



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, April 01, 2025
6:30 PM

CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****APPROVAL OF THE MINUTES**

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 18, 2025.**

PUBLIC COMMENT (Limited to 3 minutes per speaker)**PRESIDENT'S REPORT**

- 2. Great American Cleanup 2025**

TREASURER'S REPORT

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

CONSENT AGENDA

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

- 6. Approval of the issuance of a Special Event Permit for Stateline YMCA Stonebridge 1/2 Marathon & 5K.** The event will take place on Saturday, September 27, 2025.
- 7. Approval of Resolution 2025-R12** for approving **Rush Power Systems** for the generator repairs at the Village Hall and Police Department for the quoted amount of **\$5,205.57.**

- 8. Approval of Ordinance 2025-06**, authorizing the execution of a Land Donation Agreement for acceptance by the Village of the donation of a portion of the property located at **10514 Main Street**.

MOTIONS AND RESOLUTIONS (Final action)

NEW BUSINESS (First reading or suspend rules)

- 9. Approval of a Special Event Permit for the Roscoe Makers Mercantile.** The event will take place at the corner of Bridge & Main on June 21, 2025 from 10am-4pm.
- 10. Approval of a Special Event Permit for the Annual Chicory Ridge Garage Sale.** The event will take place on May 17 & 18, 2025 from 8am-5pm.
- 11. Approval of a Special Event Permit for the Rock Valley Radio Control Plane Flying Event.** The event will take place at Chicory Ridge Park on August 23, 2025 from 8am-3pm.
- 12. Approval of a Special Event Permit for Gigi's Playhouse Race for Acceptance 5K.** The event will take place on Saturday, May 3, 2025 from 8am -12pm.
- 13. Approval of Resolution 2025-R11**, authorizing an Agreement with **Fehr-Graham & Associates, LLC** for **design engineering, construction observation, and materials testing services** for the **2025 Residential Streets Program** for the quoted amount of **\$79,200**

QUESTIONS AND REPORTS

PUBLIC COMMENT (Limited to 3 minutes per speaker)

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees

Tuesday, March 18, 2025

6:30 PM

CALL TO ORDER

President Gustafson called meeting to order at 6:30pm

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

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

ABSENT

Trustee William Babcock

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **March 4, 2025.**

President Gustafson entertained a motion,

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

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

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

PRESIDENT'S REPORT

TREASURER'S REPORT

2. Cash Report and Bills

President Gustafson summarized the expenditures as follows:

Expenditures \$214,172.37

Cash on Hand \$7,912,526.61

Motor Fuel: \$0

Cash on hand \$1,718,104.33

3. Approval of Bills

President Gustafson entertained a motion,

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

4. Year to Date, Revenues and Expenditures

None

CONSENT AGENDA

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

5. **Approval of a Special Event Permit for the VFW Post 2955 Memorial Day Parade.** Event to be held: May 26, 2025.

President Gustafson summarized the Special Event Permit, and entertained a motion,

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

MOTIONS AND RESOLUTIONS (Final action)

6. **Approval of Ordinance 2025-05, making appropriations for the fiscal year beginning January 1, 2025 and ending December 31, 2025.**

President Gustafson entertained a motion, providing the amount appropriation for operating expenses totally approximately \$12,085,000.00 with deficit of approximately \$4,000,000.00

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Petty, Trustee Sima, Trustee Wright. President Gustafson

Voting Nay: Trustee Mallicoat, Trustee Plock

7. **Approval of Resolution 2025-R10, authorizing an agreement with the ATF for NIBIN Enforcement Support System (NESS)**

President Gustafson entertained a motion,

Motion made by Trustee Mallicoat, Seconded by Trustee Petty.

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

- 8. Approval of Resolution 2025-R11** authorizing an agreement for LeadsOnline in the amount of \$2,666.

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

- 9. Approval of Resolution 2025-R08**, a resolution authorizing an agreement with **Stateline Fastpitch Softball, Inc. related to the use of Swanson Park.**

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

Discussion:

- 10. Approval of Resolution 2025-R09**, directing the Solicitation of Proposals for the Redevelopment of the Village owned property located at **11243 Main Street, Roscoe, Illinois.**

President Gustafson entertained a motion,

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

NEW BUSINESS (First reading or suspend rules)

None

QUESTIONS AND REPORTS

Brandon provided update on the current project at this time which is a proposal for a capital improvement plan.

Focus will be:

Streets

Bridges, structures, convert

Pedestrian permits

Safety improvements

Drainage improvements

Maintenance projects

Parks

Capital purchases

Public building improvements

There will be a new Residential Streets Study, the last one was 2014. There will be a fresh look at streets obtaining new ratings for the road. Fehr Graham will develop a score card to the board so input may be provided for the next five years of project planning.

Brandon stated he is hoping to present at the April 15th meeting, and looking for any input for projects the Trustees would like to see. The goal for final document will be to present before September and budget planning.

President Gustafson provided an update for Hodges Run, stating that the concrete slabs are not able to be in alignment with Hononegah due to school schedule. On April 15th, there will be a meeting with the Roscoe Garden Club, there will be a "Hometown Pride Program" initiated.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

President Gustafson entertained a motion,

Motion made by Trustee Plock, Seconded by Trustee Wright.

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



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Public Hearing on Appropriation Ordinance (FY 2025)

Tuesday, March 18, 2025

6:15 PM

CALL TO ORDER

President Gustafson called meeting to order at 6:15pm

ROLL CALL

PRESENT

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

ABSENT

Trustee William Babcock
Trustee Justin Plock

PUBLIC HEARING

1. Hearing on the **Appropriation Ordinance** of the Village of Roscoe for the fiscal year beginning **January 1, 2025 and ending December 31, 2025.**

Any person interested in speaking to said appropriation ordinance may be present and be heard regarding the proposed annual appropriation ordinance for the Village of Roscoe for the calendar year beginning January 1, 2025 and ending December 31, 2025.

President Gustafson summarized the Appropriation Ordinance for Fiscal Year 2025, which begins January 1, 2025, and ends December 31, 2025. President Gustafson provided an overview of the expenditures for operations and capital expenditures, approximately at \$12,000,000.00, and revenue generation estimated to be \$4,000,000.00, which will leave a deficit of \$4,000,000.00. There will be a transfer from the general fund and capital projects fund to help cover the deficit.

President Gustafson addressed the public, asking if there were any questions, and none were presented.

ADJOURNMENT

President Gustafson entertained a motion to adjourn,

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

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

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 2.

Agenda Item: Update on Great American Cleanup 2025

Date: March 27, 2025

Meeting: VB – 4/1/2025

Overview/Background Information

A dedicated group of residents will once again be participating in the Great American Cleanup this year, continuing a tradition they have upheld for the past 4–5 years. The group has taken the initiative to organize a community cleanup along **Swanson Road**, between **Swanson Drive and Romeldale Lane**.

Cleanup activities are scheduled to begin on **Thursday, April 4**, and will continue through the weekend. As in previous years, the group will collect litter in **yellow bags**, which will be placed along Swanson Drive for Public Works to pick up and dispose.

To help ensure the safety of participants and alert drivers to the presence of volunteers, **lighted sign boards** will be placed in the area, advising motorists to **slow down and use caution**, and all volunteers will be wearing safety vests for visibility.

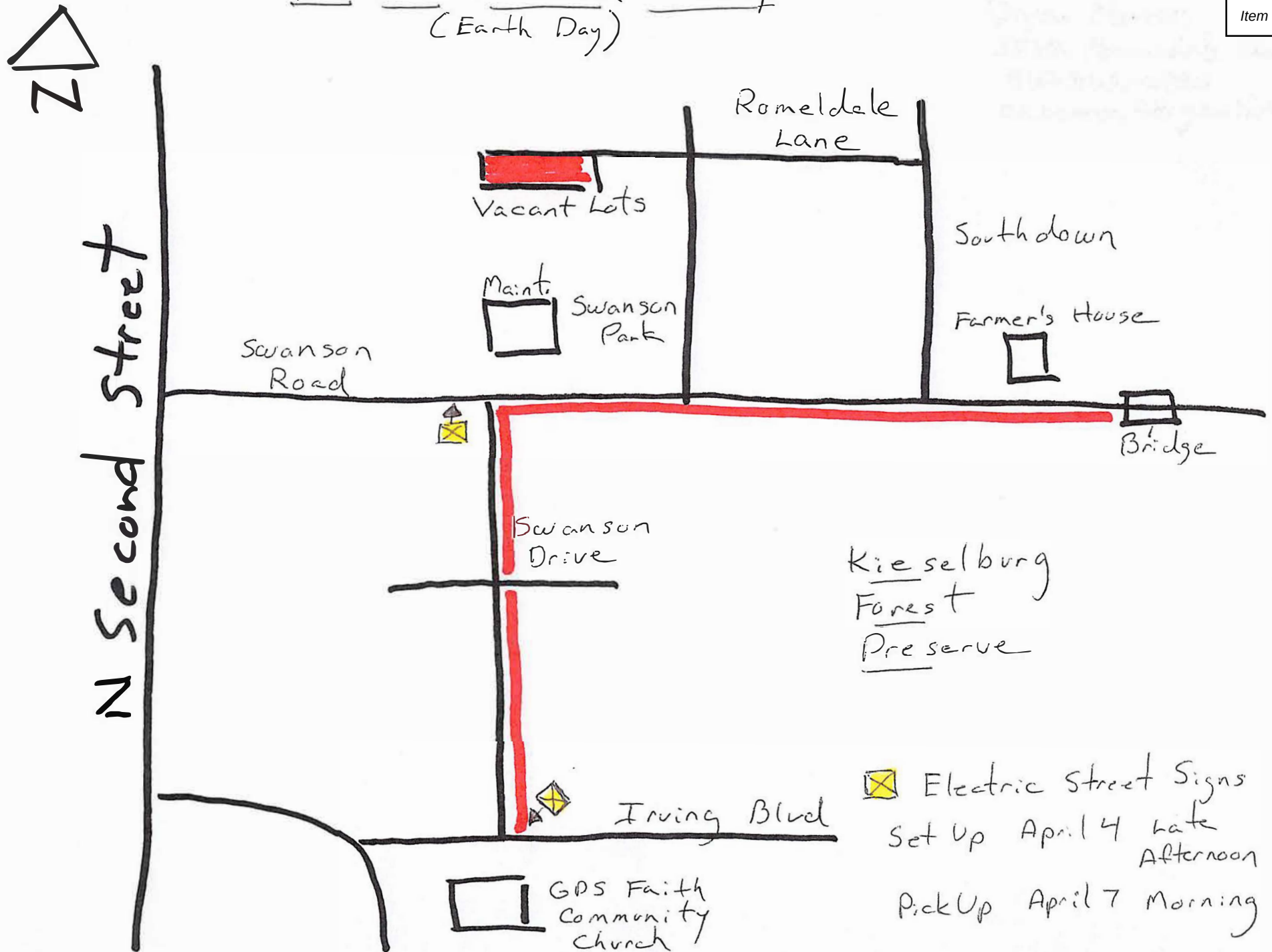
We commend these residents for their continued commitment to keeping our community clean and safe, and we appreciate the coordination efforts by Public Works in support of this initiative.

Attachments

Location Map

The Great American Clean Up (Earth Day)

Item # 2.



Village of Roscoe

Bills Submitted for Approval on April 2, 2025

Pooled Expenditures:

Checking account balance before expenditures	\$	69,223.91
Pooled Money Market		9,107.73
Illinois Funds Balance		7,892,712.62
Total pooled cash and equivalents		<u>7,971,044.26</u>

Expenditures per list 262,472.64

Additional invoices

-
262,472.64

Total expenditures 262,472.64

Payroll expense:

Gross Wages	3/22/2025	97,329.05	
Payroll tax and IMRF	3/22/2025	8,096.49	105,425.54

Total General Fund Expenditures	367,898.18
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Pooled checking account balance after expenditures \$ 7,603,146.08

Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$	3,619.09
Motor Fuel Money Market		10,392.01
Illinois Funds Balance		1,710,499.96
Total Motor Fuel cash and equivalents		<u>1,724,511.06</u>

Expenditures:

<u>Vendor</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
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Total Motor Fuel Fund Expenditures	-
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Motor Fuel cash and equivalent balance after expenditures 1,724,511.06

