



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, September 02, 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 **August 19, 2025**

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

- Review and Discussion of **Hodges Run Small Business Incubator Bid** Responses
[Presented by: Joe Anderson of Place Foundry Design, LLC]

TREASURER'S REPORT

- Cash Report and Bills
- Approval of Bills
- Year to Date, Revenues and Expenditures

OLD BUSINESS

- 6. Reconsideration** of the approval of - **over the veto of the Village President - Resolution 2025-R35**, a resolution approving the providing of funds for painting the north exterior wall of the **Roscoe Masonic Lodge #75 at 10534 Main Street** (Masonic Lodge).

CONSENT AGENDA

Village Board of Trustees
Meeting Agenda - September 02, 2025

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.

- 7. Approval of Resolution 2025-R40** of declaring certain **equipment and personal property as surplus**, and authorizing its sale or disposition [Obsolete Computers & Electronic Equipment]

MOTIONS AND RESOLUTIONS (Final action)

- 8. Approval of Ordinance 2025-15 approving a Variance** request to waive the requirement for perimeter landscaping and setback of a parking expansion located at **13548 Metric Road** (PIN: 04-16-351-008).

[Applicant: Austin Bunge representing Mark's Auto Service]

ZBA Recommends Approval Voting 7-0-0 on August 13, 2025

- 9. Approval of Resolution 2025-R41** approving the Tentative and Final **Plat 3 of Glenwood Estates**.

- 10. Approval of Ordinance 2025-16** approving a **Text Amendment** revising the Village of Roscoe **Zoning Ordinance Sec. 15-175 related to Land Divisions and Article III - Residential District Regulations** of the Village Code of Ordinances.

ZBA Recommends Approval Voting 7-0-0 on August 13, 2025

- 11. Approval of Ordinance 2025-17** approving a **Text Amendment** revising the Village of Roscoe **Zoning Ordinance Article VII of Chapter 155 relating to Accessory Structures and Accessory Buildings** of the Village Code of Ordinances.

ZBA Recommends Approval Voting 7-0-0 on August 13, 2025

- 12. Resolution 2025-R42** Approving Hourly Wage Scale for Public Works Part Time Summer Employees

- 13. Approval of Resolution 2025-R43**, approving lease agreement with Enterprise for replacement of three marked squads and transference of one currently leased unmarked vehicle from the Village lease to the Police Department lease.

NEW BUSINESS (First reading or suspend rules)

- 14. Approval of Ordinance 2025-18**, an Ordinance amending **Section §2-359** of the Village of Roscoe Code of Ordinances **modifying the procedures for the approval of expenditures**.

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, August 19, 2025

6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Trustee William Babcock
Trustee John Broda
Trustee Dayne Mead
Trustee Justin Plock
Trustee Michael Sima
Trustee Michael Wright
Village President Carol Gustafson

APPROVAL OF THE MINUTES

1. **Approval of the Minutes** for the meeting of the Village Board of Trustees from **August 6, 2025.**

President Gustafson asked for a motion of the approval of the minutes for August 6, 2025.

Motion was made by Trustee Plock, second by Trustee Wright. Voting yes: Trustees Sima, Wright, Babcock, Mead, Broda, Plock 6-0-0.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Rita Kominsky she is one of the owners of Snow Drip Coffee and she is here to speak about the Business Alliance. She states that she is here tonight to urge the Board to continue investing in Business Alliance. Although she is a member; she is speaking solely as a taxpayer and a business owner.

She thinks that it is understandable that the board is conflicted about funding the alliance. Some of you may want to see tangible results and she completely gets that. But she urges the board to think of this as a business owner would. Unfortunately, it's a brutal truth that most business don't turn a profit their first year. They invest in systems, relationships and marketing. With a nonprofit, the board is funding infrastructure that has the potential to pay dividends in the future.

She stated that she respects the boards fiscally conservative approach.

Village Board of Trustees
Meeting Minutes - August 19, 2025

While she was working for the county, she saw firsthand how money was wasted because there wasn't a plan or qualified professionals in charge. But that's not what is happening here. You hired a skilled adviser, and this is a focused, guided investment of long-term potential. The nonprofit will also give access grants and funding streams, that the government can't. There's money specifically earmarked for nonprofit led economic development, small business support and placemaking.

Place Foundry brings experience, outside perspective, and most importantly, a clear road map. In just a short time, we've seen momentum building, business talking, and ideas being shared. Without funding we risk losing that momentum. With David's help we now have a shared space for collaboration, conversation, and collective problem solving. That kind of unity is powerful.

If you vote to continue supporting the business alliance in its early stages, it will become part of your political legacy. The elected officials come and go but this alliance has the potential to serve and strengthen our community for generations. Your decision tonight could help shape a stronger, more connected Roscoe for years to come.

PRESIDENT'S REPORT

2. Recognition of the 2025 Roscoe Hometown Pride Award Recipient

President Gustafson stated she would like to recognize Three individuals that won the Roscoe's Hometown Pride Award. This program was initiated some time ago under the guidance of the Roscoe Garden Club.

Mr. & Mrs. Dunn are our first recipients to win First place award for \$100.00 their property is located at 9346 Deer crossing.

Second place is Sherry Henson; Sherry is a member of the Garden Club; she is receiving a \$50.00 gift card.

Third place is Sharon Martin who will receive a \$25.00 gift card.

President Gustafson stated that all of the recipients put a lot of time and energy into the layout, the planting, the weeds, the Maintenance and it shows.

President Gustafson stated she would like to thank Ziegler's Ace Hardware for their sponsorship. Also, she would like to thank Buckets and Bows for the Bouquet of flowers for our winners.

President Gustafson stated the second Installment of Hometown Pride is going to be Door of Distinction Program. It will begin October 1, 2025, with a spooky Halloween theme. Nominations will be accepted through October 26, 2025. Starting on December 1, 2025, starts the nomination for Holiday Spirit theme. How to apply is on our website if anyone is interested.

3. Presentation by Main Street Business District Alliance

[presented by: Katie Thompson]

Katie Thompson stated that she would like to go over what she has been doing, and what's been going on, with the Business Alliance. The purpose of the Roscoe Business Alliance is simple but powerful, she believes.

She stated she kind of came up with a mission statement sort of things to promote, preserve and enhance the Main Street District and beyond. So, we've added that. what started out as the Main Street Business Alliance has now kind of transitioned to just a Roscoe Business Alliance, which allows us to go deeper into the community.

She believes that it will build stronger connections and set the stage for the future of Main Street and the broader Business District. She stated that she understands that Main Street is a priority, but we also don't want to leave anyone out. Since forming in July, we are still in the early stages of infancy, but we've already accomplished a great deal in a short time.

We've been working with David who has provided us momentum to help drive us forward, and with his guidance we've developed the 501 C3 by laws and Articles of Incorporation which are currently under review and this step will establish us as a nonprofit organization and strengthen our ability to serve the business community. We have also committed to bi-weekly meetings focusing on structure defining our mission and solidifying our board leadership.

These early but important steps are ensuring that we have a strong foundation to build upon. so again, were in those early stages of infancy. Looking ahead with our goals, her short term goal is to continue building traction through outreach events. So, we've been kind of again brainstorming different outreach events to reach out to other businesses and build our group. These will allow us to broaden our net, connect with other business owners who share our goals and grow our base of support.

Her vision is pretty clear, by working together as the Roscoe Business Alliance we can create a thriving, connected, and resilient business environment. One that benefits not only the main street, but we've hoping the entire community, so, we thank you for your support and partnership, and we continue to move this initiative forward.

President Gustafson stated that she has one more item to include to her President's Report. and this Item concerns the Mural.

This is Addressed to all Trustees.

TREASURER'S REPORT

4. Cash Report and Bills

President Gustafson stated that ABC Supplies has furnished the various shingles for the pavilion in Riverside Park. She would like to thank Martin Exterior for providing the labor to redo that. This shelter is the one at the far back, and the donation of labor as well as the shingles at a decent price. The deal is the Village pays for the shingles and Martin Exterior provides the exterior and there will be recognition of this contribution.

5. Approval of Bills

President Gustafson stated that there were 2 separate cash reports Totaling \$471,821.05 which included supplies from ABC for shingles for Riverside Park.

No motor fuel.

President Gustafson asked for a motion to pay the bills.

Motion was made by Trustee Babcock, second by Trustee Plock. Voting yes: Trustees Babcock, Mead, Sima, Wright, Plock, Broda 6-0-0.

6. Year to Date, Revenues and Expenditures

President Gustafson stated that Year to Date, and Revenues and Expenditures will be reviewed at the next meeting on September 2, 2025.

ACTION FROM THE LIQUOR COMMISSION

7. Approval of a **Class "C" Package Store Full Liquor** Application issued to **US Petro Inc. d/b/a Luna Food Mart** located at **11607 Main Street**.

President Gustafson asked for a motion to approve seven and eight together. Approval of a class C package store full liquor Licenses issued to US Petro for 11607 Main Street and 9095 N. 2nd Street.

Motion was made by Trustee Broda, second by Trustee Plock. Voting yes: Trustees Wright, Babcock, Plock, Broda, Sima, Mead 6-0-0.

8. Approval of a **Class "C" Package Store Full Liquor** Application issued to **US Petro Inc. d/b/a Luna Food Mart** located at **9095 N. 2nd Street**.

President Gustafson asked for a motion to approve seven and eight together. Approval of a class C package store full liquor Licenses issued to US Petro for 11607 Main Street and 9095 N. 2nd Street.

Motion was made by Trustee Broda, second by Trustee Plock. Voting yes: Trustees Wright, Babcock, Plock, Broda, Sima, Mead 6-0-0.

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.

MOTIONS AND RESOLUTIONS (Final action)

9. Approval of **Resolution 2025-R38**, authorizing the execution of a professional services agreement with **Place Foundry, LLC** to provide **economic development consulting** services to the Village of Roscoe [**I-90 / Rockton Road Corridor**].

President Gustafson asked for a motion for the approval of Resolution 2025-R38. This is task one and is identified it is for five months.

Motion was made by Trustee Wright, second by Trustee Babcock. Voting yes: Trustees Mead, Wright, Plock, Broda, Babcock, Sima 6-0-0.

NEW BUSINESS (First reading or suspend rules)

10. Approval of **Resolution 2025-R39**, authorizing the execution of a professional services agreement with **Place Foundry, LLC** to provide **economic development consulting** services to the Village of Roscoe [**Main Street Business Alliance**].

President Gustafson stated that she will treat this Resolution 2025-R39 as the first reading to have Place Foundry continue to provide economic development consulting services to the Village of Roscoe and not to exceed \$7000 for five months.

President Gustafson stated since this was a first reading it will come before the Board in two weeks for a final vote.

QUESTIONS AND REPORTS

Bradon Boggs Village Engineer stated that as of Friday of last week the residential roads project has been completed with the final restoration taking place. Upon completion of the work Ferh Gram completed their punch list inspection the data will be forwarded on to the contractors.

Brandon stated that the project was a success. and they didn't run into any major obstacles. Upon doing their punch list they noticed that there is some standing water on Ter Maat Court. The standing water will be addressed with a pavement patch in the roadway. Brandon Stated that he will be working with the contractor to get it fixed. He also stated that he has gotten positive feedback from the residents.

Trustee Wright stated the Board received an email about some bills that were taken away and under review.

Joe Kurlinkus Village Administrator stated that he is reviewing the bills and needed more detail invoices since there are several projects in the work. He stated the Board has access to see all of the bills.

Trustee Sima stated that he would like to invite Seth and Taylor from Ferh Graham to our next Board meeting.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comments

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT

President Gustafson asked for a motion to Adjourn the meeting.

Village Board of Trustees
Meeting Minutes - August 19, 2025

Motion was made by Trustee Broda, second by Trustee Plock. Voting yes: Trustees Broda, Plock, Sima, Mead, Wright, Babcock 6-0-0.

Meeting was Adjourned at 7:02 pm.

Date: August 19, 2025

To: Village of Roscoe Board of Trustees
Trustee William Babcock
Trustee John Broda
Trustee Dayne Mead
Trustee Justin Plock
Trustee Michael Sima
Trustee Michael Wright

Re: Veto of Resolution 2025-R35
(Removal of Mural – 10534 Main Street)

Trustees:

I return to you Resolution 2025- R35, and for the reasons and objections set forth herein, veto it in its entirety.

Public art serves many purposes. The mural at 10534 Main Street transformed a drab gray wall on an older building into an engaging and attractive space appreciated by many residents and visitors.

The expansive aerial depiction of the Rock River Basin educates viewers by providing a sense of space and place—Roscoe’s identity and development along the Rock River.

Most importantly, this public art has served as a catalyst for the economic revival of our downtown district, encouraging people to gather, explore, and connect with the community. This work draws visitors, sparks conversation, and contributes to a sense of vitality along Main Street.

The Board’s decision to fund the removal of this public art from private property is, in my judgment, a misuse of public resources. This action diminishes the value of the artist’s work, disregards the opinions of many residents who supported the project, and does not serve the broader public interest. Public funds should be directed toward initiatives that promote the common good, strengthen community identity, and support economic growth. This misuse of public funds only serves to invite ridicule, disbelief, and loss of public trust.

For these reasons, I hereby veto Resolution No. 2025-R35 in its entirety.



Carol A. Gustafson,
Village President

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R35**

**A RESOLUTION APPROVING THE PROVIDING OF FUNDS FOR PAINTING THE
NORTH EXTERIOR WALL OF THE ROSCOE MASONIC LODGE #75
AT 10534 MAIN STREET (MASONIC LODGE)**

WHEREAS, in 2022 the Village of Roscoe (the “Village”) provided funding to the Rockford Area Convention and Visitors Bureau for the installation of a mural on the north exterior wall of the property located at 10534 Main Street (Roscoe Masonic Lodge #75); and

WHEREAS, the Village has received feedback from the property owner and members of the public regarding the mural and a desire to undertake repainting of the wall; and

WHEREAS, the property owner has indicated an intention to contract for the repainting of the wall (the “Project”); and

WHEREAS, the Village has determined that it is appropriate to support the Project by contributing toward the associated costs; and

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

- 1) The foregoing recitals are incorporated herein by reference.
- 2) The Corporate Authorities hereby approve the allocation of funds in the amount of \$3,600.00 to be applied toward labor and materials for the Project, as described in the attached quote.
- 3) The Village Clerk shall attest this Resolution following execution by the Village President.

2025-R35

1st Read:

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
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Trustee William Babcock				
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Trustee John Broda				
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Trustee Dayne Mead				
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Trustee Justin Plock				
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Trustee Michael Sima				
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Trustee Michael Wright				
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President Carol A. Gustafson				
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APPROVED August 06, 2025:

ATTEST:

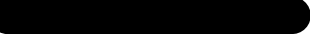
VILLAGE PRESIDENT

VILLAGE CLERK

Carol Gustafson

From: Roscoe, IL <noreply@civicplus.com>
Sent: Wednesday, August 6, 2025 12:58 PM
To: Carol Gustafson
Subject: Painting over mural


Name: Ken Ramsay

Email: 

Message: I read in the Rockton Roscoe News that the Village is voting on painting over the mural on the Masonic Building. Not a fan of the mural, nor do I find the mural objectionable. I am not a fan of paying to paint buildings when the current paint is still in good shape. I don't know if even 10% of the Roscoe population is aware of the plans to paint over the mural. I'm guessing the Village will find if there are admirers of the mural once the repainting commences. Will the Village create a "mountain" by covering art out of the "molehill" of those that don't like the art? The article did not indicate a large percentage of the population asking for the mural removal. I think Village tax dollars can be better spent

than painting again a recently painted wall.



Carol Gustafson

From: Roscoe, IL <noreply@civicplus.com>
Sent: Tuesday, August 12, 2025 11:41 AM
To: Carol Gustafson
Subject: Main Street Mural

Name: Jessie Crow Mermel
Email: [REDACTED]

Message: Dear Carol, I saw on the news that the Village of Roscoe voted to paint over the beautiful mural of the confluence of the Pecatonica River and the Rock River on Main Street. It's been so lovely having that mural in Roscoe. I was so proud that we finally got a mural in Roscoe and one that highlighted the natural beauty of our area. It's only been up for a few years and is in great condition. I am flabbergasted by the decision to paint over it. If a new community mural is desired, then let's put another one up. Why ruin a piece of public art?! I hope the board will reconsider this decision, as I am sure it doesn't reflect the opinions of the community. Thank you for your time.

Mural

From Paula Mikos <jjmpjm@hotmail.com>

Date Fri 8/29/2025 1:21 PM

To Village Clerk <clerk@roscoeil.gov>

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Saw on the news the other night that Carol blocked the painting over of that mural on the side of the lodge building in downtown Roscoe. One of the best decision ever made. Love that mural. Was upset when I heard they wanted to paint over it. It's got plenty of life, let's get our moneys worth out of it by enjoying it. If they want a different mural, use the other side of the building, or find another building. Tell Carol kudos.(if they decide to paint over it, let those individuals pay for it: the cost of the original + the cost of the replacement. Taxpayers not interested in paying for others whim to replace a good painting/decoration just because others feel like it) Thanks for listening.
Sent from my iPad

Village of Roscoe

Bills Submitted for Approval on September 2, 2025

Pooled Expenditures:

Checking account balance before expenditures	\$	564,179.95
Pooled Money Market		59,469.86
Illinois Funds Balance		8,086,209.28
Total pooled cash and equivalents		8,709,859.09

Expenditures per list 563,903.87

Additional invoices

563,903.87

Total expenditures 563,903.87

Payroll expense:

Gross Wages	8/23/2025	99,406.78	
Payroll tax and IMRF	8/23/2025	8,424.25	107,831.03

Total General Fund Expenditures 671,734.90

Pooled checking account balance after expenditures \$ 8,038,124.19

Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$	3,619.09
Motor Fuel Money Market		10,392.01
Illinois Funds Balance		1,937,640.04
Total Motor Fuel cash and equivalents		1,951,651.14

Expenditures:

Vendor	Date	Invoice	Description	Amount
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Total Motor Fuel Fund Expenditures -

