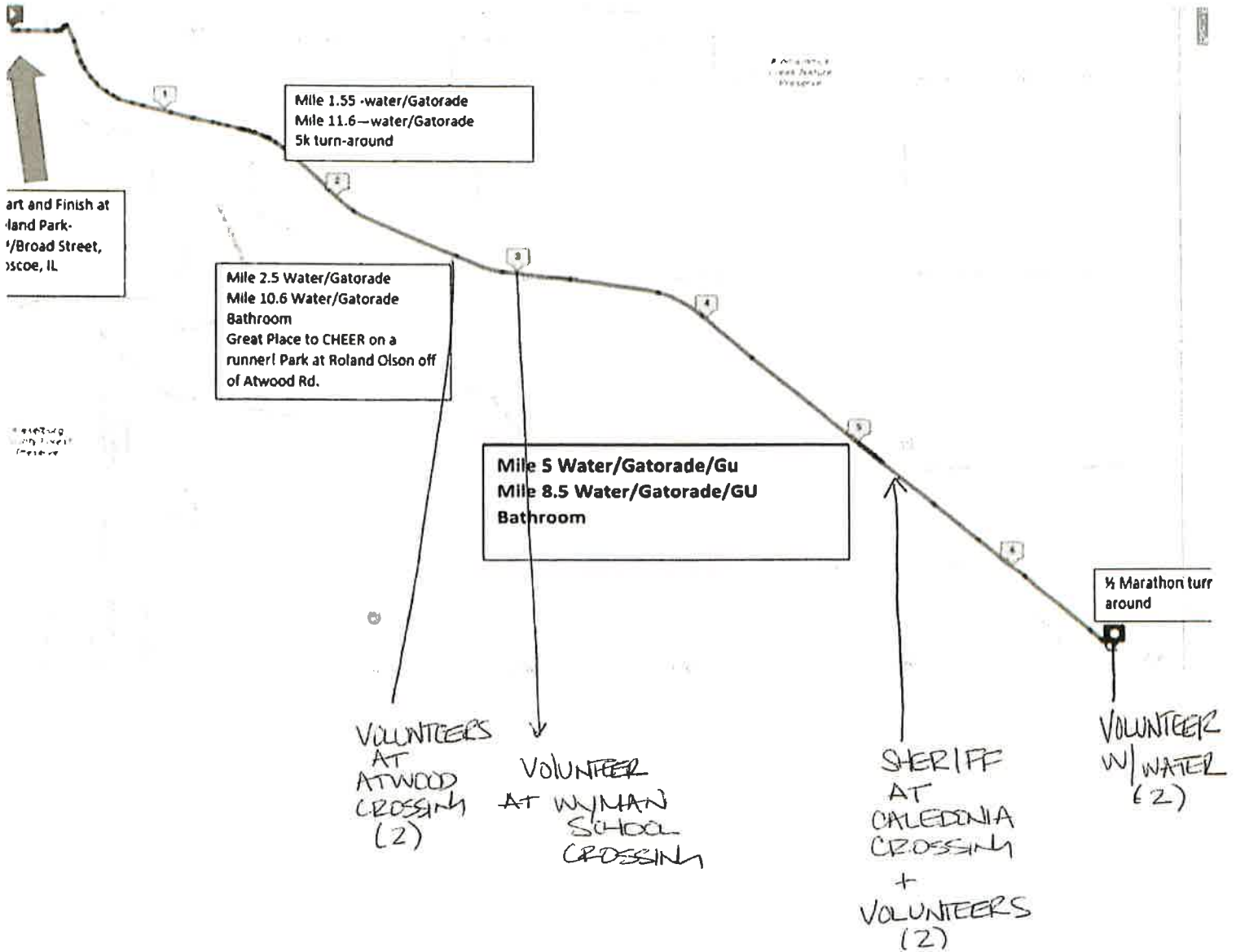
Return completed application to: Roscoe Police Department
10595 Main Street
Roscoe, Illinois 61073
shawley7894@roscoepolice.com

OFFICIAL USE ONLY
Date Filed:
Police Department: Signature Date
Village Board: Signature Date
Application Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party
Cc: Public Works, Zoning, HRFPD, WCBD
Receipt

Phone: (815) 623-7338 * Fax: (815) 623-7254 * Email: shawley7894@roscoepolice.com

STONEBRIDGE 1/2 MARATHON ÷ 5K

Item # 4.



* ALL VOLUNTEERS WALK/BIKE TO LOCATION ON LPT.

* ALL RACE SIGNAGE IS POSTED/TAKEN DOWN VIA BIKE ON LPT.

* ALL VOLUNTEERS HAVE FIRST AID KITS + TRASH BAGS

* VOLUNTEER ON BIKE BETWEEN MILES 3-10 CHECKING ON PARTICIPANTS

* AMBULANCE AT START/FINISH LINE AT LELAND PARK.



Special Event
Hold Harmless Agreement

I, Ann Matuska 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 Stonebridge Half-Marathon + 5K

to be held 9-28-24

Signed this 22nd day of April, 20 24

Ann Matuska - Stateline Family YMCA
Name

901 Main St. Roscoe IL 61073
Address

[Signature]
Signature

Witness



Item # 4.

10631 MAIN STREET, ROSCOE, IL 61073
PHONE: 815-623-2829 FAX: 815-623-1360

RENTAL RESERVATION RELEASE AND WAIVER

Today's Date: 11/13/23

Name: STATELINE FAMILY YMCA

Phone: 815-623-5858

Address 9901 MAIN ST

PORTER PARK CABIN (non-refundable)

Address: 6545 Windflower Lane, Roscoe

- Village of Roscoe Resident \$250
- Non-Resident \$425

Reservation Date: _____

Renters paying by check are required to pay two separate checks, one for the rental fee and one for the deposit fee of \$75.00

METHOD OF PAYMENT: Check ___ Cash ___ Credit Card ___ Receipt No. _____

Cabin key # _____ Key picked up by: _____ Date: _____

Key returned by: _____ Date: _____

LELAND PARK PAVILION (non-refundable)

Address: 5727 Broad Street, Roscoe

- Village of Roscoe Resident \$25
- Non-Resident \$50

Reservation Date: 9/28/24

METHOD OF PAYMENT: Check X Cash ___ Credit Card ___ Receipt No. 1004334

PORTER PARK CABIN rental hours 8am-10pm

An electronic key fob gives you access to the cabin from 8am-10pm on your rental date only.

After your event the cabin will be inspected. If it is found to be clean and undamaged you will receive a refund of \$75. After the key fob is returned to Village Hall your refund check will be mailed within 2-3 weeks.

The Village prohibits any type of bounce house or dunk tanks.

Alcohol is not permitted at the cabin.

LELAND PARK PAVILION rental hours 8am-10pm

The public bathrooms are unlocked and available for use. The electricity and outdoor water usage is no longer available for use at the pavilion.

The Village prohibits any type of bounce house or dunk tanks.

If alcohol is going to be consumed at the event, an Alcohol Permit application must be completed and approved. Consumption of beer and wine only will be permitted in the shelter area only.

Effective January 1, 2020 alcohol will no longer be permitted at park rental facilities.

The responsible party/renter agrees to hold harmless the Village of Roscoe, its employees and officials from and against any and all claims, suits, actions, damages and/or causes of action arising during the term of this agreement for any personal injury, loss of life, property and/or damage to property sustained in, on or about the said premises, and from and against all costs, expenses and liability incurred for any such claims, the investigation thereof, or the defense of any action or process brought thereon and from and against any orders and/or judgements that may be entered therein.

The responsible party/renter further agrees to adhere to the rules and regulations of the Village of Roscoe and to be responsible for any damages to the property and/or facility that are a result of any action(s) of the participants at the function for which the facility is rented or reserved.

Applicant's Signature: _____

Village Hall Employee: Jared Reedy

Subject to the Village of Roscoe Park Ordinances, you will be financially responsible for any damages.

Updated 7/23/19

PORTER PARK CABIN RULES

- Capacity not to exceed 60 people
- No smoking, no alcohol
- Bounce houses and dunk tanks are not permitted
- Cabin cannot be rented for commercial or for profit events
- No decorating with helium balloons inside the cabin
- Do not staple, tape or tack to the interior of the cabin
- Charges will apply for any damages and cleaning that has to be done

CABIN Cleaning Check List

Complete the following before you leave the cabin:

- Make sure the tables and chairs are cleaned and stacked
- Kitchen area is clean
- Bathrooms clean
- Indoor trash bags get placed in the trash containers on the patio
- Windows closed & locked
- Front AND back doors locked
- Turn the lights off
- PLEASE LEAVE THE YELLOW KEY FOB IN THE CABIN

Was the cabin clean when you arrived? _____

Suggestions or comments: _____

Renter's signature: _____ Phone # _____

Date rented: _____

Any problems on the day of your event, please contact Public Works (815) 543-9097, for an emergency call 911.