Total expenditures for all funds:	367,898.18
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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Invoice Detail.GL account (2 Characters) = {<>} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AGHL LAW									
2472	AGHL LAW	37796	ADMINISTRATIVE HEARINGS	01-013-5232 Legal Services - Admin He	03/13/2025	500.00	.00		
Total AGHL LAW:						500.00	.00		
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	11QP-LVKV-63	Altamirano - Flashlight / Socks	01-040-4612 Uniforms	03/24/2025	157.92	.00		
311	AMAZON CAPITAL SERVICES	16KV-LTRT-6X	MAGSAFE IPHONE CASE - PW	01-030-6040 Operating Supplies	03/24/2025	16.16	.00		
311	AMAZON CAPITAL SERVICES	1914-1GP4-PD	SCREEN PROTECTORS - PW	01-030-6040 Operating Supplies	03/22/2025	20.77	.00		
311	AMAZON CAPITAL SERVICES	19R3-7DPQ-46	Palzkill - Radio / Magazine / Handcuff / S	01-040-4612 Uniforms	03/24/2025	69.65	.00		
311	AMAZON CAPITAL SERVICES	19R3-7DPQ-46	Yalden - Duty Inner Belt	01-040-4612 Uniforms	03/24/2025	14.89	.00		
311	AMAZON CAPITAL SERVICES	1C4N-LV13-QX	MISC OFFICE SUPPLIES	01-010-6020 Office Supplies	03/13/2025	67.95	.00		
311	AMAZON CAPITAL SERVICES	1YDQ-DVJJ-1	SHARP ATOMIC CLOCK - VH	01-010-5121 Maintenance & Repairs - B	03/24/2025	69.99	.00		
311	AMAZON CAPITAL SERVICES	1YDQ-DVJJ-1	DOUBLE SIDED TAPE & "DOOR MUST	01-030-6040 Operating Supplies	03/24/2025	51.95	.00		
Total AMAZON CAPITAL SERVICES:						469.28	.00		
APG OF SOUTHERN WISCONSIN									
442	APG OF SOUTHERN WISCONSI	370068	APPROPRIATION HEARING	01-010-5330 Printing & Publishing	03/14/2025	34.48	.00		
Total APG OF SOUTHERN WISCONSIN:						34.48	.00		
AXON ENTERPRISE, INC.									
602	AXON ENTERPRISE, INC.	INUS325129-2	Fleet 3 Basic	01-040-5960 AXON SERVICE	02/19/2025	6,664.27	.00		
Total AXON ENTERPRISE, INC.:						6,664.27	.00		
BALSLEY PRINTING									
638	BALSLEY PRINTING	156706	Tow Tags PD	01-040-6020 Office Supplies	03/07/2025	65.80	.00		
Total BALSLEY PRINTING:						65.80	.00		
CAROL GUSTAFSON									
1121	CAROL GUSTAFSON	031325	COOKIES FOR 501C3 MEETING	01-010-5990 Department Operating Sup	03/13/2025	24.22	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CAROL GUSTAFSON:						24.22	.00		
CHARLES P KOSTANTACOS									
1211	CHARLES P KOSTANTACOS	020125	JAN 2025 - LEGAL - F&P COMMISSION	01-041-5230 Legal Services	02/01/2025	812.50	.00		
Total CHARLES P KOSTANTACOS:						812.50	.00		
CITY OF ROCKFORD									
1333	CITY OF ROCKFORD	27551824	RMS Charges- PD	01-040-5911 CAD/RMS Sub & Maint	12/02/2024	6,995.00	.00		
Total CITY OF ROCKFORD:						6,995.00	.00		
COMMONWEALTH EDISON									
1411	COMMONWEALTH EDISON	031125 1222	2/7/25-3/11/25 BIKE PATH LIGHTS	01-030-5411 Electricity - Street Lights	03/11/2025	45.20	.00		
1411	COMMONWEALTH EDISON	031125 2000	2/7/25-3/11/25 LITE R25	01-030-5411 Electricity - Street Lights	03/11/2025	59.07	.00		
1411	COMMONWEALTH EDISON	031125 3000	2/5/25-3/7/25 6545 WINDFLOWER LN	01-050-6010 Building Utilities (Gas&Ele	03/11/2025	147.06	.00		
1411	COMMONWEALTH EDISON	031325 2000	2/7/25-3/11/25 5802 HARRISON - LELA	01-050-6010 Building Utilities (Gas&Ele	03/13/2025	40.80	.00		
1411	COMMONWEALTH EDISON	031325 32000	2/7/25-3/11/25 5785 BROAD ST - LELAN	01-050-6010 Building Utilities (Gas&Ele	03/13/2025	82.55	.00		
Total COMMONWEALTH EDISON:						374.68	.00		
DEARBORN LIFE INSURANCE COMPANY									
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - ADMIN	01-010-4330 Disability Insurance	03/13/2025	105.80	.00		
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - ADMIN ADJ	01-010-4330 Disability Insurance	03/13/2025	35.36-	.00		
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - HR	01-017-4330 Disability Insurance	03/13/2025	49.69	.00		
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - PW	01-030-4330 Disability Insurance	03/13/2025	338.50	.00		
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - PD	01-040-4330 Disability Insurance	03/13/2025	1,049.15	.00		
1721	DEARBORN LIFE INSURANCE C	031325	DISABILITY INS - PK	01-050-4330 Disability Insurance	03/13/2025	41.96	.00		
Total DEARBORN LIFE INSURANCE COMPANY:						1,549.74	.00		
DELTA DENTAL OF ILLINOIS-RISK									
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	ADJ VISION INS - ADMIN	01-010-4310 Health Insurance	04/01/2025	5.55-	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	DENTAL - ADMIN	01-010-4310 Health Insurance	04/01/2025	65.00	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	ADJ DENTAL - ADMIN	01-010-4310 Health Insurance	04/01/2025	32.50-	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	VISION INS - ADMIN	01-010-4310 Health Insurance	04/01/2025	11.10	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	DENTAL - HR	01-017-4310 Health Insurance	04/01/2025	67.32	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	VISION INS - HR	01-017-4310 Health Insurance	04/01/2025	10.83	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	VISION INS - PW	01-030-4310 Health Insurance	04/01/2025	60.36	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	DENTAL INS - PW	01-030-4310 Health Insurance	04/01/2025	381.02	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	VISION INS - PD	01-040-4310 Health Insurance	04/01/2025	249.84	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	DENTAL - PD	01-040-4310 Health Insurance	04/01/2025	1,805.42	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	VISION INS - PK	01-050-4310 Health Insurance	04/01/2025	16.23	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1904585	DENTAL - PK	01-050-4310 Health Insurance	04/01/2025	118.70	.00		
Total DELTA DENTAL OF ILLINOIS-RISK:						2,747.77	.00		
FRONTIER									
2411	FRONTIER	030125 PD	PHONE PD	01-040-5320 Telephone & Data	03/01/2025	377.40	.00		
2411	FRONTIER	030125 PD	PHONE PD	01-040-5320 Telephone & Data	03/01/2025	201.20	.00		
Total FRONTIER:						578.60	.00		
ILL ASSOC OF CHIEFS OF POLICE									
2921	ILL ASSOC OF CHIEFS OF POLI	19333	ILEAP Accreditation - Tier 1 Annual Fee	01-040-5510 Memberships & Dues - Em	03/13/2025	400.00	.00		
Total ILL ASSOC OF CHIEFS OF POLICE:						400.00	.00		
IPBC - HEALTH BENEFITS									
3231	IPBC - HEALTH BENEFITS	040125	VOL LIFE	01-000-2211 Life Insurance-Additional V	04/01/2025	506.75	.00		
3231	IPBC - HEALTH BENEFITS	040125	VOL INDEMNITY INS	01-000-2215 Indemnity - Vol	04/01/2025	64.18	.00		
3231	IPBC - HEALTH BENEFITS	040125	HEALTH INS - ADMIN	01-010-4310 Health Insurance	04/01/2025	723.89	.00		
3231	IPBC - HEALTH BENEFITS	040125	LIFE INS - ADMIN	01-010-4320 Life Insurance	04/01/2025	3.50	.00		
3231	IPBC - HEALTH BENEFITS	040125	HEALTH INS - HR	01-017-4310 Health Insurance	04/01/2025	1,477.28	.00		
3231	IPBC - HEALTH BENEFITS	040125	HEALTH INS - PW	01-030-4310 Health Insurance	04/01/2025	7,659.58	.00		
3231	IPBC - HEALTH BENEFITS	040125	LIFE INS - PW	01-030-4320 Life Insurance	04/01/2025	26.77	.00		
3231	IPBC - HEALTH BENEFITS	040125	HEALTH INS - PD	01-040-4310 Health Insurance	04/01/2025	32,151.51	.00		
3231	IPBC - HEALTH BENEFITS	040125	LIFE INS - PD	01-040-4320 Life Insurance	04/01/2025	70.00	.00		
3231	IPBC - HEALTH BENEFITS	040125	HEALTH INS - PK	01-050-4310 Health Insurance	04/01/2025	1,500.22	.00		
3231	IPBC - HEALTH BENEFITS	040125	LIFE INS - HR	01-050-4310 Health Insurance	04/01/2025	3.50	.00		
3231	IPBC - HEALTH BENEFITS	040125	LIFE INS - PK	01-050-4320 Life Insurance	04/01/2025	3.50	.00		
Total IPBC - HEALTH BENEFITS:						44,190.68	.00		
Jack's Tire Sales & Service									
10012	Jack's Tire Sales & Service	1-346238	Toyota Rav4 - Tire	01-040-5120 Maintenance & Repairs - V	03/26/2025	137.63	.00		
Total Jack's Tire Sales & Service:						137.63	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
JERRYS AUTO PARTS									
3401	JERRYS AUTO PARTS	553068	FILTERS - S595 SKID LOADER	01-030-5122 Maintenance & Repairs - V	03/12/2025	191.60	.00		
3401	JERRYS AUTO PARTS	553311	AIR FILTERS & WIX FILTERS - CASE B	01-030-5120 Maint & Repairs - Equipme	03/18/2025	320.79	.00		
Total JERRYS AUTO PARTS:						512.39	.00		
LeadsOnline Parent LLC									
3881	LeadsOnline Parent LLC	417439	LeadsOnline Renewal- PD	01-040-5952 IT - Software/SAAS	03/21/2025	2,666.00	.00		
Total LeadsOnline Parent LLC:						2,666.00	.00		
Mark D. Olson, CPA, Ltd									
4291	Mark D. Olson, CPA, Ltd	1729	MARCH TREASURER SVCS	01-014-5233 Treasurer Services - Gener	03/27/2025	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1729	APR TREASURER SVCS	01-014-5233 Treasurer Services - Gener	03/27/2025	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1729	MARCH ROSCOE POLICE PENSION A	01-014-5234 Treasurer Services - Pensi	03/27/2025	525.00	.00		
4291	Mark D. Olson, CPA, Ltd	1729	APRIL ROSCOE POLICE PENSION AC	01-014-5234 Treasurer Services - Pensi	03/27/2025	525.00	.00		
Total Mark D. Olson, CPA, Ltd:						11,550.00	.00		
MENARD'S									
4411	MENARD'S	44645	2G ROUNDUP SPRAY TANK	01-030-6040 Operating Supplies	03/10/2025	23.45	.00		
4411	MENARD'S	44665	PAINT BRUSHES - PARK SIGNS	01-050-6200 Park Signs Install & Replac	03/10/2025	15.03	.00		
4411	MENARD'S	44673	FLAT DRAIN TAPE	01-030-5121 Maintenance & Repairs - B	03/10/2025	54.99	.00		
4411	MENARD'S	44781	MLBX POST - PW	01-030-6040 Operating Supplies	03/12/2025	79.98	.00		
4411	MENARD'S	44801	SANI STICKS & KICKDOWN DOOR ST	01-010-5121 Maintenance & Repairs - B	03/12/2025	11.76	.00		
4411	MENARD'S	44801	BATTERIES - PW	01-030-6040 Operating Supplies	03/12/2025	15.98	.00		
4411	MENARD'S	44801	SANI STICKS & DOOR STOP - PD	01-040-5121 Maintenance & Repairs - B	03/12/2025	9.48	.00		
4411	MENARD'S	44846	EXIT & EMERGENCY LIGHT SQR, TAP	01-030-6040 Operating Supplies	03/13/2025	127.74	.00		
4411	MENARD'S	44846	EXIT & EMERGENCY LT RND - PARKS	01-050-5121 Maintenance & Repairs - B	03/13/2025	244.93	.00		
4411	MENARD'S	45091	LUMBER & SUPPLIES - HODGES RUN	90-010-6200 Hodges Run	03/17/2025	3,052.32	.00		
4411	MENARD'S	45192	REPLACEMENT FIRE EXTINGUISHER	01-030-6040 Operating Supplies	03/19/2025	109.98	.00		
4411	MENARD'S	45221	BRUSHES, NUTS & BOLTS, PUSH BRO	01-050-5121 Maintenance & Repairs - B	03/19/2025	98.99	.00		
4411	MENARD'S	45222	WOOD HANDLED SHOVEL - PW	01-030-6040 Operating Supplies	03/19/2025	29.97	.00		
4411	MENARD'S	45224	RECIP BLADE KIT - PW	01-030-6040 Operating Supplies	03/19/2025	34.98	.00		
4411	MENARD'S	45284	CONCRETE PLACER & SOCKET ADAP	01-030-6040 Operating Supplies	03/20/2025	76.84	.00		
4411	MENARD'S	45341	CONCRETE PLACERS - PW	01-030-6040 Operating Supplies	03/21/2025	71.96	.00		
Total MENARD'S:						4,058.38	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
NICOR GAS									
4931	NICOR GAS	031025 2000 9	2/5/25-3/7/25 6545 WINDFLOWER	01-050-6010 Building Utilities (Gas&Ele	03/10/2025	225.92	.00		
4931	NICOR GAS	032125 2000 9	2/18/25-3/20/25 5402 SWANSON RD	01-030-6010 Building Utilities (Gas&Ele	03/21/2025	1,003.60	.00		
Total NICOR GAS:						1,229.52	.00		
NORTHWESTERN UNIVERSITY									
5081	NORTHWESTERN UNIVERSITY	28004-2	Traffic Crash Reconstruction 1 - Sarver	01-040-5530 Training & Seminars	02/11/2025	1,295.00	.00		
Total NORTHWESTERN UNIVERSITY:						1,295.00	.00		
OLIPHANT LOCK & SAFE									
5191	OLIPHANT LOCK & SAFE	73091	CYLINDER REPLACEMENT & REKEY -	01-030-5121 Maintenance & Repairs - B	03/17/2025	370.00	.00		
Total OLIPHANT LOCK & SAFE:						370.00	.00		
PITNEY BOWES BANK INC									
5428	PITNEY BOWES BANK INC	031425	POSTAGE/SUPPLIES	01-010-6020 Office Supplies	03/14/2025	246.87	.00		
Total PITNEY BOWES BANK INC:						246.87	.00		
PLACE FOUNDRY LLC									
5430	PLACE FOUNDRY LLC	0243.01	2024-0243 POP UP PARK	90-010-6200 Hodges Run	03/12/2025	19,586.00	.00		
Total PLACE FOUNDRY LLC:						19,586.00	.00		
RINGCENTRAL INC									
5780	RINGCENTRAL INC	CD_00106667	RING CENTRAL MONTHLY SERVICE -	01-010-5320 Telephone & Data	03/23/2025	186.50	.00		
5780	RINGCENTRAL INC	CD_00106667	RING CENTRAL MONTHLY SERVICE -	01-030-5320 Telephone & Data	03/23/2025	186.50	.00		
5780	RINGCENTRAL INC	CD_00106667	RING CENTRAL MONTHLY SERVICE -	01-040-5320 Telephone & Data	03/23/2025	186.49	.00		
5780	RINGCENTRAL INC	INVA84029448	RING CENTRLA PROFESSIONAL SER	01-010-5320 Telephone & Data	03/12/2025	4,531.17	.00		
Total RINGCENTRAL INC:						5,090.66	.00		
ROCK ROAD COMPANIES									
5901	ROCK ROAD COMPANIES	323767	1.78 TONS COLD MIX - PW	01-030-6060 Road Repairs Bulk Materia	03/20/2025	302.60	.00		
Total ROCK ROAD COMPANIES:						302.60	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ROCK VALLEY PUBLISHING									
5911	ROCK VALLEY PUBLISHING	468688	POLICE OFFICER AD FOR PFC	01-041-5990 Departmental Operating S	03/06/2025	71.25	.00		
Total ROCK VALLEY PUBLISHING:						71.25	.00		
ROSCOE GLASS CO									
6061	ROSCOE GLASS CO	46361	LABOR - MOVING GLASS ABOVE VH D	01-010-5121 Maintenance & Repairs - B	09/26/2024	100.00	.00		
6061	ROSCOE GLASS CO	47403	60"X40" 1/4" CLEAR POLYCARBONATE	01-040-5121 Maintenance & Repairs - B	01/17/2025	266.67	.00		
Total ROSCOE GLASS CO:						366.67	.00		
SAE Customs Inc									
10029	SAE Customs Inc	5628	Squad 5- Replace light	01-040-5122 Maintenance & Repairs -	03/17/2025	289.95	.00		
Total SAE Customs Inc:						289.95	.00		
STATELINE MASS TRANSIT DIST									
6741	STATELINE MASS TRANSIT DIS	2025	FISCAL YEAR 2025	01-010-5260 Mass Transit System (SMT	03/26/2025	25,000.00	.00		
Total STATELINE MASS TRANSIT DIST:						25,000.00	.00		
STENSTROM EXCAVATION & BLACKTOP									
6782	STENSTROM EXCAVATION & BL	3060-2	BRIDGE ST PARKING/MARKET - PAY 2	90-010-6300 Bridge St Parking Lot	02/04/2025	96,392.81	.00		
Total STENSTROM EXCAVATION & BLACKTOP:						96,392.81	.00		
SwedishAmerican Health Management									
10050	SwedishAmerican Health Manage	022825 PD	CPR Cards Class - PD	01-040-5530 Training & Seminars	02/28/2025	64.00	.00		
Total SwedishAmerican Health Management:						64.00	.00		
TITLE UNDERWRITERS AGENCY									
7182	TITLE UNDERWRITERS AGENC	032525	LIBERTY LOTS - ERNEST MONEY	01-010-7110 Land - Purchase & Acquisi	03/25/2025	5,000.00	5,000.00	03/24/2025	
Total TITLE UNDERWRITERS AGENCY:						5,000.00	5,000.00		
TOTAL PLUMBING & HEATING LTD.									
7252	TOTAL PLUMBING & HEATING L	158475	HEATER CONTROL BOARD & LABOR -	01-040-5121 Maintenance & Repairs - B	02/05/2025	866.31	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
TOTAL PLUMBING & HEATING LTD.:						866.31	.00		
U S CELLULAR									
7401	U S CELLULAR	0717710162	CELL PHONES - ADMIN	01-010-5320 Telephone & Data	03/16/2025	190.84	.00		
7401	U S CELLULAR	0717710162	CELL PHONES - PW	01-030-5320 Telephone & Data	03/16/2025	307.06	.00		
7401	U S CELLULAR	0717710162	CELL PHONES - PD	01-040-5320 Telephone & Data	03/16/2025	315.88	.00		
Total U S CELLULAR:						813.78	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	3390017373	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/17/2025	132.27	.00		
7460	UNIFIRST CORPORATION	3390017373	UNIFORMS - PARKS	01-050-4610 Uniforms	03/17/2025	17.56	.00		
7460	UNIFIRST CORPORATION	3390017374	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	03/17/2025	38.22	.00		
7460	UNIFIRST CORPORATION	3390017718	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/24/2025	132.27	.00		
7460	UNIFIRST CORPORATION	3390017718	UNIFORMS - PARKS	01-050-4610 Uniforms	03/24/2025	17.56	.00		
7460	UNIFIRST CORPORATION	3390017721	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	03/24/2025	38.22	.00		
Total UNIFIRST CORPORATION:						376.10	.00		
UNIFORM DEN EAST, INC									
7441	UNIFORM DEN EAST, INC	94939	Palzkill - Front Zipper Molle / Patch/Nam	01-040-4612 Uniforms	03/11/2025	356.85	.00		
7441	UNIFORM DEN EAST, INC	94947-03	Jordan - New Hire Necessities (Helix II/lo	01-040-5990 Departmental Operating S	03/10/2025	651.95	.00		
7441	UNIFORM DEN EAST, INC	95445	Farone - SS Shirts x2 / Embroidery	01-040-4612 Uniforms	03/15/2025	61.50	.00		
7441	UNIFORM DEN EAST, INC	95571	Farone - Pants	01-040-4612 Uniforms	03/05/2025	153.90	.00		
7441	UNIFORM DEN EAST, INC	95706	Yalden - Cloth Name Tag / Velcro	01-040-4612 Uniforms	03/15/2025	12.95	.00		
Total UNIFORM DEN EAST, INC:						1,237.15	.00		
VANDEWALLE & ASSOCIATES									
7483	VANDEWALLE & ASSOCIATES	202503069	DRAFT #1 OVERLAY TEXT	01-016-5241 Planning Services - Zoning	03/19/2025	375.00	.00		
7483	VANDEWALLE & ASSOCIATES	202503070	Planning Services	01-016-5241 Planning Services - Zoning	03/19/2025	2,000.00	.00		
7483	VANDEWALLE & ASSOCIATES	202503071	Planning Services	01-016-5241 Planning Services - Zoning	03/19/2025	3,225.00	.00		
Total VANDEWALLE & ASSOCIATES:						5,600.00	.00		
WINNEBAGO COUNTY FINANCE OFFICE									
7775	WINNEBAGO COUNTY FINANC	13533	911 PSAP AGREEMENT APR-JUN 2025	01-040-5912 PSAP/911 Contribution	04/01/2025	13,709.92	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total WINNEBAGO COUNTY FINANCE OFFICE:						13,709.92	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	6228-R	SANDPAPER FOR PARKS SIGNS	01-050-6200 Park Signs Install & Replac	03/13/2025	25.98	.00		
102	ZIEGLER'S ACE HARDWARE	6230-R	SCREW DRIVER - PW	01-030-5121 Maintenance & Repairs - B	03/14/2025	3.30	.00		
102	ZIEGLER'S ACE HARDWARE	6230-R	PICTURE HANGERS & FASTENERS -	01-050-5121 Maintenance & Repairs - B	03/14/2025	3.43	.00		
102	ZIEGLER'S ACE HARDWARE	6241-R	FASTENERS - PW DOOR	01-030-5121 Maintenance & Repairs - B	03/17/2025	.78	.00		
102	ZIEGLER'S ACE HARDWARE	6254-R	BAR & CHAIN OIL FOR SAWS - PARKS	01-050-6030 Gasoline & Oil	03/20/2025	45.98	.00		
102	ZIEGLER'S ACE HARDWARE	6258-R	OIL FOR SAW & TRIMMERS - PARKS	01-050-6030 Gasoline & Oil	03/21/2025	64.96	.00		
Total ZIEGLER'S ACE HARDWARE:						144.43	.00		
Grand Totals:						262,384.44	5,000.00		