Motor Fuel cash and equivalent balance after expenditures 1,951,651.14

Total expenditures for all funds: 671,734.90

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
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	179P-NC7H-6X	MOP HEAD, BUCKET W/RINGER & MO	01-030-5990 Departmental Operating S	08/14/2025	84.95	.00		
311	AMAZON CAPITAL SERVICES	19KJ-3VKY-XM	Gonzalez - New Hire Necessities	01-040-5990 Departmental Operating S	08/25/2025	53.71	.00		
311	AMAZON CAPITAL SERVICES	1FKM-KM1R-H	URETHANE RETROFIT ADA WARNING	01-030-6060 Road Repair Bulk Material	08/21/2025	136.42	.00		
311	AMAZON CAPITAL SERVICES	1FLP-CT1J-76	FLYSWATTERS - PW	01-030-6040 Operating Supplies	08/18/2025	5.19	.00		
311	AMAZON CAPITAL SERVICES	1FLP-CT1J-76	BREAKAWAY CABLE - PJ TRAILER	01-050-5120 Maintenance & Repairs - E	08/18/2025	10.82	.00		
311	AMAZON CAPITAL SERVICES	1FLP-CT1J-76	TOILET PAPER & STAINLESS STEEL C	01-050-5121 Maintenance & Repairs - B	08/18/2025	105.57	.00		
311	AMAZON CAPITAL SERVICES	1HQY-Y4TC-6	PAPER TOWELS - VH	01-010-5121 Maintenance & Repairs - B	07/28/2025	67.95	.00		
311	AMAZON CAPITAL SERVICES	1HQY-Y4TC-6	MICROFIBER & 3/8" NAP PAINT ROLLE	01-030-5121 Maintenance & Repairs - B	07/28/2025	32.13	.00		
311	AMAZON CAPITAL SERVICES	1HQY-Y4TC-6	PAPER TOWELS - PW	01-030-6040 Operating Supplies	07/28/2025	67.95	.00		
311	AMAZON CAPITAL SERVICES	1HQY-Y4TC-6	MICROFIBER & 3/8" NAP PAINT ROLLE	01-050-5121 Maintenance & Repairs - B	07/28/2025	32.15	.00		
311	AMAZON CAPITAL SERVICES	1JWG-JJ9N411	DOCKING STATION	01-010-5951 Information Technology - H	08/22/2025	169.99	.00		
311	AMAZON CAPITAL SERVICES	1NQT-P6M7-3	2 DOCKING STATOINS	01-010-5951 Information Technology - H	08/14/2025	359.98	.00		
311	AMAZON CAPITAL SERVICES	1P4L-3G9H-9R	PACKING TAPE, DISPENSER & FEBRE	01-030-6040 Operating Supplies	08/04/2025	56.68	.00		
311	AMAZON CAPITAL SERVICES	1QCR-DLJN-3	SanDisk USB / Hard Case PD	01-040-6051 Equipment Purch - Non Ca	08/22/2025	112.89	.00		
311	AMAZON CAPITAL SERVICES	1QM6-NMX7-D	Altamirano - Boots	01-040-4612 Uniforms	08/26/2025	184.03	.00		
311	AMAZON CAPITAL SERVICES	1QM6-NMX7-D	Sticker Labels / small trash bags PD	01-040-6020 Office Supplies	08/26/2025	36.78	.00		
311	AMAZON CAPITAL SERVICES	1THC-C7FG-3	OFFICE SUPPLIES	01-010-6020 Office Supplies	08/14/2025	122.18	.00		
311	AMAZON CAPITAL SERVICES	1XJ4-TDTC-YX	Smith - New Hire Necessities	01-040-5990 Departmental Operating S	08/25/2025	68.22	.00		
Total AMAZON CAPITAL SERVICES:						1,707.59	.00		
COMMONWEALTH EDISON									
1411	COMMONWEALTH EDISON	081125 1222	7/11/25-8/11/25 LITE R25 BIKE PATH LI	01-030-5411 Electricity - Street Lights	08/11/2025	41.48	.00		
1411	COMMONWEALTH EDISON	081225 3000	7/9/25-8/7/25 6545 WINDFLOWER LN	01-050-6010 Building Utilities (Gas & El	08/12/2025	174.13	.00		
1411	COMMONWEALTH EDISON	081425 32000	7/11/25-8/11/25 5785 BROAD - LELAND	01-050-6010 Building Utilities (Gas & El	08/14/2025	232.14	.00		
1411	COMMONWEALTH EDISON	081425 42000	7/11/25-8/11/25 5802 HARRISON - LELA	01-050-6010 Building Utilities (Gas & El	08/14/2025	37.09	.00		
1411	COMMONWEALTH EDISON	081525 2000	7/11/25-8/11/25 RIVER ST LITE R25	01-030-5411 Electricity - Street Lights	08/15/2025	6.90	.00		
1411	COMMONWEALTH EDISON	081925 1222	7/11/25-8/11/25 N 2ND ST SIGN	01-030-5411 Electricity - Street Lights	08/19/2025	69.99	.00		
Total COMMONWEALTH EDISON:						561.73	.00		
DARREN STARNES									
1165	DARREN STARNES	082125 DS	BOOT ALLOWANCE - DARREN STARN	01-030-4610 Uniforms	08/21/2025	148.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total DARREN STARNES:						148.00	.00		
DEARBORN LIFE INSURANCE COMPANY									
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - ADMIN	01-010-4330 Disability Insurance	09/01/2025	146.22	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - ADMIN ADJ	01-010-4330 Disability Insurance	09/01/2025	36.97	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - HR	01-017-4330 Disability Insurance	09/01/2025	50.58	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - PW	01-030-4330 Disability Insurance	09/01/2025	343.32	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - PD	01-040-4330 Disability Insurance	09/01/2025	955.52	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - PD ADJ	01-040-4330 Disability Insurance	09/01/2025	6.00	.00		
1721	DEARBORN LIFE INSURANCE C	090125	DISABILITY INS - PK	01-050-4330 Disability Insurance	09/01/2025	42.64	.00		
Total DEARBORN LIFE INSURANCE COMPANY:						1,581.25	.00		
DELTA DENTAL OF ILLINOIS-RISK									
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	DENTAL - ADMIN	01-010-4310 Health Insurance	09/01/2025	66.96	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	VISION INS - ADMIN	01-010-4310 Health Insurance	09/01/2025	11.32	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	DENTAL - HR	01-017-4310 Health Insurance	09/01/2025	69.27	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	VISION INS - HR	01-017-4310 Health Insurance	09/01/2025	11.04	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	DENTAL - PW	01-030-4310 Health Insurance	09/01/2025	391.89	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	VISION INS - PW	01-030-4310 Health Insurance	09/01/2025	61.55	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	DENTAL - PD	01-040-4310 Health Insurance	09/01/2025	1,664.07	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	VISION INS - PD	01-040-4310 Health Insurance	09/01/2025	232.28	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	DENTAL - PK	01-050-4310 Health Insurance	09/01/2025	121.74	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1954925	VISION INS - PK	01-050-4310 Health Insurance	09/01/2025	16.55	.00		
Total DELTA DENTAL OF ILLINOIS-RISK:						2,646.67	.00		
FRITZEL'S LANDSCAPING, INC									
2405	FRITZEL'S LANDSCAPING, INC	25-288	REMOVAL OF EXISTING RETAINING W	01-010-5121 Maintenance & Repairs - B	08/25/2025	7,280.00	.00		
2405	FRITZEL'S LANDSCAPING, INC	25-289	INSTALL NEW RETAINING WALL & TU	01-010-5121 Maintenance & Repairs - B	08/25/2025	24,965.00	.00		
Total FRITZEL'S LANDSCAPING, INC:						32,245.00	.00		
FRSA-PAYMENTS									
5881	FRSA-PAYMENTS	082025 11PS	7/2/25-8/5/25 5783 BROAD ST	01-050-6010 Building Utilities (Gas & El	08/20/2025	2.53	.00		
Total FRSA-PAYMENTS:						2.53	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
ILL LAW ENFORCEMENT ALARM SYSTEM									
2951	ILL LAW ENFORCEMENT ALAR	DUES13970	annual membership dues pd	01-040-5870 Memberships & Dues - Or	07/01/2025	120.00	.00		
Total ILL LAW ENFORCEMENT ALARM SYSTEM:						120.00	.00		
IPBC - HEALTH BENEFITS									
3231	IPBC - HEALTH BENEFITS	090125	VOL LIFE	01-000-2211 Life Insurance-Additional V	09/01/2025	387.30	.00		
3231	IPBC - HEALTH BENEFITS	090125	DEP LIFE	01-000-2212 Life Insurance-Dependent	09/01/2025	54.19	.00		
3231	IPBC - HEALTH BENEFITS	090125	VOL INDEMNITY INS	01-000-2215 Indemnity - Vol	09/01/2025	64.18	.00		
3231	IPBC - HEALTH BENEFITS	090125	HEALTH INS - ADMIN	01-010-4310 Health Insurance	09/01/2025	1,447.78	.00		
3231	IPBC - HEALTH BENEFITS	090125	LIFE INS - ADMIN	01-010-4320 Life Insurance	09/01/2025	7.00	.00		
3231	IPBC - HEALTH BENEFITS	090125	ADMIN/BANK FEES	01-014-6059 Bank Fees	09/01/2025	15.07-	.00		
3231	IPBC - HEALTH BENEFITS	090125	HEALTH INS - HR	01-017-4310 Health Insurance	09/01/2025	1,477.28	.00		
3231	IPBC - HEALTH BENEFITS	090125	LIFE INS - HR	01-017-4310 Health Insurance	09/01/2025	3.50	.00		
3231	IPBC - HEALTH BENEFITS	090125	HEALTH INS - PW	01-030-4310 Health Insurance	09/01/2025	7,659.58	.00		
3231	IPBC - HEALTH BENEFITS	090125	LIFE INS - PW	01-030-4320 Life Insurance	09/01/2025	24.91	.00		
3231	IPBC - HEALTH BENEFITS	090125	HEALTH INS - PD	01-040-4310 Health Insurance	09/01/2025	29,082.64	.00		
3231	IPBC - HEALTH BENEFITS	090125	LIFE INS - PD	01-040-4320 Life Insurance	09/01/2025	63.00	.00		
3231	IPBC - HEALTH BENEFITS	090125	HEALTH INS - PK	01-050-4310 Health Insurance	09/01/2025	1,500.22	.00		
3231	IPBC - HEALTH BENEFITS	090125	LIFE INS - PK	01-050-4320 Life Insurance	09/01/2025	3.50	.00		
Total IPBC - HEALTH BENEFITS:						41,760.01	.00		
JACK'S TIRE SALES & SVC, INC.									
3251	JACK'S TIRE SALES & SVC, INC	1-352493	TIRE & MOUNT - JACOBSEN MOWER	01-050-5120 Maintenance & Repairs - E	08/21/2025	197.00	.00		
Total JACK'S TIRE SALES & SVC, INC.:						197.00	.00		
KYLE J. KUSHING DBA									
2561	KYLE J. KUSHING DBA	13463	PRE EMPLOYMENT EVALUATION - PD	01-041-4370 Medical Screening / Drug T	08/12/2025	450.00	.00		
Total KYLE J. KUSHING DBA:						450.00	.00		
LADD'S GOLF & TURF									
3794	LADD'S GOLF & TURF	01-74004	WHEEL & TIRE - JACOBSEN MOWER	01-050-5120 Maintenance & Repairs - E	08/26/2025	459.22	.00		
Total LADD'S GOLF & TURF:						459.22	.00		
LINCOLN RENT-ALL									
3961	LINCOLN RENT-ALL	540009	FILTER, FILTER COVER & BULB - PAR	01-050-5120 Maintenance & Repairs - E	08/18/2025	36.43	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total LINCOLN RENT-ALL:						36.43	.00		
Mark D. Olson, CPA, Ltd									
4291	Mark D. Olson, CPA, Ltd	1740	TREASURER SVCS	01-014-5233 Treasurer Services - Gener	08/29/2025	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1740	ROSCOE POLICE PENSION ACCOUNT	01-014-5234 Treasurer Services - Police	08/29/2025	525.00	.00		
Total Mark D. Olson, CPA, Ltd:						5,775.00	.00		
MENARD'S									
4411	MENARD'S	54552	SPOT CLEANER,CARPET CLEANER,B	01-030-5990 Departmental Operating S	08/12/2025	184.44	.00		
4411	MENARD'S	54637	2X6 16' AC2 TREATED WOOD - REPAI	01-030-5120 Maintenance & Repairs - E	08/13/2025	42.47	.00		
4411	MENARD'S	54637	2X6 16' AC2 TREATED WOOD - REPAI	01-030-5120 Maintenance & Repairs - E	08/13/2025	42.48	.00		
4411	MENARD'S	54702	BULLCRETE & SHOVEL - STREETS	01-030-6060 Road Repair Bulk Material	08/14/2025	100.34	.00		
4411	MENARD'S	54746	CLEANING SUPPLIES & GORILLA GLU	01-010-5121 Maintenance & Repairs - B	08/15/2025	30.98	.00		
4411	MENARD'S	54746	CLEANING SUPPLIES - PW	01-030-5990 Departmental Operating S	08/15/2025	16.98	.00		
4411	MENARD'S	54746	CLEANING SUPPLIES - PARKS	01-050-5121 Maintenance & Repairs - B	08/15/2025	26.57	.00		
4411	MENARD'S	54920	CORD KIT - VH ADA DOORS	01-010-5121 Maintenance & Repairs - B	08/18/2025	55.10	.00		
4411	MENARD'S	54928	SCREWDRIVER BIT SET - PW	01-030-5121 Maintenance & Repairs - B	08/18/2025	16.99	.00		
4411	MENARD'S	54928	SP FOAM WASP & HORNET SPRAY - P	01-030-5990 Departmental Operating S	08/18/2025	19.08	.00		
4411	MENARD'S	55001	PUTTY KNIVES & SPACKLE - VH	01-010-5121 Maintenance & Repairs - B	08/19/2025	6.96	.00		
4411	MENARD'S	55001	FLEX SEAL & CO ALARM BAT-LED DIS	01-040-5121 Maintenance & Repairs - B	08/19/2025	66.85	.00		
Total MENARD'S:						609.24	.00		
MINUTEMAN PRESS									
4612	MINUTEMAN PRESS	116662	DIE CUT DECALS - VILLAGE SIGNS	01-030-6200 Street Sign Installation & R	08/18/2025	253.00	.00		
Total MINUTEMAN PRESS:						253.00	.00		
NICOR GAS									
4931	NICOR GAS	080725 2000 9	7/8/25-8/6/25 6545 WINDFLOWER	01-050-6010 Building Utilities (Gas & El	08/07/2025	107.87	.00		
Total NICOR GAS:						107.87	.00		
PHYSICIANS IMMEDIATE CARE, LTD									
5411	PHYSICIANS IMMEDIATE CARE,	4471955	PRE EMP DRUG TESTING - VH	01-017-5990 Departmental Operating E	07/16/2025	79.00	.00		
5411	PHYSICIANS IMMEDIATE CARE,	4471955	IDOT DRUG TESTING - RANDOM	01-030-4370 Medical Screening / Drug T	07/16/2025	158.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total PHYSICIANS IMMEDIATE CARE, LTD:						237.00	.00		
PREMIER TECHNOLOGIES									
5502	PREMIER TECHNOLOGIES	57805	SET UP NEW LAPTOP FOR PERMITTI	01-010-5950 Information Technology - C	08/24/2025	411.99	.00		
5502	PREMIER TECHNOLOGIES	57805	SET UP NEW LAPTOP FOR HR	01-017-5950 Information Technology - C	08/24/2025	411.00	.00		
Total PREMIER TECHNOLOGIES:						822.99	.00		
Quest Diagnostics									
10066	Quest Diagnostics	8791479785	Gonzalez - New Hire Lab Testing	01-041-5991 Entry Level Testing	07/30/2025	160.14	.00		
Total Quest Diagnostics:						160.14	.00		
RAY O'HERRON CO., INC.									
5641	RAY O'HERRON CO., INC.	2428644	9mm Ammo PD	01-040-5990 Departmental Operating S	08/19/2025	381.00	.00		
Total RAY O'HERRON CO., INC.:						381.00	.00		
RINGCENTRAL INC									
5780	RINGCENTRAL INC	CD_001199096	RING CENTRAL MONTHLY SERVICE -	01-010-5320 Telephone & Data	08/24/2025	175.05	.00		
5780	RINGCENTRAL INC	CD_001199096	RING CENTRAL MONTHLY SERVICE -	01-030-5320 Telephone & Data	08/24/2025	175.05	.00		
5780	RINGCENTRAL INC	CD_001199096	RING CENTRAL MONTHLY SERVICE -	01-040-5320 Telephone & Data	08/24/2025	175.05	.00		
Total RINGCENTRAL INC:						525.15	.00		
ROCK ROAD COMPANIES									
5901	ROCK ROAD COMPANIES	26662	2025 RESIDENTIAL STREETS	90-010-6203 Capital Improvements - Str	08/26/2025	457,033.77	.00		
5901	ROCK ROAD COMPANIES	326235	2.09 TONS HOT MIX	01-030-6060 Road Repair Bulk Material	08/15/2025	156.75	.00		
Total ROCK ROAD COMPANIES:						457,190.52	.00		
SHERWIN-WILLIAMS CO									
6471	SHERWIN-WILLIAMS CO	1882-0	GAL FAWN BRINDLE - VH	01-010-5121 Maintenance & Repairs - B	08/21/2025	50.69	.00		
Total SHERWIN-WILLIAMS CO:						50.69	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	3390025273	UNIFORMS & MATS - PW	01-030-4610 Uniforms	08/18/2025	135.45	.00		
7460	UNIFIRST CORPORATION	3390025273	UNIFORMS - PARKS	01-050-4610 Uniforms	08/18/2025	17.56	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7460	UNIFIRST CORPORATION	3390025274	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	08/18/2025	38.22	.00		
7460	UNIFIRST CORPORATION	339002564	MAT SERVICE - VH	01-010-5121 Maintenance & Repairs - B	08/25/2025	38.22	.00		
7460	UNIFIRST CORPORATION	3390025663	UNIFORMS & MATS - PW	01-030-4610 Uniforms	08/25/2025	164.17	.00		
7460	UNIFIRST CORPORATION	3390025663	UNIFORMS - PARKS	01-050-4610 Uniforms	08/25/2025	17.56	.00		
Total UNIFIRST CORPORATION:						411.18	.00		
VANDEWALLE & ASSOCIATES									
7483	VANDEWALLE & ASSOCIATES	202508053	Planning Services	01-016-5241 Planning Services - Zonin	08/13/2025	2,000.00	.00		
7483	VANDEWALLE & ASSOCIATES	202508054	T & M PLANNING	01-016-5241 Planning Services - Zonin	08/13/2025	9,207.00	.00		
7483	VANDEWALLE & ASSOCIATES	202508055	DRAFT #3 OVERLAY TEXT	01-016-5245 Planning Services - Specia	08/13/2025	35.00	.00		
7483	VANDEWALLE & ASSOCIATES	202508055	FIRST ZBA MEETING TO REVIEW DRA	01-016-5245 Planning Services - Specia	08/13/2025	115.00	.00		
7483	VANDEWALLE & ASSOCIATES	202508055	PUBLIC OPEN HOUSE T&E	01-016-5245 Planning Services - Specia	08/13/2025	3,397.43	.00		
Total VANDEWALLE & ASSOCIATES:						14,754.43	.00		
VERIZON WIRELESS									
7491	VERIZON WIRELESS	60120726872	HOT SPOTS PD	01-040-5320 Telephone & Data	08/10/2025	396.17	.00		
Total VERIZON WIRELESS:						396.17	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	6804-R	RAPID SUPER CHAIN - PW	01-030-5990 Departmental Operating S	08/15/2025	34.99	.00		
102	ZIEGLER'S ACE HARDWARE	6805-R	CREDIT - RETURN RAPID SUPER CHA	01-030-5990 Departmental Operating S	08/15/2025	34.99-	.00		
102	ZIEGLER'S ACE HARDWARE	6806-R	PS3 PICCO SUPER CHAIN - PW	01-030-5990 Departmental Operating S	08/15/2025	26.99	.00		
102	ZIEGLER'S ACE HARDWARE	6814-R	FASTENERS - PJ TRAILERS	01-030-5120 Maintenance & Repairs - E	08/15/2025	10.32	.00		
102	ZIEGLER'S ACE HARDWARE	6821-R	MASTER BLANKS - RIVERSIDE LOCK	01-050-5121 Maintenance & Repairs - B	08/18/2025	11.97	.00		
102	ZIEGLER'S ACE HARDWARE	6822-R	CONN TAP SPLICE & FUSE KIT - VH	01-010-5121 Maintenance & Repairs - B	08/18/2025	10.18	.00		
102	ZIEGLER'S ACE HARDWARE	6822-R	STRIPPER/CRIMPER TOOL	01-030-5990 Departmental Operating S	08/18/2025	8.99	.00		
102	ZIEGLER'S ACE HARDWARE	6826-R	AIR FILTER STOCK - VH	01-010-5121 Maintenance & Repairs - B	08/19/2025	216.46	.00		
102	ZIEGLER'S ACE HARDWARE	6826-R	AIR FILTER STOCK - PD	01-040-5121 Maintenance & Repairs - B	08/19/2025	25.16	.00		
102	ZIEGLER'S ACE HARDWARE	6826-R	AIR FILTER - PORTER PARK	01-050-5121 Maintenance & Repairs - B	08/19/2025	3.99	.00		
Total ZIEGLER'S ACE HARDWARE:						314.06	.00		
Grand Totals:						563,903.87	.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
RESOLUTION NO. 2025-R35**

**A RESOLUTION APPROVING THE PROVIDING OF FUNDS FOR PAINTING THE
NORTH EXTERIOR WALL OF THE ROSCOE MASONIC LODGE #75
AT 10534 MAIN STREET (MASONIC LODGE)**

WHEREAS, in 2022 the Village of Roscoe (the “Village”) provided funding to the Rockford Area Convention and Visitors Bureau for the installation of a mural on the north exterior wall of the property located at 10534 Main Street (Roscoe Masonic Lodge #75); and

WHEREAS, the Village has received feedback from the property owner and members of the public regarding the mural and a desire to undertake repainting of the wall; and

WHEREAS, the property owner has indicated an intention to contract for the repainting of the wall (the “Project”); and

WHEREAS, the Village has determined that it is appropriate to support the Project by contributing toward the associated costs; and

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

- 1) The foregoing recitals are incorporated herein by reference.
- 2) The Corporate Authorities hereby approve the allocation of funds in the amount of \$3,600.00 to be applied toward labor and materials for the Project, as described in the attached quote.
- 3) The Village Clerk shall attest this Resolution following execution by the Village President.

2025-R35

1st Read:

PASSED BY ROLL CALL VOTE ON:

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

APPROVED August 06, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Date: August 19, 2025

To: Village of Roscoe Board of Trustees
Trustee William Babcock
Trustee John Broda
Trustee Dayne Mead
Trustee Justin Plock
Trustee Michael Sima
Trustee Michael Wright

Re: Veto of Resolution 2025-R35
(Removal of Mural – 10534 Main Street)

Trustees:

I return to you Resolution 2025- R35, and for the reasons and objections set forth herein, veto it in its entirety.

Public art serves many purposes. The mural at 10534 Main Street transformed a drab gray wall on an older building into an engaging and attractive space appreciated by many residents and visitors.

The expansive aerial depiction of the Rock River Basin educates viewers by providing a sense of space and place—Roscoe’s identity and development along the Rock River.

Most importantly, this public art has served as a catalyst for the economic revival of our downtown district, encouraging people to gather, explore, and connect with the community. This work draws visitors, sparks conversation, and contributes to a sense of vitality along Main Street.

The Board’s decision to fund the removal of this public art from private property is, in my judgment, a misuse of public resources. This action diminishes the value of the artist’s work, disregards the opinions of many residents who supported the project, and does not serve the broader public interest. Public funds should be directed toward initiatives that promote the common good, strengthen community identity, and support economic growth. This misuse of public funds only serves to invite ridicule, disbelief, and loss of public trust.

For these reasons, I hereby veto Resolution No. 2025-R35 in its entirety.



Carol A. Gustafson,
Village President

Carol Gustafson

From: Roscoe, IL <noreply@civicplus.com>
Sent: Wednesday, August 6, 2025 12:58 PM
To: Carol Gustafson
Subject: Painting over mural


Name: Ken Ramsay
Email: 

Message: I read in the Rockton Roscoe News that the Village is voting on painting over the mural on the Masonic Building. Not a fan of the mural, nor do I find the mural objectionable. I am not a fan of paying to paint buildings when the current paint is still in good shape. I don't know if even 10% of the Roscoe population is aware of the plans to paint over the mural. I'm guessing the Village will find if there are admirers of the mural once the repainting commences. Will the Village create a "mountain" by covering art out of the "molehill" of those that don't like the art? The article did not indicate a large percentage of the population asking for the mural removal. I think Village tax dollars can be better spent than painting again a recently painted wall. 