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE IL 61073

815-623-2829

Receipt No: 1.004334

Nov 21, 2023

STATELINE YMCA

Previous Balance:	.00
Parks/Recreation - Leland - Resident	25.00
<hr/>	
Total:	25.00
<hr/>	
Checks/Money Orders Check No: 049697	25.00
Payor: STATELINE YMCA	
Total Applied:	25.00
<hr/>	
Change Tendered:	.00
<hr/>	

Duplicate Copy

11/21/2023 12:23 PM

Village of Roscoe
 Budget Amendment
 12/31/2023

		Original Budget	Amendment	Amended Budget
1 Village Hall				
Salaries and Benefits	Village Hall	214,558.00	7,849.11	222,407.11
Supplies and purchased services	Village Hall	589,605.00	(7,849.11)	581,755.89
Adjustment				
01-010-4100	Salaried personnel	131,984.00	7,849.11	139,833.11
01-010-5121	Maint & Repair -Bld & Ground	75,000.00	(7,849.11)	67,150.89
2 Village Clerk's				
Supplies and purchased services	Village Clerk's	24,377.00	1,210.00	25,587.00
Salaries and Benefits	Village Clerk's	4,950.00	(1,210.00)	3,740.00
Adjustment				
01-012-5550	CODIFICATION	2,000.00	1,210.00	3,210.00
01-012-4210	WAGES - PART TIME	5,000.00	(1,210.00)	3,790.00
3 Code Enforcement				
Supplies and purchased services	Code Enforcement	13,000.00	11,996.34	24,996.34
Supplies and purchased services	PLANNING/ZONING	160,200.00	(11,996.34)	148,203.66
Adjustment				
01-013-5989	GRASS MOWING CODE ENFORC	1,500.00	1,444.80	2,944.80
01-013-6020	OFFICE SUPPLIES	1,500.00	750.84	2,250.84
01-013-6070	VEHICLE LEASE	6,636.00	9,800.70	16,436.70
01-016-5240	CONSULTING	150,000.00	(11,996.36)	138,003.64
4 Human Resources				
Salaries and Benefits	HUMAN RESOURCES	92,793.00	1,397.99	94,190.99
Supplies and purchased services	HUMAN RESOURCES	1,200.00	(956.00)	244.00
Supplies and purchased services	PLANNING/ZONING	138,003.64	(441.99)	137,561.65
Adjustment				
01-017-4110	WAGES - FULL TIME	70,787.00	1,248.77	72,035.77
01-017-4310	HEALTH INSURANCE	15,274.00	149.22	15,423.22
01-017-5530	TRAINING	1,000.00	(956.00)	44.00
01-016-5240	CONSULTING	138,003.64	(441.99)	137,561.65
5 Village Board				
Supplies and purchased services	Village Board	2,500.00	1,278.75	3,778.75
Salaries and Benefits	Village Board	60,333.00	(1,278.75)	59,054.25
Adjustment				
01-018-5870	MUNICIPAL OFFICIALS EXPENSE	2,500.00	1,278.75	3,778.75
01-018-4234	LIQUOR COMMISSION EXPENSE	2,000.00	(1,278.75)	721.25
6 Motor Fuel Tax				
Supplies and purchased services		185,000.00	158,433.96	343,433.96
Fund Balance		1,295,409.03	(158,433.96)	1,136,975.07

VILLAGE OF ROSCOE
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING December 31, 2023

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
GENERAL/ADMINISTRATIO REVENUE					
01-010-3110	PROPERTY TAXES	629,956.99	618,367.00	(11,589.99)	101.9%
01-010-3113	VIDEO GAME FEES	516,604.46	420,000.00	(96,604.46)	123.0%
01-010-3114	CANNABIS USE TAX	16,631.40	18,000.00	1,368.60	92.4%
01-010-3210	RETAILER'S OCCUPATION TAX	2,212,402.18	2,100,000.00	(112,402.18)	105.4%
01-010-3211	LOCAL USE TAX	436,612.21	415,000.00	(21,612.21)	105.2%
01-010-3220	STATE INCOME TAX	1,754,197.45	1,592,000.00	(162,197.45)	110.2%
01-010-3230	CORPORATE REPLACEMENT TAX	308,193.57	270,000.00	(38,193.57)	114.1%
01-010-3310	LIQUOR LICENSES	142,450.00	142,300.00	(150.00)	100.1%
01-010-3311	EMPLOYEE REGISTRATION LIQUOR	6,950.00	7,000.00	50.00	99.3%
01-010-3320	OTHER LICENSES	2,550.00	-	(2,550.00)	#DIV/0!
01-010-3350	PERMITS AND FEES	30,991.00	20,000.00	(10,991.00)	155.0%
01-010-3351	ZONING PERMITS	11,376.00	10,000.00	(1,376.00)	113.8%
01-010-3353	VENDING/AMUSEMENT LICENSE	4,750.00	4,100.00	(650.00)	115.9%
01-010-3354	OVERSIZE/OVERWEIGHT PERMIT	1,845.00	5,000.00	3,155.00	36.9%
01-010-3357	DESIGN REVIEW FEES	-	1,000.00	1,000.00	0.0%
01-010-3358	SIGN PERMITS	800.00	500.00	(300.00)	160.0%
01-010-3360	VARIANCE	400.00	-	(400.00)	#DIV/0!
01-010-3430	CABLE FRANCHISE FEES	33,058.52	50,000.00	16,941.48	66.1%
01-010-3440	GAS FRANCHISE FEES	98,489.93	90,000.00	(8,489.93)	109.4%
01-010-3441	GAS FRANCHISE FEES-NICOR	24,243.01	15,000.00	(9,243.01)	161.6%
01-010-3540	NOTICE OF VIOLATIONS	240.00	1,500.00	1,260.00	16.0%
01-010-3710	INTEREST INCOME	442,435.62	80,000.00	(362,435.62)	553.0%
01-010-3850	DONATIONS	5,736.00	-	(5,736.00)	#DIV/0!
01-010-3880	CREDIT CARD CONVIENCE FEES	756.37	1,000.00	243.63	75.6%
01-010-3890	MISCELLANEOUS INCOME	29,374.82	17,000.00	(12,374.82)	172.8%
01-010-3891	Denali Plat One Impr Fund		15,000.00	15,000.00	0.0%
01-010-3900	INSURANCE CLAIMS	6,712.72	-	(6,712.72)	#DIV/0!
01-010-3991	PAYMENTS-PETRY-ROADWAY	49,000.00	-	(49,000.00)	#DIV/0!
TOTAL GENERAL/ADMINISTRATION		6,766,757.25	5,892,767.00	(873,990.25)	114.8%

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
SOCIAL SECURITY	REVENUE				
01-011-3110	PROPERTY TAXES	10,065.49	10,000.00	(65.49)	100.7%
TOTAL SOCIAL SECURITY		10,065.49	10,000.00	(65.49)	100.7%
01-013-3450	Grass Mowing Code Enforcement	2,035.20	-	(2,035.20)	#DIV/0!
LIABILITY INSURANCE	REVENUE				
01-015-3110	PROPERTY TAXES	79,990.03	80,000.00	9.97	100.0%
TOTAL LIABILITY INSURANCE		43,200.01	80,000.00	36,799.99	54.0%
PUBLIC WORKS	REVENUE				
01-030-3570	SHARED SIDEWALK REIMBURSEMENT	167.50	2,500.00	2,332.50	6.7%
01-030-3890	MISCELLANEOUS INCOME	1,725.30	2,500.00	774.70	69.0%
01-030-3980	SALE OF EQUIPMENT	2,922.07	10,000.00	7,077.93	29.2%
TOTAL PUBLIC WORKS		4,814.87	15,000.00	10,185.13	32.1%
POLICE/PUBLIC SAFETY	REVENUE				
01-040-3111	PROPERTY TAX - POLICE PENSION	443,920.25	444,734.00	813.75	99.8%
01-040-3112	PROPERTY TAX - POLICE PROTECT	443,126.18	444,000.00	873.82	99.8%
01-040-3250	GRANTS	7,280.86	8,000.00	719.14	91.0%
01-040-3410	TRAFFIC FINES	57,284.38	80,000.00	22,715.62	71.6%
01-040-3411	DUI FINES	2,336.40	5,000.00	2,663.60	46.7%
01-040-3412	DRUG FINES	276.60	100.00	(176.60)	276.6%
01-040-3413	PARKING CITATION	710.00	2,000.00	1,290.00	35.5%
01-040-3414	POLICE AGENCY VEHICLE FUND	40.00	410.00	370.00	9.8%
01-040-3450	NOTICE OF VIOLATION FINES	1,840.00	5,000.00	3,160.00	36.8%
01-040-3550	ADMINISTRATIVE TOW FEES	31,000.00	40,000.00	9,000.00	77.5%
01-040-3890	MISCELLANEOUS INCOME	16,153.66	10,000.00	(6,153.66)	161.5%
TOTAL POLICE/PUBLIC SAFETY		1,003,968.33	1,039,244.00	35,275.67	96.6%
PARKS/RECREATION	REVENUE				
01-050-3810	RENT	6,935.00	15,000.00	8,065.00	46.2%
01-050-3811	PLAYER PARK RENTAL	7,825.00	5,000.00	(2,825.00)	156.5%
01-050-3820	RENTAL DEPOSIT	-	-	-	#DIV/0!
TOTAL PARKS/RECREATION		14,760.00	20,000.00	5,240.00	#DIV/0!
TOTAL FUND REVENUE		7,838,751.08	7,042,011.00	(796,740.08)	111.3%