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

Dated: _____

Administrator: _____

Trustees: _____

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

Report Criteria:

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

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 6.

Agenda Item: Stateline Family YMCA Stonebridge ½ Marathon & 5K

Date: September 27, 2025

Meeting: COTW 03/18/2025

Prepared by: Janel Reidinger

Department: Special Events

Overview/Background Information

The Stateline Family YMCA is hosting their ½ marathon & 5K on Saturday September 27, 2025. 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

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: 250

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

Event Date(s): 9/27/25

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

Setup/Assembly Date: 9/27/25 Start Time: _____ am/pm

Dismantle Date: 9/27/25 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)

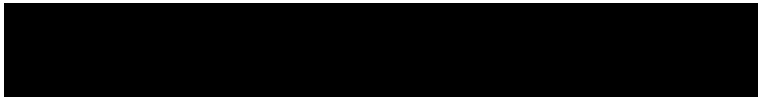
Name: Ann Matuska Phone Number: 815-623-5858

Email: amatuska@statelineymca.org

Additional Comments:

Applicant Signature:

Date:



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: _____
(if necessary) Signature _____ Date _____

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

Receipt _____

Cc: Public Works, Zoning, HRFPD, WCBD



10631 MAIN STREET, ROSCOE, IL 61073

PHONE: 815-623-2829 FAX: 815-623-1360 EMAIL: frontdesk@roscoeil.gov

**Special Event
Hold Harmless Agreement**

I, Ann Matuska/Stateline YMCA 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 September 27th, 2025

Signed this 19th day of February, 2025

Ann Matuska/Stateline Family YMCA

Name

9901 Main Street, Roscoe, IL 61073

Address

Signature

Witness



10631 MAIN STREET, ROSCOE, IL 61073
 PHONE: 815-623-2829 FAX: 815-623-1360 EMAIL: frontdesk@villageofroscoe.com

LELAND PARK PAVILION RENTAL RESERVATION RELEASE & WAIVER

Date of Event: 9/27/25 Purpose of Event: Race to raise funds for Livestrong at the Stateline Family YMCA
 Rental Hours: 8:00 am – 10:00 pm Number of Guests: 250
 Name: Stateline Family YMCA
 Mailing Address: 9901 Main Street
 Phone: 815-623-5858 Email: amatuska@statelineymca.org

LELAND PARK PAVILION

5727 Broad Street, Roscoe

Village of Roscoe residents will be required to provide proof address at the time of reservation. Your reservation is not confirmed until payment has been received.

☐ Village of Roscoe Resident Rental Fee: \$25.00 (non-refundable)

☐ Non-Resident Rental Fee: \$50.00 (non-refundable)

☒ Charitable Organization

- Reservation hours are 8:00 a.m. until 10:00 p.m.
- Bounce houses and dunk tanks are not permitted
- The public bathrooms are unlocked and available for use from April through October, weather permitting.
- A Temporary Alcohol Permit application must be completed by an existing liquor license holder and approved if alcohol is going to be consumed at the event. Beer and wine will be the only type of alcohol permitted with the proper permit. All consumption of alcohol must be in the shelter area only. No open containers allowed throughout the park.

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

Date: 2/27/25

Office use only

Method of Payment: _____ Cash _____ Check _____ Credit Card Receipt Number: _____

Employee Initials: _____

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 7.

Agenda Item: Village Hall & Police Department Generator Repair

Date: 03/18/2025

Meeting: Committee of The Whole

Prepared by: Troy Taylor

Department: Public Works

Overview/Background Information

The generator for the Village hall and Police department was recently serviced and tested. During the service and testing, the contractor (Rush Power Systems) found that the generator had a bad ATS (automatic transfer switch) that was causing the generator to not be able to perform its monthly test of starting up and running through its cycles. By not being able to perform monthly test, we will not know if there is an issue with the generator and not know if it will properly work if there is ever a power outage.

Key Issues

- Generator not working properly that could affect the Village Hall and Police Department.
- Generator not performing monthly test.

Fiscal Note/Budget Impact

There was money added to the 2025 budget for Village Hall and Police Department for testing and servicing of the generator.

Prior Legislative Actions

First hearing at the Committee of the Whole

Action Required/Recommendation

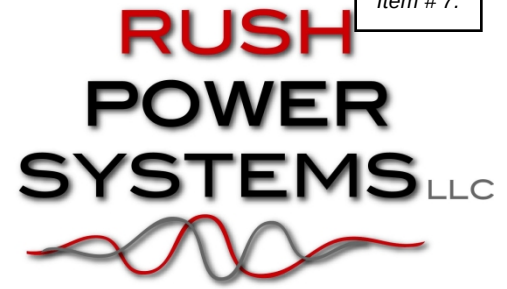
Committee of the Whole approval to send to the Village Board.

Attachments

Quote from the generator contractor Rush Power Systems.

Rush Power Systems, LLC
 1981 Belford North Dr
 Belvidere, IL 61008 USA
 +18155409895
 email@rushpower.com
 rushpower.com

Proposal



ADDRESS
Darren Starnes Roscoe Police Department Roscoe Police Department 10595 Main St Roscoe, IL 61073

PROPOSAL #	DATE	
6110	01/14/2025	

UNIT NUMBER
 PD

DESCRIPTION	QTY	RATE	AMOUNT
ASCO ATS Stock ASCO ATS Stock - ASCO ATS Stock	1	3,095.55	3,095.55T
ASCO Extension Harness 6 FT ASCO Extension Harness	1	351.00	351.00T
601805 ASCO Bezel Grip G Trim Plate Grip G Trim Plate	1	36.52	36.52T
MISC. Small Parts Misc electrical	1	275.00	275.00T
Labor 1.0 Labor x1.0 - Travel to site. Disable and remove ATS. Install new ATS. Test all system functions.	8	170.00	1,360.00
Mileage Mileage - Miles to and from Jobsite ****2 hour outage minimum during ATS replacement.	35	2.50	87.50

SUBTOTAL	5,205.57
TAX	0.00
TOTAL	\$5,205.57

Accepted By

Accepted Date

Due to market and supply fluctuations prices and availability are subject to change without notice. Pricing contingent to product availability at the time of order. Rented Equipment; The customer assumes liability for any damage or Loss and agrees to hold Rush Power harmless and free of any claims that arise from using the equipment. By accepting this Proposal customer agrees to these terms

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R12**

**A RESOLUTION APPROVING AN AGREEMENT WITH RUSH POWER SYSTEMS
FOR GENERATOR REPAIRS AT THE VILLAGE HALL AND POLICE DEPARTMENT**

WHEREAS, the Village of Roscoe is responsible for the maintenance and operation of the Village Hall and Police Department facilities, including the emergency backup generators located at each site; and

WHEREAS, it has been determined that repairs are needed to ensure the continued reliability and performance of the generators at both facilities; and

WHEREAS, Rush Power Systems has provided a quote for the required generator repairs in the amount of Five Thousand Two Hundred Five Dollars and Fifty-Seven Cents (\$5,205.57), attached hereto as **Exhibit A**; and

WHEREAS, the Corporate Authorities of the Village of Roscoe find it to be in the best interest of the Village to proceed with the proposed repairs and to enter into an agreement with Rush Power Systems for the work described in **Exhibit A**.

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

- Section 1.** The agreement with Rush Power Systems for generator repairs at the Village Hall and Police Department, as outlined in the quote attached hereto as Exhibit A and incorporated herein by reference, in the amount of \$5,205.57, is hereby approved.
- Section 2.** The Village Administrator is authorized to execute any and all documents necessary to carry out the purpose of this Resolution.
- Section 3.** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE TO FOLLOW]

2025-R12				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 11, 2025:**ATTEST:**

 VILLAGE PRESIDENT

 VILLAGE CLERK

**EXHIBIT “A”
(Resolution 2025-R12)**

QUOTE FOR GENERATOR REPAIRS

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 8.

Agenda Item: Review and Recommendation of an Ordinance Approving the execution of a Land Donation Agreement

Date: March 14, 2025

Meeting: COTW March 18, 2025

Prepared by: Attorney Darron M. Burke

Department: Admin

Overview/Background Information

Mr. Nick Sommer is the owner of 10514 Main Street, located at the northwest corner of the Main Street and Bridge Street intersection. Mr. Sommer has proposed donating part of the rear western portion of the property to the Village which currently serves as a private parking lot for the businesses located within the 10514 Main Street building. The Village is interested in accepting Mr. Sommer's donation offer as it already owns the property immediately west of and adjacent 10514 Main Street and is in the process of developing the same. A Land Donation Agreement has been prepared and approved by the Village Attorney and the Attorney for the Donor.

Key Issues

- The Village will be paying for all costs associated with closing the transaction, such as recording the deed.
- The Village will necessarily be responsible for maintenance and upkeep of the donated property after it acquires title.
- Mr. Sommer anticipates that one of the businesses located in the 10514 Main Street Building, Velvet Robot Coffee Lab, may wish to use some of the donated outdoor space for events on certain days. Section 24B of the Land Donation Agreement addresses the procedures to be followed if the business wishes to do so. The Village would agree to waive the application fee for any recurring special event permit or general special event permit submitted in accordance with that Section.

Fiscal Note/Budget Impact

As noted above, the Village will be paying the minimal closing costs associated with the transaction.

Prior Legislative Actions

N/A

Action Required/Recommendation

Approve the Ordinance authorizing the Village President to sign the purchase Contract and all other documents necessary to complete the purchase. Recommendation is for approval.

Attachments

Draft Ordinance approving Land Donation Agreement
Land Donation Agreement

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2025-06**

AN ORDINANCE OF THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS, ACCEPTING THE DONATION OF REAL PROPERTY COMMONLY KNOWN AS A PORTION OF PIN 04-33-382-009 FROM NICK SOMMER

WHEREAS, the Village of Roscoe, Illinois (“Village”) has been empowered by Division 61 of the Illinois Municipal Code to acquire, by gift, any real or personal property for purposes authorized by law (65 ILCS 5/11-61-1.5); and

WHEREAS, the Village has been approached by Nick Sommer (“Donor”), the legal owner of a parcel of real property commonly known as a portion of PIN 04-33-382-009 (the “Property”) about acquiring said Property via gift; and

WHEREAS, the corporate authorities of the Village have determined that it is beneficial to accept the donation of the Property from the Donor; specifically, the Village intends to use the Property for a public purpose as part of a multi-use parking facility; and

WHEREAS, in order to accept the proposed donation of the Property, it is necessary to enact an Ordinance; and

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

SECTION 1: The foregoing recitals are incorporated herein as findings of the Board of Trustees of the Village of Roscoe.

SECTION 2: The corporate authorities of the Village of Roscoe find and determine that the public interest will be subserved and furthered by accepting the donation of the Property from the Donor.

SECTION 3: The corporate authorities of the Village of Roscoe hereby authorize and approve the conveyance of the Property commonly known as a portion of PIN 04-33- 382-009, as legally described in the attached EXHIBIT A and depicted in the attached EXHIBIT B, to the Village of Roscoe, pursuant to the terms and conditions of the Land Donation Agreement attached hereto as EXHIBIT C and made a part thereof.

SECTION 4: The Village Attorney is directed to prepare all necessary documents to consummate this real property donation. The Village President, the Village Administrator, and/or the Village Clerk, or their designees, are authorized and directed to execute and deliver the Land Donation Agreement and such other documents to the Donor as may be necessary or convenient to allow the Village to consummate this donation and take title to the Property.

SECTION 5. Subject to the provisions of Sections Three and Four above, this Ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.