Carol Gustafson

From: Roscoe, IL <noreply@civicplus.com>
Sent: Tuesday, August 12, 2025 11:41 AM
To: Carol Gustafson
Subject: Main Street Mural

Name: Jessie Crow Mermel
Email: [REDACTED]

Message: Dear Carol, I saw on the news that the Village of Roscoe voted to paint over the beautiful mural of the confluence of the Pecatonica River and the Rock River on Main Street. It's been so lovely having that mural in Roscoe. I was so proud that we finally got a mural in Roscoe and one that highlighted the natural beauty of our area. It's only been up for a few years and is in great condition. I am flabbergasted by the decision to paint over it. If a new community mural is desired, then let's put another one up. Why ruin a piece of public art?! I hope the board will reconsider this decision, as I am sure it doesn't reflect the opinions of the community. Thank you for your time.

Mural

From Paula Mikos <jjmpjm@hotmail.com>

Date Fri 8/29/2025 1:21 PM

To Village Clerk <clerk@roscoeil.gov>

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Saw on the news the other night that Carol blocked the painting over of that mural on the side of the lodge building in downtown Roscoe. One of the best decision ever made. Love that mural. Was upset when I heard they wanted to paint over it. It's got plenty of life, let's get our moneys worth out of it by enjoying it. If they want a different mural, use the other side of the building, or find another building. Tell Carol kudos.(if they decide to paint over it, let those individuals pay for it: the cost of the original + the cost of the replacement. Taxpayers not interested in paying for others whim to replace a good painting/decoration just because others feel like it) Thanks for listening.
Sent from my iPad

Letter for Roscoe

It is rare when a community invites me to paint a mural in their town, that I am given much creative license. Most cities want some version of “live-work-play, welcome to our town!” Or, they want something they’d like to copy-cat they’ve seen in another City. But in this case, I was challenged to present a design authentic to a sense of place, but also authentic to my own artistic voice.

It is important to me in my career as a public artist that the murals that go up speak to the nuances of place. Who are we? What is *our* landscape like? What do we love that keeps us here? What do we see in what others dismiss as “flyover country”? What do we feel looking out of the airplane window as we return *home*? Since I was 18, I’ve made paintings that seek to describe the peculiar relationship we have in the Midwest to our landscape. This mural features an aerial view of the Pecatonica River as it flows towards the Rock River. I was taken with the interactions of our midwestern agricultural grid with the wildness of the river. I hoped in a literal but also metaphoric way the mural could uniquely capture the landscape, character, and history of your area – agriculture and industry, sewn together by your streams and rivers.

This mural was one of the first major commissions that invited me to make a painterly, gestural, and atmospheric image at this scale, bringing my studio work fully into the public realm. The challenge was exciting, because this type of mural is somewhat rare – it is not a schematic or a paint by number thrown up there with rollers. It’s very material, hand painted entirely with 2” and 3” brushes, full of texture, moments to discover, and the joy of impressionistic painting wherein an image clear from afar dissolves up close into a concert of abstract marks.

Because of the positive response to the mural and how it has been shared, many other communities liked what they saw, and invited me to make similar feeling murals in their towns. Murals that feel like *paintings* not graphics, ask more questions than they answer, and do not overwhelm the day to day life with something trendy or garish. Without being in-your-face, its atmospheric and abstract qualities invite contemplation and interpretation. It has become a pivotal mural in my career as a public artist.

Murals don’t last forever. The most beloved are maintained and restored, others fade away – but it would be a shame for this mural to leave after such a short tenure. The wonderful thing about murals is that all they require is a wall and some will – and I know Roscoe is not a community short on either. There’s room in Roscoe for many voices, and audience for each.

Thomas Agran

9/2/2025

Subject: Please Preserve Roscoe's Mural
Date: Tuesday, September 2, 2025 at 12:35:23 PM Central Daylight Time
From: John Groh

Dear Trustees (*via BCC*),

I am writing on behalf of the Rockford Area Convention & Visitors Bureau (RACVB) to respectfully urge you not to vote to paint over Roscoe's mural by Thomas Agran.

The mural by Thomas Agran depicts an aerial view of the Pecatonica River flowing through Roscoe's agricultural landscape, blending the ordered grid of farmland with the wildness of the river. Its impressionistic style invites both contemplation and discovery, offering a visual story of place that is uniquely Roscoe.

RACVB has partnered with communities across the region to bring more than 50 large-scale public murals to life. These projects are designed not just as art, but as community assets—expressing local identity and character, attracting visitors, and strengthening economic vitality. The Roscoe mural was envisioned as the *first of many* in the village, and we would welcome the opportunity to continue this effort together.

Public art like this is an investment that pays ongoing dividends. They can share Roscoe's story, foster pride, and attract interest from both residents and visitors. Once it is painted over, that opportunity is lost - forever.

We hope this mural can serve as a foundation for more creative projects in Roscoe. But we do not want to see your *only mural* removed before that momentum can even begin.

Thank you for considering the cultural and economic value of preserving Roscoe's mural.

Sincerely,
John

John Groh, CDME | President/CEO | RACVB
102 North Main Street | Rockford, Illinois 61101
jgroh@gorockford.com | 815.489.1656 | GoRockford.com



VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 7.

Agenda Item: Discussion and Recommendation of Declaring Certain Equipment and Personal Property as Surplus, and Authorizing Its Sale or Disposition [Obsolete Computers & Electronic Equipment]

Date: August 14, 2025

Meeting: Committee of the Whole - 08/19/2025

Prepared by: Emma Clausen / Josef Kurlinkus

Department: Administration

Overview/Background Information

The process for declaring and disposing of surplus property is governed by Section 11-76-4 of the Illinois Municipal Code (65 ILCS 5/11-76-4). This statute authorizes the Village to sell personal property which is no longer necessary or useful to the Village, or where the best interests of the Village would be served by its sale or other disposition.

Under this provision, the President and Board of Trustees must make a formal determination that the personal property listed in the resolution is no longer necessary or useful to the Village, and that the best interests of the Village will be served by its sale or disposal. Once declared surplus, the Village may dispose of such property in a manner it deems appropriate, with or without advertising, including but not limited to:

- Sale by sealed bid
- Trade-in toward the purchase of new equipment
- Direct sale to an interested purchaser
- Recycling or disposal through an authorized vendor

Key Issues

The equipment identified for surplus in the attached resolution consists primarily of obsolete computers and electronic equipment from various Village departments. These items are no longer in working order, have exceeded their useful life, or have been replaced by newer technology. Due to their age and condition, many items have little to no market value and will be disposed of or recycled in accordance with applicable environmental and data security requirements.

Action Required/Recommendation

Staff recommends that the Board approve the attached resolution declaring the identified equipment as surplus property and authorizing its sale or disposition in accordance with 65 ILCS 5/11-76-4. This action will allow the Village to appropriately manage and dispose of unneeded assets, free up storage space, and ensure proper handling of obsolete equipment.

Attachments

Surplus Equipment List

Surplus Equipment

POLICE DEPT		VILLAGE OF ROSCOE		PUBLIC WORKS	
Desktops		Desktops		Desktops	
HP EliteDesk	5	LG	1	HP ProDesk 400 G3 MT Business PC Tower	1
HP Vision	1	ACER	1	HP Compaq Pro 6305 Micro Tower	1
Dell Optiplex 9020	3			Gateway E2300 Tower	1
Dell Optiplex 7010	2				
HP Compaq	2				
Computer Monitors		Phones		Computer Monitors	
Various models – Qty 8	8	Nicomm DT543	21	Old monitors	10
LG Computer Monitor – Qty 1	1	Panasonic DT543	1		
		Panasonic TVA50	1		
		Panasonic WT125	1		
Laptops & Tablets				Laptops & Tablets	
Dell – Qty 1	1	Panasonic NCP1000	1	Acer Chromebook R11	5
Acer Chromebook R11 – Qty 1	1	KX-T0155	1	HP 630 Laptop	3
Toughbook CF30 – Qty 4	4	NT-546	1	iPad	1
Toughbook FZ55 – Qty 1	1				
Everex – Qty 1	1				
Toughbook CF54 – Qty 2	2	Printers & Scanners		Printers & Scanners	
Toughbook CF31 – Qty 2	2	HP Officejet Pro 8710 All In One	1	HP Officejet Pro 902 Printer	2
Lenovo – Qty 1	1			HP LaserJet Pro 400 MFP Printer	3
iPad – Qty 2	2			HP LaserJet Pro M402DW Printer	1
Dell Latitude E5540 – Qty 1	1			Canon Image Formula DR-C125 Scanner	1
				Canon Image Formula DR-C225 Scanner	1
Server Items		Desks			
Dell PowerEdge T320	1	Janel's old desk	1	Networking & Communication Equipment	
Dell PowerEdge T420	1			Old Routers	4
Synology empty tower	1			WatchGuard Box	1
isosafe 218	1			Cisco Magnetic Board	1
isosafe 1515	1			12V Power Supply for Cameras	1
Extreme Summit X250e-24t	1				
Television				Television	
Toshiba 40"	1			Sanyo 48"	1
Loose Components		Loose Components		Loose Components	
Loose Computer Hard Drives / Motherboards	29			Old Keyboards	12
Loose Hard Drive	1			Old Mice – assorted quantity	
Computer Keyboards	12			Old Hard Drives	20
				Bunch of Old Cable Wire – assorted quantity	
Miscellaneous		Miscellaneous		Miscellaneous	
Large Box – Miscellaneous cords, computer items, docking stations, etc		Side Kick	1	Desk Speakers	3
		Switching Power Adapter	15	Speaker Amps	2
		Switching Adapter	8	Table Microphones	12
		AC Power Cord	16		
TOTAL	87	TOTAL	71	TOTAL	87

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R40**

**A RESOLUTION OF THE VILLAGE OF ROSCOE DECLARING SURPLUS CERTAIN
PERSONAL PROPERTY AND AUTHORIZING ITS SALE AND DISPOSITION
(INFORMATION TECHNOLOGY – SEPTEMBER 2025)**

WHEREAS, the Village Administrator and representatives of the Village’s departments have presented information to the President and Board of Trustees indicating that certain equipment and/or vehicles are no longer of functional use and should be declared surplus; and

WHEREAS, 65 ILCS 5/11-76-4, authorizes the Village to sell personal property which is no longer necessary or useful to, or for the best interests of, the Village; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe have determined that it is no longer necessary, or useful to, or in the best interests of the Village to retain the items of personal property identified in Exhibit “A”, attached hereto and incorporated herein (collectively referred to herein as the “Property”); and

WHEREAS, the Village has determined that it is in the best interests of the Village to sell the Property in such manners as the Village may designate, with or without advertising, including, but not limited to, sale by sealed bid, trade-in, directly to an interested purchaser, or to otherwise dispose of the Property.

NOW THEREFORE, be it resolved by the President and Board of Trustees of the Village of Roscoe, Illinois, as follows:

SECTION 1: The foregoing recitals are incorporated herein by reference.

SECTION 2: Pursuant to 65 ILCS 5/11-76-4, the Village President and Board of Trustees of the Village of Roscoe find that the Personal Property set forth below is no longer necessary or useful to the Village, and the best interest of the Village will be served by the sale of the Property in such manners as the Village may designate, with or without advertising, including, but not limited to sale by sealed bid, trade-in, directly to an interested purchaser or to otherwise dispose of the Property. Further the Village President is hereby authorized to execute any documents necessary to effectuate the sale contemplated herein and the Village Clerk to attest the same.

SECTION 3: The following items of personal property including equipment, and/or vehicles, are hereby declared surplus by the Village of Roscoe:

See Exhibit “A”

SECTION 4: That the Village President and Village Administrator are hereby authorized to dispose of the above referenced surplus equipment through such methods as may be provided for under the laws of the State of Illinois or ordinances of the Village of Roscoe, and in such manner as to carry out the intent of this resolution.

2025-R40				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

**EXHIBIT “A”
(Ordinance 2025-R40)**

INFORMATION TECHNOLOGY SURPLUS ITEMS

**VILLAGE OF ROSCOE
ORDINANCE NO. 2025-15**

A RESOLUTION APPROVING A VARIANCE FOR REDUCTION IN REQUIRED PERIMETER LANDSCAPING STRIP AND REAR YARD SETBACK AT 13548 METRIC ROAD, ROSCOE, ILLINOIS (ZONING: CH-HIGHWAY COMMERCIAL THOROUGHFARE DISTRICT)

WHEREAS, a petition for a variance from Sections 15-658 and 15-616(a)(2) of the Village of Roscoe Zoning Ordinance has been submitted by the owner of the property commonly known as 13548 Metric Road (PIN: 04-16-351-008), which is zoned CH - Highway Commercial Thoroughfare District; and

WHEREAS, Section 15-658 of the Village of Roscoe Zoning Code requires a minimum 7-foot-wide perimeter landscaping strip along the edge of parking areas, and Section 15-616(a)(2) requires a minimum 3-foot side and rear yard setback where landscaping is not provided; and

WHEREAS, the applicant seeks a variance from the above sections to accommodate a future parking lot expansion and to retain access and circulation to existing garage doors on the north side of the building; and

WHEREAS, the Zoning Board of Appeals (ZBA), having held a duly noticed public hearing on August 13, 2025, reviewed the evidence and testimony presented, made the required findings of fact, and voted to recommend approval of the requested variance to the Village Board of Trustees; and

WHEREAS, the Corporate Authorities of the Village of Roscoe have determined that the requested variance is consistent with the Village's Zoning Ordinance and Comprehensive Plan, and is necessary to alleviate a unique physical hardship on the subject property; and

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

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

SECTION 1. Recitals: The foregoing recitals are incorporated herein by reference.

SECTION 2. Approval of Variance:

The variance requested by the applicant in Application No. ZBA 2025-015 is hereby approved, granting relief from the following provisions of the Village of Roscoe Zoning Ordinance for the property located at 13548 Metric Road:

- A. Section 15-658: Waiving the requirement to provide a 7-foot-wide perimeter landscape strip along the northern edge of the parking area.
- B. Section 15-616(a)(2): Waiving the required 3-foot side yard setback where landscaping is not provided, along the north property line.

SECTION 3. Conditions of Variance: The variance shall be subject to the following conditions:

- A. The variance applies only to the north property line and only in conjunction with the proposed parking lot expansion shown in the forthcoming Design Review application.
- B. The applicant shall submit a Design Review application for the proposed improvements, subject to review and approval by the Zoning Board of Appeals.
- C. All construction shall comply with all other applicable codes and ordinances of the Village of Roscoe.

SECTION 4. Severability: If any section, paragraph, clause, or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect the other provisions of this Ordinance.

SECTION 5. Effective Date: That this Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

[SIGNATURE PAGE TO FOLLOW]

2025-15

1st Read:**PASSED BY ROLL CALL VOTE ON:**

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

APPROVED SEPTEMBER 2, 2025:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

Zoning Board of Appeals Meeting of August 13, 2025

Application No. ZBA 2025-015

Applicant: Austin Bunge representing Mark's Auto Service

Location: 13548 Metric Road

Requested Action: Variances from Sections 15-658 and 15-616(a)(2) of the zoning ordinance

Existing Use: Automobile repair and services

Proposed Use: Automobile repair and services

Existing Zoning: Highway Commercial Thoroughfare District (CH)

Adjacent Zoning: North: LI Light Industrial (Roscoe Township)

East: CG General Commercial (Village of Roscoe) and LI Light Industrial (Roscoe Township)

South: IG General Industrial (Village of Roscoe)

West: Highway 251 ramp and right-of-way

Description:

Section 15-658 of the zoning ordinance requires perimeter landscaping 7 feet in width along the edge of parking areas. Section:15-616(a)(2) requires minimum side and rear yard setback of 3 feet where landscaping is not provided. The applicant requests a variance from these requirements along their north property line to accommodate a future parking lot expansion.

Staff Review:

A literal enforcement of the zoning ordinance would require the applicant to remove parking/paving along the north property line to a depth of seven feet and install landscaping. This zoning provision is intended to soften the appearance of commercial parking lots and increase the amount of pervious surface on developed lots. In this situation, meeting that requirement would reduce the size of the paved area on the north side of the building to about 20 feet in width. This would make it difficult or impossible for the business to use the existing garage door on the north side of the building. Further, it would prevent two-way traffic on that side of the building, as a width of at least 24 feet is needed for two-way traffic. The applicant maintains that retaining access to the existing garage door and providing for two-way traffic are integral to the business.

Background on Variance:

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

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

Recommending the variance should not merely serve as a convenience to the applicant but is necessary to alleviate some unusual or unique physical limitation of the property. Cost to the applicant of strict or literal compliance with a regulation shall not be the sole reason for recommending a variance.

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

If the variance is approved, the applicant will submit a Design Review application for the proposed parking lot expansion. Design Review applications are reviewed by the ZBA.

Required Findings by the Zoning Board of Appeals:

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

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

The Zoning Board of Appeals finds that, due to the proximity of the building to the lot line, enforcing the setback requirement would eliminate the use's ability to have two-way traffic on the north side of the building and would cause the existing garage doors on the north side of the building to be unusable; therefore, a unique hardship is present.

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

The Zoning Board of Appeals finds that the proposed variance is unique to the property, as other buildings within the same zoning district are not positioned in such a manner, do not provide two-way traffic between the building and the side lot line, or do not have garage doors close to the side lot line.

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

The Zoning Board of Appeals finds that the applicant is seeking to retain two-way traffic and access to the garage doors on the north side of the building, not an exclusive desire to increase the value or income potential of the property.

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

The Zoning Board of Appeals finds that retaining two-way traffic and access to the garage doors on the north side of the building will allow an existing condition to continue; it will not be detrimental to the public welfare or injurious to other property or improvements in the vicinity in which the property is located.

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

The Zoning Board of Appeals finds that retaining two-way traffic and access to the garage doors on the north side of the building will allow an existing condition to continue; it will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion of the public streets or increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the vicinity.

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



10631 MAIN STREET
PHONE: 815-623-2829 FAX: 815-623-1360

ZONING BOARD of APPEALS APPLICATION

GENERAL INFORMATION

Applicant

Name: Austin Bunge

Address: 700 West Locust Street, Belvidere, IL 61008

Phone: [REDACTED] Email [REDACTED]

Applicant's Interest in Subject Property: Consultant submitting on behalf of the owner.

Owner (if different from Applicant)

Name: Tad Butitta

Address: 13548 Metric Road, Roscoe, IL 61073

Phone: [REDACTED] Email [REDACTED]

SUBJECT PROPERTY

Address of Property: 13548 Metric Road, Roscoe, IL 61073

Current Zoning Classification of Property: CH

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

Other _____

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

N/A

Legal Description of Property (attach copy of deed) or legal.
Please find the deed is attached with the submittals.

Property Identification Number (PIN): 04-16-351-008
 Township: Roscoe

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

☐ Yes ☒ No Trust No. _____

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

Requested Action (check as many as are applicable)

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

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

Please find the explanation attached with the submittals.