The budget year is at 100%

	YTD ACTUAL	BUDGET	Remaining Budget	PCNT
GENERAL/ADMINISTRATIO EXPENDITURE				
01-010-4100	SALARIED PERSONNEL	139,525.01	131,984.00	(7,541.01) 105.7%
01-010-4110	WAGES - FULL TIME	42,532.47	42,723.00	190.53 99.6%
01-010-4130	OVERTIME	308.10	-	(308.10) #DIV/0!
01-010-4310	HEALTH INSURANCE	23,571.07	23,234.00	(337.07) 101.5%
01-010-4320	LIFE INSURANCE	84.00	200.00	116.00 42.0%
01-010-4330	DISABILITY INSURANCE	1,349.66	1,200.00	(149.66) 112.5%
01-010-4510	EMPLOYER FICA	13,186.45	13,365.00	178.55 98.7%
01-010-4540	IMRF	1,761.10	1,852.00	90.90 95.1%
01-010-5121	MAINT&REPAIRS - BLDG & GROUNDS	48,181.27	75,000.00	26,818.73 64.2%
01-010-5210	ACCOUNTING/AUDITING	25,741.00	24,000.00	(1,741.00) 107.3%
01-010-5220	ENGINEERING	85,796.50	84,000.00	(1,796.50) 102.1%
01-010-5231	LEGAL - RETAINER	91,154.25	90,000.00	(1,154.25) 101.3%
01-010-5240	CONSULTING	17,109.02	25,000.00	7,890.98 68.4%
01-010-5260	PUBLIC TRANSPORTATION - SENIOR	-	25,000.00	25,000.00 0.0%
01-010-5270	50 NORTH	3,000.00	-	(3,000.00) #DIV/0!
01-010-5320	TELEPHONE	11,438.61	10,000.00	(1,438.61) 114.4%
01-010-5330	PRINTING & PUBLISHING	417.24	2,500.00	2,082.76 16.7%
01-010-5410	UTILITIES	6,899.01	5,000.00	(1,899.01) 138.0%
01-010-5530	TRAINING	657.20	2,500.00	1,842.80 26.3%
01-010-5842	SALES TAX REBATE SPEEDWAY	42,086.42	60,000.00	17,913.58 70.1%
01-010-5950	INFORMATION TECHNOLOGY	38,100.82	71,200.00	33,099.18 53.5%
01-010-5951	IT - HARDWARE	44,110.67	9,100.00	(35,010.67) 484.7%
01-010-5952	IT - SOFTWARE	39,404.37	15,100.00	(24,304.37) 261.0%
01-010-5990	OTHER MISCELLANEOUS EXPENSE	6,923.16	5,000.00	(1,923.16) 138.5%
01-010-6020	OFFICE SUPPLIES	8,406.79	10,000.00	1,593.21 84.1%
01-010-6050	OFFICE FURNISHINGS	6,957.44	9,705.00	2,747.56 71.7%
01-010-6059	BANK FEES	992.84	1,000.00	7.16 99.3%
01-010-6090	SPECIAL EVENTS	19,480.48	18,000.00	(1,480.48) 108.2%
01-010-6091	BANNERS AND DISPLAYS	1,019.68	2,500.00	1,480.32 40.8%
01-010-7110	LAND PURCHASE	241,593.00	250,000.00	8,407.00 96.6%
01-010-7120	PUBLIC ART	-	20,000.00	20,000.00 0.0%
01-010-7410	EQUIPMENT-VEHICLE	9,413.31	7,212.00	(2,201.31) 130.5%
01-010-8025	ADMINISTRATIVE/BANK FEES	489.00	-	(489.00) #DIV/0!
01-010-9000	CONTINGENCY	25,809.05	45,000.00	19,190.95 57.4%
01-010-9990	INTERFUND TRANSFERS	263,100.00	263,100.00	- 100.0%
01-010-9991	TRANSFER TO CAPITAL PROJECTS	1,725,000.00	1,725,000.00	- 100.0%
01-010-9992	TRANSFER TO MFT	-	-	- 0.0%
TOTAL GENERAL/ADMINISTRATION		2,985,598.99	3,069,475.00	83,876.01 97.3%

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
VILLAGE CLERK'S OFFICE EXPENDITURE					
01-012-4114	SALARY:CLERK/NONUNION SUPRVRSR	17,883.84	18,000.00	116.16	99.4%
01-012-4210	WAGES - PART TIME	-	5,000.00	5,000.00	0.0%
01-012-4510	EMPLOYER FICA	1,330.11	1,377.00	46.89	96.6%
01-012-5510	DUES	-	200.00	200.00	0.0%
01-012-5530	TRAINING	-	2,500.00	2,500.00	0.0%
01-012-5550	CODIFICATION	6,159.10	2,000.00	(4,159.10)	308.0%
01-012-6020	OFFICE SUPPLIES	-	250.00	250.00	0.0%
TOTAL VILLAGE CLERK'S OFFICE		25,373.05	29,327.00	3,953.95	86.5%
Code Enforcement EXPENDITURE					
01-013-4214	WAGES CODE ENFORCEMENT	72,231.77	70,678.00	(1,553.77)	102.2%
01-013-4310	HEALTH INSURANCE	18,518.75	15,274.00	(3,244.75)	121.2%
01-013-4320	LIFE INS	42.00	500.00	458.00	8.4%
01-013-4330	DISABILITY INSURANCE	621.01	-	(621.01)	#DIV/0!
01-013-4510	FICA	5,449.02	5,407.00	(42.02)	100.8%
01-013-4540	IMRF	780.18	749.00	(31.18)	104.2%
01-013-4610	UNIFORMS	-	-	-	#DIV/0!
01-013-5231	LEGAL	5,000.00	5,500.00	500.00	90.9%
01-013-5232	ADMINISTRATIVE HEARING OFFICER	-	6,000.00	6,000.00	0.0%
01-013-5989	GRASS MOWING CODE ENFORC	2,944.80	1,500.00	(1,444.80)	196.3%
01-013-6020	OFFICE SUPPLIES	2,250.84	1,500.00	(750.84)	150.1%
01-013-6070	VEHICLE LEASE	14,800.70	-	(14,800.70)	#DIV/0!
01-010-7410	Equipment-Vehicle		6,636.00	6,636.00	0.0%
TOTAL CODE ENFORCE		122,639.07	107,108.00	(15,531.07)	114.5%
TREASURER EXPENDITURE					
01-014-4211	TREASURER SERVICES	-	-	-	#DIV/0!
01-014-5233	TREASURER SERVICES	69,300.00	69,300.00	-	100.0%
01-014-5530	STAFF TRAINING	-	-	-	#DIV/0!
TOTAL TREASURER		69,300.00	69,300.00	-	100.0%
LIABILITY INSURANCE EXPENDITURE					
01-015-5810	LIABILITY INSURANCE	222,603.15	222,603.00	(0.15)	100.0%
TOTAL LIABILITY INSURANCE		222,603.15	222,603.00	(0.15)	100.0%
PLANNING/ZONING EXPENDITURE					
01-016-4223	ZBA EXPENSE	3,180.00	3,000.00	(180.00)	106.0%
01-016-5240	CONSULTING	3,260.00	150,000.00	146,740.00	2.2%
01-016-5510	DUES/ MEMBERSHIPS	-	200.00	200.00	0.0%
01-016-5881	WINGIS	2,761.92	4,500.00	1,738.08	61.4%
01-016-5882	COUNCIL OF GOVERNMENTS	1,875.00	2,500.00	625.00	75.0%
01-016-5900	ZONING COMMITTEE EXPENSE	160.00	-	(160.00)	#DIV/0!
01-016-6030	CODE ENFORCEMENT SUPPLIES	-	-	-	#DIV/0!
TOTAL PLANNING/ZONING		11,236.92	160,200.00	148,963.08	7.0%

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
HUMAN RESOURCES EXPENDITURE					
01-017-4110	WAGES - FULL TIME	72,035.77	70,787.00	(1,248.77)	101.8%
01-017-4130	WAGES-OVERTIME	-	-	-	#DIV/0!
01-017-4310	HEALTH INSURANCE	15,423.22	15,274.00	(149.22)	101.0%
01-017-4320	LIFE INSURANCE	42.00	67.00	25.00	62.7%
01-017-4330	DISABLITY INSURANCE	627.25	500.00	(127.25)	125.5%
01-017-4340	UNEMPLOYMENT INSURANCE	-	-	-	#DIV/0!
01-017-4510	EMPLOYER FICA	5,289.01	5,415.00	125.99	97.7%
01-017-4540	IMRF	749.55	750.00	0.45	99.9%
01-017-5510	DUES/ MEMBERSHIPS	244.00	200.00	(44.00)	122.0%
01-017-5520	TRAVEL	-	-	-	#DIV/0!
01-017-5530	TRAINING	-	1,000.00	1,000.00	0.0%
TOTAL HUMAN RESOURCES		94,410.80	93,993.00	(417.80)	100.4%
VILLAGE BOARD EXPENDITURE					
01-018-4212	SALARIES - TRUSTEES	24,639.80	24,000.00	(639.80)	102.7%
01-018-4213	SALARIES - PRESIDENT	27,999.84	30,333.00	2,333.16	92.3%
01-018-4234	LIQUOR COMMISSION EXPENSE	280.00	2,000.00	1,720.00	14.0%
01-018-4510	EMPLOYER FICA	3,798.11	4,000.00	201.89	95.0%
01-018-5870	MUNICIPAL OFFICIALS EXPENSE	3,778.75	2,500.00	(1,278.75)	151.2%
TOTAL VILLAGE BOARD		60,496.50	62,833.00	2,336.50	96.3%
PUBLIC WORKS EXPENDITURE					
01-030-4100	SALARIED PERSONNEL	66,043.70	73,710.00	7,666.30	89.6%
01-030-4110	WAGES - FULL TIME	230,614.09	317,176.00	86,561.91	72.7%
01-030-4130	OVERTIME	8,365.64	14,000.00	5,634.36	59.8%
01-030-4210	WAGES - PART TIME	6,375.41	8,000.00	1,624.59	79.7%
01-030-4216	WAGES - PART TIME SNOW PLOW	8,602.33	35,000.00	26,397.67	24.6%
01-030-4310	HEALTH INSURANCE	42,053.93	81,633.00	39,579.07	51.5%
01-030-4320	LIFE INSURANCE	237.62	400.00	162.38	59.4%
01-030-4330	DISABLITY INSURANCE	2,051.09	2,500.00	448.91	82.0%
01-030-4370	OTHER MEDICAL/ DRUG TESTING	1,917.00	2,000.00	83.00	95.9%
01-030-4510	EMPLOYER FICA	29,355.27	27,030.00	(2,325.27)	108.6%
01-030-4540	IMRF	3,514.34	4,513.00	998.66	77.9%
01-030-4610	UNIFORMS	7,161.11	10,750.00	3,588.89	66.6%
01-030-5120	MAINT & REPAIRS - EQUIPMENT	191.63	-	(191.63)	#DIV/0!
01-030-5121	MAINT&REPAIRS - BLDG & GROUNDS	11,334.47	19,100.00	7,765.53	59.3%
01-030-5122	EQUIPMENT - REPAIRS	13,216.68	21,500.00	8,283.32	61.5%
01-030-5140	MAINT & REPAIRS - HWY & STREET	51,339.84	70,000.00	18,660.16	73.3%
01-030-5150	50-50 SIDEWALK REPAIRS	585.00	2,500.00	1,915.00	23.4%
01-030-5160	TREE MAINTENANCE/REMOVAL	21,700.00	20,000.00	(1,700.00)	108.5%
01-030-5165	OTHER CONTRACTUAL SERVICES	10,450.00	23,500.00	13,050.00	44.5%
01-030-5320	TELEPHONE	5,550.13	7,200.00	1,649.87	77.1%
01-030-5410	UTILITIES	11,538.35	9,950.00	(1,588.35)	116.0%
01-030-5411	STREET LIGHTS	57,022.48	57,500.00	477.52	99.2%
01-030-5530	TRAINING	429.00	5,000.00	4,571.00	8.6%