2025-R11				
1st Read: March 18, 2025				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 1, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit "A"
Resolution 2025-06

[Legal Description]

Part of PIN 04-33-382-009

Legal Description:

Part of Lot Nine (9) in Block Three (3) as designated upon the Plat of S. W. Leland's Addition to the Town of Roscoe, the plat of which Addition is recorded in Book H of Deeds on Page 234 in the Recorder's Office of Winnebago County, Illinois, bounded and described as follows, to-wit: Beginning at a point on the South line of said Lot which bears North 90°-00'-00" West, 26.00 feet from the Southeast corner of said Lot; thence North 90°-00'-00" West, along the South line of said Lot, 34.00 feet; thence North 00°-45'-28" East, parallel with the East line of said Lot, 41.00 feet; thence South 90°-00'-00" East, parallel with the South line of said Lot, 14.00 feet; thence South 00°-45'-28" West, parallel with the East line of said Lot, 30.00 feet; thence South 90°-00'-00" East, parallel with the South line of said Lot, 20.00 feet; thence South 00°-45'-28" West, parallel with the East line of said Lot, 11.00 feet to the point of beginning. Situated in the County of Winnebago and State of Illinois.

Prepared by:

R.K. Johnson & Associates, Inc.

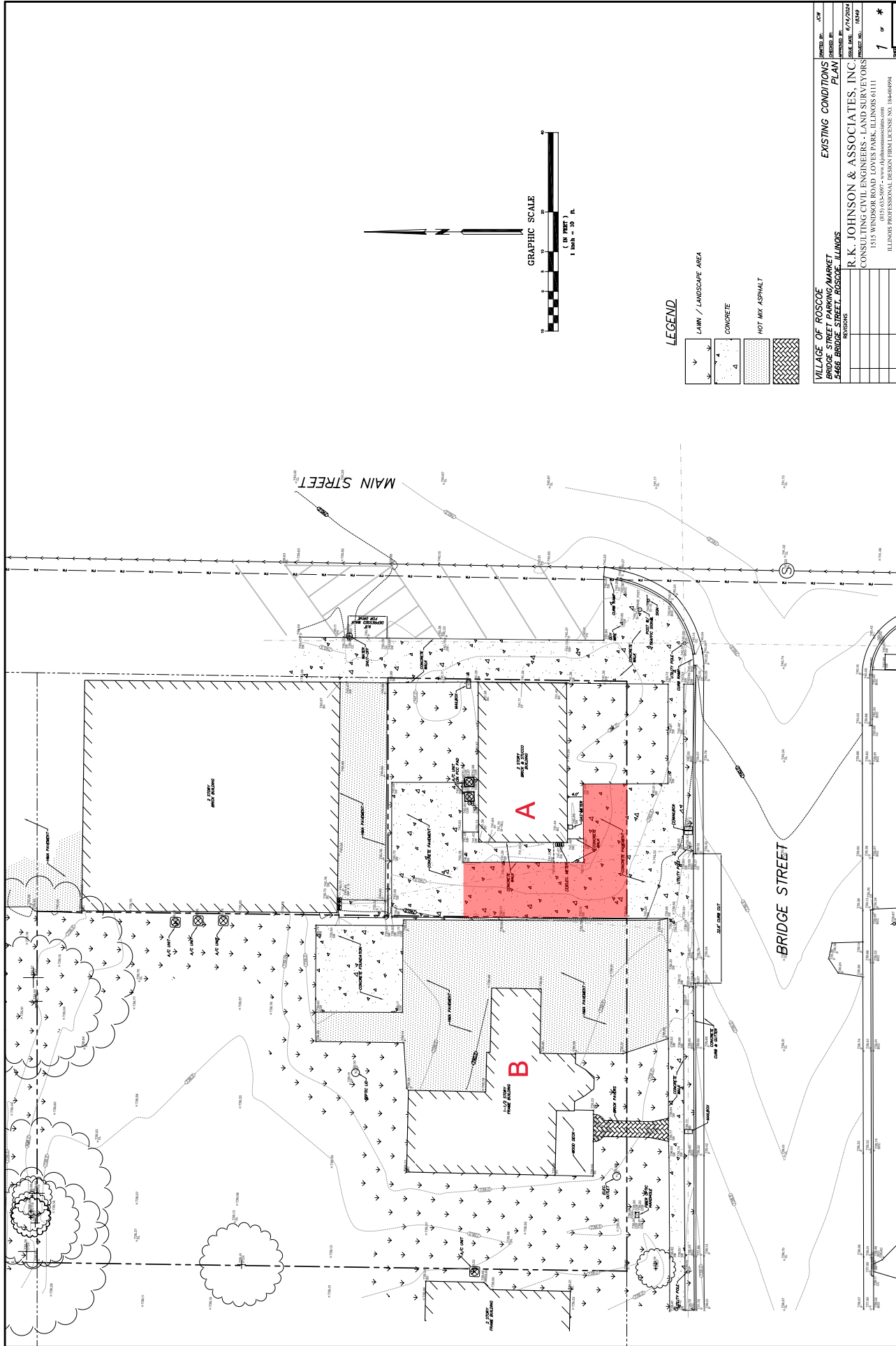
1515 Windsor Road

Loves Park, IL 61111

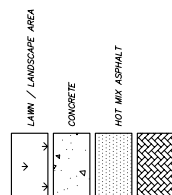
October 15, 2024 Job No. 18405

Exhibit “B”
Resolution 2025-06

[Depiction of Property]



LEGEND



EXISTING CONDITIONS	
VILLAGE OF ROSCOE	BRIDGE STREET PARKING/MARKET
3466 BRIDGE STREET, ROSCOE, ILLINOIS	
DATE: 06/20/2024	PROJECT NO.: 24049
1	*

Item # 8.

Exhibit “C”
Resolution 2025-06

[Land Donation Agreement

LAND DONATION AGREEMENT

THIS LAND DONATION AGREEMENT (“Agreement”) is made as of the ____ day of _____, 2025 (the “Effective Date”, as defined below in Section 26), by and between NICK SOMMER, an individual residing in the State of Illinois (“Donor”), and the VILLAGE OF ROSCOE, an Illinois municipal corporation (“Donee” or the “Village”). The parties hereto may each be referred to as a “Party” individually, or jointly as the “Parties”; and

WHEREAS, Donor owns certain real property commonly known as a portion of PIN 04-33-382-009 (referred to as the “Property”), and which is legally described as set forth in Exhibit “A” and depicted in Exhibit “B”, both of which are attached hereto and incorporated herein by reference; and

WHEREAS, Donor desires to donate the Property to Donee and Donee desires to accept the donation of the Property from Donor; and

WHEREAS, Donee intends to use the Property for public purposes and for the benefit of the residents of the Village; and

NOW, THEREFORE, in consideration of the foregoing recitals, the Parties hereby agree as follows:

1. Donation of Property. Donor agrees to donate, give, transfer, quit claim, and convey to Donee, and Donee agrees to accept from Donor, the Property legally described in the attached Exhibit “A” and depicted in the attached Exhibit “B”, together with all easements and rights related to the Property and all improvements on the Property. Donor represents and warrants to Donee that Donor is making this donation without payment or other consideration from Donee other than as set forth in this Agreement.
2. Purchase Price: Costs.
 - A. The total purchase price (the “Purchase Price”) to be paid by Donee to Donor for the Property shall be Zero U.S. Dollars (\$0.00).
 - B. All costs and expenses shall be paid as set forth herein.
3. Use of Property. Donor is conveying the Property to Donee for public purposes and without restriction as to future use or ownership.
4. Inspection Period; Closing
 - A. Donee shall waive or complete its due diligence inspection of the Property within sixty (60) days of the execution of this Agreement (the “Inspection Period”). Donee, at its sole expense, shall have the right to enter upon the Property, or any part thereof, upon not less than twenty-four (24) hours

advance notice by Donee to Donor, to perform inspections of the Property. Donee shall, at all times, conduct such inspections in compliance with applicable laws and shall not cause damage, loss, cost or expense to Donor or the Property. Any damage caused by Donee during an inspection of the Property shall be Donee's responsibility to repair. Donor shall have the right to have a representative present during Donee's and its agents' entry onto the Property. Donee shall have the right to conduct any Phase I and Phase II environmental review and testing, sampling or other invasive testing of the water, soil, air or building improvements on or beneath the Property with Donor's express prior written consent, which consent shall be granted by Donor in its reasonable discretion. Donee may order a survey of the Property at its own costs and expense.

- B. Donee shall ensure that any Party entering onto the Property for purposes of inspection maintains commercial general liability insurance with coverage amounts of not less than \$1,000,000.00 per occurrence, from an insurer that is licensed and in good standing in the State of Illinois and is reasonably acceptable to Donor, and in such form as is reasonably acceptable to Donor. Prior to any such Party entering onto the Property, Donee shall deliver to Donor a certificate of insurance evidencing that such insurance is in place and naming Donor as an additional insured thereon. Donee shall indemnify and hold Donor harmless from and against any loss, cost, liability, claim, or expenses Donor may incur resulting either directly or indirectly from any such inspections. Donee shall have until the end of the Inspection Period to terminate this Agreement by written notice to Donor in Donee's sole and absolute discretion. If Donee does not deliver a written notice to Donor before the end of the Inspection Period terminating this Agreement, then Donee is deemed to have waived this inspection contingency and any right to object to the condition of the Property. Since the Property is being donated in an "as is" condition with all faults thereon, Donor shall not be required to cure any condition existing in, on, or about the Property.
- C. Closing Date. The closing of the donation contemplated by this Agreement (the "Closing") shall occur on or before _____, 20____. Closing shall be held at a mutually agreed upon location.

5. Donor's Deliveries at the Closing. At the Closing, Donor shall deliver to Donee directly the following documents and items, each in a form mutually agreed-to by the Parties:

- A. A Warranty Deed (the "Deed") conveying the Property from Donor to Donee.
- B. A standard form Bill of Sale executed by Donor and conveying any personal property located on the Property to Donee in an "as is", "where is", and "with all faults" condition;

- C. A Standard Affidavit of Title;
 - D. Any and all reasonable and customary documentation, including documentation allowing the Village to avail itself of Section 21-95 of the Illinois Property Tax Code (“Tax abatement after acquisition by a governmental unit”); and
 - E. Possession (and use, as applicable) of the Property, free of parties in possession (except as specifically set forth herein or as otherwise mutually agreed to by a written agreement of the Parties), and in the same condition as of the Effective Date (excepting normal wear and tear).
6. Donee’s Deliveries at the Closing. At the Closing, Donee shall deliver to Donor directly the following, each in a form mutually agreed-to by the Parties:
- A. Such proof of Donee’s authority and authorization to enter into this transaction as may be required by Donor, including a certified ordinance approved by the corporate authorities of the Village;
 - B. An executed copy of Internal Revenue Service (“IRS”) Form 8283, or any replacement, similar or additional forms required by the IRS and/or Illinois Department of Revenue (the “Donation Forms”) as provided by Donor, and provide any information Donor requires to complete said IRS Form 8283 or its replacement, similar or additional form or any such forms required by the IRS or the Illinois Department of Revenue; and
 - C. Any and all reasonable and customary documentation to complete the transaction contemplated herein, including, but not limited to, obtaining any necessary government approvals, such as State, county, and municipal Transfer Tax Declarations to the extent required by law.
7. Joint Deliveries at Closing. At the Closing, the Parties shall jointly deliver the following fully-executed documents pursuant to the terms set forth herein:
- A. Any and all documents reasonably required to effectuate the transactions contemplated herein; and
 - B. All documents or other deliveries required to be made by Donee or Donor at the Closing, and all transactions required to be consummated concurrently with the Closing, shall be deemed to have been delivered and to have been consummated simultaneously with all other transactions and all other deliveries, and no delivery shall be deemed to have been made and no transactions shall be deemed to have been consummated, until all deliveries

required by the Parties have been made and all concurrent and other transactions have been consummated.

8. Allocation of Closing Costs and Expenses/Municipal Approval. Donee shall pay for all costs associated with this transaction, including the cost, if any, of (i) transfer stamps; (ii) title insurance policy; (iii) recording of the deed and any curative documents with respect to the Property; and (iv) any other costs or expenses incurred by Donee, except that each party is responsible for their own attorneys' fees.
9. Real Estate Taxes. For any real state taxes and assessments for any tax years not yet paid by Donor at the time of Closing, Donee shall be responsible for and pay such real estate taxes and assessments.
10. Utilities. Donor shall order a final reading on all utilities, if applicable, and be responsible for all costs and expenses associated with the same for all days prior to the Closing Date. Donor shall pay the utility provider the ascertainable amount due and owing regarding the utilities as of the Closing and provide a copy of all such documents to Donee to ensure the payment of the same is made. The Parties shall cooperate to cause the transfer of the Property's utility accounts, if any, from Donor to Donee.
11. Title Insurance and Documentation.
 - A. Title Commitment. In the event that Donee desires to obtain a title commitment, it may do so at its sole cost and expense. Donor shall not have any obligation to provide a title commitment. Donor shall be entitled to review said title commitment prior to closing.
 - B. Title Policy. As of the Closing Date, Donee, if it so desires and at its sole cost and expense, may cause a title company to issue to Donee its applicable ALTA Form.
 - C. Restrictions, Easements, Limitations. Donee shall take title to the Property subject to all matters of record.
 - D. Defects in Title. If Donee raises an objection to Donor's title to the Property, which, if valid, would make title to the Property uninsurable, Donor shall have the right, but not the obligation, to unilaterally terminate the Agreement by giving written notice of the termination to Donee. Donor is not obligated to (i) remove any exception; (ii) bring any action or proceeding or bear any expense in order to convey title to the Property; or (iii) make the title marketable or insurable. Any attempt by Donor to remove such title exceptions shall not impose an obligation upon Donor to remove these exceptions.

12. Donor's Representations. The following constitute the sole representations, warranties and covenants of Donor:

- A. Donor's Authority. Donor has the legal power, right and authority to entire into this Agreement, to consummate the transactions contemplated hereby and to execute and deliver all documents and instruments to be delivered by Donor hereunder. This Agreement and all agreements, instruments and documents herein provided to be executed by Donor are duly authorized, executed and delivered by and binding upon Donor in accordance with their terms. All requisite action has been taken or obtained or will be taken prior to the Closing Date by Donor or its agent(s) in connection with entering into this Agreement and the consummation of the transactions contemplated hereby.
- B. No Conflict. The execution, delivery and consummation of the transactions contemplated by this Agreement are not prohibited by, and will not conflict with, constitute grounds for termination of, or result in the breach of any of the agreements or instruments to which Donor is now a Party or by which the Property is bound or, to Donor's knowledge, any order, rule or regulation of any court or other governmental agency or official.
- C. Government Representations & Governmental Notices. Donor makes the following warranties and representations to the best of Donor's knowledge, without independent inquiry or examination:
 - a. The Property is not currently subject to a levy for a special assessment for public improvements with respect to the Property;
 - b. Donor is not currently named as a defendant in any administrative, civil, quasi-criminal or criminal lawsuit or prosecution (as applicable), brought by a governmental body with authority to do so, wherein it is alleged that Donor has violated by ordinance, rule, regulation or law enacted by a governmental body with appropriate jurisdiction to regulate the Property; and
 - c. Donor has no knowledge of nor has Donor received written notice of any present, threatened, pending, planned or proposed: (i) special assessment for a planned public improvement with respect to the Property; (ii) litigation for violation(s) of any ordinance, rule, regulation or law enacted by a governmental body with appropriate jurisdiction to regulate the Property; (iii) modification of land use controls for the Property or area surrounding the

Property; or (iv) action to condemn or otherwise acquire any of the adjacent or abutting rights of way of the Property.

It is understood and agreed that, except as specifically provided in this Agreement, Donor has made no, is not making any, and disclaims any and all warranties or representations of any kind or character, express or implied, with respect to the Property, including, but not limited to, warranties related to suitability for habitation or intended use, merchantability or fitness for a particular purpose, or warranties or representations as to the condition of the Property, matters of title, use or income potential, availability of access, ingress, or egress, expenses, operating history or projections, valuation, governmental approvals, compliance with governmental regulations or any other matter or thing relating to or affecting the Property.