Consultants

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

Village Officials or Employees

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

Repeat Application

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

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

Required Submittals

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

Certifications

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

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

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

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

Austin Bunge

Tad Butitta

Name of Applicant

Name of Owner

Signature of Applicant

Signature of Owner

5/13/25

6/19/25

Date

Date

FOR OFFICE USE ONLY

Fee _____

Date Filed _____

Legal Published _____

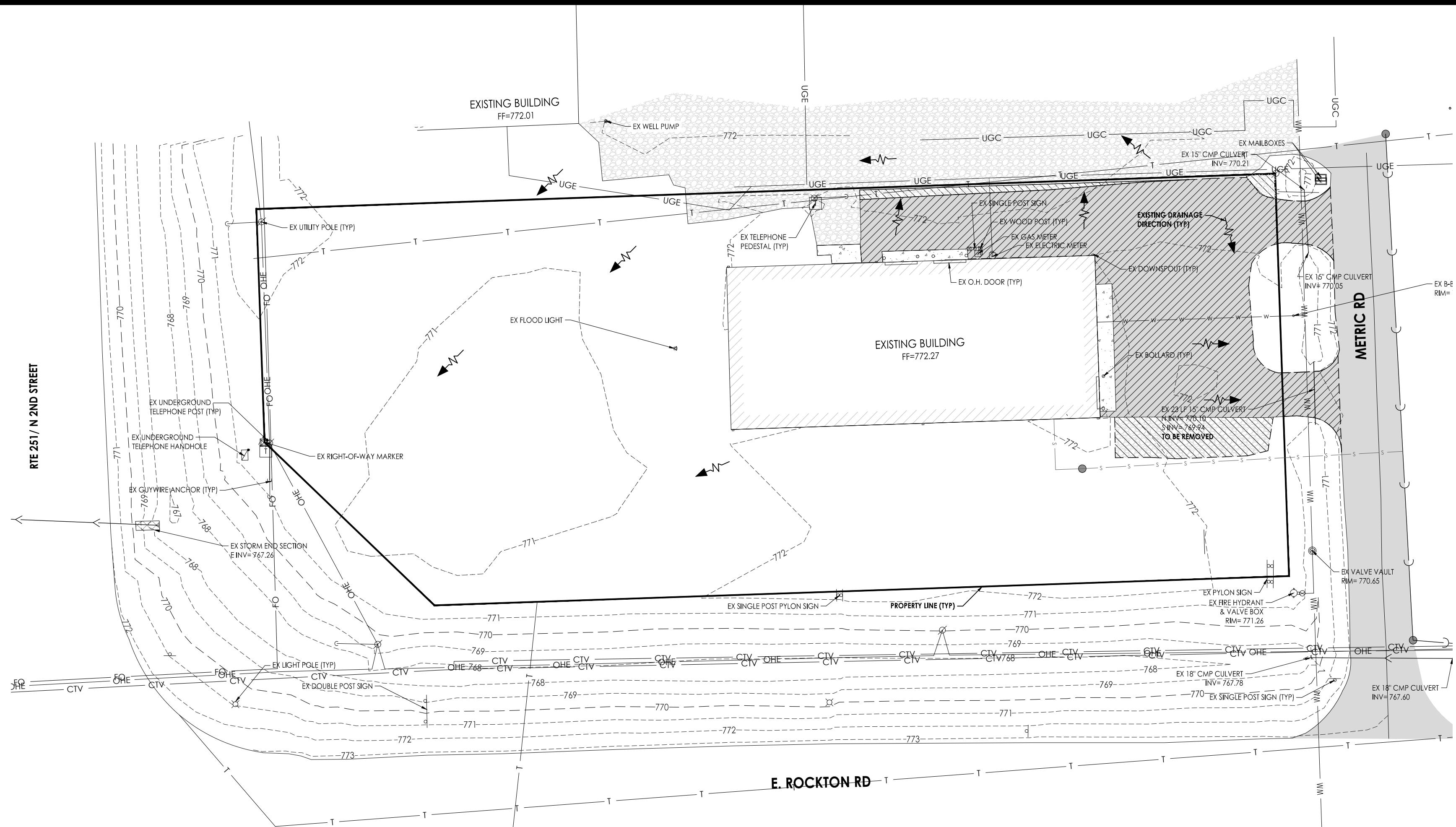
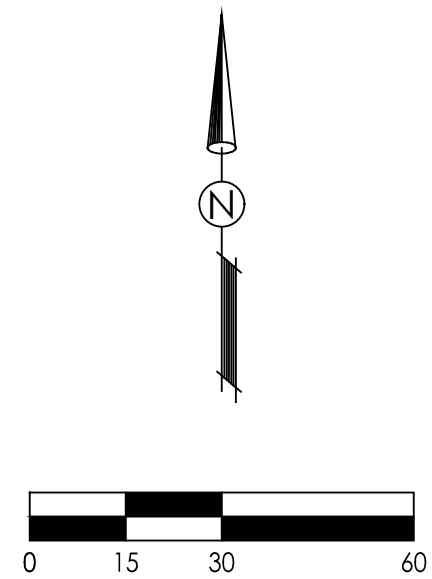
Receipt Number _____

Newspaper _____

Date Hearing Scheduled _____

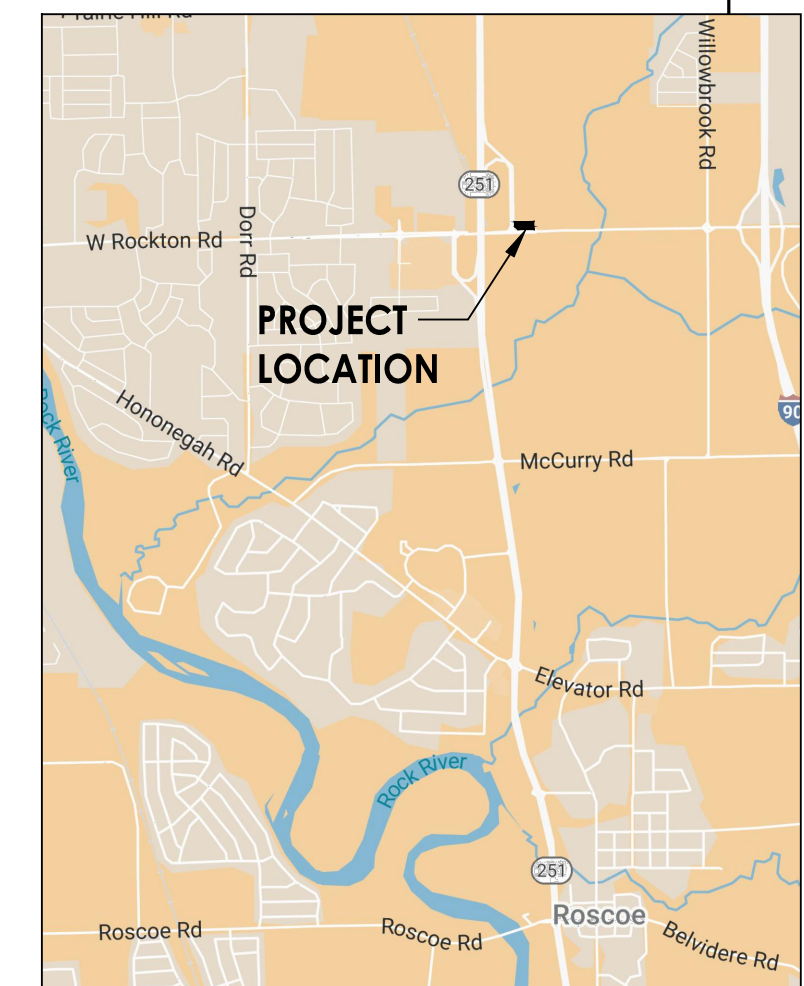
Date Legal Posted _____

Staff Signature / Date

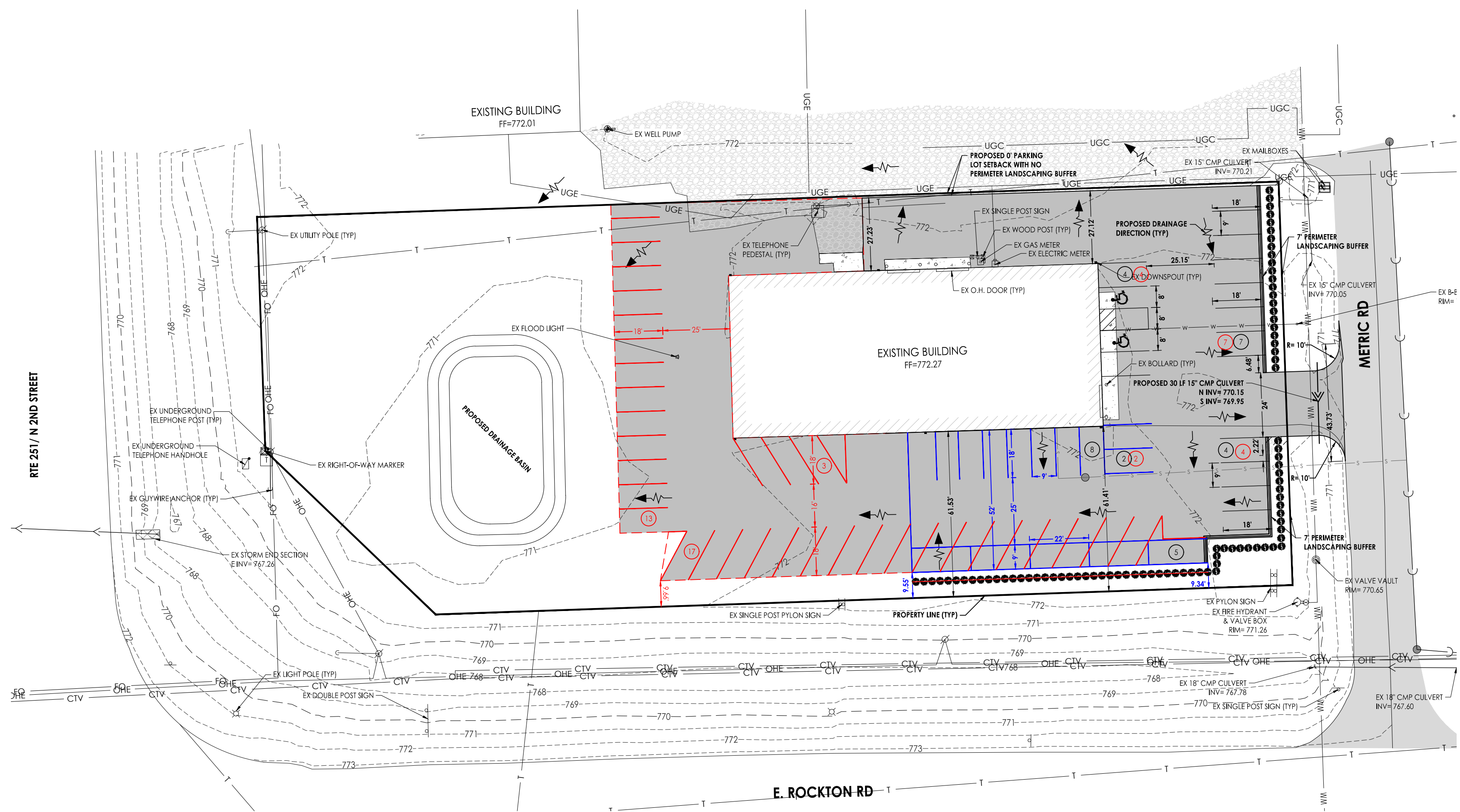


EXISTING CONDITIONS

TOTAL AREA - 55000 SQ FT
PERVIOUS AREA - 36882 SQ FT
IMPERVIOUS AREA - 18118 SQ FT



SITE MAP



**COMBINED PHASES
PROPOSED CONDITIONS**

TOTAL AREA - 55000 SQ FT
PERVIOUS AREA - 21400 SQ FT
IMPERVIOUS AREA - 33600 SQ FT

PHASE 1: 30 PROPOSED SPACES
PHASE 2: 50 PROPOSED SPACES

LEGEND	
	EXISTING HMA PAVEMENT
	EXISTING GRAVEL SURFACE
	EXISTING CONCRETE SURFACE
	REMOVE HMA PAVEMENT
	REMOVE CONCRETE
	REMOVE GRAVEL
	PROPOSED HMA PAVEMENT

- NOTES:**
- CONTRACTOR TO VERIFY EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES AT LOCATIONS OF CONFLICT. CONTRACTOR TO NOTIFY ENGINEER WITH ANY DISCREPANCIES.

Contours

Existing Minor Major

PDF Created On: 7/23/2025 2:19:14 PM

Date	Revision	By
Mark's Auto Service (13548 Metric Road) Pervious/Impervious - Combined Phases Plan		
CHECKED BY: XXX DATE: XX/XX/25	DRAWN BY: XXX DATE: XX/XX/25	Sheet 1 of 1
700 WEST LOCUST ST., BELVIDERE, ILLINOIS 61008 PHONE: (815) 547-8435, FAX: (815) 544-0421 ILLINOIS DESIGN FIRM NO. 184-001260		



Engineering Consultant/Address/Phone Number: C.E.S. Inc. | 700 West Locust St., Belvidere | (815)-547-8435

**Request for Variance from Parking Lot Setback & Perimeter Landscaping
Requirements at 13548 Metric Road, Roscoe**

We are submitting this request on behalf of our client, the owner of Mark's Auto Service, located at 13548 Metric Road, Roscoe, for a variance from the required 7-foot setback and perimeter landscaping requirements between the property line and the proposed parking lot expansion, as stipulated by the current zoning code. We are seeking this relief on the northern edge of the proposed parking lot.

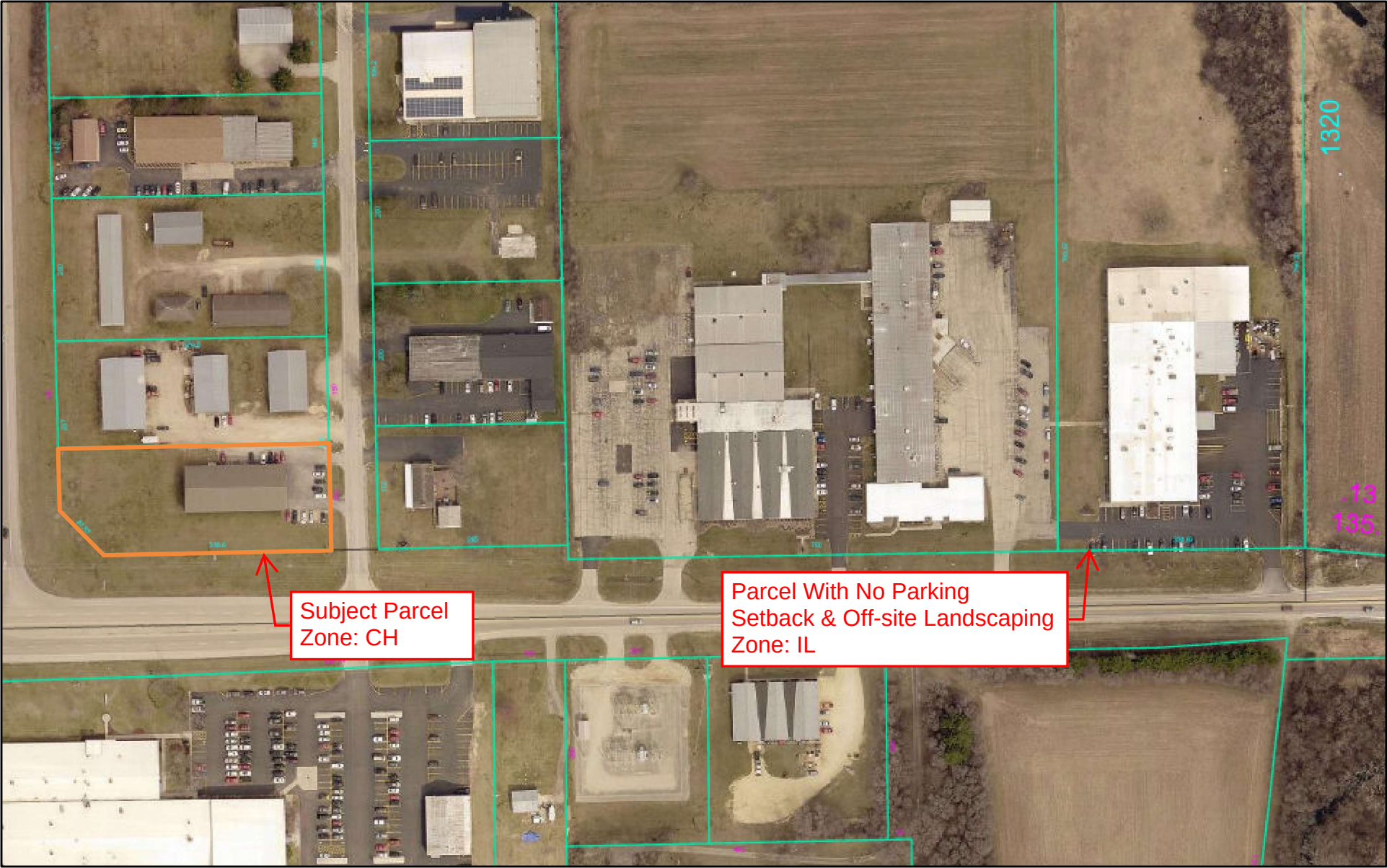
On the northern portion of the site, the client is seeking to pave a part of the parking lot that was already compacted aggregate, as well as a very small amount of grass covered area. The northern edge of the site currently functions as a shared gravel lot with the adjacent northern neighbor. Enforcing the 7-foot setback on this side would obstruct vehicle circulation around the building and render the garage doors on the north elevation unusable, further impairing business operations. It is requested that the 7-foot parking lot setback be reduced to a 0-foot setback as well as a waiver of the perimeter landscaping requirement on the northern portion of the subject parcel, as that matches the existing conditions of the site.

The auto service shop relies heavily on convenient, on-site vehicle access and storage. Without the ability to pave the parking lot as needed, the business will be forced to reduce its service capacity, turn away customers, or require off-site parking, all of which impose operational challenges and economic hardship on the business.

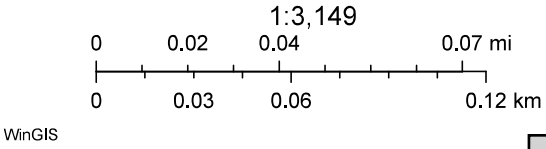
For these reasons, we respectfully request a variance to reduce the required setback and perimeter landscaping requirements to accommodate the proposed improvements as well as the existing features of the site. Granting this variance would alleviate an undue hardship on the business and allow it to continue serving its clients effectively, while maintaining compatibility with neighboring developments and preserving the intent of the zoning ordinance.

The client intends to complete the construction in two phases. **Phase 1** will involve paving the north side of the building, as well as paving the south side to approximately the midpoint of the building. **Phase 2** will consist of continuing the pavement around the building to form a 25-foot-wide alley on the West side of the building, as well as the installation of additional overhead garage doors.

Thank you for your consideration.



5/9/2025



From: Ortgiesen, Shawn L. <Shawn.Ortgiesen@illinois.gov>
Sent: Wednesday, May 7, 2025 3:32 PM
To: Kevin Bunge
Cc: Austin Bunge
Subject: RE: Expansion of Mark's Auto on Metric Road

Here's what I just received back...

IDOT does not have setbacks for this kind of thing. As such, there should be nothing to submit to IDOT for it.

Shawn Ortgiesen, P.E.
Local Roads and Streets Engineer – District 2
 Illinois Department of Transportation

From: Ortgiesen, Shawn L.
Sent: Wednesday, May 7, 2025 3:23 PM
To: Kevin Bunge <kevin.bunge@civilideas.com>
Cc: Austin Bunge <Austin.Bunge@civilideas.com>
Subject: RE: Expansion of Mark's Auto on Metric Road

Good afternoon,

I have sent this up to Land Acq to see if this is something they can assist with. Will let you know when I hear back. Thanks.

Shawn Ortgiesen, P.E.
Local Roads and Streets Engineer – District 2
 Illinois Department of Transportation

From: Kevin Bunge <kevin.bunge@civilideas.com>
Sent: Wednesday, May 7, 2025 1:13 PM
To: Ortgiesen, Shawn L. <Shawn.Ortgiesen@illinois.gov>
Cc: Austin Bunge <Austin.Bunge@civilideas.com>
Subject: [External] Expansion of Mark's Auto on Metric Road

Good Afternoon Shawn:

I am reaching out to inquire about a parking lot setback variance for a project located at 13548 Metric Road in Roscoe. We are preparing a variance request to the City to reduce the required 7 foot buffer between the parking lot and the property line, as required by the municipal zoning code.

The Village Engineer asked that we also ask IDOT for in order for the City to process or approve the variance request. The reasoning provided is that the project site is adjacent to IDOT right-of-way, and therefore may fall under IDOT's purview even though the variance

request relates strictly to a City code requirement and does not propose changes to access points or improvements within the right-of-way. We are aware that IDOT has various controls over properties adjacent to their ROW, but control over setbacks on private property would be a new one to me.

To ensure we are proceeding correctly, we would appreciate your clarification on whether IDOT review and approval is in fact required in this situation. If so, could you please advise us on:

- The scope of IDOT's involvement in the setback variance;
- Any documentation or application materials that must be submitted for review;
- Applicable timelines or approval steps we should anticipate.

We want to make sure we are aligned with all relevant jurisdictional requirements as we move forward.

As always, we greatly appreciate your time and assistance

Thank you,

Kevin Bunge, P.E. (and Austin Bunge, E.I.)
President



700 West Locust Street | Belvidere, IL 61008

Office: 815.547.8435 | Fax: 815.544.0421

E-mail: kevin.bunge@civilideas.com | Website: www.civilideas.com

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attachments. Receipt by an unintended recipient does not waive attorney-client privilege, attorney work product privilege, or any other exemption from disclosure.

Affidavit - Proof of Publication

STATE OF WISCONSIN }
 Rock County } SS.

Planning and Community Development Department

LEGAL NOTICE: ZONING BOARD OF APPEALS, ROSCOE, IL
 Public notice is hereby given pursuant to a petition on file in the
 Village Clerk's office of the Village of Roscoe, that a public hearing
 will be held on August 13, 2025 at 5:30 PM at Roscoe Village
 Hall, 10631 Main Street, Roscoe, Illinois, relative to a requested
 Variance for the property located at 13548 Metric Rd for relief from
 parking lot setbacks and perimeter landscaping requirements
 on the north side of the site. All interested persons are invited to
 attend said hearing and be heard.

Respectfully submitted, Jackie Mich
 Consulting Zoning Administrator, Village of Roscoe, IL.
 Dated this 23 rd day of July
 July 29, 2025

WNAXLP

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

07/29/25

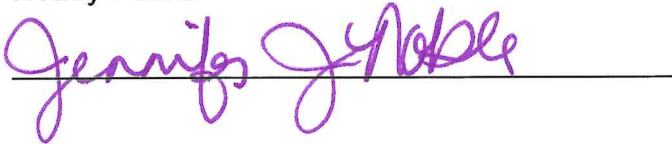
Publishing Fees: \$19.16

Signature:

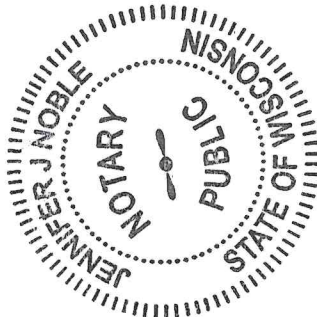


Subscribed and sworn to before me
 this 29th day of July, A.D. 2025

Notary Public



My Commission Expires: 3/9/27



Staff Report

Applicant: Dan Bauman, Glenwood Roscoe LLC (Property Owner)

Location: Bradley Drive north of Glenwood Drive (04-14-426-009)

Requested Action: Final Plat, Plat 3

Existing Use: Vacant Land

Proposed Use: Single Family Residential

Existing Zoning: RR (Rural Residential)

Adjacent Zoning:

North: N/A (Roscoe Township)

East: N/A (Roscoe Township)

South: Rural Residential

West: N/A (Roscoe Township)

Description: The applicant is requesting a Final Plat for the final phase of the Glenwood Estates Subdivision, located at the end of Bradley Drive north of Glenwood Drive. The proposed Final Plat would divide parcel 04-14-426-009 into two large residential lots. Lot 1 is proposed to be 1.41 acres, and Lot 2 is proposed to be 7.55 acres. These lots are subject to the RR Rural Residential Zoning District standards, as shown in the table below:

	District Standard	Proposed
Lot Size	22,000 square feet	61,496 and 328,878 square feet
Lot Width	110 feet	200+ feet
Lot Depth	150 feet	200+ feet
Development Setback Standards		
Front Setback	30 feet	Able to Accommodate
Side Setback	30 feet total	Able to Accommodate
Rear Setback	30 feet	Able to Accommodate

As seen above, the two proposed lots would conform to the Rural Residential Zoning District requirements.