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
01-030-5860	RENTALS/LEASES	7,927.52	11,100.00	3,172.48	71.4%
01-030-5950	INFORMATION TECHNOLOGY	714.50	700.00	(14.50)	102.1%
01-030-5951	IT - SUPPLIES AND HARDWARE	384.21	3,550.00	3,165.79	10.8%
01-030-5990	OTHER MISCELLANEOUS EXPENSE	1,918.43	4,100.00	2,181.57	46.8%
01-030-6020	OFFICE SUPPLIES	1,214.73	3,200.00	1,985.27	38.0%
01-030-6030	GAS & OIL	23,518.54	34,500.00	10,981.46	68.2%
01-030-6040	OPERATING SUPPLIES	8,477.21	15,600.00	7,122.79	54.3%
01-030-6050	REPAIR PARTS	3,118.67	10,000.00	6,881.33	31.2%
01-030-6051	EQUIPMENT NON-CAPITAL	879.99	8,850.00	7,970.01	9.9%
01-030-6060	REPAIR MATERIALS - ROADS	6,511.86	35,000.00	28,488.14	18.6%
01-030-6200	SIGNS	2,905.60	20,000.00	17,094.40	14.5%
01-030-6210	LAND IMPR - NON CAPITAL	374.95	25,000.00	24,625.05	1.5%
01-030-7111	LAND IMPR - REC PATH	205.92	10,000.00	9,794.08	2.1%
01-030-7130	BUILDING IMPROVMENTS	183,193.62	212,000.00	28,806.38	86.4%
01-030-7410	EQUIPMENT	57,565.00	246,374.00	188,809.00	23.4%
01-030-7411	EQUIPMENT PURCH BLDGS&GROUNDS	221,667.58	255,348.00	33,680.42	86.8%
TOTAL PUBLIC WORKS		1,110,227.44	1,708,284.00	598,056.56	65.0%

EXPENDITURE

01-035-5420	GARBAGE COLLECTION	-	-	-	0.0%
01-035-9990	TRANSFER TO CAPITAL	489,999.96	490,000.00	0.04	100.0%
TOTAL DEPARTMENT 035		489,999.96	490,000.00	0.04	100.0%

POLICE/PUBLIC SAFETY EXPENDITURE

01-040-4111	SALARIES - POLICE CHIEF	136,620.60	119,802.00	(16,818.60)	114.0%
01-040-4112	SALARIES - PATROLMAN	595,408.52	572,284.00	(23,124.52)	104.0%
01-040-4113	SALARIES - POLICE SECRETARY	44,869.67	43,930.00	(939.67)	102.1%
01-040-4114	SALARY:CLERK/NONUNION SUPRVSRs	519,588.86	592,749.00	73,160.14	87.7%
01-040-4130	OVERTIME	113,019.63	125,000.00	11,980.37	90.4%
01-040-4210	WAGES - PART TIME	17,790.73	20,000.00	2,209.27	89.0%
01-040-4310	HEALTH INSURANCE	289,253.20	268,937.00	(20,316.20)	107.6%
01-040-4320	LIFE INSURANCE	638.25	1,000.00	361.75	63.8%
01-040-4330	DISABILITY INSURANCE	10,416.55	10,000.00	(416.55)	104.2%
01-040-4510	EMPLOYER FICA	108,365.52	111,213.00	2,847.48	97.4%
01-040-4530	POLICE PENSION EXPENSE	444,734.00	444,734.00	-	100.0%
01-040-4540	IMRF	441.54	-	(441.54)	#DIV/0!
01-040-4612	UNIFORMS - FULL TIME	16,478.47	12,800.00	(3,678.47)	128.7%
01-040-4613	UNIFORMS - PART TIME	-	900.00	900.00	0.0%
01-040-5121	MAINT&REPAIRS - BLDG & GROUNDS	27,397.70	20,000.00	(7,397.70)	137.0%
01-040-5122	EQUIPMENT - REPAIRS	9,144.28	20,000.00	10,855.72	45.7%
01-040-5230	LEGAL	36,072.00	30,000.00	(6,072.00)	120.2%
01-040-5320	TELEPHONE	13,200.02	12,000.00	(1,200.02)	110.0%
01-040-5410	UTILITIES	-	-	-	#DIV/0!
01-040-5530	TRAINING	11,838.00	36,000.00	24,162.00	32.9%
01-040-5890	POLICE COMMISSION EXPENSE	23,929.22	25,000.00	1,070.78	95.7%
01-040-5910	ANIMAL CONTROL	18,390.00	22,500.00	4,110.00	81.7%
01-040-5950	INFORMATION TECHNOLOGY	12,708.13	35,896.00	23,187.87	35.4%
01-040-5951	IT - SUP - HARDWARE	4,550.00	10,600.00	6,050.00	42.9%

The budget year is at 100%

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
01-040-5952	IT - SOFTWARE	9,916.00	11,883.00	1,967.00	83.4%
01-040-5990	OTHER MISCELLANEOUS EXPENSE	6,254.33	10,000.00	3,745.67	62.5%
01-040-5993	TOBACCO STING EXPENSE	40.00	1,500.00	1,460.00	2.7%
01-040-6010	UTILITIES	-	5,000.00	5,000.00	0.0%
01-040-6020	OFFICE SUPPLIES	9,530.81	20,000.00	10,469.19	47.7%
01-040-6030	GAS & OIL	40,963.76	37,950.00	(3,013.76)	107.9%
01-040-6051	EQUIP NON CAPITAL	2,180.00	2,000.00	(180.00)	109.0%
01-040-6070	LEASE PAYMENTS	100,708.36	-	(100,708.36)	#DIV/0!
01-040-7410	EQUIPMENT	54,961.14	187,472.00	132,510.86	29.3%
01-040-9000	CONTINGENCY	61,002.04	61,000.00	(2.04)	100.0%
TOTAL POLICE/PUBLIC SAFETY		2,740,411.33	2,872,150.00	131,738.67	95.4%
PARKS/RECREATION EXPENDITURE					
01-050-4110	WAGES - FULL TIME	81,499.80	91,894.00	10,394.20	88.7%
01-050-4130	OVERTIME	4,892.80	4,000.00	(892.80)	122.3%
01-050-4210	WAGES - PART TIME	34,588.75	35,000.00	411.25	98.8%
01-050-4310	HEALTH INSURANCE	18,365.48	30,549.00	12,183.52	60.1%
01-050-4320	LIFE INSURANCE	42.00	70.00	28.00	60.0%
01-050-4330	DISABILITY INSURANCE	1,670.79	500.00	(1,170.79)	334.2%
01-050-4370	OTHER MEDICAL AND DRUG TESTING	416.00	400.00	(16.00)	104.0%
01-050-4510	EMPLOYER FICA	4,085.36	7,374.00	3,288.64	55.4%
01-050-4540	IMRF	568.00	1,022.00	454.00	55.6%
01-050-4610	UNIFORMS	602.33	2,150.00	1,547.67	28.0%
01-050-5120	MAINT & REPAIRS - EQUIPMENT	5,219.01	6,000.00	780.99	87.0%
01-050-5121	MAINT&REPAIRS - BLDG & GROUNDS	34,410.45	40,800.00	6,389.55	84.3%
01-050-5160	TREE MAINTENANCE/REMOVAL	800.00	10,000.00	9,200.00	8.0%
01-050-5410	UTILITIES	5,792.31	7,450.00	1,657.69	77.7%
01-050-5860	RENTALS/LEASES	2,688.67	7,500.00	4,811.33	35.8%
01-050-5990	OTHER MISCELLANEOUS EXPENSE	431.08	2,000.00	1,568.92	21.6%
01-050-6030	GAS & OIL	5,792.42	7,350.00	1,557.58	78.8%
01-050-6050	REPAIR PARTS	100.95	-	(100.95)	#DIV/0!
01-050-7110	LAND IMPROVEMENTS	167,723.55	655,000.00	487,276.45	25.6%
01-050-7115	Porter Park Frisbee Golf Expan	32,100.00	-	(32,100.00)	#DIV/0!
01-050-7410	EQUIPMENT	10,200.17	49,300.00	39,099.83	20.7%
TOTAL PARKS/RECREATION		411,989.92	958,359.00	546,369.08	43.0%
TOTAL FUND EXPENDITURES		8,344,287.13	9,843,632.00	1,499,344.87	84.8%
NET REVENUE OVER EXPENDITURES-General Fund		(505,536.05)	(2,801,621.00)	(2,296,084.95)	18.0%
Unassigned Fund Balance 12/31/22		2,059,200.00			
Committed - Franchise and ROW		146,131.00			
Assigned- Subsequent year budget		3,468,930.00			
		<u>5,674,261.00</u>			
Fund balance as of 12/31/2023		<u>5,168,724.95</u>			