13. Donee's Representations. In addition to Donee's representations and warranties made elsewhere herein, Donee represents and warrants to Donor the following:
 - A. Donee's Authority. Donee has the legal power, right and authority to enter into this Agreement, to consummate the transactions contemplated hereby, and to execute and deliver all documents and instruments to be delivered by Donee hereunder.
 - B. No Conflict. The execution, delivery and consummation of the transactions contemplated by this Agreement are not prohibited by, and will not conflict with, constitute grounds for termination of, or result in the breach of any of the agreements or instruments to which Donee is now a Party, or to Donee's knowledge, any order, rule or regulation of any court or other governmental agency or official. Donee shall notify Donor promptly if Donee becomes aware of any transaction, occurrence or other matter prior to Closing that would make any of the representations or warranties of Donee untrue in any material aspect.
 - C. Donee is accepting the Property solely in reliance on its own information and/or findings and not on any information, representation, or warranty provided or to be provided by Donor, its owners, members, representatives, agents, attorneys, or assigns.
 - D. Donee will not occupy, or cause or permit others to occupy, the Property prior to Closing.
 - E. Donee acknowledges that Donor is conveying the Property to Donee without restriction as to future use or ownership.
 - F. Donee represents to Donor that Donee's use of the Property will not restrict or otherwise impair access to the back (west) door(s) of the property commonly known as 10514 Main Street Roscoe, Illinois 61073 with respect to Donor, his agents, employees, representatives, or any patrons/tenants of the 10514 Main Street property.

G. Donee represents to Donor that it will provide designated parking spots for patrons/tenants of the 10514 Main Street property on the Property, the exact number of which shall be determined subsequent to Donee's commencement of construction of improvements upon the Property.

H. Except as otherwise expressly set forth herein, all of Donee's representations and warranties set forth hereunder shall survive the Closing and the delivery of the Deed for a period of twelve (12) months.

14. Condition of Property. Until the Closing, Donor shall maintain the Property substantially in the same condition it is in on the Effective Date, ordinary wear and tear excepted. Any items of personal property remaining at the Property as of the Closing shall be considered surrendered and abandoned by Donor and shall be deemed rubbish and debris ("Debris") by Donee. As of the Closing, Donee shall have the full and unfettered right to remove and dispose of Debris in any manner it deems appropriate.

A. Donee makes the following acknowledgments with respect to the condition of the Property:

- a. Donee acknowledges and agrees that Donor has not made and hereby specifically disclaims any warranty, guaranty, or representation of, as to, or concerning (i) the nature, square footage, condition, value, or quality of the geology, the presence of environmental hazards, or the suitability of the Property for any and all activities and uses which Donee may elect to conduct thereon; (ii) the manner, construction, condition, quality, the state of repair or lack of repair of any of the Property; (iii) the nature and extent of any right of way, lease, possession, lien, encumbrance, license, reservation, condition, or otherwise; (iv) the compliance of the Property, its operation, or use with any laws, rules, ordinances, or regulations of any government or other body; and (v) the income to be derived from the Property, if any.
- b. Donee hereby expressly acknowledges and agrees that Donee has thoroughly inspected and examined the Property to the extent deemed necessary by Donee in order to enable Donee to evaluate the acceptance of the Property. Donee further acknowledges and agrees that Donee is relying solely upon the inspection, examination, and evaluation of the Property, if any, by Donee and that Donee is accepting the Property on an "as is", "where is", and "with all faults" basis and not on any information provided, or to be proved, by Donor.

15. Condemnation. In the event that between the Effective Date and the Closing Date any condemnation or eminent domain proceedings are initiated that might result in the taking of any part of the Property, Donor shall have the right to terminate this Agreement, in

which event the rights and obligations of the Parties under this Agreement shall cease with the exception of those specifically exempted therefrom pursuant to the provisions of this Agreement. The Donor may terminate this Agreement in the event that the Donee initiates any condemnation or other adverse administrative or legal action related to the Property.

16. Brokerage. The Parties each warrant and represent that neither Party has authorized any broker to act on its behalf in respect to the transactions contemplated hereby.

17. Default. Any one of the following will constitute an act of default hereunder:
 - A. A Party's misrepresentation or breach of any representation or warranty; or
 - B. A Party's failure to perform any of its obligations hereunder.

18. Remedies; Cure. In no event shall either Party be liable to the other Party for any third-party damages, including, without limitation, any loss or damage suffered by a Party in connection with any agreement or understanding with any third-party with respect to the use, lease, or purchase of the Property. In the event that either Party fails to comply with any of the obligations to be performed by it hereunder, on or prior to the Closing, the non-defaulting Party shall have available to it remedies in law or equity including the equitable remedy of specific performance.

19. Waiver of Liability. Donee does hereby waive, release, and discharge any and all claims for damages for personal injury, death, property damage, any claim in tort, or any other claim that may hereafter accrue as a result of the use of the Property.

20. Indemnification. To the extent permitted by law, Donee agrees to indemnify, defend and hold harmless Donor, Donor's successors, and Donor's assigns from and against any and all claims, damages, losses and expenses arising from Donee's use of the Property. The obligations of Donee set forth in this Section 20 shall survive the Closing.

21. Risk of Loss. In the event of casualty loss, including, but not limited to, damage or destruction of the Property caused by fire, wind, tornado, earthquake, water, and the like, after the Parties' execution of the Agreement and prior to Closing, Donor may, at its sole discretion, repair or restore the Property, or Donor may terminate the Agreement.

22. Notices. Any notice, termination, waiver, request, demand or other communication provided for by this Agreement shall be in writing and shall be deemed to have been fully received upon: (A) actual receipt if personally delivered and the sender received written

confirmation of personal delivery; (B) receipt as indicated by the written or electronic verification of delivery when delivered by overnight courier; (C) upon receipt, or refusal, as the case may be, after the sender posts notice with the U.S. Post Office when sent by certified or registered mail, return receipt requested; or (D) when delivered by email. Notice shall be sent to the addresses set forth below or to such other addresses as either Party may specify in writing.

To Donor: Nick Sommer
c/o Nick Sommer – Country Financial
10514 Main Street
Roscoe, IL 61073
nick.sommer@countryfinancial.com

To Donee: Village of Roscoe
Attention: Village Administrator Josef Kurlinkus
10631 Main Street
Roscoe, IL 61073
josef@villageofroscoe.com

23. Attorneys' Fees. In the event that either Party shall bring an action or legal proceeding for an alleged breach of any provision, representation, warranty, covenant or agreement set forth in this Agreement or to enforce, interpret, protect, determine or establish the meaning of any term, covenant or provision of this Agreement or to establish a Party's rights or obligations hereunder, each Party shall pay its own costs and expenses occurred in connection therewith.

24. Miscellaneous. The Parties agree to the following additional terms and provisions:

A. Entire Agreement; Amendment. This Agreement contains the entire agreement between the Parties representing the matters herein set forth and supersedes all prior agreements between the Parties regarding such matters, if any. The Parties acknowledge that there are no additional oral or written promises, conditions, representations, understandings, warranties, or terms of any kind as conditions or inducements to execute this Agreement and none have been relied upon by either Party. No representations, promises, agreements or understandings, whether written or oral, not contained herein shall be of any force or effect. No change or modification hereof shall be valid or binding unless the same is in writing and signed by both of the Parties or authorized representatives thereof.

B. Recurring Special Event Permit. Both Donor and Donee recognize and acknowledge that the Property is a portion of a larger parcel of real estate commonly identified as 10514 Main Street Roscoe, Illinois 61073, which is owned by Donor and zoned for commercial use (the "Commercial Property"). Both and Donee acknowledge that Donor and/or tenants of the Commercial Property may wish to hold and/or host

- certain events, weather-permitting, which would involve access to and use of certain portions of the Property. If Donor anticipates any such uses of certain and/or limited portions of the Property, the Donor may submit an annual request to the Donee for a “recurring special events” permit as set forth under Chapter 115, Section 11-482(b), and shall submit such a an application no later than thirty (30) days prior to the anticipated commencement of such events. The contents of any such application shall be in accordance with Section 11-482(e). Donee agrees to waive the Application Fee set forth in Section 11-482(f) for any such permitting application submitted consistent with the terms of this Agreement. Donor and Donee both recognize and acknowledge that, should Donor and/or Donor’s tenant(s) desire to hold and/or host a special event which would entail usage of the entire Property, Donor shall be required to submit a general special event permit application in accordance with the terms of Section 11-482. Donee agrees to waive the application fee set forth in Section 11-482(f) for any such permitting application submitted consistent with the terms of this Agreement.
- C. Survival. Notwithstanding anything to the contrary in the Agreement, any provisions that contemplate performance or observance subsequent to any termination or expiration of the Agreement shall survive the Closing and delivery of the deed and/or termination of the Agreement by any Party and such provisions shall continue in full force and effect.
- D. Termination of Agreement. If either party terminates the Agreement when permitted to do so, the Parties shall have no further obligation to each other, except as to any provisions that survive the termination of the Agreement.
- E. Time is of the Essence. The Parties acknowledge that time is of the essence in this Agreement.
- F. Headings for Convenience Only. The headings used herein form no substantive part of this Agreement, are for the convenience of the Parties only, and shall not be used to define, enlarge or limit any term of this Agreement.
- G. Waiver. Except as herein expressly provided, no waiver by a Party of any breach of this Agreement by the other Party shall be deemed to be a waiver of any other breach by such other Party (whether preceding or succeeding and whether or not of the same or similar nature). No failure or delay by a Party to exercise any right it may have by reason of the default of the other Party shall operate as a waiver of default or as a modification of this Agreement or shall prevent the exercise of any right by the first Party while the other Party continues to be in default.
- H. Governing Law and Interpretation. Construction and interpretation of this Agreement shall at all times and in all respects be governed by the laws of the State of Illinois, without regard to its conflicts of laws principles. Both of the Parties acknowledge

- that they have had an opportunity to review and revise this Agreement and have it reviewed by legal counsel, if desired, and therefore, the normal rules of construction, to the extent that any ambiguities are to be resolved against the drafting Party, shall not be employed in the interpretation of this Agreement.
- I. Jurisdiction and Venue. Each Party irrevocably and unconditionally agrees that all actions or proceedings in any way, manner or respect, arising out of or related to this Agreement shall be litigated only in the State of Illinois, 17th Judicial Circuit Court (Winnebago County). Each Party hereby consents and submits to the exclusive jurisdiction of such court and waives any right such Party may have to the contrary with respect to jurisdiction, venue, or inconvenient forum.
 - J. Severability. If any term, covenant or condition of this Agreement is held to be invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had never been contained herein.
 - K. Execution. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
 - L. Recitals. The Recitals set forth in the preambles to this Agreement are hereby incorporated as if fully restated herein.
 - M. The Parties agree to exchange all documents required for the Closing at a reasonable time prior to the Closing Date to allow each Party to review all relevant documentation. Neither Party shall be required to execute closing documents (e.g., deed, bill of sale) until Closing.
 - N. Both Parties hereby acknowledge having read and fully understood this Agreement and all its terms and conditions.
25. Successors; Assignment. All of the Parties' rights, duties, benefits, liabilities, and obligations under this Agreement shall inure to the benefit of, and be binding upon, each Party's respective successors and assigns.
26. Effective Date. The Effective Date of this Agreement is the date the last authorized signatory signs and dates this Agreement below. The Effective Date shall be inserted on Page 1 of this Agreement.

Date: _____

DONOR: Nick Sommer, an individual

By: _____

Name: _____

Date: _____

DONEE: The Village of Roscoe, Illinois, an
Illinois municipal corporation

By: _____

Name: _____

Title: _____

Part of PIN 04-33-382-009

Legal Description:

Part of Lot Nine (9) in Block Three (3) as designated upon the Plat of S.W. Leland's Addition to the Town of Roscoe, the plat of which Addition is recorded in Book H of Deeds on Page 234 in the Recorder's Office of Winnebago County, Illinois, bounded and described as follows, to-wit: Beginning at a point on the South line of said Lot which bears North 90°-00'-00" West, 26.00 feet from the Southeast corner of said Lot; thence North 90°-00'-00" West, along the South line of said Lot, 34.00 feet; thence North 00°-45'-28" East, parallel with the East line of said Lot, 41.00 feet; thence South 90°-00'-00" East, parallel with the South line of said Lot, 14.00 feet; thence South 00°-45'-28" West, parallel with the East line of said Lot, 30.00 feet; thence South 90°-00'-00" East, parallel with the South line of said Lot, 20.00 feet; thence South 00°-45'-28" West, parallel with the East line of said Lot, 11.00 feet to the point of beginning. Situated in the County of Winnebago and State of Illinois.

Prepared by:

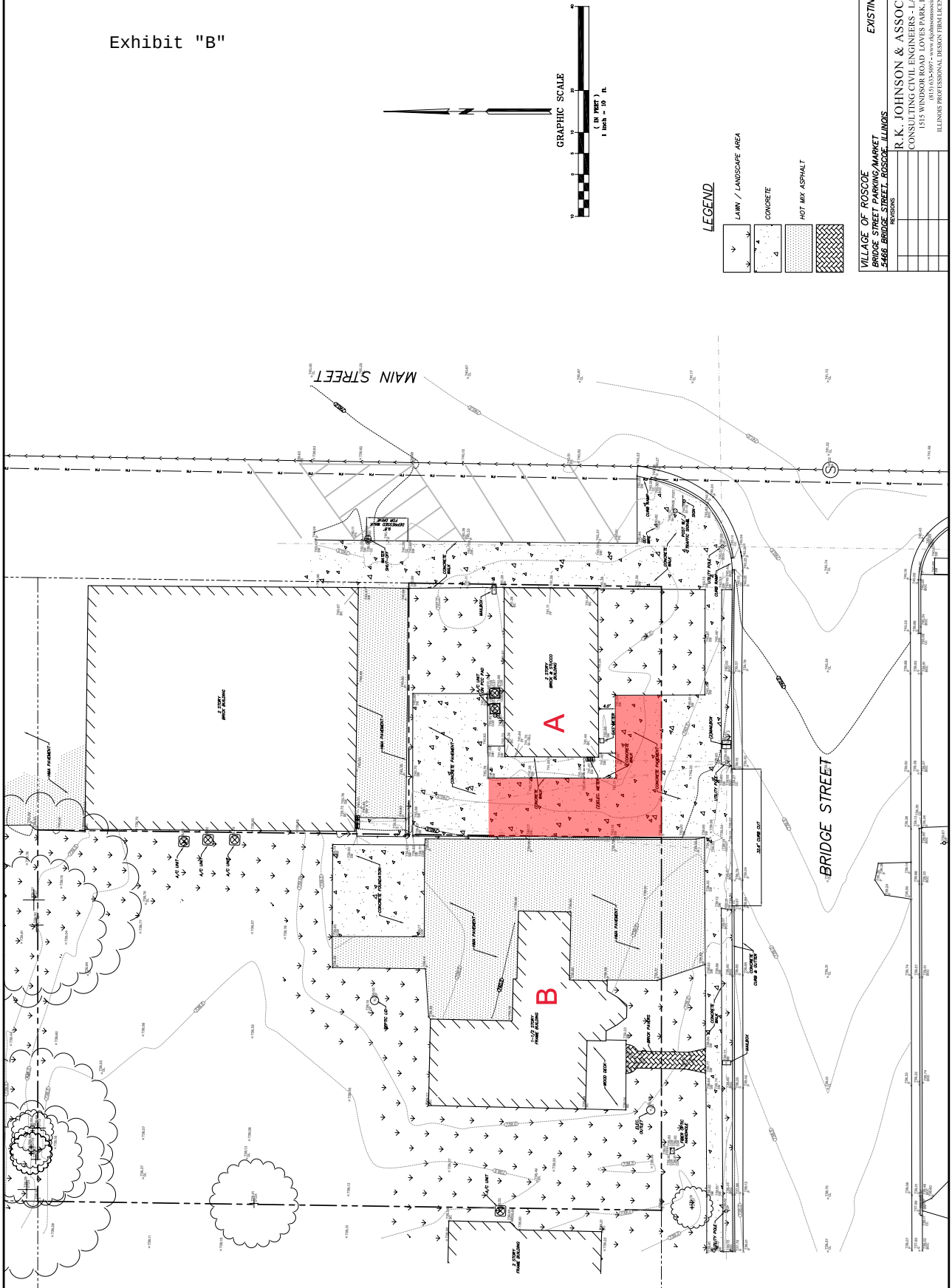
R.K. Johnson & Associates, Inc.