The proposed Final Plat differs from the previously approved Tentative Plat, which included 11 half-acre lots. The proposed Final Plat instead includes only two lots, reducing the amount of roadway and supporting infrastructure needed.

Fehr Graham, the Village's engineering consultant, has reviewed the construction plans, drainage report, and final plat and has provided a review letter with additional comments.

Staff Review: The proposed Final Plat would allow for two large lots for residential development generally consistent with the existing pattern of large lot single family homes within the Glenwood Estates subdivision.

Staff Recommendation: Staff recommends **approval** of the requested Final Plat, subject to the following conditions:

1. Applicant shall respond to the comments from Fehr Graham in their comment review letter dated August 5, 2025.

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2025-R41**

**A RESOLUTION APPROVING THE TENTATIVE AND FINAL SUBDIVISION PLAT FOR
PLAT NO. 3 OF GLENWOOD ESTATES SUBDIVISION**

WHEREAS, the owner of a parcel of property located within the Village of Roscoe, generally identified as PLAT NO. 3 OF GLENWOOD ESTATES SUBDIVISION BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 46 NORTH, RANGE 2 EAST OF THE THIRD PRINCIPAL MERIDIAN, WINNEBAGO COUNTY, ILLINOIS, desires to subdivide said property in accordance with the plans and drawings attached hereto as Exhibit “A”; and

WHEREAS, pursuant to Village code, the owner has submitted a request for the approval of a tentative and final subdivision plat of said property, such subdivision to be entitled Plat No. 3 of Glenwood Estates Subdivision; and

WHEREAS, the Village finds that the proposed final Plat, its Zoning, Roads, Drainages, and Public Improvements meet the Village’s criteria for design approval; and

WHEREAS, the Village wishes to approve said tentative and final subdivision plat of the Plat No. 3 of Glenwood Estates Subdivision; and

NOW THEREFORE BE IT RESOLVED by the President and Board of Trustees of the Village of Roscoe, that the Village of Roscoe hereby approves the design of the tentative and final subdivision plat for the **Plat No. 3 of Glenwood Estates Subdivision**, such plat, legally described in, and to be consistent with, the exhibits and drawings attached hereto as Exhibit “A”.

2025-R41				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:

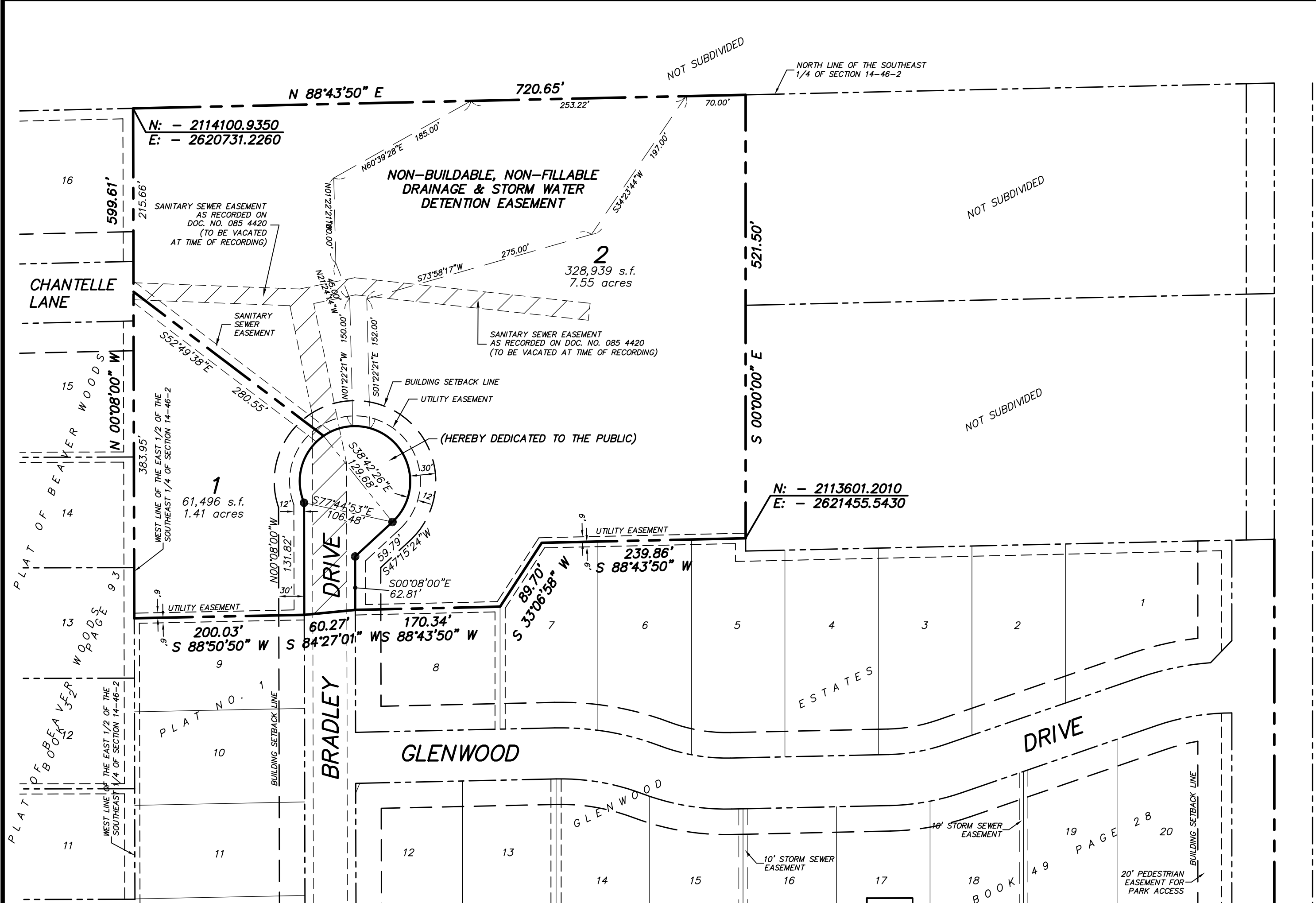
ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
(Resolution 2025-R41)

PLAT NO. 3 OF GLENWOOD ESTATES SUBDIVISION



PLAT NO. 3
OF
GLENWOOD ESTATES
BEING A SUBDIVISION OF PART OF THE
SOUTHEAST QUARTER OF SECTION 14,
TOWNSHIP 46 NORTH, RANGE 2 EAST OF
THE THIRD PRINCIPAL MERIDIAN
WINNEBAGO COUNTY, ILLINOIS
JUNE 2025
GRAPHIC SCALE

LEGEND

24	LOT NUMBER
100.00'	BEARING AND DISTANCE
SQ. FT.	SQUARE FEET
R	RADIUS
•	SET 3/4" IRON PIN
○	FOUND MONUMENT
---	EXISTING PROPERTY LINE
---	PROPOSED BOUNDARY LINE
---	PROPOSED LOT LINE
---	RIGHT-OF-WAY LINE
---	BUILDING SETBACK LINE
---	UTILITY EASEMENT
---	DRAINAGE EASEMENT
---	SANITARY SEWER EASEMENT
---	(TO BE VACATED AT TIME OF RECORDING)

Easement Provisions
An easement is hereby reserved for and granted to the designated governmental bodies and public utilities, their successors and assigns, with the necessary authorizations and/or franchises and their respective successors and assigns within the area as shown by dashed lines on the plat and marked "Easement", to install, lay, construct, renew, operate and maintain storm and sanitary sewers, pipes, conduits, cables, poles and wires, overhead and underground, with all necessary bracing, guys, anchors and other equipment for the purpose of serving the subdivision and other properties with telephone, electric, gas and other utility service or cable television service, also is hereby granted, the right to use the streets for the purpose of serving the subdivision and other properties with aerial service wires to serve adjacent lots, the right to enter upon the lots at all times to install, lay, construct, renew, operate and maintain all said easement area and all storm and sanitary sewers and water mains, pipes, conduits, cables, poles, wires, braces, guys, anchors and other equipment and finally the right is hereby granted to cut down and remove or trim and keep trimmed any trees, shrubs or saplings that interfere with any of the said public utility, equipment or cable television equipment installed on said easement, no permanent buildings or trees shall be planted on said easement, but same may be used for purposes that do not then or later interfere with the aforesaid uses or rights herein granted.

If the grade of the subdivision property must be so altered or if private storm and sanitary sewer facilities require that the underground utility or cable television equipment be moved or otherwise altered, the property owners, their respective successors and assigns shall reimburse the utility company or cable television company for the necessary expense involved.

The maintenance of the drainage and storm water detention easement shall be the sole responsibility of the individual property owner. The finished grade of the easements shall not be landscaped, altered, or encroached upon by filling, grading or construction of surface improvements that obstruct or redirect the flow of water, nor shall any buildings or structures be erected within this easement.

Easement Provisions
An easement for serving the subdivision and other property with electric and communications service is hereby reserved for and granted to BUCK ENERGY CO-OP and its GRANTEES, their ESUCCESSORS, SUCCESSORS and assigns, jointly and severally, to construct, operate, repair, maintain, modify, reconstruct, replace, supplement, relocate and remove, from time to time, poles, guys, anchors, wires, cables, conduits, manholes, transformers, pedestals, equipment cabinets or other facilities used in connection with overhead and underground transmission and distribution of electricity, communications, sounds and signals in, over, under, across, along and upon the surface of the property shown within the dashed or dotted lines (or similar designation) on the plat and marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E." (or similar designation), the property designated in the Declaration of Condominium and/or on this plat as "Common Elements", and the property designated on the plat as "Common area or areas", and the property designated on the plat for streets and alleys, whether public or private, together with the rights to install required service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or on adjacent lots, and common area or areas, the right to cut, trim or remove trees, bushes, roots and saplings and to clear obstructions from the surface and subsurface as may be reasonably required incident to the rights herein given, and the right to enter upon the subdivided property for all such purposes. Obstructions shall not be placed over or in, upon or over the property within the dashed or dotted lines (or similar designation) marked "Easement", "Utility Easement", "Public Utility Easement", "P.U.E." (or similar designation) without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have the meaning set forth for such term in the "Condominium Property Act", Chapter 765 ILCS 605/2, as amended from time to time.

The term "common area or areas" is defined as a lot, parcel or area of real property, the beneficial use and enjoyment of which is reserved in whole as an appurtenance to the separately owned lots, parcels or areas within the planned development, even though such be otherwise designated on the plat by terms such as "outlots", "common elements", "open space", "open area", "common ground", "parking" and "common areas". The term "common area or areas" and "Common Elements" include real property surfaced with interior driveways and walkways, but excludes real property physically occupied by a building. Service Business District or structure such as a pool, retention pond, or mechanical equipment.

Relocation of facilities will be done by Grantees at cost of the Grantor/Lot Owner, upon written request.

An easement is hereby reserved for and granted to NICOR, INC., its successors and assigns, to install, operate, maintain, replace and remove facilities used in connection with the transmission and distribution of natural gas in, over, under, across, along and upon the surface of the property shown on this plat marked "Easement", "Common Area or Areas" and streets and alleys, whether public or private, and the property designated in the Declaration of Condominium and/or on this plat as "Common Elements". Together with the right to install required service connections over or under the surface of each lot and common area or areas to serve improvements thereon, or on adjacent lots, and Common Area or Areas, and to serve other property, adjacent or otherwise, and the right to remove obstructions, including but not limited to, trees, bushes, roots and fences, as may be reasonably required incident to the rights herein given, and the right to enter upon the property for all such purposes. Obstructions shall not be placed over NICOR facilities or in, upon or over the property identified on this plat for utility purposes without the prior written consent of NICOR. After installation of any such facilities, the grade of the property shall not be altered in a manner so as to interfere with the proper operation and maintenance thereof.

The term "Common Elements" shall have that meaning set forth for such term in Section 605/2(e) of the "Condominium Property Act" (Illinois Compiled Statutes, Ch. 765, Sec. 605/2(e)), as amended from time to time.

The term "Common Area or Areas" is defined as a lot, parcel or area of real property, including real property surfaced with interior driveways and walkways, the beneficial use and enjoyment of which is reserved in whole as an appurtenance to the separately owned lots, parcels or areas within the property, even though such areas may be designated on this plat by other terms.

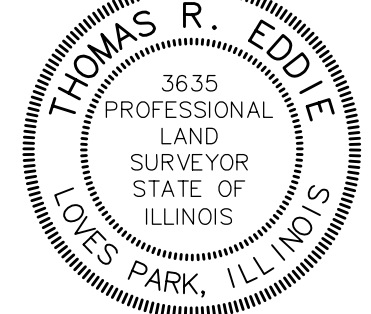
LEGAL DESCRIPTION:

I hereby certify that at the request of the owners, I have surveyed and subdivided according to the attached Plat No. 3 of Glenwood Estates, a part of the Southeast Quarter of Section 14, Township 46 North, Range 2 East of the Third Principal Meridian, bounded and described as follows, to-wit: Beginning at the Northwest corner of Plat No. 1 of Glenwood Estates, being a subdivision of part of the Southeast Quarter of Section 14, Township 46 North, Range 2 East of the Third Principal Meridian, the plot of which subdivision is recorded in Book 49 of Plats on Page 28 in the Recorder's Office of Winnebago County, Illinois; thence North 00°-08'-00" West, along the West line of the East Half of said Quarter Section, 599.61 feet to the North line of said Quarter Section; thence North 88°-43'-50" East, along the North line of said Quarter Section, 720.65 feet; thence South 00°-00'-00" East, 521.50 feet to the North line of aforesaid Plat No. 1 of Glenwood Estates; thence South 88°-43'-50" West, 239.86 feet; thence South 33°-06'-58" West, 89.70 feet; thence South 88°-43'-50" West, 170.34 feet; thence South 84°-27'-01" West, 60.27 feet; thence South 88°-50'-50" West, 200.03 feet to the point of beginning (the previous 5 courses being along the North line of said Plat No. 1 of Glenwood Estates). Situated in the County of Winnebago and State of Illinois. Containing 9.41 Acres.

I further certify that this plat is situated within 1 1/2 miles of the corporate limits of a city which has adopted a city plan and is exercising the special powers authorized by Division 12 of Article 11 of the Illinois Municipal Code, as now or hereafter amended, and that no part of the property covered by this plat is situated within a special Flood hazard area as identified by the Federal Emergency Management Agency for Winnebago County, Illinois on Community-panel number 17201C0154D dated September 6, 2006.

Dimensions are given in feet and decimals of a foot unless otherwise noted. Iron pins 3/4-inch in diameter and 4 feet long have been found or set at all points marked with a solid dot, and iron pins 5/8-inch in diameter and 3 feet long have been found or set at all other lot corners except as noted. All dimensions along curved lines are chord distances unless otherwise noted.

Given under my hand and seal this _____ day of _____, 2025, at Loves Park, Illinois.



Thomas R. Eddie
Illinois Professional Land Surveyor
No. 3635
(Exp. 11-30-26)

As owners, we hereby certify that we have caused the land described in the foregoing affidavit of the surveyor, to be surveyed, divided, and mapped as presented on this plat. All streets, alleys, walkways, parks, playgrounds and school sites shown on this plat are hereby dedicated to the public for public purposes, and all easements shown are subject to the Easement Provisions hereon. We further certify that there are no liens or encumbrances on the property contained in this plat except the best of our knowledge, this and is situated in Prairie Hill School District No. 133 and Hanonengah Community High School District No. 207 in Winnebago County, Illinois.

Owner: _____
Address: _____

I, _____, a Notary Public in and for the County of Winnebago in the State of Illinois, do hereby certify that _____ personally known to me to be the same person(s) whose name(s) is (are) subscribed to the foregoing instrument, appeared before me this day in person and (severally) acknowledged that he (they) signed, sealed and delivered said instrument as his (their) free and voluntary act for the uses and purposes therein set forth.

Given under my hand and Notary Seal this _____ day of _____, 20____.

Notary Public

We hereby certify that to the best of our knowledge and belief, the drainage of surface water will not be changed by the construction of this subdivision or any part thereof, or that if such surface water drainage will be changed, adequate provision has been made for the collection and diversion of such surface waters into water retention areas, public areas, or drains which the subdivider has the right to use, and that such surface waters will not be deposited on the property of adjoining lands in such concentrations as may cause damage to the adjoining property because of the construction of the subdivision.

Registered Professional Engineer _____ Owner or Duty Authorized Attorney _____
Date _____ Date _____

I hereby certify that I have received an approved drainage study for the property embraced within the attached Plat No. 3 Glenwood Estates. Construction plans have been submitted and approved, and all public improvements have been built as required, or security in sufficient amount has been provided for this construction.

Dated this _____ day of _____, 20____.

Village Engineer

Having reviewed the recommendations of the Planning Commission, and finding substantial conformity with all pertinent laws, rules, and regulations including this Drainage and the tentative Plat of this subdivision as conditionally approved, this Plat is given final approval this _____ day of _____, 20____.

Village Plat Officer

This is to certify that the Village of Roscoe has reviewed the attached Plat No. 3 of Glenwood Estates.

In witness whereof, I have hereto set my hand this _____ day of _____, 20____.

President of the Village Board

This is to certify that the Village Board of the Village of Roscoe did, at its meeting on the _____ day of _____, A.D., 20____, approve of the Plat and authorize it to be recorded.

In witness whereof, I _____, Village Clerk of the Village of Roscoe hereunto set my hand and affixed the seal of said Village of Roscoe, this _____ day of _____, A.D., 20____.

Village Clerk

I hereby certify that I have reviewed and approved the ties to the Winnebago County Geodetic Control Network for the property embraced within this plat. The Geodetic Control Network Tie Form has been submitted and approved.

WinGIS Program Manager

I, _____, County Clerk of Winnebago County in the State of Illinois, do hereby certify that I find no delinquent general taxes, unpaid current general taxes, delinquent special assessments or unpaid current special assessments against the lands embraced within Plat No. 3 of Glenwood Estates.

In witness whereof, I have hereunto set my hand and seal of the county of Winnebago this _____ day of _____, 20____.

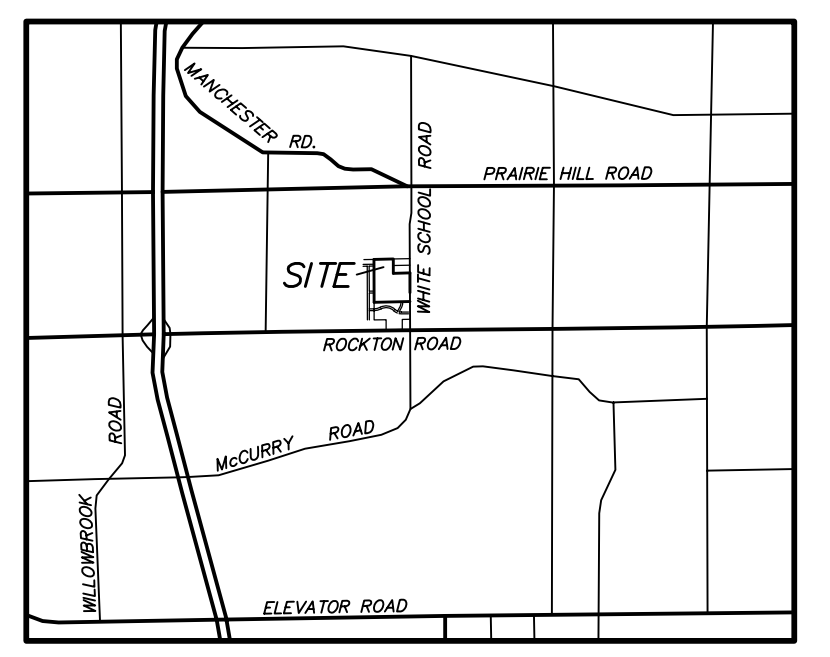
County Clerk

Filed for record this _____ day of _____, 20____, at _____ o'clock _____ M., recorded in Book _____ of Plats, page _____ and examined.

County Recorder

Document Number _____

OWNER/DEVELOPER:
GLENWOOD ROSCOE LLC
PO BOX 15717
LOVES PARK, ILLINOIS 61132



LOCATION MAP

PREPARED BY:
R.K. JOHNSON & ASSOCIATES, INC.
CONSULTING CIVIL ENGINEERS - LAND SURVEYORS
1515 WINDSOR ROAD LOVES PARK, ILLINOIS 61111
(815) 633-5097 - www.rkjohnsonassociates.com
ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 184-004994
JUNE 25, 2025 JOB NO. 14935
SHEET 1 OF 1

**APPLICATION FOR DEVELOPMENT APPROVAL:
FINAL PLAT REVIEW AND APPROVAL**

This form is to be used for all Final Plat applications to be heard by the Village of Roscoe. **Failure to complete this form properly will delay its consideration.**

PART I. GENERAL INFORMATION

A. Project Information

1. Project/Owner Name: Glenwood Estates, Plat 3, Glenwood Roscoe LLC

2. Project Location: Near the intersection of Glenwood Drive and Bradley Drive

3. Brief Project Description:

Phase 3 will be the final plat of "Glenwood Estates" subdivision. This phase will have two lots, Lot 1 is 1.41 acre parcel and lot 2 is a 7.55 acre parcel

4. Project Property Legal Description:

Being a subdivision of part of the southeast quarter of section 14, township 46 north, range 2 east of the third principle meridian

Winnebago County, Illinois

5. Project Property Size in Acres and Square Feet: 9.44 acres

B. Owner Information

1. Signature: _____

2. Name: Dan Baumann

3. Address: 7483 Cody Run South Beloit, IL 61080

4. Phone Number: [REDACTED] Fax: _____ Email: [REDACTED]

C. Agent Information (Designation of an agent to act on behalf of the owner is optional.)

1. Signature: _____

2. Name: SAME

3. Address: _____

4. Phone Number: _____ Fax: _____ Email: _____

Official Use Only

App Date _____	ZBA Date(s) _____	Zoning District _____
Com Date _____	CA Date _____	Comp Plan _____
ZBA Approved _____	Approved with conditions _____	Denied _____
CA Approved _____	Approved with conditions _____	Denied _____

PART II. APPLICATION REQUIREMENTS

The materials required to be included with an application for a Final Plat are the minimum necessary to submit a complete application. Village staff, consultants, review agencies, commissions, and boards may require additional materials as necessary to fully evaluate the proposed project. At the meeting, the Zoning Board of Appeals may add or delete items from this list as they deem appropriate. All information, including this application form, must be submitted electronically in either a PDF or Word format to the email address noted below the table. If the combined file size exceeds 10MB, a Dropbox or zip file must be used.