The budget year is at 100%

	YTD ACTUAL	BUDGET	Remaining Budget	PCNT
OTHER FUNDS				
BUILDING & GROUNDS				
20-020-3110	PROPERTY TAXES	31,798.85	-	(31,798.85) #DIV/0!
20-020-3710	INTEREST INCOME	-	-	- #DIV/0!
TOTAL BUILDING & GROUNDS		31,798.85	-	(31,798.85)
TOTAL FUND REVENUE				
TIF				
39-010-3110	PROPERTY TAXES	9,317.58	-	(9,317.58) #DIV/0!
TIF				
39-010-5230	LEGAL	-	-	- #DIV/0!
39-010-5233	TIF CONSULTING	358.75	-	(358.75) #DIV/0!
39-010-5320	TELEPHONE	-	-	- #DIV/0!
TOTAL TIF FUND EXPENSES		358.75	-	(358.75) #DIV/0!
Motor Fuel Funds				
50-030-3240	MOTOR FUEL TAX ALLOCATIONS	489,211.60	-	(489,211.60) #DIV/0!
50-030-3710	INTEREST INCOME	63,528.52	-	(63,528.52) #DIV/0!
50-030-3900	TRANSFER FROM GENERAL FUND	-	-	- #DIV/0!
TOTAL MOTOR FUEL FUND		552,740.12	-	(552,740.12)
Motor Fuel Expenditures				
50-030-5220	ENGINEERING	232,043.00	-	(232,043.00) #DIV/0!
50-030-5990	OTHER MISCELLANEOUS EXPENSE	30.00	-	(30.00) #DIV/0!
50-030-6040	OPERATING SUPPLIES	111,390.96	185,000.00	73,609.04 60.2%
TOTAL MFT EXPENDITURES		343,463.96	185,000.00	(158,463.96) #DIV/0!
NET REVENUE OVER EXPENDITURES - MFT		209,276.16	(185,000.00)	(394,276.16)
Restricted Fund Balance 12/31/22		1,256,269.00		
Fund balance as of 12/31/2023		1,465,545.16		

The budget year is at 100%

	YTD ACTUAL	BUDGET	Remaining Budget	PCNT
Debt Service				
80-010-3420 EXCISE TAX (TELECOMMUNICATION)	114,160.84	120,000.00	5,839.16	95.1%
80-010-3900 TRANSFER FROM GENERAL FUND	263,100.00	263,100.00	-	100.0%
TOTAL DEBT SERVICE	377,260.84	383,100.00	5,839.16	
Debt Service				
80-010-8010 PRINCIPAL	350,000.00	345,000.00	(5,000.00)	101.4%
80-010-8020 INTEREST	32,856.90	38,100.00	5,243.10	86.2%
TOTAL Debt Service	382,856.90	383,100.00	243.10	
NET REVENUE OVER EXPENDITURES-DEBT SERVICE	(5,596.06)	-	5,596.06	
<i>Restricted Fund Balance 12/31/22</i>	<u>382,539.00</u>			
	<u>382,539.00</u>			
<i>Fund balance as of 12/31/2023</i>	<u>376,942.94</u>			

CAPITAL PROJECTS FUND

90-010-3900 TRANSFER FROM OTHER FUNDS	2,214,999.96	2,214,999.96	-	100.0%
TOTAL CAPITAL PROJECT FUND REVENUE	2,214,999.96	2,214,999.96	-	

CAPITAL PROJECTS FUND

90-010-5220 ENGINEERING	34,679.34	39,000.00	4,320.66	88.9%
90-010-7150 PROJECTS	1,955,857.33	3,926,000.00	1,970,142.67	49.8%
90-010-9070 LAND ACQUISITION	150,356.84		(150,356.84)	#DIV/0!
TOTAL CAPITAL PROJECT FUND EXP	2,140,893.51	3,965,000.00	1,824,106.49	
NET REVENUE OVER EXPENDITURES-CAPITAL PROJECT	74,106.45	(1,750,000.04)	(1,824,106.49)	
<i>Restricted Fund Balance 12/31/22</i>	<u>619,261.00</u>			
	<u>619,261.00</u>			
<i>Fund balance as of 12/31/2023</i>	<u>693,367.45</u>			

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 6.

Agenda Item:	2024 Class D Patching Bid Specifications		
Date:	05/07/2024	Meeting:	Committee of the Whole
Prepared by:	Brandon Boggs	Department:	Public Works/Engineering

Overview/Background Information

The Public Works Department is submitting the annual Class D Patching Program bid specifications for authorization by the Board to publicly bid the project. This program is intended to repair various types of pavement failures throughout the Village’s limits which may be located in roadways not yet designated for full roadway maintenance projects.

Key Issues

N/A

Fiscal Note/Budget Impact

The Village Board has appropriated \$50,000 for the annual Class D Patching Program. Final contract amounts may vary, but the total expected expenditure is around \$50,000.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends Board approval of the specifications/bid package. Once approved, staff will begin the public bid process and will ultimately bring a project award recommendation to the Board for final approval before any contracts are approved.

Attachments

Bid Document Draft

REQUEST FOR BIDS
Village of Roscoe, Illinois
10631 Main St.,
P.O. Box 283
Roscoe, IL 61073

THE VILLAGE OF ROSCOE, ILLINOIS HEREBY SOLICITS BIDS FOR LABOR AND MATERIALS FOR THE 2024 CLASS “D” PATCHING PROGRAM.

Intent:

The intent of this Invitation to Bid is to solicit bid proposals from qualified contractors for the installation of Class “D” hot mix asphalt patching.

This bid is open to all contractors engaged in the services specified herein.

Bidders will be required to demonstrate their capability through references or by means acceptable to the Village of Roscoe (hereafter Village). The Village will evaluate all bidders based on the qualifications and criteria set forth in the Village’s Responsible Bidder Ordinance. A copy of the Responsible Bidder Ordinance is available at no cost to all Bidders and may be obtained from the Village Clerk. Bidders are expected to have read and comply with any additional bid requirements set forth in the Responsible Bidder Ordinance.

The Village reserves the right to reject any and all bids, or to accept the proposal(s) deemed most advantageous to the Village.

Bids will be received by the Village Engineer at Roscoe Village Hall at 10631 Main Street, Roscoe, IL 61073 until 10:00 a.m. (local time) on June 7, 2024. All bids will be publicly opened immediately thereafter. Written requests for the bid tabulation can be requested via email at yorengineer@villageofroscoe.com.

Preparation of Bid: The Bidder’s submittal shall include the completed:

- 1) Bid Sheet
- 2) Non-Collusion Affidavit of Prime Bidder
- 3) Statement of Bidder’s Qualifications
- 4) Certificate of Beneficial Interest

Compliance with Laws: The Bidder shall at all times observe and conform to all laws, ordinances, and regulations of the Federal, State, and local governments, which may in any manner affect the preparation of bids or the performance of the contract. Bidder is expected to have familiarity with all state, local and federal statutes and ordinances pertaining to the industry in which they are involved.

References: Submittals shall include a list of at least 3 references of corporate firms or municipal agencies of a similar size and setup as the Village, who can attest to the Bidder’s ability to fulfill this contract in a competent and expeditious manner. Include names, addresses, phone numbers, and the nature and size of past contracts.

Bonds and Insurance:

Successful bidder shall be required to provide all performance and completion bonds as required by State Statute and Village Ordinance. Bonds required shall include, but not are not limited to those required under the Public Construction Bond Act (30 ILCS 550/0.01 et. Seq.)

Contractors shall be required to maintain and furnish to the Village upon request, all workmen's compensation insurance and general liability coverage, which shall name the Village as an additional insured, and which shall include, but not be limited to:

A) Comprehensive general liability: \$2,000,000.00

Prevailing Wage: Not less than the Prevailing Wages as found by the Department of Labor or determined by the court on review shall be paid to laborers, workmen, and mechanics performing work under this contract. *Current standards are available on the Illinois Department of Labor web site at www.state.il.us/agency/idol/ or by calling the Village of Roscoe at 815-623-2829.* (Illinois Prevailing Wage Act - 820 ILCS 130/)

Termination of Contract: The Village reserves the right to terminate in whole or any part of this contract, upon written notice to the Bidder, in the event of default by the Bidder. Default is defined as failure of the Bidder to perform any of the provisions of this contract or failure to make sufficient progress so as to endanger performance of this contract in accordance with its terms. In the event of default and termination, the Village may procure, upon such terms and in such a manner as the Village may deem appropriate, supplies, or services similar to those terminated.

The Bidder shall be liable for any excess costs for such similar supplies or service unless evidence is submitted to the Village that, in the sole opinion of the Village, clearly proves that failure to perform the contract was due to causes beyond the control and without the fault or negligence of the Bidder.

General Notes: Bidders are advised that they must clearly indicate any and all deviations they intend to take from the detailed specification, as written in the bid document, at the time of bid submittal. All exceptions shall be listed on the *Detail Exception Sheet* included with the bid document. The contractor will be responsible for any work that is not acceptable to the Village, and will be responsible for the correction of the condition within 10 days of notification, at no additional cost to the Village.