1515 Windsor Road

Loves Park, IL 61111

October 15, 2024 Job No. 18405

Exhibit "B"



VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 9.

Agenda Item: Special Event Permit for the Roscoe Makers Mercantile

Date: 3/26/2025

Meeting: Village Board 4/1/2025

Prepared by: Janel

Department: Permits

Overview/Background Information

This new event will be held at the new Multi Use Parking Lot, Linkt Jewelry, and the Liberty Lot. Katie Thompson, the owner of Linkt, is coordinating the event and has already secured 20+ vendors, with an expectation of up to 30. The event will be held on June 21, 2025 from 10am-4pm.

Vendors will be located on the Linkt property and in the Liberty Lot, while food trucks and music will create a vibrant atmosphere in the Multi Use Parking Lot. Vendor setup is planned between 7:30 AM and 9:30 AM, with designated time slots provided to minimize traffic congestion. Additionally, Katie has requested access to the lot at 10586 Pearl Street (behind the PD) for vendor parking, along with a few picnic tables, garbage cans, and handwashing stations.

Each vendor will have a designated 10x10 space and is responsible for providing their own canopies, tables, chairs, and tent weights. Electricity will not be available for vendors.

Key Issues

Parking & Pedestrian Crossings- No parking signs will be installed on the north side of Bridge Street between Pearl and Franklin, as well as on Presley on both sides of the PD parking lot entrance and in various locations along Main Street. This will improve visibility for pedestrians. Additionally, sign boards will be placed to alert drivers with the message "Event Ahead, Watch for Pedestrians."

Fiscal Note/Budget Impact

No additional officers will be hired back for this event. Public Works will allocate time for setting up the sign boards and no-parking signs, as well as for delivering the tables and handwashing stations.

Prior Legislative Actions

Action Required/Recommendation

Approve the Event known as Roscoe Makers Mercantile

Attachments

Special Event Application



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:

Roscoe Makers Mercantile

Nature of Event:

Outdoor Craft Market

Location of Event: Corner Bridge + Main Projected Attendance: 200⁺

Address of Organizer: 7579 Blanche Pl. Phone Number: [REDACTED]

Event Date(s): 6/21/25

Event Hours: 10-4 am/pm until _____ am/pm

Setup/Assembly Date: 6/21/25 Start Time: ~~10:00~~ 7:30-9:30 am/pm

Dismantle Date: 6/21/25 am/pm Completion Time: 6:00 am/pm

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

We are tentatively planning to use the back of 5454 Bridge Street to house 10-12 vendors (10x10 tents) the public parking lot for 2-3 food trucks with seating and musical artist, as well as house another 15+ vendors in the corner lot of Bridge St + Main.

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



Special Event Application Form

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

Name: Katie Thompson Phone Number: [REDACTED]
 Email: Linktjewelry@gmail.com

Additional Comments:

Applicant Signature:

Date:

[REDACTED SIGNATURE]

2/11/25

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

OFFICIAL USE ONLY

Date Filed: _____

Village Administrator: _____ Date: _____
 Signature

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

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

 Receipt

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



Special Event
Hold Harmless Agreement

I, Katie Thompson 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 Roscoe Makers Mercantile

to be held June 21st 2025

Signed this 6th day of March, 20 25

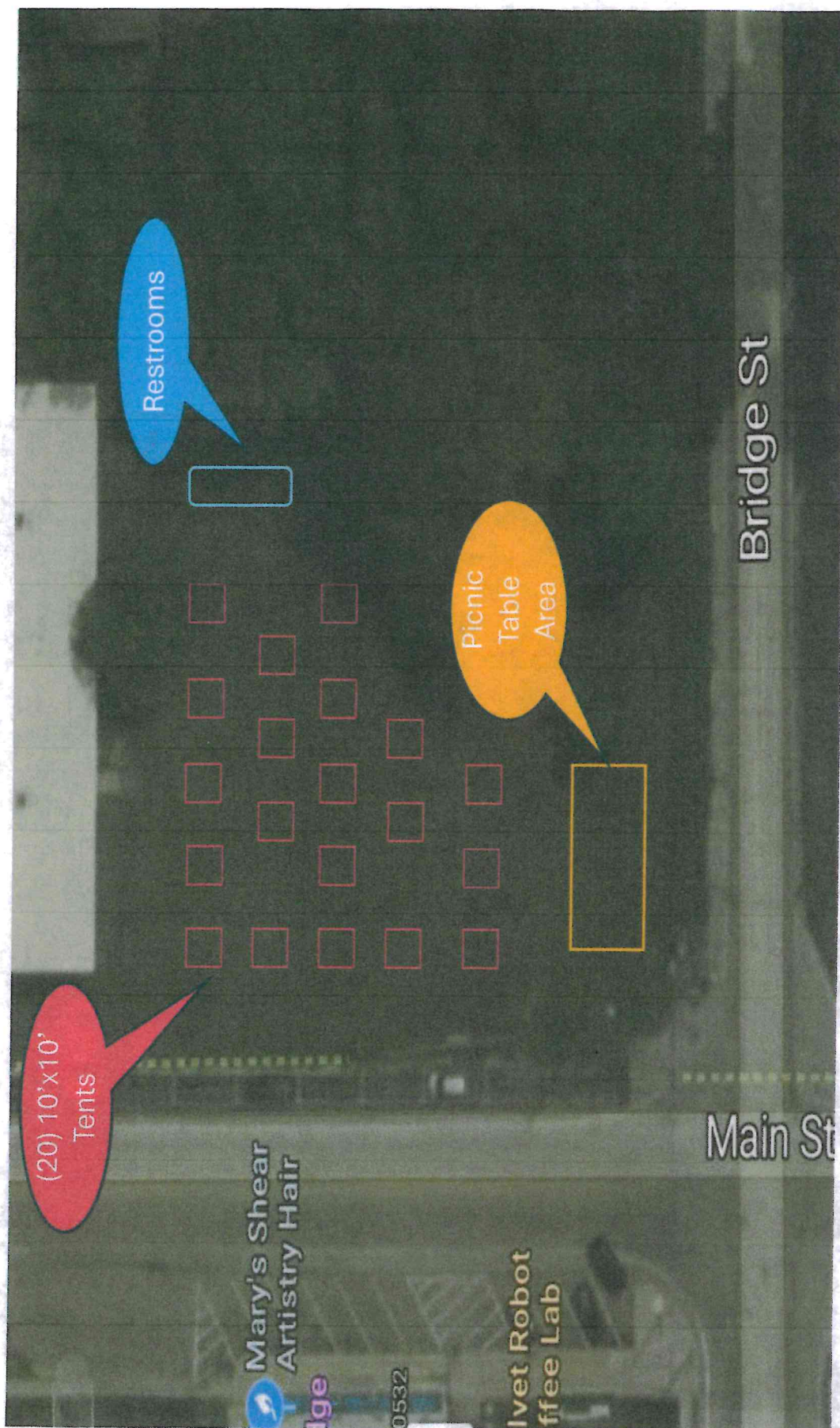
Katie Thompson
Name

7579 Blanche Pl. Roscoe, IL 61073
Address

[Redacted Signature]
Signature

[Redacted Signature]
Witness







CERTIFICATE OF LIABILITY INSURANCE

DATE (MM

Item # 9.

2/10/2025

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 Eckburg Insurance Group, Inc. P.O. Box 15490 Loves Park IL 61132	CONTACT NAME: Guadalupe Alvillar PHONE (A/C, No, Ext): 815-877-4100 E-MAIL ADDRESS: Lupe@eckburg.com FAX (A/C, No): 815-877-6393
INSURED Katie Thompson dba Linkt Jewelry 7579 BLANCHE PL Roscoe IL 61073	INSURER(S) AFFORDING COVERAGE INSURER A : Pekin Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
License#: 100298774 KATIDBA-01	NAIC # 24228

COVERAGES**CERTIFICATE NUMBER:** 1984312961**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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		006346603	6/15/2024	6/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐ N / A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 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)

Village of Roscoe, its elected and appointed officials, officers, employees, agents and representatives are additional insured on a primary & non-contributory basis (CG2001) in regards to the general liability per form CG5028.

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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VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 10.

Agenda Item: Special Event Permit for the Annual Chicory Ridge Garage Sale.

Date: 03/26/2025

Meeting: Board 04/01/2025

Prepared by: Janel

Department: Permits

Overview/Background Information

The Chicory Ridge Subdivision Annual Garage Sale is scheduled for Saturday, May 17th, and Sunday, May 18th. This annual event features around 80 to 100 homeowners showcasing a diverse array of items for sale. It attracts hundreds of visitors from the surrounding communities.

Key Issues

Traffic congestion poses a significant challenge for this event. The narrow roads in Chicory Ridge become difficult to navigate, especially when vehicles are parked along the sides. After reviewing the application, both the police and fire departments have noted that last year's parking arrangements worked well. Consequently, public works will be installing "no parking" signs on both sides of Chicory Ridge Way and Meadowsweet Lane, extending up to Angelica Lane. Parking on all other roads will be restricted to the even-numbered side only. To accommodate larger trucks, we will extend the no parking zones at several intersections. In addition to road congestion, this event generates substantial pedestrian traffic. To alleviate some of the issues caused by heavy traffic, the event organizers have decided to limit sales to Saturday and Sunday only, which should help school buses navigate the area more easily.

Fiscal Note/Budget Impact

The police department will hire back two officers for this event, and public works will allocate time for installing the signs.

Prior Legislative Actions

This event has been hosted and approved annually for almost 15 years.

Action Required/Recommendation

Approve the event known as Chicory Ridge Subdivision Annual Garage Sale to be held on May 17th and 18th.

Attachments

Special Event application

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:

Chilony Ridge Neighborhood Garage Sale

Nature of Event:

Garage Sale - Subdivision

Location of Event: Chilony Ridge Projected Attendance: _____

Address of Organizer: 10948 Borage Tr. Phone Number: _____

Event Date(s): May 17 and May 18, 2025

Event Hours: 8:00 am/pm until 5:00 am/pm

Setup/Assembly Date: May 16, 2025 Start Time: _____ am/pm

Dismantle Date: May 18, 2025 am/pm Completion Time: May 18, 2025 am/pm

Please describe, in specific details, the scope of your setup/assembly work:

(submit separate document if necessary)

We are setting hours for Saturday and Sunday
from 8:00 am - 5:00 pm only

Large ticket items are to be picked up after
5:00 pm

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

Special Event
Application Form

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

Name: Joelle Sumpter

Phone Number: [REDACTED]

Email: [REDACTED]

Additional Comments:

Applicant Signature:

Date:

3/12/25

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

OFFICIAL USE ONLY

Date Filed: 3-13-2025 (9)

Village Administrator: _____ Date: _____
Signature

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

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

Receipt

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

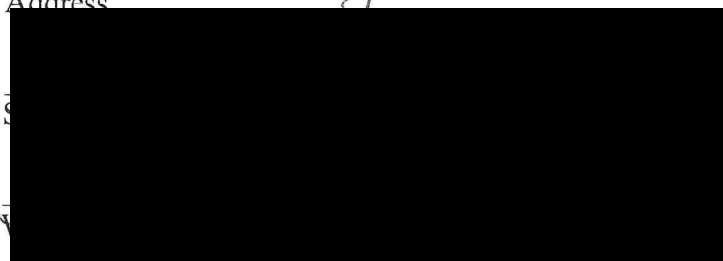
Special Event
Hold Harmless Agreement

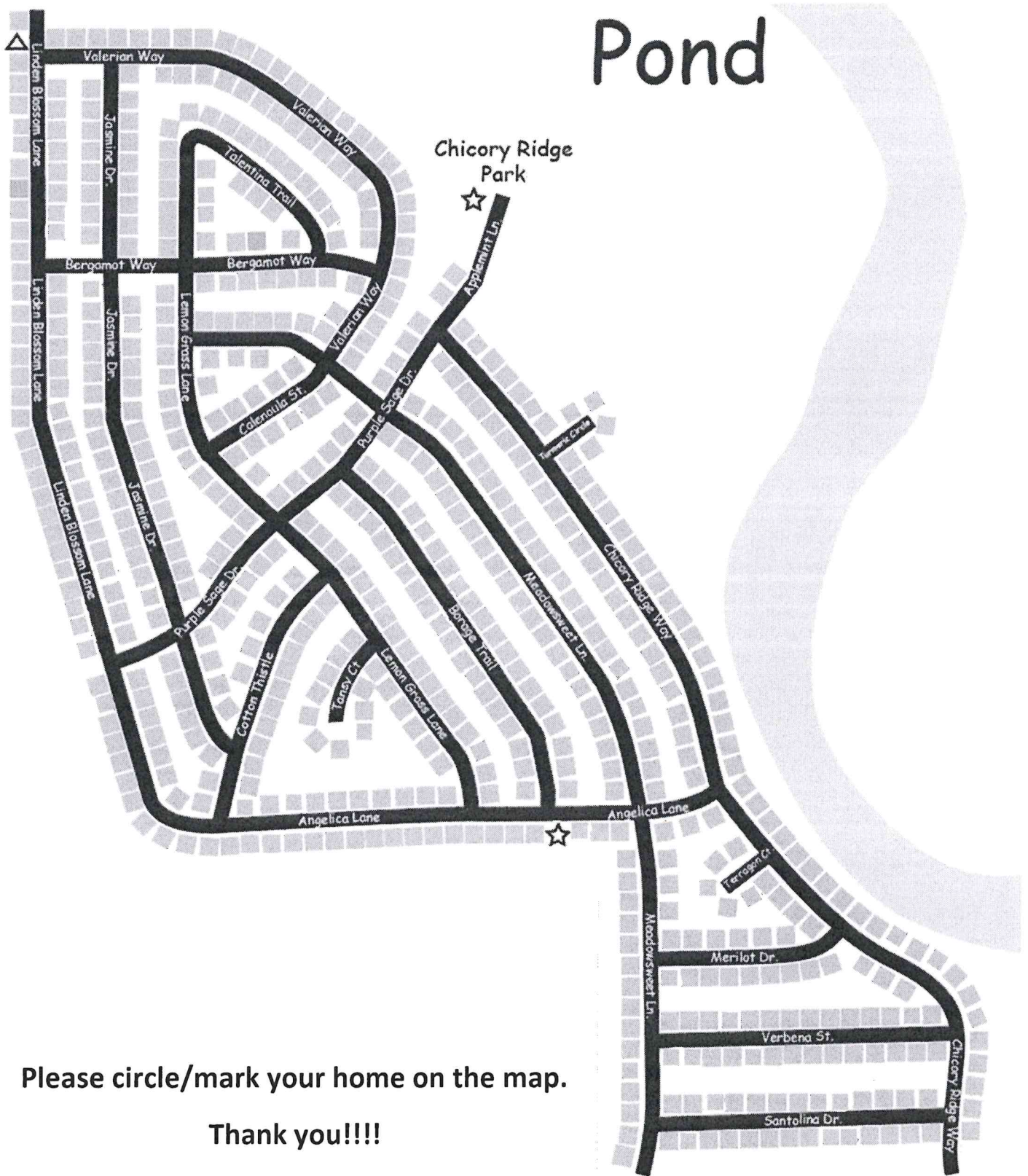
I, Joullie Sumpter indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event known as Chicory Ridge Neighborhood Garage Sale to be held May 17 and 18, 2025

Signed this 8th day of March, 20 25

Joullie Sumpter
Name

10948 Borage Tr.
Address





Please circle/mark your home on the map.