Official Use Only

Item #	Application Material	Initial Application		Revisions		Second Set of Revisions	
		Required Materials	# Copies Received	# Copies Required	# Copies Received	# Copies Required	# Copies Received
1.	Completed Development Application	X					
3.	Basic Application Fee	X					
4.	Agreement for Reimbursement of Professional Consulting Fees	X					
6.	Agent Affidavit	X					
7.	Property Owners within 250 feet	X					
24.	Final Plat	X					

Submit all of the above electronically to: permits@roscoeil.gov

PART III. SITE DATA TABLE

Please fill in the following table with information about the site.

	Preliminary Plat	Final Plat
Smallest Lot Size	22,000 SF	61,496 SF (1.41 acres)
Median Lot Size	1/2 ac lots (min)	4.34 acres
Smallest Lot Width	154'	200'
Smallest Lot Frontage	110'	192'
Open Space Provided	N/A	N/A
Area of Entire Property	9.44 acres	9.44 acres

PART IV. JUSTIFICATION OF THE PROPOSED FINAL PLAT

Please answer all questions, but be concise and brief in your answers. If additional pages are needed to complete your answers, please be sure to include the appropriate and complete question number for each response. **Applicants are encouraged to refer to drawings or other application materials as necessary to add clarity to their answers.**

1. Are there any deviations/modifications from the approved Tentative Plat in terms of the number, type, location or design of the following?:

	Yes	No
Streets	<u>X</u>	<u> </u>
Alleys and Pedestrian Ways	<u> </u>	<u>X</u>
Easements	<u>X</u>	<u> </u>
Blocks	<u>X</u>	<u> </u>
Lots	<u>X</u>	<u> </u>
Public Use Areas	<u> </u>	<u>X</u>
Sanitary Sewer System	<u>X</u>	<u> </u>
Potable Water System	<u> </u>	<u>X</u>
House Services	<u> </u>	<u>X</u>
Public Utilities	<u>X</u>	<u> </u>

2. For each item answered "Yes" above please answer the following questions. Substantial deviations from the approved Tentative Plat, and all Variances from the Village Code not previously approved as part of the Tentative Plat, require a formal amendment to the Tentative Plat prior to approval of the Final Plat:

- a. From which specific aspect of the Tentative Plat is a modification requested? (List)

We are reducing the amount of roadway, sanitary sewer, storm sewer and lot count.

The Preliminary Plat called for (11) 1/2 lots on over 900' of roadway and supporting infrastructure. The Final Plat has only (2) lots with less than 200' of roadway and supporting infrastructure.

- b. What type of modification is proposed? (List)

We are reducing the number of lots from (11) 1/2 acre lots to (2) larger lots

Lot 1 is 1.41 acres and lot 2 is 7.55 acres

- c. Does the proposed modification require approval of a Variance from the standards of the Village Code subdivision regulations?

No, it does not

- d. What specific circumstances have caused the need for the modification?

Cost of the infrastructure and the need for a larger lot (lots)

- e. What specific design/mitigation measures will be used to ensure the Final Plat with the proposed modification is consistent with the overall intensity/density, character, functionality, and quality of the approved Tentative Plat?

I believe the design of the final plat will keep the integrity of the original preliminary plat in place.

I would also like to request that any remaining escrow funds from phase 2, be applied to this phase of the project.

Also, The remaining "Sewer Reimbursement" balance of \$47,509.00 will be paid in full at the closing of the first lot (Lot 2) which will take place as soon as plat is recorded and we are able to close.

Zoning Board of Appeals Meeting of August 13, 2025

Application No. ZBA 2025-014

Applicant: Village of Roscoe

Location: N/A

Requested Action: Zoning Text Amendment to Residential Zoning Standards and Minor Land Division Regulations.

Existing Use: N/A

Proposed Use: N/A

Existing Zoning: N/A

Adjacent Zoning: N/A

Description: Proposed amendments to the Village’s Code of Ordinances related to residential zoning and land division regulations.

This item was presented to the Zoning Board of Appeals (ZBA) at their June meeting for discussion and comment. The ZBA provided the following feedback:

1. RA Zoning District: Do not prohibit protruding garages (“snout houses”)
2. Minor Land Divisions: Add a “shot clock” limiting the number of minor land divisions that can be completed within five years.
3. All land divisions should be approved by the Village Board (as currently required by code).

The draft code amendment language reflects this direction. Additionally, the minimum lot sizes for the RA district were corrected to match existing and proposed townhomes in the Village.

Summary of the Proposed Changes Following ZBA Input:

1. Proposed Creation of a New Residential-Attached Zoning District

(Amendments to Article III of Chapter 155 – Residential District Regulations)

The proposed changes include the creation of a new residential zoning district intended specifically for attached single-family homes (townhomes). Key elements of this proposal include:

a. Purpose and Intent

While townhomes are permitted within the existing R-2 or RM zoning districts, the creation of a dedicated Residential-Attached (RA) district would give the Village more precise control over where this housing type is permitted. It would also enable more consistent regulation of design and development standards specific to townhomes.

b. Permitted Uses and Bulk Standards

The attached single-family (townhome) use would be permitted by-right in the new RA zoning district. The bulk standards for this new district have been sourced from several nearby communities and a provision for zero interior yard setbacks has been added.

c. Architectural Design Standards

The façade standards within the residential development standards section have been streamlined to read more clearly. Façade design standards have been incorporated into the proposed RA district. These standards aim to ensure that new townhome developments are architecturally compatible with surrounding neighborhoods. Staff has considered the cost of each architectural element to help ensure these standards do not pose an undue burden on development feasibility. The standard requiring decorative trim around doors, windows, and garage doors provided within the R1 and R2 façade standards. Design standards added to residential districts include:

1. The requirement for 50% high-quality materials has been extended to the new RA district.
2. The requirement for 50% high-quality materials now includes a 15% allotment for board-and-batten siding (all districts).
3. All windows, doors, and garage doors require decorative trim to be installed around them (all districts).
4. All gable ends of roofs will require gable brackets or corbels (RA district only).
5. All garages that protrude from the front façade of the townhome will be required to have decorative cupolas installed on the roofline (RA district only).

d. Outdoor Private Space Requirement

Each townhome unit would be required to have a minimum of 100 square feet of private outdoor space—such as a yard or patio area—to accommodate decks or patios for homeowner use.

2. Proposed Modifications to Minor Land Division Regulations

(Amendments to Chapter 154 – Subdivision Regulations)

The second component of the proposed amendment would allow the Village to approve minor land divisions of up to four parcels through a streamlined process, rather than requiring the more extensive tentative and final plat process. Key elements include:

- Land divisions must comply with the Village’s zoning and subdivision ordinances.
- Parcels must have access to public rights-of-way.
- No new public streets or utilities may be required as part of the division.
- Limited to four lots in a period of five years

Zoning Text Amendment Procedure: A zoning text amendment is a change to the language included in the zoning ordinance. Section 15-779, Map Amendments and Text Amendments,

outlines the procedures for zoning text amendments. The ZBA must hold a public hearing for each proposed amendment. Within 45 days following the public hearing, the ZBA must make a specific finding as to whether the change is consistent with the purpose and intent of the zoning ordinance and the Village's comprehensive plan. The concurring vote of four members of the ZBA is necessary to recommend the amendment to the Village Board.

Required Findings by the Zoning Board of Appeals:

Staff has provided suggested findings for use by the ZBA.

The Zoning Board of Appeals finds that the proposed zoning text amendments are consistent with the purpose and intent of the zoning ordinance and the Village's comprehensive plan, because the new RA zoning district accommodates townhome development as a permitted by right land use, regulates the intensity of the use of land for townhomes, and enhances aesthetic values within the RA zoning district.

Staff Recommendation: Staff recommends approval of the requested Zoning Text Amendments and the amendments to Minor Land Division Regulations, including the recommended findings of fact.

**VILLAGE OF ROSCOE
ORDINANCE NO. 2025-16**

**AN ORDINANCE AMENDING THE VILLAGE OF ROSCOE ZONING
ORDINANCE AND MINOR LAND DIVISION REGULATIONS TO ESTABLISH
A RESIDENTIAL-ATTACHED (RA) ZONING DISTRICT AND TO AMEND
STANDARDS FOR LAND DIVISION APPROVAL**

WHEREAS, the Village of Roscoe is an Illinois non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1 et seq.); and

WHEREAS, the Village of Roscoe has adopted and codified zoning regulations as Title XV, Chapter 155 of the Village Code of Ordinances and subdivision regulations as Title XV, Chapter 154 of the Village Code of Ordinances; and

WHEREAS, the Corporate Authorities of the Village of Roscoe find that it is in the best interest of the Village to amend certain provisions of the Zoning Ordinance and Subdivision Ordinance to (1) establish a new Residential-Attached (RA) zoning district for attached single-family dwellings (townhomes), (2) update associated architectural and design standards applicable to residential districts, and (3) amend the procedures and requirements for minor land divisions; and

WHEREAS, the Zoning Board of Appeals (ZBA), after conducting a duly noticed public hearing on August 13, 2025, reviewed the proposed text amendments and the staff report, and found the amendments to be consistent with the purpose and intent of the Village's Zoning Ordinance and Comprehensive Plan; and

WHEREAS, the ZBA voted to recommend approval of the proposed amendments and made the required findings of fact as set forth in Section 15-779 of the Village Code;

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

SECTION 1: INCORPORATION OF RECITALS. The foregoing recitals are hereby adopted as the findings of the Corporate Authorities and are incorporated into this Ordinance as if fully set forth herein.

SECTION 2: AMENDMENT TO ZONING ORDINANCE – CHAPTER 155. The Village of Roscoe Code of Ordinances is hereby amended as set forth in **Exhibit A**, which is attached hereto and incorporated herein by reference. Said amendments include, without limitation:

- 1) **Creation of a new Residential-Attached (RA) Zoning District and associated use, bulk, and design standards;**
- 2) **Revisions to architectural design standards applicable to all residential districts;**
- 3) **Clarification and addition of requirements related to façade materials, trim detailing, roofline features, and outdoor private space for attached dwellings.**

SECTION 3: AMENDMENT TO SUBDIVISION ORDINANCE – CHAPTER 154. The Village of Roscoe Code of Ordinances is further amended as provided in Exhibit A to revise provisions related to Minor Land Divisions, including:

- 1) **Establishment of eligibility criteria for minor land division (up to four lots, no new public improvements);**
- 2) **Imposition of a limitation of one minor land division per property per five-year period;**
- 3) **Clarification that all land divisions, including minor land divisions, remain subject to approval by the Village Board.**

SECTION 4: SEVERABILITY. If any provision of this Ordinance or its application to any person or circumstance is found to be invalid or unenforceable, such invalidity shall not affect the remaining provisions or applications of this Ordinance that can be given effect without the invalid provision or application.

SECTION 5: CONFLICTS. All ordinances, resolutions, motions, or orders in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 6: EFFECTIVE DATE. This Ordinance shall be in full force and effect following its passage, approval, and publication in pamphlet form, as provided by law.

[SIGNATURE PAGE TO FOLLOW]

2025-16				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

**Exhibit “A”
(Ordinance 2025-16)**

ZONING AMENDMENTS

Residential-Attached District Text Amendment.

ARTICLE II. ADMINISTRATION AND ENFORCEMENT

Sec. 15-175. Land divisions.

(a) *Subdivision.* The provisions of this chapter apply to any division of lands into two or more parts, any of which is less than five acres in area, the plat of which includes new public streets or easements or the widening of existing public streets or easements for access or utility purposes.

~~(b) Land divisions other than subdivisions. The provisions of this section apply to any division or subdivision of lands:~~

~~(1) Into two or more parcels or tracts, all of which are five acres or more in size; or~~

~~(2) Any parcel which is to be divided into no more than two parts, one of which is less than five acres in area, may be permitted.~~

(b) Minor land divisions.

(1) Division or subdivision of lands into 4 or fewer parcels may be permitted provided that such divisions or subdivisions:

a. Do not require any new public streets or utilities.

b. Meet the standards with the zoning and subdivision ordinances, and

c. Have existing access to public rights-of-way and streets.

(2) No more than 4 parcels shall be created within a 5-year period from the date of final Village approval.

-(c) *Procedure for approval.* The subdivider shall file a boundary plat of survey map with the village board of trustees, which shall, within 40 days approve, approve conditionally, or reject the map. The subdivider shall be notified in writing of any condition of approval or the reasons for rejection.

(d) *Preliminary consultation.* At least 20 days prior to the submission of the certified survey plat of survey map required herein, the divider shall consult the plats officer for the purpose of minimizing the risk of objections to, or rejection of, the prepared certified survey map plat of survey map, and for the purpose of ascertaining the problems and requirements affecting his property.

(e) *Requirements.*

(1) To the extent reasonably practicable, the division of land shall comply with the provisions of this chapter governing general requirements, design standards, and required improvements.

(2) The survey shall be performed, and the map prepared by a registered state land surveyor.

(3) All land divisions in areas that are not required to be serviced by sanitary sewers, in accordance with the intergovernmental agreement between the Rock River Reclamation District and the village dated October 24, 1988, and the provisions of village Ordinance No. 1991-15, shall conform to the minimum lot area requirements of section 15-79, and all regulations of the county health department.

(4) All corners shall be monumented as follows:

a. All lot corners shall be monumented in the field by iron pins at least 36 inches long and five-eighths inch in diameter, or by round or square iron bars at least 36 inches long or similar diameters.

b. The lines of lots that extend to rivers or streams shall be monumented in the field by iron pins at least 48 inches long and three-fourths inch in diameter or by round or square iron bars at least 48 inches long. These monuments shall be placed at the point of intersection of the river or stream lot line with a meander line established not less than 20 feet back from the bank of the river or stream.

(5) The survey map shall be prepared in accordance with section 15-230 on one or more sheets of durable white paper 8½ inches wide by 14 inches long. All lines shall be made with nonfading black ink on a scale of not more than 500 feet to the inch.

(f) *Certificates and affidavits.*

(1) The survey map shall include the affidavit of the surveyor who surveyed and mapped the parcel, typed, lettered, or reproduced legibly with nonfading black ink, giving a clear and concise description of the land surveyed by bearings and distances, commencing with some corner marked and established in the United States Public Land Survey or some corner providing reference to a corner marked and established in the United States Public Land Survey. This affidavit shall include the statement of the surveyor to the effect that he has fully complied with the requirements of this section.

(2) The certificate of approval of the village board of trustees shall be typed, lettered, or reproduced legibly with nonfading black ink on the face of the survey map.

(3) Certificates of dedications, easements, and reservations shall be included when applicable.

(g) *Recording the survey map.* The survey map shall be filed by the village clerk for record with the county. All expenses for recording shall be paid by the subdivider.

ARTICLE III. RESIDENTIAL DISTRICT REGULATIONS

Sec. 15-407. Purpose and intent.

- (a) *Residential districts generally.* The intent of all residential districts is to:
- (1) Accommodate a reasonable range of population density consistent with sound standards of public health and safety and the village comprehensive plan;
 - (2) Ensure adequate light, air, privacy, and open space for each dwelling;
 - (3) Provide space for public and semi-public facilities needed to complement urban residential areas and for institutions that require a residential environment;
 - (4) Minimize traffic congestion and to avoid the overloading of utilities by preventing the construction of buildings of excessive size in relation to the land around them;
 - (5) Provide necessary space for off-street parking of automobiles and where appropriate;
 - (6) Protect residential properties from noise, illumination, unsightliness, odors, dust, dirt, smoke, vibration, heat, glare, and other objectionable influences; and
 - (7) Protect residential properties from fire, explosion, noxious fumes, and other hazards.
- (b) *RE Single-Family Rural Estate Residential District.* The RE Single-Family Rural Estate Residential District is intended to reserve appropriately located areas for detached single-family homes on large lots that are consistent with the village's rural character.
- (c) *R1 One-Family Residential District.* The R1 One-Family Residential District is intended to reserve appropriately located areas for detached single-family homes on lots that are typical of the development that predominates the village's single-family neighborhoods.
- (d) *R2 Two-Family Residential District.* The R2 Two-Family Residential District is intended to accommodate increased population density compared to the R-1 district, including detached single-family homes, ~~and~~ duplexes, ~~and townhomes~~.
- (e) *RA One-Family Residential-Attached District.* The RA One-Family Residential-Attached District is intended to provide areas for limited concentrations of duplex, two-family and single-family attached dwellings, such as townhomes.
- (f) *RM Multifamily Residential District.* The RM Multifamily Residential District is intended to accommodate more compact and dense residential development compared to the R1 and R2 districts, consisting of duplexes, townhomes, and multifamily residential development.

(Ord. of 3-2-2021, § 155.3.1)

Sec. 15-408. Residential bulk standards.

All development in residential districts must comply with the requirements in Table 15-408 unless otherwise expressly stated.

Table 15-408. Residential Districts-Bulk and Yard Standards

	<i>Minimum Site</i>			<i>Development Intensity</i>			<i>Minimum Yards</i>		
District	Area	Width Interior Lot	Min. Depth	Max. Height	Max. Lot Coverage	Min. Site Area per DU	Front (1)	Side	Rear
RE	22,000 sf	110 ft.	150 ft.	35 ft.	25 percent	22,000 sf	30 ft.	30 ft. in total with a min. of 10 ft. per side	30 ft.
R1	9,500 sf	75 ft.	125 ft.	35 ft.	30 percent	9,500 sf	30 ft.	10 ft.	30 ft.
R2	15,000 sf	100 ft.	125 ft.	35 ft.	30 percent	7,500 sf	30 ft.	15 ft.	30 ft.
RA	3,000 sf	25 ft.	115 ft.	35 ft.	50 percent	3,000 sf	30 ft.	10 ft.⁽²⁾	20 ft.
RM	19,800 sf	100 ft.	125 ft.	35 ft.	30 percent	3,300 sf	30 ft.	15 ft.	30 ft.

[\(1\)](#) The required front yard setback of lots fronting Main Street between Grove Street and Elevator Street or fronting Elevator Street between Highway 251 and Pearl Street shall be a minimum of ten feet and a maximum of 20 feet.

~~[\(1\)](#)~~[\(2\)](#) [Zero interior yard setback permitted if sharing a common wall.](#)

Graphic 15-408. Residential Required Yards

(Ord. of 3-2-2021, § 155.3.2)

Sec. 15-409. Residential permitted uses.

Permitted and special uses lists permitted and special uses for all residential districts. Many allowed uses, whether permitted by right or as a special use, are subject to compliance with article VIII of this chapter.

- (1) *Permitted uses.* A "P" indicates that a use is considered permitted within that district as of right.
- (2) *Special uses.* An "S" indicates that a use is permitted, though its approval requires review by the village board as required in section 15-780 and is contingent upon the development/proposed use meeting certain special criteria.
- (3) *Uses not permitted.* A blank space or the absence of the use from the table indicates that the use is not permitted within that district. However, a use not identified on the table may be determined by the zoning administrator to be a permitted or special use in the district, based on their evaluation as to whether the proposed use is similar enough in character, intensity, and operations to that of a permitted or special use in the district.

Table 15-409. Residential Districts- Permitted and Special Uses	<i>RE</i>	<i>R1</i>	<i>R2</i>	<i>RA</i>	Item # 10.
Residential					
Single-family dwellings	P	P	P		P
Two-family dwellings			P	P	P
Townhomes			<u>S</u>	<u>P</u>	
Multifamily dwellings					P
Community-based housing, fewer than 8 occupants			P		P
Community-based housing, equal to or more than 8 occupants			S		S
Senior housing and community-based housing projects				<u>P</u>	P
RV residences, tents, and other structures not requiring an occupancy permit					
Commercial					
Home occupations conducted in accordance with the regulations prescribed in section 15-550	P	P	P	<u>P</u>	P
Daycare facilities and nursery schools	S	S	S		
Bed and breakfast		S	S		S
Boardinghouses, hotel, motel and lodginghouses					S
Institutional					
Place of worship	S	S	S		S
Hospitals, sanitariums not for mental, drug addict, or liquor addict cases			S		S
Nursing homes	S	S	S		S
Public and parochial schools and colleges	S	S	S		S
Community service organizations					S

Community Facilities (Public Service)					
Public utility, public facility, and public services, pumping stations, power stations, equipment buildings and installations, water storage tanks found by the village board of trustees to be necessary for the public health, safety, or welfare	S	S	S	<u>S</u>	S
Civic uses				<u>P</u>	P
Recreational					
Golf courses, public parks, and playgrounds	S	S	S	<u>S</u>	S
Private recreation parks and swim clubs	S	S	S		
Private recreation parks and swim clubs open to membership outside the homeowner or condominium owners' association				<u>S</u>	S
Other					
Apiary/bee keeping	P	P	P		
Chicken keeping	P	P	P		
Raising of fruit and nut trees, vegetables, and horticultural specialties	P	P			
Temporary outdoor portable storage unit	P	P	P		

(Ord. of 3-2-2021, § 155.3.3)

Sec. 15-410. Development standards applicable to residential districts.