Inspections: The Village shall have the right to inspect any materials, components, equipment, supplies, services, or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the Village. Any items rejected shall be removed from the premises of the Village and/or replaced at the entire expense of the successful Bidder.

Change Orders: After the contract award, changes in or additions to the work and/or a change in the amount of money to be paid to the Bidder must be the result of an approved change order ordered and approved by the designated Village Official(s) and approved by the Village and/or

the Village Board.

Contractor Qualifications: Contractor shall hold all licenses, and certifications necessary to legally install all equipment, and do all work as requested in the bid specifications, in the State of Illinois, or shall, at contractor's expense, provide such qualified personnel to perform such installations.

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GENERAL SPECIFICATIONS / SCOPE OF WORK

The "Standard Specifications for Road and Bridge Construction" prepared by the Department of Transportation of the State of Illinois and adopted by said Department on January 1, 2022, and the Supplemental Specifications and Recurring Special Provisions prepared by the Department of Transportation of the State of Illinois and adopted on January 1, 2022, by said Department to supplement the "Standard Specifications for Road and Bridge Construction", shall govern the bidding and construction of the proposed improvement. Where the term "Department" appears in the Specifications, the "Village of Roscoe" shall be substituted therefore, and where any term for an employee of the Department is used, the designated Village of Roscoe employee shall be substituted therefore. Herein after the terms "Owner", "Village" or "Engineer" shall mean the Village of Roscoe or its designated representative and the term "Contractor" shall mean the entity that proposes to perform the work herein described or its designated subcontractors.

The following General and Special Provisions supplement the said specifications and, in case of conflict with any part or parts of said specifications, these General and Special Provisions shall take precedence and shall govern:

GENERAL PROVISIONS

LOCATION AND DESCRIPTION OF WORK

The work included in this project generally consists of the construction of Class "D" Hot-Mix Asphalt pavement patching at a location by location basis within the Village of Roscoe. The contract work includes Hot-Mix Asphalt Surface Removal, Pavement Removal, Aggregate Base Preparation, Hot-Mix Asphalt Binder and Surface Replacement, Traffic Control, and other related work items. In some locations, the Village may provide limited milling or other preparation of the pavement/curb prior to the patching/paving work to be completed by the contractor. The Village will notify the contractor of the type of work required at each location.

COMPLETION OF THE WORK

The Village will notify the contractor to proceed with the work at a location by location basis. Once the Village has notified the contractor to proceed at a specified location the contractor shall complete said work within ten (10) business days. In addition to the requirement above, for patches requiring removal of existing pavement (by the contractor or by the Village), the contractor shall replace the pavement within twenty four (24) hours of pavement removal. Liquidated damages for failure to complete the work on time as indicated above shall be assessed by the Village according to the requirements in Section 108.09 of the Standard Specifications. Should the contractor believe that completion of the work within the specified time is not possible due to weather or other causes beyond his control, a time extension may be requested on a case by case

basis. The Contractor shall make such requests to the Village at his earliest opportunity, and the Village will determine if an extension of time will be granted.

CONSTRUCTION STAKING

The Village shall be responsible for marking the various work item pay limits with paint. Any deviation from painted areas will not be accepted for payment without written authorization from the Village.

CONSTRUCTION INSPECTION

The Contractor shall notify the Engineer or designated Village representative a minimum of 48 hours in advance of the start of construction or the continuation of construction following a pause in work. Any work performed without the notification and presence of a Village designated representative to inspect said construction will not be accepted for payment as directed by the Engineer.

CONTRACTOR QUALITY CONTROL

Prior to beginning work, the contractor shall submit to the Engineer the proposed sources of supply for all materials required to perform the work. It shall be the contractor's responsibility to ensure that all materials meet the specifications of Section 106 of the Standard Specifications. The contractor shall maintain a quality control system that will provide reasonable assurance that all Hot-Mix Asphalt placed for the Class D Patching conforms to the contract requirements. The contractor is responsible for maintaining quality control regardless of the source of materials used. Although guidelines are established and certain requirements are specified, they are minimum and do not relieve the contractor from his responsibility for overall quality control. Any testing that the contractor deems necessary to control the process may be performed at the contractor's option. The contractor shall maintain records and submit reports of quality control (proportioning reports) that shall be acceptable by IDOT. The quality control program shall be considered a part of the contract and no additional compensation shall be made.

QUANTITIES

The quantities of the various items of work and materials included on the bid form are approximate and are given solely to be used as a uniform basis for the comparison of bids. The quantities actually required to complete the work may be less or more than so estimated, and if awarded a contract for the work specified, the Contractor shall agree not to make any claim for damages or for the loss of profits or for an extension of time because of any difference between the quantities of the various items of work assumed for comparison of bids and the quantities of work performed.

The intent of the Engineer or designated Village representative will be to attempt to schedule as many patches as possible at any given time in order to benefit productivity for both the Contractor

and Village. However, there will be scenarios where the Contractor might be contacted to complete single patches due to unforeseen circumstances, depending on the severity of failure locations.

SPECIAL PROVISIONS

MOBILIZATION

Refer to Article 671.02 of the Standard Specifications and delete this paragraph in its entirety. There will be no mobilization payments made on this Project.

SAWCUTTING

All patches shall be sawcut or milled to the limits marked by the Village representative or Engineer to provide a clean and neat edge free of spalling material. Any saw cutting required on this contract shall be considered incidental and no additional compensation shall be made. If the contractor believes that the condition of the existing roadway limits the ability to provide neat and clean edges via sawcutting, the contractor shall notify the Village representative prior to any work taking place and consideration shall be given following an inspection by the Village representative.

CONSTRUCTION SEAMS

All paving seams (joints) shall be raked out and rolled according to Section 406 of the Standard Specifications and as directed by the Engineer. No overlapping seams will be allowed. Any seams that fail within the first year after construction will be crack sealed at the Contractor's own expense.

BITUMINOUS MATERIALS (TACK COAT)

This work shall conform to Section 403 of the Standard Specifications. Asphalt RC-70 shall be used. For application on existing or new Bituminous or PCC Base Courses, the Tack Coat shall be applied at 0.025-.05 lb/sf. The bituminous materials (Tack Coat) shall be considered incidental to the Class D Patching and no additional compensation shall be made.

HOT-MIX ASPHALT SURFACE REMOVAL - VARIABLE DEPTH

This work shall be done in accordance to Section 440 of the Standard Specifications. Where directed by the Engineer, the existing bituminous pavement shall be removed to a sufficient depth as necessary to provide an adequate surface for proper patch placement as directed by the Engineer. Removal areas will be marked in the field by the Engineer or designated Village representative. No additional compensation will be allowed for removal outside of the areas marked for removal. The contractor shall remove the cuttings immediately behind the grinding machine. The removed material shall be disposed of by the contractor off site. The Village may request that the grindings be stockpiled at a particular location for future use by the Village. All loose or disintegrated pavements below the required removal depth shall be removed by a method approved by the Engineer. The cost for this removal shall be included in the price of this item. Before the contractor

places a tack coat on the street surface, the street shall be swept with a power sweeper and or a power broom. Flushing into the Village's storm sewer system as a means of clean- up will not be allowed. This work will be measured in place and paid for at the contract unit price per square yard for HOT-MIX ASPHALT SURFACE REMOVAL - VARIABLE DEPTH.

CLASS D PATCHES (2")

CLASS D PATCHES (3")

CLASS D PATCHES (4")

This work shall be constructed in accordance with Section 442 of the Standard Specifications. At locations specified by the Village, the contractor shall furnish all labor, equipment, and materials necessary to saw cut, remove and dispose of the existing pavement, prepare, grade and compact the existing aggregate base, apply bituminous materials (prime coat), replace the Hot-Mix Asphalt pavement and compact, and all other work necessary to complete the Class D Patches. Surface Course shall be mixture composition IL-9.5 or IL-12.5, Mix D, N50. Four (4) inch patches will be required to include 2.25" of IL-19.0 Binder Course and 1.75" of HMA Surface Course unless otherwise specified by the Village. Recycled materials will be allowed and must conform to all IDOT specifications. Mix designs and materials inspection reports must be submitted to the Village for approval prior to the Notice to Proceed of contract. In areas where the pavement removal depth exceeds the specified 2-inch or 3-inch depth, leveling binder shall be used to fill these voids. This work will be measured in place and paid for at the contract unit price per square yard (at the appropriate size range from the included table) for CLASS D PATCHES (2") or CLASS D PATCHES (3").

LEVELING BINDER (MACHINE METHOD), N50

HOT-MIX ASPHALT SURFACE COURSE (2")

HOT-MIX ASPHALT SURFACE COURSE (3")

HOT-MIX ASPHALT SURFACE COURSE (4")

This work shall be constructed in accordance with Section 406 of the Standard Specifications. At required, the contractor shall furnish all labor, equipment, and materials necessary to apply bituminous materials (prime coat) and construct the Hot-Mix Asphalt Surface Course. The Surface Course shall be mixture composition IL 9.5 or IL 12.5, Mix D, N50. Recycled materials will be allowed and must conform to all IDOT specifications. Mix designs and materials inspection reports must be submitted to the Village for approval prior to the Notice to Proceed of contract. In areas where the surface removal depth exceeds the specified 2-inch or 3-inch depth, leveling binder shall be used to fill these voids. This work will be measured in place and paid for at the contract unit price per square yard (at the appropriate size range from the included table) for HOT MIX ASPHALT SURFACE COURSE (2-4"), or per ton for LEVELING BINDER (MACHINE METHOD), N50.