Thank you!!!!



PARKING GUIDELINES

- NO PARKING BEFORE ANGELICA LANE ON EITHER SIDE
CHICORY RIDGE WAY OR MEADOWSWEET LANE
- PARKING ONLY ON THE EVEN SIDE OF STREETS
- NO PARKING on the ODD SIDE OF THE STREET, *not even for a temporary stop*
- NO PARKING in front of a PRIVATE DRIVEWAY
- NO PARKING against the FLOW of TRAFFIC
- NO PARKING within 30 Feet of a STOP SIGN
- NO PARKING within 15 Feet of a FIRE HYDRANT
- NO BLOCKING ANY STREETS
- EMERGENCY VEHICLES NEED TO HAVE ACCESS TO ALL ROADS
- SCHOOL BUSES NEED TO NAVIGATE THROUGH THE STREETS

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE IL 61073
815-623-2829

Receipt No: 1.004977
Mar 13, 2025

JOELLE SUMPTER-CHICORY GARAGE SALE

Previous Balance:	.00
General/Administration - Permits And Fees	100.00
Total:	100.00
Cash	100.00
Payor: JOELLE SUMPTER-CHICORY GARAGE S	
Total Applied:	100.00
Change Tendered:	.00

03/13/2025 9:19 AM

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 11.

Agenda Item: Special Event Permit for the Rock Valley Radio Control Plane Flying Event

Date: 03/26/2025

Meeting: Board 04/01/2025

Prepared by: Janel Reidinger

Department: Permits

Overview/Background Information

This biannual event is sponsored by the Rock Valley Radio control Flying Club. The event is held at Chicory Ridge Park on August 23, 2025. The event is to begin at 8 am and will conclude at 3:00 pm. Public Works, Police and Fire Departments have reviewed the application and have no comments or issues.

Key Issues

The organization has asked for permission to have a small boat on the pond to retrieve any planes that may not land properly.

Fiscal Note/Budget Impact

Fee waiver. Application fees shall be waived for any special event application applied for by a charitable organization registered with the state attorney general's charitable trust bureau.

Prior Legislative Actions

This event has been held at Chicory Ridge Park for several years without incident.

Action Required/Recommendation

Approval of the special event held in Chicory Ridge Park.

Attachments

Special Event Application



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:

ROCK VALLEY RADIO CONTROL FLYING CLUB (RVRC of ROCKFORD, IL)

Nature of Event:

RADIO CONTROL FLOAT FLYING OF MODEL PLANES

Location of Event: Chicory Ridge Park Pond Projected Attendance: 30 or more

Address of Organizer: (CD) 384 E Riverdale Dr Edgerton, WI Phone Number [REDACTED]

Event Date(s): August 23 2025

Event Hours: 8 am am/pm until 3 PM am/pm

Setup/Assembly Date: August 23 2025 Start Time: 8 am am/pm

Dismantle Date: August 23 am/pm Completion Time: 3:30 pm am/pm

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

Set up area limited to area inside Chicory Ridge Park

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

Special Event
Hold Harmless Agreement

I, **Robert King** _____ 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 **Rock Valley RC Flyers Float Fly** _____

to be held **At Chicory Ridge Pond Park** _____

Signed this **14** _____ day of **March** _____, 20**2025**

Robert King

Name

384 E Riverdale Dr. Edgerton, WI 53534

Address

Signature

Village



Special Event Application Form

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

Name: Robert king Phone Number: 608-449-3361
Email: bobking.levelflight@charter.net

Additional Comments:

This event is a yearly event held for several years by the Rock Valley Radio Control Flyers of Rockford
the sponser of this event. All flyers must abide by the club and AMA rules.

Applicant Signature:

Date:

[Redacted Signature]

3-14-2025

Village Hall
10631 Main Street
Roscoe, Illinois 61073
permits@villageofroscoe.com

OFFICIAL USE ONLY

Date Filed: 3/14/2025

Village Administrator: _____ Date: _____
Signature

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

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

Receipt

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



Special Event 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:





CERTIFICATE OF LIABILITY INSURANCE

DATE Item # 11.

2/27/2025

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 FNIC P.O. Box 45279 Omaha NE 68145	CONTACT NAME: Patt Pierce PHONE (A/C, No., Ext): 402-861-7000 E-MAIL ADDRESS: patt.pierce@fnicgroup.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Illinois Union Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 27960
---	--	------------------------

COVERAGES **CERTIFICATE NUMBER:** 1620439679 **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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☒ LOC OTHER:			G22011534020	3/31/2025	3/31/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Excess Liability			G22011546020	3/31/2025	3/31/2026	Limits per Occ General Aggregate \$1,600,000 \$4,000,000

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

Village of Roscoe is an additional insured, primary and non-contributing as respects to any additional insured site owner. Location: 598 Applemint LN, Event #17800. Date: August 23, 2025

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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VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



V I L L A G E O
ROSCOE

Item # 12.

Agenda Item: Gigi's Playhouse of Rockford 5K / 1 Mile Fun Walk

Date: 3/26/2025

Meeting: 04/01/2025 Board

Prepared by: Janel

Department: Permits

Overview/Background Information

This is an annual event that raises money for Gig's Playhouse. The event starts at Roscoe Middle School and proceeds down the Stone Bridge trail. The application has been reviewed by the Police, Public Works and Fire Department with no issues or concerns being reported.

Key Issues

The event will kick off at Roscoe Middle School and then continue along the Stone Bridge Trail, heading southward. Participants will encounter road crossings at Jonecy Drive/bike path and Burr Oak/Stonebridge Trail. Staff members will be stationed at these crossings to ensure the safety of participants while allowing traffic to flow freely. It is important to note that volunteers are not authorized to halt or interfere with traffic; their role is strictly to guide the runners.

Fiscal Note/Budget Impact

n/a

Prior Legislative Actions

This event is an annual event and has been approved in the past.

Action Required/Recommendation

Approval of the Special Event known as Gig's Playhouse of Rockford 5K / 1 Mile Fun Walk.

Attachments

Special Event Application

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:

Race for Acceptance

Nature of Event:

(GIGI FIT ACCEPTANCE CHALLENGE 5K)

5K fundraiser for Gigi's Playhouse of Rockford.

Location of Event: Roscoe Middle School + Stone Bridge Bike Path
6121 Elevator Rd. Roscoe Projected Attendance: 250

Address of Organizer: 8801 N. 2nd St. Phone Number: [REDACTED]

Event Date(s): Machesney Park, IL
Saturday, May 3rd, 2025

Event Hours: 8:00 am/pm until 12:00 am/pm

Setup/Assembly Date: 6:30 AM Start Time: 5/3/25 am/pm

Dismantle Date: 5/3/25 12:00 am/pm Completion Time: 12:00 am/pm

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

Set up tents for registration, set up timing arch,
and DJ → all in RMS parking lot.

We will have people manning the intersections of
Jonkey Drive and the bike path as well as Burr Oak
Road and the bike path. This is to ensure safe crossing
for our participants.

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

Special Event
Application Form

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

Name: Haren Carlson Phone Number: [REDACTED]
Email: Kcarlson@gigisplayhouse.org

Additional Comments:

Applicant Signature:

[REDACTED]

Date:

02.13.2025Return completed application to: Roscoe Village Hall
10631 Main Street
Roscoe, Illinois 61073
permits@villageofroscoe.com

OFFICIAL USE ONLY

Date Filed: 3/26/2025Village Administrator: _____ Date: _____
SignatureVillage Board (if necessary): _____ Date: _____
SignatureApplication Fee Paid: \$100 Special Event: Neighborhood Garage Sale
\$50 Special Event: Assembly
\$25 Special Event: Block Party_____
Receipt

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

Special Event
Hold Harmless Agreement

I, KAREN CARLSON / GIGI'S PLAYHOUSE ROCKFORD 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 GIGI FIT ACCEPTANCE CHALLENGE SK

to be held SATURDAY, MAY 3, 2025

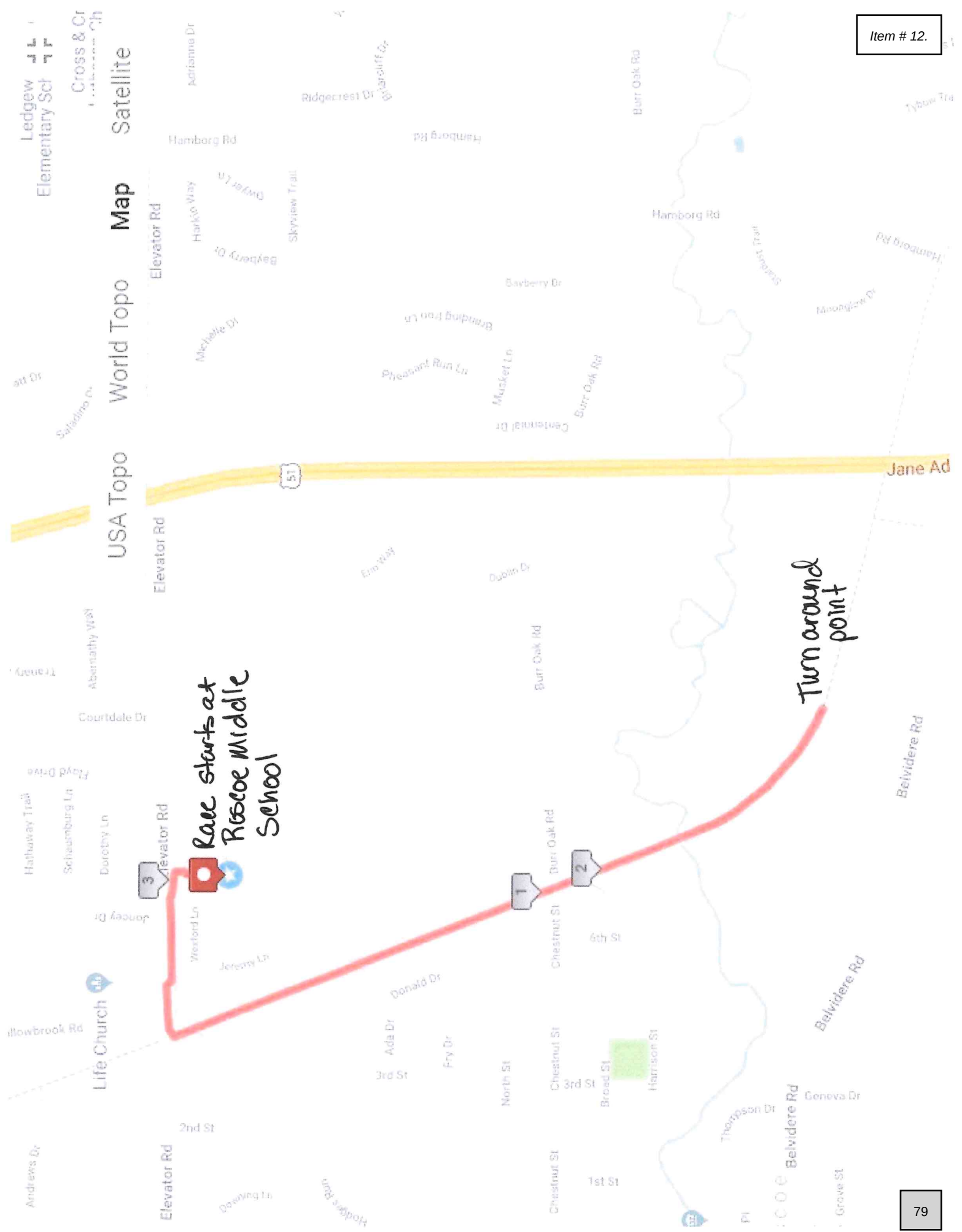
Signed this 13th day of FEBRUARY, 20 25

KAREN CARLSON (EXECUTIVE DIRECTOR, GIGI'S PLAYHOUSE ROCKFORD)
Name

8801 N. SECOND ST, MACHESNEY PARK, IL 61115
Address

[Redacted Signature]

Witness



O = garbage cans

TIMER

KIDS
GAMES

Registration + First Aid

Port o'
Johns

DJ

Roscoe Middle School



GIGIPLA-01

Item # 12.

DS

CERTIFICATE OF LIABILITY INSURANCE

2/19/2025

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.

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PRODUCER CFM Insurance Agency, Inc. 50 N Brockway Street, Suite 5-2 Palatine, IL 60067	CONTACT NAME:	
	PHONE (A/C, No, Ext): (847) 934-0200	FAX (A/C, No): (847) 934-0202
INSURED Gigi's Play House, Inc. 2350A W. Higgins Rd Hoffman Estates, IL 60169	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : THE PHILADELPHIA INS CO	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☒ OTHER: Host Liquor Liability	X		PHPK2705403-000	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$ Included
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			PHPK2705403-000	2/1/2025	2/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			PHUB917614-000	2/1/2025	2/1/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab			PHPK2705403-000	2/1/2025	2/1/2026	Aggregate 3,000,000
A	D&O			PHSD1844518-015	2/1/2025	2/1/2026	3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Property Coverage included - Varies by location

Event Name: Race Towards Acceptance: A GigiFit Acceptance Challenge Event Date: May 3, 2025

Kinnikinnick Community Consolidated School District No. 131, Village of Rosco 10361 Main St Roscoe, IL 61073 are included as Additional Insureds, as it relates to General Liability coverages where required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Kinnikinnick Community Consolidated School District No. 131
5410 Pine Lane
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

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 13.

Agenda Item: 2025 Residential Streets Program – Engineering Services

Date: 04/01/2025

Meeting: Village Board of Trustees

Prepared by: Brandon Boggs

Department: Public Works

Overview/Background Information

An engineering services proposal was submitted by Fehr Graham for the 2025 Residential Streets Program. The general project scope is pavement removal and replacement, driveway tie-ins, aggregate shoulder installation, and stormwater catch basin replacements in the Hodges Run and Roscoe Center subdivisions. The attached location maps show the specific roadways to be improved.

Key Issues

Prior to bidding, the Village will need limited topographic survey, design engineering (plans, proposal book, bidding services), construction engineering (observation, documentation, and contract management), and materials testing (HMA/PCC testing) services to complete the project in accordance with IDOT standards. Below is a comparison of the engineering services pricing between 2024 and 2025:

Year	Topo Survey	Design Eng	Construction Eng	Materials Testing
2024	N/A	\$26,800	\$25,300	\$20,000
2025	\$3,150	\$25,550	\$33,250	\$17,250

Totals: 2024 (\$72,100), 2025 (\$79,200)

In 2024, approximately 20,000sy of roadways were improved, compared to 14,000sy for the proposed 2025 project. The 2025 project requires topo survey for stormwater improvements that were not required in 2024. The 2025 construction engineering services also accounts for additional fees to have Fehr Graham staff handle project management (construction site meetings, pay application preparation and reviews, etc.) that were traditionally completed under the general outsourcing agreement.

Fiscal Note/Budget Impact

After reviewing the proposal, staff recommends entering into an agreement with Fehr Graham, for the quoted amount of **\$79,200.00**.

Prior Legislative Actions

N/A

Action Required/Recommendation

Staff is recommending entering into a contract with Fehr Graham for various engineering services

Attachments

Fehr Graham Proposal
Resolution

March 27, 2025

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

Re: 2025 Residential Street Program Engineering Services Proposal

Dear Mrs. Gustafson:

Fehr Graham is pleased to present you with the following proposal for civil engineering design services as they relate to the above-referenced project. As we understand, the Village of Roscoe would like to improve various streets within Roscoe for the 2025 Residential Street Program. The selected streets can be found on the attached site location maps and a description of the streets can be found below.