(a) *Garages.*

- (1) A lot with a single-family dwelling that is 1,199 square feet or less in area shall be required to have a single-car garage at a minimum.
- (2) A lot with a single-family dwelling that is 1,200 square feet or more in area shall be required to have a two-car garage at a minimum.

(b) *Residential attached dwellings*

- (1) No more than six (6) townhomes shall be connected together in a single building, and such building shall not exceed a length of one hundred seventy five (175) feet.
- (2) Minimum building separation shall be 30 feet plus areas for patios/decks.
- (3) Each attached single-family dwelling shall be provided with at least one hundred (100) square feet of land area reserved for the construction of a patio or deck.

(~~c~~b) *Residential driveways.*

- (1) A residential driveway is any paved hard-surfaced, manmade area used to access any garage or accessory building, or leads to a garage, outdoor or indoor parking area, or is an established and surfaced portion of the lot, the use of which is for the purpose of ingress or egress to a carport, garage, accessory structure, parking area, or loading and unloading station for vehicles, whether the driveway crosses the village right-of-way or not.
- (2) All residential driveways must comply with the following standards, in addition to those set forth in the village subdivision code and other provisions of this Code:
 - a. No residential driveway shall be set within the required side yards as required in section 15-408. The restriction in this subsection (b)(2)a does not apply to lots on a cul-de-sac;
 - b. Only one driveway is permitted for each lot in the R1 district, unless a variance is granted by the village board of trustees.
- (3) All residential driveways must be constructed directly from the public road to the attached garage. If there is no attached garage the driveway shall be constructed to the primary detached garage if situated in the front or side yard.
- (4) No residential driveways may be built to any accessory structure, other than a garage as detailed in subsection (b)(3) of this section, unless a variance is granted by the board of trustees.

- (5) Residential driveways shall extend for a minimum of 30 feet in between the public right-of-way and garage.
- (6) Residential driveway design standards.
 - a. Residential driveways shall not exceed 24 feet in width at the property line.
 - b. Residential driveways shall be constructed of a minimum of two inches of bituminous pavement with six inches of aggregate base, Portland cement concrete at least four inches in thickness, concrete pavers, paving blocks, or similar materials approved by the village engineer.
 - c. A garage access drive, the width of the garage, as measured from the garage walls, is permitted to extend for a distance of 20 feet from the garage doors before tapering, within ten feet, back to the maximum driveway width.
- (7) In addition to the requirements of article X of this chapter, residential circular driveways are permitted in a front or corner side yard, so long as it conforms to the following requirements:

Graphic 15-410. Residential Driveways Design Standards

- (1) The minimum lot width is greater than 125 linear feet.
 - (2) The minimum setback for residential structures in the yard in which the circular driveway is located shall be 30 feet.
 - (3) Circular driveways shall have a minimum width of nine feet, and a maximum width of 12 feet except where it provides access to a garage entry.
 - (4) There shall be a landscaped area between the circular driveway and the public right-of-way with a depth of no less than ten feet and a width of no less than 20 feet. This area shall include decorative landscaping intended to screen the circular driveway area.
- (c) *Residential parking pads.*
- (1) *Limit.* A residential driveway may be extended to include one parking pad.
 - (2) *Configuration.*
 - a. A parking pad shall be a minimum of ten feet in width.
 - b. The portion of the parking pad adjacent to the driveway shall have a maximum length of 25 feet, as measured from the front facade line of the garage. A minimum seven-foot taper shall be included in the 25-foot maximum.

c. The portion of the parking pad adjacent to the garage shall have a maximum length of 20 feet as measured from the front facade line of the garage.

(3) *Location.* The parking pad shall be set back a minimum of three feet from any side property line.

(d) *Residential anti-monotony standards.* The following standards and definitions shall apply to the construction of all new single-family detached dwellings within the village after the effective date of the ordinance from which this section is derived.

(1) *Similar elevations and/or facades prohibited on adjacent lots.* No two single-family dwellings of similar front elevation and/or facade shall be constructed or located on adjacent lots or on lots opposite each other. Further, single-family dwellings of similar front elevation and/or facade shall be separated by at least two lots, regardless of the side of the street the dwelling is located on; nor shall there be constructed or located single-family dwellings of similar front elevation and/or facade constituting more than 25 percent of the single-family dwellings in any streetscape.

(2) *Identical footprint prohibited on adjacent lots.* No two single-family dwellings with the identical footprint or mirrored footprint shall be constructed or located on adjacent lots or on lots opposite each other. Further, single-family dwellings with the identical footprint or mirrored footprint shall be separated by at least two lots, regardless of the side of the street the dwelling is located on; nor shall there be constructed or located single-family dwellings with the identical footprint or mirrored footprint constituting more than 25 percent of the single-family dwellings in any streetscape.

(3) *Criteria.* Designated village officials shall deem front elevations and facades to be dissimilar when at least one of the delineated changes under each of the following categories of rooflines, windows, and construction materials and colors is made.

a. *Rooflines.* To be considered dissimilar, the rooflines of two adjacent single-family dwellings, as seen from the front of the dwelling, shall be changed in at least one of the following ways:

1. Changing gable roofs to hip roofs.
2. Changing hip roofs to gable roofs.
3. Providing an intersecting gable roof on the main gable roof, provided that the height of the intersecting roof is at least 35 percent of the height of the main roof.
4. Providing an intersecting hip roof on the main hip roof, provided that the height of the intersecting hip roof is at least 35 percent of the height of the main roof.

5. Subject to review by the designated village official, a shed roof when used as a front porch roof for a minimum of 50 percent of the entire width of the house, excluding area of garage.

6. Subject to review by the designated village official, a substantial difference in roofline shall be deemed to exist if the front soffit is increased substantially and is combined with columns at least six inches in width or by other architectural features of a similar magnitude which reach the roofline of the highest story.

7. Rotating gable roofs 90 degrees on the building.

8. On a tri-level residence or other building type which has three independent major roof areas, the changing of two of the three rooflines shall be acceptable as a substantial change. Acknowledging certain design elements may prevent the changing of all three rooflines, it is desired that the roofs with the greatest impact on the streetscape be changed.

9. The following changes to rooflines shall not be deemed sufficient to make adjacent structures dissimilar:

- (i) Small gable or hip projections above windows.
- (ii) Change in soffit overhang or minor variations in eave height.
- (iii) Skylight and cupola.

b. *Windows.* To be considered dissimilar, the windows of two adjacent single-family dwellings shall be changed in at least one of the following ways:

- 1. Changing from single windows to multiple window arrangement (ganged units).
- 2. Changing from multiple window arrangement to single window.
- 3. Changing the type of windows (e.g., casement to double hung).
- 4. Providing a bay or bow window in the area of the predominant window.

(i) When because of its size, location or design, one window is the predominant window on the front elevation or facade, and the size, location or type of that window is changed to render the dwelling dissimilar, then no other window need be changed.

(ii) The addition or subtraction of muntin bars (dividing lines) shall not be deemed sufficient change to constitute a substantial change in windows.

c. *Construction materials or colors.* To be considered dissimilar, the construction materials of two adjacent single-family dwellings shall be changed in at least one of the following ways, provided that when materials are changed, the change must occur throughout the front facade or elevation for a minimum of one story in height:

1. Changing the siding from horizontal to vertical.
2. Changing the siding from vertical to horizontal.
3. Four-inch exposure horizontal siding.
4. Eight-inch exposure horizontal siding.
5. Brick siding.
6. Stone facing.
7. Stucco/stuccato board and trim.

d. *Facades.* In addition to the other requirements of this section, all residences:

1. -Ceonstructed in R1 and R2 zoning classifications shall:

a. Hhave on the front of the residence (defined as corner to corner across that front elevation of the residence) a minimum of one-half of the area exposed on that elevation covered in brick, brick siding, stucco (or similar materials approved by the village) or stone facing excluding windows, doors and garage doors. Any material produced from vinyl or a wood-based product or that is produced in sheets for application shall not satisfy the requirements of this section.

i. Up to 15 percent of this requirement may be used as board-and-batten siding.

b. Have around all windows, doors, and garage doors decorative trim comprised of vinyl, PVC, or wood. In place of decorative trim, windows may substitute decorative shutters compatible with the color of the façade's siding.

2. Constructed in the RA zoning classification shall:

a. Have on the front of the residence (defined as corner to corner across that front elevation of the residence) a minimum of one-half of the area exposed on that elevation covered in brick, brick siding, stucco (or similar materials approved by the village) or stone facing excluding windows, doors and garage doors. Any material produced from vinyl or a wood-based product or that is produced in sheets for application shall not satisfy the requirements of this section.

i. Up to 15 percent of this requirement may be used as board-and-batten siding.

b. Have around all windows, doors, and garage doors decorative trim comprised of vinyl, PVC, or wood. In place of decorative trim, windows may substitute decorative shutters compatible with the color of the façade's siding.

- c. Have at any gable ends of roofs gable brackets or corbels comprised of vinyl, PVC, or wood.
- ~~a-d.~~ Have decorative cupolas on the roofline of any garage that protrudes from the front façade of the home.

(Ord. of 3-2-2021, § 155.3.4) **Secs. 15-411—15-433. Reserved.**

Section 17-752. Definitions.

Townhouses means residential buildings constructed in a row of three or more attached units, where each unit is separated by vertical party walls and designed for single-family occupancy. Each townhouse unit typically has its own independent exterior entrance and may be situated on its own subdivided lot or share a single lot as part of a unified development

Affidavit - Proof of Publication

STATE OF WISCONSIN }
 Rock County } SS.

Planning and Community Development Department
 LEGAL NOTICE: ZONING BOARD OF APPEALS, ROSCOE, IL
 Public notice is hereby given pursuant to a petition on file in the
 Village Clerk's office of the Village of Roscoe, that a public hearing
 will be held on August 13, 2025 at 5:30 PM at Roscoe Village Hall,
 10631 Main Street, Roscoe, Illinois, relative to requested Zoning
 Text Amendments considering alterations to Sec. 15-175. Land
 divisions and Article III Residential District Regulations of the
 Village Code of Ordinances. The amendments would enable minor
 land divisions and create the RA One-Family Residential-Attached
 zoning district. All interested persons are invited to attend said
 hearing and be heard.
 Respectfully submitted, Jackie Mich
 Consulting Zoning Administrator, Village of Roscoe, IL.
 Dated this 23 rd Day of July
 July 28, 2025

WNAXLP

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

07/28/25

Publishing Fees: \$20.43

Signature:

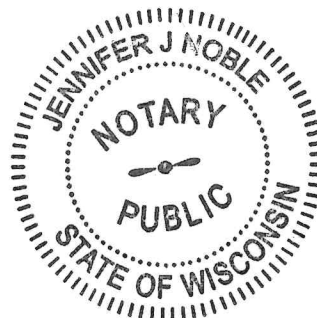
Josh Anselmi

Subscribed and sworn to before me
 this 28th day of July, A.D. 2025

Notary Public

Jennifer J. Noble

My Commission Expires: 3/9/27



Zoning Board of Appeals Meeting of August 13, 2025

Application No. ZBA 2025-019

Applicant: Village of Roscoe

Location: N/A

Requested Action: Zoning Text Amendments to Article VII of Chapter 155 relating to Accessory Structures and Accessory Buildings

Existing Use: N/A

Proposed Use: N/A

Existing Zoning: N/A

Adjacent Zoning: N/A

Description: This item relates to text amendments to Article VII of Chapter 155 of the Village Code of Ordinances relating to Accessory Structures and Accessory Buildings. These amendments to the code are intended to provide clear guidance on square footage standards for swimming pools.

Based on the above description, the following changes have been proposed as text amendments:

1. Include all swimming pools in the definition of accessory structures rather than just above-ground pools.
2. Require swimming pools to conform to the square footage standards for accessory buildings as designated in Section 15-516(b)(i-ii) rather than the 200 square foot maximum for other accessory structures. The more permissive requirements for accessory buildings are as follows:

“(i) On lots less than or equal to one acre, an accessory building shall not exceed 700 square feet in area.”

“(ii) On lots greater than one acre, an accessory building shall not exceed 1,200 square feet in area.”

A redline document containing the proposed amendments is included in the meeting packet.

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

Required Findings by the Zoning Board of Appeals:

Staff has provided suggested findings for use by the ZBA.

The Zoning Board of Appeals finds that the proposed zoning text amendment is consistent with the purpose and intent of the zoning ordinance and the Village's comprehensive plan, because it clarifies regulations for residents and staff and enables swimming pools larger than 200 square feet.

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

**VILLAGE OF ROSCOE
ORDINANCE NO. 2025-17**

**AN ORDINANCE AMENDING ARTICLE VII OF CHAPTER 155 OF THE
VILLAGE OF ROSCOE CODE OF ORDINANCES TO REVISE STANDARDS
FOR SWIMMING POOLS AS ACCESSORY STRUCTURES**

WHEREAS, the Village of Roscoe is an Illinois non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1 et seq.); and

WHEREAS, the Village of Roscoe has adopted a Zoning Ordinance codified in Chapter 155 of the Village Code of Ordinances, which regulates land use and development within the corporate limits of the Village; and

WHEREAS, Article VII of Chapter 155 governs accessory structures and buildings, including swimming pools; and

WHEREAS, the Village seeks to amend said article to clarify and revise standards for swimming pools, including their treatment under the accessory structure definition and applicable square footage regulations; and

WHEREAS, the Zoning Board of Appeals held a duly noticed public hearing on August 13, 2025, to consider the proposed text amendments, and after reviewing staff recommendations and public input, voted to recommend approval of the amendments and made the findings required under Section 15-779 of the Village Code; and

WHEREAS, the Corporate Authorities of the Village of Roscoe have determined that the proposed amendments are in the best interest of the Village and its residents and are consistent with the purpose and intent of the Zoning Ordinance and the Village's Comprehensive Plan;

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

SECTION 1: INCORPORATION OF RECITALS.

The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as findings of the Village Board.

SECTION 2: ZONING ORDINANCE AMENDED.

Article VII of Chapter 155 of the Village of Roscoe Code of Ordinances is hereby amended as set forth in **Exhibit A**, attached hereto and incorporated herein by reference. These amendments revise the definitions and dimensional standards applicable to swimming pools as accessory structures.

SECTION 3: SEVERABILITY.

If any provision of this Ordinance or its application to any person or circumstance is held invalid, such invalidity shall not affect the remaining provisions or applications of this Ordinance, which can be given effect without the invalid provision or application.

SECTION 4: CONFLICTS

All ordinances, resolutions, motions, or parts thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5: EFFECTIVE DATE

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

[SIGNATURE PAGE TO FOLLOW]

2025-17				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

**Exhibit “A”
(Ordinance 2025-17)**

TEXT AMENDMENTS

Proposed Zoning Ordinance Amendment: Accessory Structures 7/8/2025

Section 15-752 – *Definitions*

Accessory building means a building which:

- (1) Is subordinate to and serves a principal building or principal use served;
- (2) Is subordinate in area, extent, or purpose to the principal building or principal use served;
- (3) Contributes to the comfort, convenience, or necessity of occupants of the principal building or principal use served; and

Accessory structure means a structure which:

- (1) Is subordinate to and serves a principal building or principal use on a property;
- (2) Includes, but is not limited to: pergolas, gazebos, recreational structures, ~~above-ground~~ swimming pools, and similar structures as determined by the Zoning Administrator.
- (3) Accessory structures do not include:
 - a. Fences – regulated in Section 15-522;
 - b. Pavement or parking lots - regulated in Section 15-619;
 - c. Private solar energy collection systems - regulated in Section 15-555;
 - d. Landscape features such as garden ponds, mailboxes, statuary/art objects, little free libraries and similar uses, clotheslines, seasonal decorations, arbors, trellises, fountains, birdhouses, birdbaths, birdfeeders, lawn furniture, raised garden beds, and similar landscaping containment materials, retaining walls, and similar manmade lawn and landscaping elements as determined by the Zoning Administrator.
 - e. Temporary structures and features not affixed to the ground such as, but not limited to, trampolines and temporary basketball hoops.

Sec. 15-516. - Accessory buildings.

- (a) No accessory building shall be located in a required front yard.
- (b) On properties without a detached garage, a total of one accessory building may be permitted on any parcel, unless otherwise authorized through a provision of this Code.
 - (i) On lots less than or equal to one acre, an accessory building shall not exceed 700 square feet in area.
 - (ii) On lots greater than one acre, an accessory building shall not exceed 1,200 square feet in area.
- (c) On properties with a detached garage, a total of one additional accessory building, limited to 200 square feet in area, may be permitted on any parcel, unless otherwise authorized through

provision of this Code.(d)On a reverse street corner lot, a lone accessory structure shall not be located closer to the rear property line than the required side yard of the adjoining key lot and not closer to the street than the required front yard of the adjoining key lot.

(e) Swimming pools used solely by persons resident on the site and their guests, provided that no swimming pool or accessory mechanical equipment shall be located in a required front yard or less than ten feet from a property line.

(f) Accessory buildings shall meet the following height and setback requirements:

- Table 15-516. Accessory Buildings -- *establishes maximum height (20 or 35 ft), side setback (10-50 ft), rear setback (10-10 ft) for accessory buildings*

Section 15-517 – Accessory Structures

(a) No accessory structure shall be located in a required front yard nor closer to the front property line than the front or corner side elevation of the primary building.

(b) Each accessory structure shall be limited to 200 square feet in area, except swimming pools, which may exceed 200 square feet in area and shall conform with the accessory building square footage maximums provisioned in Section 15-516(b)(i-ii). All other applicable provisions in section 15-517 shall apply to swimming pools.

i. For parcels of 0.25 acres or less in size, no more than two accessory structures may be permitted per parcel. For parcels greater than 0.25 acres in size, no more than five accessory structures may be permitted per parcel.

ii. Accessory structures 100 square feet or less may be constructed without the need of a zoning permit, but must be at least 5 feet away from any property line and may not be placed in the side or rear yard setbacks.

(c) Accessory structures less than three feet in height shall be located a minimum of five feet from side and/or rear property lines.

(d) Accessory structures three feet in height or taller shall meet the zoning district's required setbacks for accessory buildings, as referenced in Section 15-516.

Affidavit - Proof of Publication

STATE OF WISCONSIN }
 Rock County } SS.

Planning and Community Development Department
 LEGAL NOTICE: ZONING BOARD OF APPEALS, ROSCOE, IL
 Public notice is hereby given pursuant to a petition on file in
 the Village Clerk's office of the Village of Roscoe, that
 a public hearing will be held on August 13, 2025 at 5:30 PM at
 Roscoe Village Hall, 10631 Main Street, Roscoe, Illinois, relative
 to requested Zoning Text Amendments considering alterations to
 Chapter 155, Article VII General Provisions of the Village Code of
 Ordinances.

The amendments would define all swimming pools as accessory
 structures and allow swimming pools to follow the square footage
 standards for accessory buildings. All interested persons are
 invited to attend said hearing and be heard.

Respectfully submitted, Kyle Estrada
 Consulting Zoning Administrator, Village of Roscoe, IL.
 Dated this 23 rd Day of July
 July 28, 2025

WNAXLP

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

07/28/25

Publishing Fees: \$21.71

Signature:

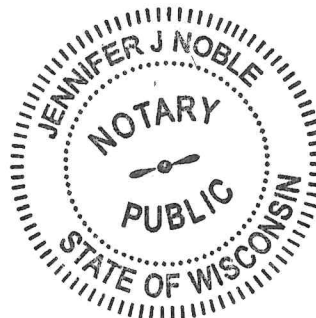
Josh Anselmi

Subscribed and sworn to before me
 this 28th day of July, A.D. 2025

Notary Public

Jennifer J Noble

My Commission Expires: 3/9/27



VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



V I L L A G E O F
ROSCOE

Item # 12.

Agenda Item: Discussion of updated wage ranges for Public Works/Parks Part Time Summer Employees

Date: 8/19/2025

Meeting: Committee of the Whole

Prepared by: Anne Hanson

Department: Public Works

Overview/Background Information

Each summer, the Public Works/Parks Department hires part-time seasonal employees to assist with maintenance tasks such as mowing, landscaping, street cleaning, and other essential support duties. These positions are typically filled by employees returning from the previous summer. This summer, four individuals were rehired for these positions. Two of these individuals are about to reach the current maximum wage allowed by the current policy.

The proposed wage range for approval is \$15.00 to \$17.00 for non-skilled employees and \$17.01 to \$19.99 for skilled employees. This structure was developed using the current minimum wage as the baseline to ensure compliance with wage laws and maintain competitive compensation for entry-level positions. The upper limit of the range is set just below the starting rate for full-time positions to preserve wage equity between part-time and full-time employees while allowing for incremental increases based on experience, skills, and performance.

The last update was 2018.

Fiscal Note/Budget Impact

Updated wages will take effect in the summer season of 2026.

Action Required/Recommendation

Requested approval of the ranges submitted.