BASE REPAIR, FULL DEPTH

This work shall be constructed in accordance with Sections 301 and 351 of the Standard Specifications. At locations specified by the Village, the contractor shall furnish all labor, equipment, and materials necessary to remove the entire cross-section of the existing base, and furnish, place, prepare, grade and compact the exposed sub-grade and new aggregate base. Furnished base material shall be CA-6. The minimum base thickness of aggregate base for this work shall be 8", the maximum 12". In the event of discovery of unsuitable subgrade, the Village shall take additional measures, which may include additional services from the CONTRACTOR to be negotiated at that time. This work will be measured in place and paid for at the contract unit price per square yard (at the appropriate size range from the included table) for BASE REPAIR, FULL DEPTH.

TRAFFIC CONTROL

The Contractor will be required to furnish all traffic control devices necessary for the convenience and protection of vehicular and pedestrian traffic. This work shall consist of furnishing, installing and maintaining all signs, signals, temporary pavement markings, other required traffic control markings, barricades, warning lights, flaggers, and other devices which are to be used to regulate, warn or guide traffic during construction of this improvement. All work shall be in conformance with the current edition of the Illinois Department of Transportation's *Manual on Uniform Traffic Control Devices for Street and Highways*. Any work performed shall have traffic control as required in Section 700 of the Standard Specifications, and as per the appropriate IDOT highway standards: 701501-06, 701502-09, 701601-09, 701602-10, 701606-10, 701611-01, 701701-10, 701801-06, and 701901-08. The Contractor will be required to furnish the necessary flaggers as specified in the IDOT standards or as required by the Engineer on a continuous basis whenever construction operations are in progress.

The Contractor will be responsible for the maintenance of all traffic control devices for the duration of the project. The Contractor shall provide the Village with the name, address and telephone number of the person responsible for maintaining the traffic control devices who will be available to the Village on an immediate basis 24 hours a day. All advance warning signs and traffic control devices shall be removed or covered by the Contractor when such signs and devices are not in effect, or at the direction of the Engineer.

Whenever operations indicate that additional traffic control devices are necessary or that the relocation of a proposed or existing traffic control device is advisable, as determined by the Engineer, the Contractor shall furnish any additional traffic control devices necessary or remove, relocate and reinstall the device in question at no extra cost to satisfy the requirements of the Engineer, with the exception of flaggers. All traffic control devices must remain in place until specific authorization for removal is received from the Engineer. The Contractor shall provide detour signing at no extra cost to satisfy the requirements of the Engineer. In scenarios where flaggers or extended lane closures are deemed necessary, the Contractor shall notify the Village at

least 48 hours prior for approval of additional compensation. All other Traffic Control work shall be considered incidental to the contract.

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EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE required by the Illinois Fair Employment Practices Commission as a material term of all public contracts.

During the performance of this contract, the contractor agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or ancestry; and further, that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such under utilization.

2. That, if it hires additional employees in order to perform this contract, or any portion hereof, it will determine the availability (in accordance with the Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, or ancestry.

4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

5. That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

7. That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10 (b) of the Commission's Rules and Regulations for Public Contracts so that such provision will be binding upon every such subcontractor; and that it will also include the provisions of

paragraphs 1,5, 6, and 7 in every supply subcontract as defined in Section 2.10(a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors; and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition, no contractor will utilize any subcontractor declared by the Commission to be non-responsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

The Village of Roscoe does not discriminate on the basis of handicapped status in admission or access to, or treatment or employment in, its programs and activities.

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LABOR STANDARDS AND PREVAILING WAGE REQUIREMENTS

Compliance with State and Federal Law

Contractor warrants that it will comply with all federal, state and local laws, ordinances statutes, rules and regulations including, but not limited to the following statutes set forth below. Costs or associated expenses for any changes to this contract due to compliance with this subsection shall be the responsibility of the Contractor.

Prevailing Wage Act:

The contractor acknowledges that it has reviewed the Illinois Prevailing Wage Act, has reviewed and agrees to pay the applicable prevailing wage rates, as they currently exist, or may be amended, and which are in effect during project duration, and will strictly comply with the Illinois Prevailing Wage Act and related requirements, including subcontractor requirements.

Contractor agrees that not less than the prevailing rate of wages as determined by the Village of Roscoe or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work under this contract. All contractor's bonds and subcontractor's bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by this bid specification or contract.

The Contractor shall be responsible for keeping, collecting and submitting copies to the Village, all records and documentation, including, but not limited to, the certified payroll contemplated under the Act, which are required, or may be required, under the Illinois Prevailing Wage Act (820 ILCS 130/0.01, *et seq.*), including that documentation which is required from subcontractors and sub-subcontractors. The Contractor further agrees to cooperate with the Village in responding to any request by the Illinois Department of Labor, or other authorized agency or governmental or quasi-governmental unit of the State of Illinois in providing documentation of compliance with the Illinois Prevailing Wage Act.

Contractor Further Certifies:

1. Neither the undersigned nor any firm, partnership, or association in which they have a substantial interest is designated as an ineligible contractor by the Department of Labor pursuant to 820 ILCS130/11a.
2. The undersigned shall comply with the provisions of 820 ILCS 130/11a, et seq.
3. All employees shall be paid pursuant to the general prevailing rate as determined by the Illinois Department of Labor.
4. Contractor agrees to obtain and forward to any subcontractor within ten (10) days after their execution of any subcontract including those executed by their subcontractors and any lower tier subcontractors, a Subcontractor's Certification Concerning Labor Standards and Prevailing Wage Requirements executed by the subcontractors.

Current information on *Prevailing Wage Rates* can be found on the Illinois Department of Labor's website. (<https://labor.illinois.gov/laws-rules/conmed/prevailing-wage-rates.html>)

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____)
County of _____) ss.
_____)

_____, being first duly sworn, deposes and says that:

- (1) He/She is _____ of _____, the Bidder that has submitted the attached Bid;
- (2) He/She is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;
- (3) Such Bid is genuine and is not a collusive or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other bidder, or to fix any overhead, profit, cost element of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Village of Roscoe, IL or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

(Name and Title)

Subscribed and sworn to before me
this _____ day of _____, 20__

(Notary Public)

My commission expires _____.

STATEMENT OF BIDDER'S QUALIFICATIONS

All bidders must fully disclose the following information in a clear and comprehensive manner. This statement must be signed and notarized. If necessary, questions may be answered on separate attached sheets. The bidder may submit any additional information he desires:

1. Name of bidder.
2. Permanent main office address.
3. Date organized.
4. If a corporation, where incorporated.
5. How many years have you been engaged in the construction business under your present firm or trade name.
6. Itemize contracts currently in hand by client, term, and amounts.
7. General character of work performed by your company:
8. Have you ever failed to complete any work awarded to you.
9. Have you ever defaulted on a contract? Yes _____ No _____
10. Provide a complete listing of any past (last ten years) or pending litigation against the company and/or any of its principals involving the actual or alleged failure to meet contractual obligations to provide landscaping services.
11. Experience in work similar in importance to contract being offered by the Village of Roscoe.

- 12. Background and experience of the members of your organization, including principal owners and officers.
- 13. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any other information requested by the Village of Roscoe, IL in the verification the recitals comprising this statement of Bidder's Qualifications.

Dated at _____ this _____ day of _____, 20__.

By: _____
Its: _____

State of _____)
)
County of _____) ss.
)

_____ being duly sworn deposes and says that he is _____ of _____ and that the answers to the foregoing questions and all statements contained therein are true and correct.

Subscribed and sworn before me this _____ day of _____, 20__.

My commission expires on _____.

CERTIFICATE OF BENEFICIAL INTEREST

The following individuals have a beneficial interest of more than 7.5% in the bidding enterprise:

Name:	Name:	Name:
Address:	Address:	Address:
Position/Title:	Position/Title:	Position/Title:

Name:	Name:	Name:
Address:	Address:	Address:
Position/Title:	Position/Title:	Position/Title:

If a Corporation, the following individuals are the Officers and Directors:

Name:	Name:	Name:
Address:	Address:	Address:
Position/Title:	Position/Title:	Position/Title:

Name:	Name:	Name:
Address:	Address:	Address:
Position/Title:	Position/Title:	Position/Title:

State of _____)
)
 County of _____) ss.
)

_____ being duly sworn deposes and says that he is _____ of _____ and that the answers to the foregoing questions and all statements contained therein are true and correct.

Subscribed and sworn before me this _____ day of _____, 20____.

My commission expires on _____.

BID SHEET

The undersigned, having examined the specifications and all conditions affecting the specified project, including full and detailed examination of the current facility, the site itself, and the conditions located therein, offer to furnish all services, labor, and incidentals specified for the price below (including all attachments to the bid document).

The contractor certifies that they have visited the sites of the proposed work, before bidding, to thoroughly familiarize them self with all existing conditions under which the work is to be done and acquaint them self with any conditions which may affect the work. Failure to take this precaution will not relieve the contractor from any obligations to comply strictly and fully with the terms of the contract and no allowance will be made for the failure of the contractor to correctly estimate his time, material and bid price.

The undersigned Bidder certifies that they are not barred from bidding on this contract as a result of a conviction for the violation of state laws prohibiting bid rigging or bid rotating, (720ILCS 5/33E-1, et seq.) and is not delinquent in any taxes to the Illinois Department of Revenue. (65 ILCS 5/11-42.1-1)

It is understood that the Village reserves the right to reject any and all bids and to waive any irregularities when, in its opinion, the best interest of the Village will be served by such action.

No bid will be accepted from or contract awarded to any person, firm, or corporation that is in arrears or is in default to the Village upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the Village, or had failed to perform faithfully any previous contract with the Village.