SCOPE OF PROJECT

This project includes improvements to the following roadways:

- » Hodges Run Subdivision.
 - Hodges Run, Hodges Way, Prairie Wind Place, and Hazel Close.
- » Roscoe Center Subdivision.
 - Parkway Drive, Ter Maat Court, and Andrews Drive.
- » The proposed general scope for these roads includes complete pavement removal (assumed 2-2.5"), aggregate base shaping and grading, HMA/PCC driveway replacements, and 3" of new HMA surface course (approx. 14,000 SY). Pavement cores will be needed to confirm the existing pavement depth before the project scope can be finalized. Minor drainage improvements (stormwater inlet replacements) are anticipated along Ter Maat Court.

It is our understanding that the Village will use local funds to complete the improvements as described above.

SCOPE OF SERVICES

Topographic Survey

Measure down data (pipe invert elevations, pipe sizes, pipe material types, etc.) will be collected at the locations of the inlets to be replaced along Ter Maat Court. Supplemental WinGIS data will be obtained for inclusion within the exhibits.

Design Engineering

Fehr Graham will prepare the following engineering design drawings for the proposed improvements:

- » Preparation of engineering exhibits necessary to satisfy the requirements of the Village of Roscoe, as well as facilitate construction of the improvements through the preparation of:
 - Removal and Replacement Plan Sheets detailing roadway improvements.
 - Typical Sections detailing roadway improvements.
 - Standard details for pavement improvements and inlet replacement.
 - Necessary details and Illinois Department of Transportation (IDOT) Highway Standards.
- » Preparation and inclusion of special provisions relating to the work described above.
- » IDOT Standard proposal book forms will be utilized for bidding purposes.
- » One design plan addendum.

Fehr Graham will prepare and publish the bid advertisement, evaluate bids, and prepare a recommendation for the selection of the Contractor.

Construction Engineering Services

Fehr Graham can complete construction observation services on a time and materials basis with an assumed 200 manhours for the entire project scope. Construction observation services will consist of locating and marking project limits prior to construction, as well as on-site observation while tracking quantities with field measurements and obtaining necessary material certifications from the contractor. Construction staking would be provided for the inlet replacements along Ter Maat Court.

Contract management is provided as part of construction engineering services, which includes the preparation of pay estimates with necessary accompanying documents, as well as project closeout documentation with IDOT.

Subcontracted Materials Testing

Fehr Graham will also provide subcontracted materials testing services for pavement cores as well as hot-mix asphalt (HMA) and portland cement concrete (PCC) testing for compliance with IDOT standard specifications. A time and materials budget of \$17,250 is the estimated fee for these services and is subject to the contractor's construction schedule and efficiency. Should additional testing be required or requested beyond the budgeted amount, an additional fee will be required and the Village will be notified in advance of any needed additional materials testing services.

EXCLUSIONS

The following items are **not** included in the scope of services proposed here within:

- » Topographic (beyond the scope listed above) and Boundary survey.
- » Stormwater pollution prevention plans and NPDES permitting.
- » Geotechnical investigation beyond the coordination of pavement cores.
- » IDOT ROW and Utility permitting.
- » Traffic Studies.

- » Maintenance of Traffic plans.
- » Landscape and Irrigation plans.
- » Structural Design.
- » Lighting plans.
- » Plan Cross Sections.
- » Multiple bidding processes.
- » Coordination with impacted adjacent property owners.
- » Environmental investigations and studies.
- » Permit fees.
- » Platting.
- » Easement or ROW acquisition, procurement and coordination.
- » Ecological investigations.
- » Archaeological investigations.
- » As-Built survey.
- » Title searches.

Any of the above services can be performed as an additional cost to the project upon request.

FEES

Based on the information currently available, we are prepared to provide these services per the following fee schedule:

Topgraphic Survey (Lump Sum)	\$3,150
Design Engineering (Lump Sum)	\$25,550
Construction Engineering (Time & Materials)	\$33,250
Subcontracted Materials Testing (Time & Materials)	\$17,250
TOTAL	\$79,200

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

March 27, 2025
Mrs. Carol Gustafson, Village of Roscoe
2025 Residential Street Program Engineering Services Proposal
Page 4

AUTHORIZATION

I trust that the information we have provided is in line with your expectations. If you would like us to proceed with this project, please sign the attached Agreement for Professional Services and return one (1) copy to my attention.

As always, Fehr Graham is willing to commit the necessary resources to provide timely and competent solutions to ensure this project moves forward. We look forward to working with you on this project. In the interim, should you have any questions regarding this proposal, please feel free to contact me at 815.394.4700.

Respectfully submitted,



Tyler Nelson
Senior Project Manager



Brandon Boggs
Project Designer

TVN/BMB:ss

Attachments

N:\Proposals\2025\Brandon Boggs\Village of Roscoe\RSP 2025\Roscoe RSP 2025 Engineering Services Proposal.docx

AGREEMENT FOR PROFESSIONAL SERVICES

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

815.623.2829

Description of Services:

2025 Residential Street Program Engineering Services

Fehr Graham will provide professional services related to civil engineering design services as they relate to the above-referenced project, as detailed in our proposal letter dated March 27, 2025.

COST:

The fee for performing the above services is as follows:

Topographic Survey (Lump Sum)	\$3,150
Design Engineering (Lump Sum)	\$25,550
Construction Engineering (Time & Materials)	\$33,250
Subcontracted Materials Testing (Time & Materials)	\$17,250
TOTAL	\$79,200

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

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

ACCEPTED AND AGREED TO:

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

CLIENT:

Signature _____

Name _____

Title _____

Date Accepted _____

CONSULTANT:

By  _____

Name Christopher J DeSilva, PE

Title Chief Operating Officer

Date Proposed March 27, 2025

25-694

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

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

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

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

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

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

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

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

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.

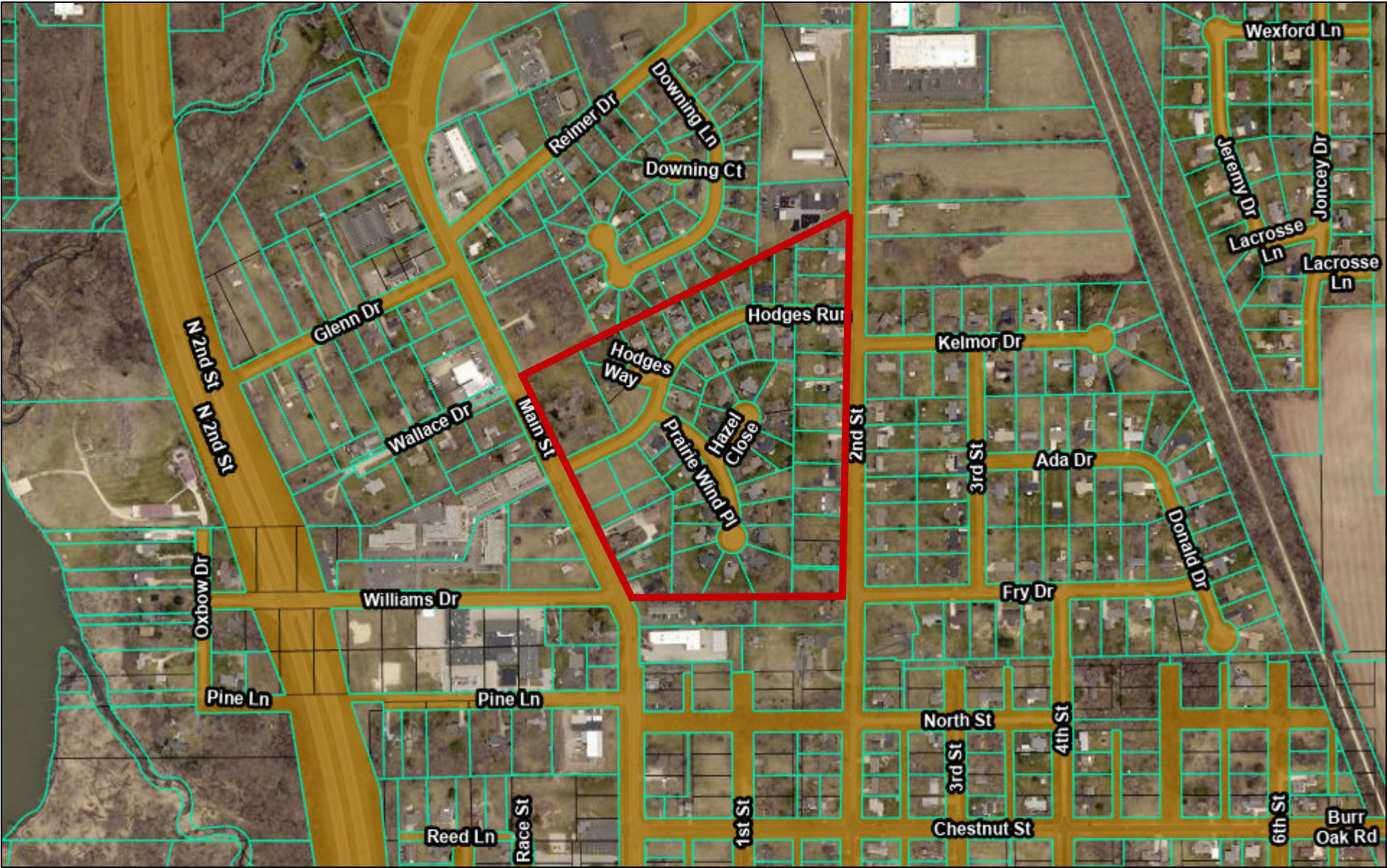
18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet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

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

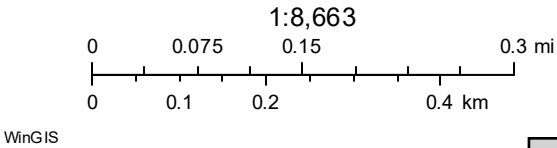
If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation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

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

Hodges Run Subdivision

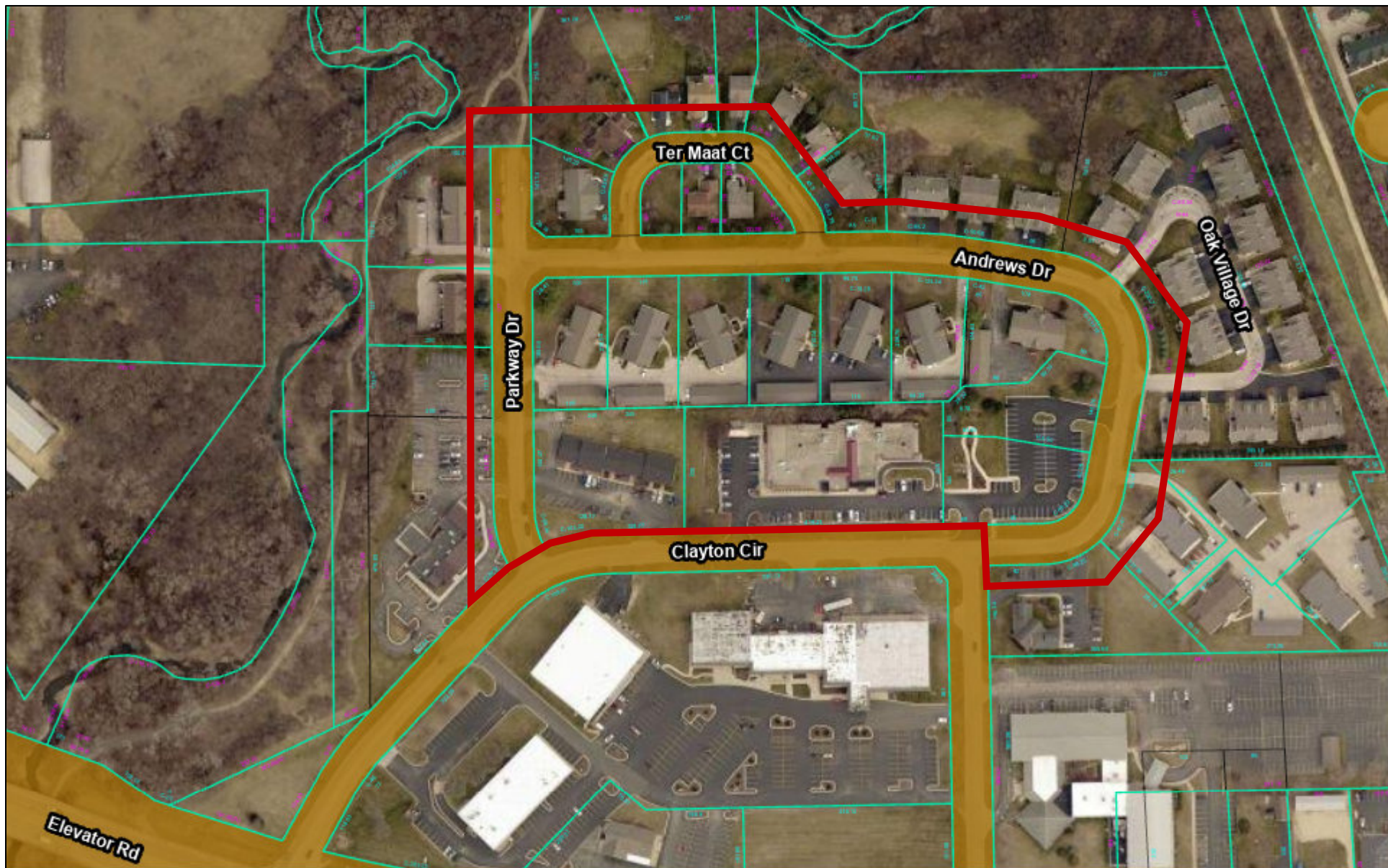


12/17/2024

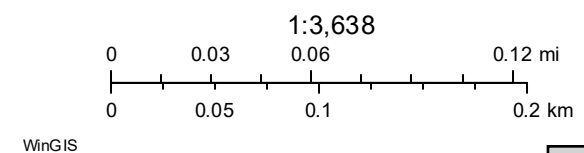


Roscoe Center Subdivision

Item # 13.



12/17/2024



**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2025-R11**

A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO AN AGREEMENT WITH FEHR-GRAHAM AND ASSOCIATES, LLC TO PROVIDE CIVIL ENGINEERING AND CONSTRUCTION ADMINISTRATION SERVICES RELATED TO THE VILLAGE OF ROSCOE 2025 RESIDENTIAL STREETS PROGRAM

WHEREAS, the Village of Roscoe is in need of civil engineering and construction administration services related to the Village of Roscoe's **2025 Residential Streets Program**, including Roadway and Drainage Design, and Construction Engineering; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe have determined that it is necessary to have a qualified engineering firm perform such engineering services; and

WHEREAS, Fehr-Graham and Associates, LLC ("Fehr-Graham") is knowledgeable and experienced in such engineering and environmental services, and the Village has had a preexisting and satisfactory relationship with such engineering firm in the past; and

WHEREAS, the Village acknowledges that these tasks are above and beyond the scope of services which are the contractual duties of the Village engineer or any of its current employees or consultants; and

WHEREAS, the Village desires to engage the services of Fehr-Graham to perform such services; and

WHEREAS, the Fehr-Graham has experience in performing such services, the President and Board of Trustees of the Village of Roscoe believe it to be in the best interest of the residents of the Village to hire Fehr-Graham to perform these services; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that by the adoption of this Resolution, the Village President is authorized to hire Fehr-Graham & Associates, LLC to perform the civil engineering and construction administration services related to the Village of Roscoe's **2025 Residential Streets Program**, including Roadway and Drainage Design and Engineering, and Construction Observation as outlined in the scope of services, attached hereto, and incorporated herein as **Exhibit "A"**, and to accept and sign an agreement for services with Fehr-Graham & Associates, LLC for the same for an amount **not to exceed \$79,200**.

2025-R11				
1 st Read: April 1, 2025				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED APRIL 1, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
Resolution 2025-R11

[Agreement for Services]