INDEMNIFICATION: The Bidder hereby agrees to protect, defend, indemnify, and save harmless the Village against loss, damage, or expense from any suit, claim, demand, judgment, cause of action, or shortage initiated by any person whatsoever, arising or alleged to have arisen out of work described herein, except that in no instance shall the Bidder be held responsible for any liability, claim, demand, or cause of action attributable solely to the negligence of the Village.

Bidding Company Name: _____

I (We) propose to complete the following project as more fully described in the specifications for the following:

BID AMOUNT

[SEE ATTACHED PROPOSED SCHEDULE OF PRICES]

EXCEPTIONS: Any exceptions must be clearly noted below. Failure to do so may be reason for rejection of the bid. It is not our intention to prohibit any potential Bidder from bidding by virtue of the specifications, but to describe the material and services actually required. The Village reserves the right to accept or reject any or all exceptions.

Bidders exceptions are (if none, please state as such):

Number of Bid Packet Addendums Received: _____

I the undersigned certify that I have examined and carefully prepared this from the above specifications and have checked the same in detail before submitting this proposal, that I have only incorporated the specified requirements in my bid, that I have completed submitted all required data, and that I have full authority to make such statements and submit this proposal on bidders behalf and that said statements are true and correct.

Dated this _____ day of _____, 20_____.

Signature_____

Title_____

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item:	Agreement with Place Foundry Design, PLLC to provide design and owner's representative services for the construction of the Village's Bridge Street Multi-Use Parking facility.		
Date:	May 3, 2024	Meeting:	COTW – May 07, 2024
Prepared by:	Josef Kurlinkus	Department:	Planning & Community Development

Overview/Background Information

The Village is currently in the process of developing its property on 5466 Bridge Street into a multiuse parking and public use space. The Village has approved a concept for this property which was developed by Place Foundry. This proposal is for professional design services related to the building of this facility, and includes:

- Civil Engineering
- Architectural Site and Shade Structure Design
- Structural Engineering
- Landscape Architecture/Design
- Electrical Engineering

Key Issues

- 1) **Place Foundry Design, PLLC** will serve as general design consultants, and will utilize sub-design consultants which is included as part of the overall agreement. .
- 2) The services include all design and construction documents.

Fiscal Note/Budget Impact

Proposed sum: \$24,900.00.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff recommends approval hiring **Place Foundry Design, PLLC** for design services for the Bridge Street multi-use parking facility.

Attachments

- 1) Professional Services agreement for Community Space/Parking Lot design services.

Place Foundry LLC
728 North Prospect Street
Suite 101
Rockford, IL 61107

May 2, 2024

PROPOSAL FOR SERVICES

Community Space/Parking Lot
5466 Bridge St.
Roscoe, IL 61073

Prepared for:

Village of Roscoe
c/o Josef R. Kurlinkus
10631 Main Street, P.O. Box 283
Roscoe, IL 61073

Prepared by:

Place Foundry Design, PLLC.
Joseph W. Anderson, Architect - NCARB, AIA | Managing Principal

Mr. Kurlinkus,

Thank you for the opportunity to continue with bringing this exciting community project to reality. We propose the following scope of services and fee structure. We certainly look forward to working with you on this project.

PROJECT SUMMARY:

Provide Architectural Design and Engineering Services for an outdoor community space at 5466 Bridge Street. The space will provide parking and event amenities, along with pre-engineered covered/shade structures, power, and lighting.

WHAT THIS PROPOSAL INCLUDES

Professional Services

- Civil Engineering
- Architectural Site and Shade Structure Design
 - *Develop previously approved Place Foundry concept*
- Structural Engineering
- Landscape Architecture/Design
- Electrical Engineering

SUMMARY OF PROFESSIONAL SERVICES

Civil Engineering

Site Survey – Boundary, Utility and Topography
Site Engineering – Access, Parking & Rainwater Management

Architectural Design

Design Development – Site & Shade Structures
Site Furniture & Equipment Selection
Construction Documents

Structural Engineering

Foundations and Misc. Coordination

Landscape Architecture/Design –

Lawn, plant selections, & hardscapes

Electrical Engineering

Site Lighting & Power

COMPENSATION

Place Foundry Design, PLLC, and the sub-consultant team (Civil Engineering, Structural, Landscape, and Electrical) will provide the services above in entirety for the sum of **\$24,900.00**.

Please see the attached contract for additional information, terms, and exclusions.

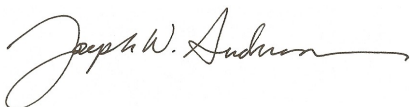
NEXT STEPS

Upon acceptance of this proposal, Place Foundry Design LLC will generate a contract including the scope of work in the proposal and mutually agreed upon terms with any corrections or changes made in writing before legal review and signing.

FINAL REMARKS

Place Foundry Design looks forward to facilitating the design and permit process for the renovation of your building. We are grateful for the opportunity.

Sincerely,



Joseph W. Anderson, Architect - NCARB, AIA
Partner + Founder | Place Foundry Design, LLC

CONTRACT

Joseph W. Anderson (Place Foundry Design, PLLC) and Village of Roscoe voluntarily enter this non-refundable agreement as a positive, rewarding partnership that focuses on Architectural and Engineering services for your property asset holdings per the proposal above.

MEETINGS AND CONTACT

We will utilize face-to-face and virtual meeting platforms (ZOOM) at agreed-upon dates and times. We agree that each session will have an agenda with stated outcomes, fundamental equations to address, and next steps. We may contact each other via phone or email as needed between sessions.

OWNER/CONTRACTOR RESPONSIBILITIES

The following items are included in our scope of work as reimbursable to be billed to Client (Client) unless otherwise paid directly by Client:

- Architectural Plan Review and Application Fees.
- Printed drawings at the conclusion of each phase will be reimbursable.
 - The Architect will provide digital drawings (PDFs) and paper process drawings as part of the standard services at no charge.
- Travel/Site Visits

EXCLUSIONS

The following items are not included in the scope of services and pricing:

- Soil Borings (used to determine Soil Bearing Capacity)
- Interior Design – Material and Finish Selections/Coordination (samples and material boards)
- Bidding & Negotiation
- Construction Administration

CONTRACT ADMINISTRATION

Under this service agreement, Place Foundry shall not have control over, oversee or be responsible for construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the work since these are solely the Contractor's responsibility under the Contract for Construction. Place Foundry Design, LLC shall not be responsible for the Contractor's schedules or failure to carry out the work by the Contract Documents. The Architect shall not have any control over acts or omissions of the Contractor, Subcontractor, their agents or employees, or any other persons performing portions of the work.

CONTRACT CONT'D

COMPENSATION

- 1. Place Foundry Design, LLC requires a 25% retainer of the total proposed fee to initiate all work. Retainer Amount is deducted from total fee.
- 2. Compensation for Additional Services requested by the Owner shall be based on an hourly rate of \$135.00/HR
- 3. Invoices will be sent monthly, at the end of each completed phase, and at delivery of final completion.
- 4. All invoice payments are due within 30 days. Unpaid invoices after 30 days will incur a 1.5% increase per month, beginning and retroactive after 30 days. Unpaid invoices after 60 days shall constitute a material default of this Agreement, for which Place Foundry Design, LLC has the right to cease the performance of all its work and recover termination costs and damages. Legal fees and employee time at their billable rates will be spent in assistance with fee collection.
- 5. Collection efforts are in addition to the contractual amount due. Lien rights may also be executed.

CONTRACTUAL TERMS

The Owner may terminate this Agreement at any Phase upon at least seven (7) days written notice to the Architect. In the event of termination, the Architect shall be compensated for all services performed to the termination date, together with reimbursable expenses incurred to date.

THE CONTRACT/AGREEMENT IS NON-TRANSFERABLE AND NON-REFUNDABLE.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Place Foundry Design to provide services as outlined above and agree that I/we are familiar with and accept the terms above. Payment in full will be due at the conclusion of services. Payment options are provided through Quickbooks Online or a check can be mailed to 728 N. Prospect Street, Suite 101, Rockford, IL 61107.

CLIENT:

CONSULTANT:

Signature

Signature

Name

Name

Title

Title

Date Accepted

Date Proposed:

SUMMARY OF DESIGN PHASES

Programming/Pre-Design - PD

The owner and architect discuss the requirements for the project (how many rooms, the function of the spaces, etc.), testing the fit between the owner's needs, wants and budget. Preliminary layouts may accompany programming.

Schematic Design - SD

The architect prepares a series of rough sketches, known as schematic design, which show the general arrangement of rooms and of the site. Some architects also prepare models to help visualize the project. The owner approves these sketches before proceeding to the next phase.

Design Development - DD

The architect prepares more detailed drawings to illustrate other aspects of the proposed design. Plans show all the rooms in correct size and shape and outline specifications are prepared listing the major materials and room finishes.

Construction Documents – CD's

Once the owner has approved the design, the architect prepares detailed drawings and specifications, which the contractor will use to establish actual construction cost, to permit and build the project. The drawings and specifications become part of the construction contract.

Bidding & Negotiation - BN

The owner selects and hires the contractor. The architect may be willing to make some recommendations. In many cases, owners choose from among several contractors they've asked to submit bids on the job. The architect can help you prepare bidding documents as well as invitations to bid and instructions to bidders.

Construction Administration - CA

While the contractor will physically build the project, the architect can assist the owner in making sure that the project is built according to the plans and specifications. The architect can make site visits to observe construction, review and approve the contractor's application for payments, answer & create RFI's & RFP's, Review submittals and generally keep the owner informed of the project's progress and/or changes. Coordinate final project walk through, punch lists and review project closeout documents. The contractor is solely responsible for construction methods, techniques, schedules and procedures.