Attachments

Draft Policy 05-10

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R42**

**A RESOLUTION OF THE VILLAGE OF ROSCOE ADOPTING THE VILLAGE’S
PUBLIC WORKS PART TIME EMPLOYEE WAGE POLICY**

WHEREAS, the Village requires an up to date and relevant employee handbook;
and

WHEREAS, the President and Board of Trustees of the Village of Roscoe wish to create and adopt a section of the handbook which pertains to the adjustment of wages received by part-time employees of the Public Works Department; and

NOW THEREFORE, be it resolved by the President and Board of Trustees of the Village of Roscoe, Illinois, as follows:

SECTION 1: That the Village Employee Handbook is hereby amended to adopt the section entitled “Wage Adjustment Policy for Part-Time Public Works Employees”, substantially similar to the form attached hereto as Exhibit “A”.

SECTION 2: That such handbook section shall become effective upon the passage of this resolution, and its inclusion into the Village’s handbook.

2025-R42				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
(Resolution 2025-R42)

PUBLIC WORKS PART TIME EMPLOYEE WAGE POLICY

WAGE POLICY FOR SUMMER PART-TIME PUBLIC WORKS EMPLOYEES

SECTION FIVE: Employee Benefits

Policy No. 05-10

The wage ranges for summer part-time employees are established as a two-tier pay scale.

\$15.00 - \$17.00 per hour for non-skilled employees and \$17.01 - \$19.99 per hour for skilled employees. The Public Works Supervisor shall establish a wage for each part-time employee based on the number of years employed by the Village, their skills set, and the needs of the Village for the season.

DRAFT

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



V I L L A G E O F
ROSCOE

Item # 13.

Agenda Item: Replacement of Squad Cars via Enterprise

Date: 09/02/2025

Meeting: Board

Prepared by: Chief Sam Hawley

Department: Police Department

Overview/Background Information

Agreement with Enterprise as the lease provider for squad cars, which rotates every four years. Upfitting for squads by SAE at additional cost which is rolled into the lease agreement. Transference of existing leased vehicle to the Police Department fleet. The Police Department will be trading in 3 marked squads and 1 unmarked vehicle, all of which will be sent to auction by Enterprise.

Key Issues

Squads are rotated every four years or as determined through analysis by Enterprise for the express purpose of maintaining a functional fleet at the lowest cost possible. Upfit will be conducted through a third-party vendor as Enterprise will not complete this process prior to delivery of vehicles.

Fiscal Note/Budget Impact

Requesting an approval of funds in the amount of \$223,928.91 (total cost over the life of lease agreement), for the purpose of placing orders for 2026.

Prior Legislative Actions

Board approved existing lease agreements with Enterprise for all prior leased vehicles in the Police Department fleet.

Action Required/Recommendation

Resolution requesting the approval of lease agreement with Enterprise for replacement of three marked squads and transference of one currently leased unmarked vehicle from the Village lease to the Police Department lease.

Attachments

Purchase Order #40-2516
Enterprise Lease Agreement
SAE Upfitting Quote

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R43**

A RESOLUTION OF THE VILLAGE OF ROSCOE, ILLINOIS APPROVING AND AUTHORIZING THE VILLAGE TO LEASE ADDITIONAL VEHICLES UNDER A MASTER LEASE AGREEMENT AND RELATED DOCUMENTS THERETO WITH ENTERPRISE FLEET MANAGEMENT, INC. (3 LEASE EXCHANGED & 1 DEPARTMENTAL TRANSFER - POLICE DEPARTMENT VEHICLES)

WHEREAS, the Village of Roscoe, IL (“Village”) previously adopted Resolution 2019-R55 on December 17, 2019 which approved a Master Lease Agreement and Related Documents with Enterprise Fleet Management, Inc. (“Enterprise”); and

WHEREAS, to exchange (sell & begin new leases) for three vehicles as contemplated by the Villages fleet lease program and subject the lease of the additional vehicles to the terms and conditions of the Master Lease Agreement and related Documents; and

WHEREAS, the vehicles (and the pricing for those vehicles) are set forth in Exhibit “A”, attached hereto and incorporated herein (“Additional Vehicles”); and

WHEREAS, the Village and Enterprise agree to lease the Additional Vehicles on the terms and conditions set forth in the Master Lease Agreement and related Documents as well as the terms set forth in the quotes attached hereto as Exhibit “A”; and

WHEREAS, the Village has determined it is in the best interest of the Village and its residents to lease the Additional Vehicles and to approve the quotes attached hereto as Exhibit “A” and authorize the Village President to execute and the Village Clerk to attest the same.

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

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

Section 2. The President and Village Board of Trustees hereby approve the lease of **three (3) vehicles** on the terms and conditions set forth in the Master Lease Agreement and related Documents as well as the terms set forth in the quotes attached hereto as Exhibit “A” and hereby authorizes the Village President and the Village Clerk, to execute on behalf of the Village the same and any other documents necessary or helpful to implement the intent of this Resolution.

Section 3. The leased vehicle currently assigned to “Code Enforcement” vehicle shall be transferred to the control of the Police Department for use as the “Detective Vehicle”; and

Section 4. The President and Village Board of Trustees hereby approve the disposition of **four (4) vehicles** as identified in Exhibit “B”, which will be replaced by the transferred & newly leased vehicles; and

Section 5. The President and Village Board of Trustees hereby approve the expenditures for outfitting said vehicles with such equipment and necessary to allow their use as law enforcement vehicles; and

Section 6. The Village Board of Trustees hereby approves the disposition of **four (4) vehicles** as identified in Exhibit “B”, which will be replaced by the transferred & newly leased vehicles; and

Section 7. This Resolution shall be effective upon its passage by the Village Board, its approval by the Village President, and its publication as provided by law.

Section 8. All resolutions or parts of resolutions or ordinances in conflict with this Resolution are repealed insofar as they conflict.

2025-R43				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee John Broda				
Dayne Mead				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED SEPTEMBER 2, 2025:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

EXHIBIT “A”
[Resolution 2025-R43]

Vehicle Quotes – Additional Police Vehicles

EXHIBIT “B”
[Resolution 2025-R43]
Surplus Police Vehicles



PURCHASE ORDER

Date: 8/25/2025

PO # 40-2516

VILLAGE OF ROSCOE

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

Phone 815-623-2829

Fax 815-623-1360

VENDOR:

Enterprise Fleet Management
SAE Group

SHIP TO: Roscoe Police Department

10595 Main Street
Roscoe IL 61073

Contact Person: Roscoe Police Departm

Office Phone: 815-623-7338

Cell Phone:

Fax Number:

SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
	Net 30 Days-Govt State/Local	Government - Exempt
QUOTE NO. #	QUOTE DATE	CUSTOMER NUMBER
	8/25/2025	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
3	Enterprise/SAE	2026 Ford Police Interceptor Utility Vehicles + Light Install	1.00	74,642.97
			Subtotal	
			Shipping	
			Total	223,928.91

Requested by: _____ Date 8/25/2025

Approved by: _____ Date 8/25/2025

Prepared For: Village of Roscoe
Kurlinkus, Josef

Date 08/21/2025

AE/AM RSJ/DG

Unit

Year 2026 Make Ford Model Police Interceptor Utility

Series Base All-Wheel Drive

Vehicle Order Type Ordered Term 48 State IL Customer# 597408

\$ 74,642.97	Capitalized Price of Vehicle ¹
\$ 0.00	* License and Certain Other Charges <u>0.0000%</u> State <u>IL</u>
\$ 251.00	* Initial License Fee
\$ 0.00	Registration Fee
\$ 510.00	* Other: (See Page 2)
\$ 12,927.00	* Capitalized Price Reduction
\$ 11,500.00	Gain Applied From Prior Unit
\$ 0.00	* Security Deposit
\$ 0.00	Taxes

All language and acknowledgments contained in the signed quote apply to all vehicles that are ordered under this signed quote.

Order Information

Driver Name	Kurlinkus, Josef
Exterior Color	(0 P) Oxford White
Interior Color	Charcoal Black w/Unique HD Cloth Front Bucket
Lic. Plate Type	Municipal Police
GVWR	0

\$ 50,215.97	Total Capitalized Amount (Delivered Price)
\$ 1,046.15	Depreciation Reserve @ <u>2.0833%</u>
\$ 230.83	Monthly Lease Charge (Based on Interest Rate - Subject to a Floor) ²
\$ 1,276.98	Total Monthly Rental Excluding Additional Services

Additional Fleet Management

	Master Policy Enrollment Fees
\$ 0.00	Commercial Automobile Liability Enrollment
	Liability Limit <u>\$0.00</u>

\$ 0.00	Physical Damage Management
\$ 0.00	Full Maintenance Program ³ Contract Miles <u>0</u>
	Incl: # Brake Sets (1 set = 1 Axle) <u>0</u>

Comp/Coll Deductible	<u>0 / 0</u>
OverMileage Charge	<u>\$ 0.6500</u> Per Mile
# Tires <u>0</u>	Loaner Vehicle Not Included

\$ 0.00	Additional Services SubTotal
----------------	-------------------------------------

\$ 0.00	Tax <u>0.0000%</u> State <u>IL</u>
---------	------------------------------------

\$ 1,276.98	Total Monthly Rental Including Additional Services
--------------------	---

\$ 0.77	Reduced Book Value at <u>48</u> Months
---------	--

\$ 400.00	Service Charge Due at Lease Termination
-----------	---

Quote based on estimated annual mileage of 20,000

(Current market and vehicle conditions may also affect value of vehicle)

(Quote is Subject to Customer's Credit Approval)

Notes

Enterprise FM Trust will be the owner of the vehicle covered by this Quote. Enterprise FM Trust (not Enterprise Fleet Management) will be the Lessor of such vehicle under the Master Open - End (Equity) Lease Agreement and shall have all rights and obligations of the Lessor under the Master Open - End (Equity) Lease Agreement with respect to such vehicle. Lessee must maintain insurance coverage on the vehicle as set forth in Section 11 of the Master Open-End (Equity) Lease Agreement until the vehicle is sold.

ALL TAX AND LICENSE FEES TO BE BILLED TO LESSEE AS THEY OCCUR.

Lessee hereby authorizes this vehicle order, and agrees to lease the vehicle on the terms set forth herein and in the Master Equity Lease Agreement. In the event Lessee fails or refuses to accept delivery of the ordered vehicle, Lessee agrees that Lessor shall have the right to collect damages, including, but not limited to, a \$500 disposal fee, interest incurred, and loss of value.

LESSEE Village of Roscoe

BY TITLE DATE

* INDICATES ITEMS TO BE BILLED ON DELIVERY.

¹ Capitalized price of vehicle may be adjusted to reflect final manufacturer's invoice, plus a pre delivery interest charge. Lessee hereby assigns to Lessor any manufacturer rebates and/or manufacturer incentives intended for the Lessee, which rebates and/or incentives have been used by Lessor to reduce the capitalized price of the vehicle.

² Monthly lease charge will be adjusted to reflect the interest rate on the delivery date (subject to a floor).

³ The inclusion herein of references to maintenance fees/services are solely for the administrative convenience of Lessee. Notwithstanding the inclusion of such references in this [Invoice/Schedule/Quote], all such maintenance services are to be performed by Enterprise Fleet Management, Inc., and all such maintenance fees are payable by Lessee solely for the account of Enterprise Fleet Management, Inc., pursuant to that certain separate [Maintenance Agreement] entered into by and between Lessee and Enterprise Fleet Management, Inc.; provided that such maintenance fees are being billed by Enterprise FM Trust, and are payable at the direction of Enterprise FM Trust, solely as an authorized agent for collection on behalf of Enterprise Fleet Management, Inc.

Aftermarket Equipment Total

Description	(B)illed or (C)apped	Price
Lighting (AME Quote: 6178)	C	\$ 0.00
Console (AME Quote: 6178)	C	\$ 2,269.69
Window Guards/Door Panels (AME Quote: 6178)	C	\$ 414.81
Partition/Bulkhead (AME Quote: 6178)	C	\$ 1,520.45
Cell Phone Antenna/Booster (AME Quote: 6178)	C	\$ 1,062.50
Rear Seat (AME Quote: 6178)	C	\$ 1,650.81
Custom Equipment - Lighting and Electrical (AME Quote: 6178)	C	\$ 18,935.71
Total Aftermarket Equipment Billed		\$ 0.00
Total Aftermarket Equipment Capitalized		\$ 25,853.97
Aftermarket Equipment Total		\$ 25,853.97

Other Totals

Description	(B)illed or (C)apped	Price
Initial Administration Fee	B	\$ 60.00
Dealer to AME	B	\$ 150.00
Courtesy Delivery Fee	B	\$ 300.00
Total Other Charges Billed		\$ 510.00
Total Other Charges Capitalized		\$ 0.00
Other Charges Total		\$ 510.00

VEHICLE INFORMATION:

2026 Ford Police Interceptor Utility Base All-Wheel Drive - US

Series ID: K8A

Pricing Summary:

	INVOICE	MSRP
Base Vehicle	\$47,094	\$48,550.00
Total Options	\$0.00	\$0.00
Destination Charge	\$1,695.00	\$1,695.00
Total Price	\$48,789.00	\$50,245.00

SELECTED COLOR:

Exterior: YZ-(0 P) Oxford White

Interior: 9W-Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear

SELECTED OPTIONS:

CODE	DESCRIPTION	INVOICE	MSRP
119WB	119" Wheelbase	STD	STD
9	Unique HD Cloth Front Bucket Seats w/Vinyl Rear	Included	Included
153	Front License Plate Bracket	NC	NC
425	50-State Emissions System	STD	STD
44B	Transmission: 10-Speed Automatic	Included	Included
500A	Order Code 500A	NC	NC
99W	Engine: 3.3L V6 Direct-Injection Hybrid System	Included	Included
9W_01	Charcoal Black w/Unique HD Cloth Front Bucket Seats w/Vinyl Rear	NC	NC
PAINT	Monotone Paint Application	STD	STD
STDAX	3.73 Axle Ratio	Included	Included
STDRD	Radio: AM/FM/MP3 Capable	Included	Included
STDTR	Tires: 255/60R18 as BSW	Included	Included
STDWL	Wheels: 18" X 8" 5-Spoke Painted Black Steel	Included	Included
SYNC	SYNC Phoenix Communication & Entertainment System	Included	Included
YZ_01	(0 P) Oxford White	NC	NC

CONFIGURED FEATURES:**Body Exterior Features:**

Number Of Doors: 4
 Rear Cargo Door Type: liftgate
 Driver And Passenger Mirror: power remote manual folding side-view door mirrors
 Convex Driver Mirror: convex driver and passenger mirror
 Spoiler: rear lip spoiler
 Door Handles: black
 Front And Rear Bumpers: body-coloured front and rear bumpers with black rub strip
 Front Tow Hooks: 1 front tow hooks
 Front License Plate Bracket: front license plate bracket
 Body Material: galvanized steel/aluminum body material
 : class III trailering with harness, hitch
 Body Side Cladding: body-coloured bodyside cladding
 Grille: black grille

Convenience Features:

Air Conditioning: automatic dual-zone front air conditioning
 Air Filter: air filter
 Rear Air Conditioning: rear air conditioning
 Cruise Control: cruise control with steering wheel controls
 Trunk/Hatch/Door Remote Release: power cargo access remote release
 Power Windows: power windows with driver and passenger 1-touch down
 1/4 Vent Rear Windows: power rearmost windows
 Remote Keyless Entry: yes remote keyless entry
 Steering Wheel: steering wheel with manual tilting, manual telescoping
 Day-Night Rearview Mirror: day-night rearview mirror
 Driver and Passenger Vanity Mirror: driver and passenger-side visor mirrors
 Emergency SOS: emergency communication system
 Overhead Console: mini overhead console with storage
 Glove Box: locking glove box
 Driver Door Bin: driver and passenger door bins
 Dashboard Storage: dashboard storage
 Driver Footrest: driver's footrest
 Retained Accessory Power: retained accessory power
 Power Accessory Outlet: 2 12V DC power outlets

Entertainment Features:

radio: AM/FM stereo with seek-scan
 Voice Activated Radio: voice activated radio
 Speed Sensitive Volume: speed-sensitive volume
 Steering Wheel Radio Controls: steering-wheel mounted audio controls
 Speakers: 4 speakers
 Internet Access: Fleet Telematics Modem internet access
 1st Row LCD: 1 1st row LCD monitor
 Wireless Connectivity: wireless phone connectivity
 Antenna: integrated roof antenna

Lighting, Visibility and Instrumentation Features:

Headlamp Type: projector beam LED low/high beam headlamps
 Front Wipers: variable intermittent speed-sensitive wipers wipers
 Rear Window wiper: rear window wiper with heating wiper park
 Rear Window Defroster: rear window defroster
 Tinted Windows: deep-tinted windows
 Dome Light: dome light with fade
 Front Reading Lights: front and rear reading lights
 Variable IP Lighting: variable instrument panel lighting
 Display Type: digital/analog appearance
 Tachometer: tachometer
 Compass: compass

Low Tire Pressure Warning: tire specific low-tire-pressure warning
 Park Distance Control: Reverse Sensing System rear parking sensors
 Trip Computer: trip computer
 Trip Odometer: trip odometer
 Blind Spot Sensor: blind spot
 Front Pedestrian Braking: front pedestrian detection
 Forward Collision Alert: forward collision
 Water Temp Gauge: water temp. gauge
 Engine Hour Meter: engine hour meter
 Clock: digital clock
 Systems Monitor: driver information centre
 Check Control: redundant digital speedometer
 Rear Vision Camera: rear vision camera
 Oil Pressure Warning: oil-pressure warning
 Water Temp Warning: water-temp. warning
 Battery Warning: battery warning
 Lights On Warning: lights-on warning
 Key in Ignition Warning: key-in-ignition warning
 Low Fuel Warning: low-fuel warning
 Low Washer Fluid Warning: low-washer-fluid warning
 Door Ajar Warning: door-ajar warning
 Trunk Ajar Warning: trunk-ajar warning
 Brake Fluid Warning: brake-fluid warning

Safety And Security:

ABS four-wheel ABS brakes
 Number of ABS Channels: 4 ABS channels
 Brake Assistance: brake assist
 Brake Type: four-wheel disc brakes
 Vented Disc Brakes: front and rear ventilated disc brakes
 Spare Tire Type: full-size spare tire
 Spare Tire Mount: spare tire mounted inside under cargo
 Driver Front Impact Airbag: driver and passenger front-impact airbags
 Driver Side Airbag: seat-mounted driver and passenger side-impact airbags
 Overhead Airbag: curtain 1st and 2nd row overhead airbag
 Knee Airbag: knee airbag
 Occupancy Sensor: front passenger airbag occupancy sensor
 Height Adjustable Seatbelts: height adjustable front seatbelts
 Seatbelt Pretensioners: front seatbelt pre-tensioners
 3Point Rear Centre Seatbelt: 3 point rear centre seatbelt
 Side Impact Bars: side-impact bars
 Tailgate/Rear Door Lock Type: tailgate/rear door lock included with power door locks
 Rear Child Safety Locks: rear child safety locks
 Security System: security system
 Tracker System: tracker system
 Electronic Stability: electronic stability stability control with anti-rollover
 Traction Control: ABS and driveline traction control
 Front and Rear Headrests: manual adjustable front head restraints
 Rear Headrest Control: 3 rear head restraints

Seats And Trim:

Seating Capacity max. seating capacity of 5
 Front Bucket Seats: front bucket seats
 Number of Driver Seat Adjustments: 8-way driver and passenger seat adjustments
 Reclining Driver Seat: manual reclining driver and power reclining passenger seats
 Driver Lumbar: power 2-way driver and passenger lumbar support
 Driver Height Adjustment: power height-adjustable driver and passenger seats
 Driver Fore/Aft: power driver and passenger fore/aft adjustment
 Driver Cushion Tilt: power driver and passenger cushion tilt
 Rear Seat Type: rear 35-30-35 split-bench seat
 Rear Folding Position: rear seat fold-forward seatback

Leather Upholstery: cloth front seat upholstery

Rear Seat Material: vinyl rear seat upholstery

Headliner Material: full cloth headliner

Floor Covering: full vinyl/rubber floor covering

Dashboard Console Insert, Door Panel Insert Combination: metal-look instrument panel insert, door panel insert, console insert

Shift Knob Trim: urethane shift knob

Interior Accents: metal-look interior accents

Cargo Space Trim: carpet cargo space

Trunk Lid: plastic trunk lid/rear cargo door

Cargo Tie Downs: cargo tie-downs

Cargo Light: cargo light

Cargo Tray: cargo tray/organizer

Standard Engine:

Engine 318-hp, 3.3-liter V-6 (hybrid regular gas)

Standard Transmission:

Transmission 10-speed automatic w/ OD

SAE Group

4012 Main St.
McHenry, IL 60050

Office: 855-SAE-CUST
723-2878
Fax: 855-230-1214

Estimate

Date	Estimate #
3/19/2025	6178

Name / Address
Roscoe PD Tom Farone

Rep	Account #	Project
	427	

Item	Description	Qty	Rate	Total
	2025 Ford PIU v2 DUE TO THE FLUCTUATIONS IN AVAILABILITY AND PRICING WE CAN ONLY GUARANTEE QUOTES FOR 15 CALENDAR DAYS. -THANK YOU FOR YOUR UNDERSTANDING.			
	Customer to provide: Camera system Radar Computer Docking Station 2-way Radio DigiPrinter			
SOS-EMPSCG2QMS5RBW	mpower® 4" 3-Wire Light w/ Quick Mount, for use with mpower Arrow Kit and Connect-n-Go, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 18 LED, Tricolor - Red/Blue/White - 5 Year(s) Warranty	2	158.76	317.52T
SOS-KIT-EMPSM3	Mpower adhesive to stud mount conversion kit	2	8.955	17.91T
Light Head	LABOR- Light Head (each)	2	125.00	250.00

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Subtotal

Sales Tax (0.0%)

Total

Signature

SAE Group

4012 Main St.
McHenry, IL 60050

Office: 855-SAE-CUST
723-2878
Fax: 855-230-1214

Estimate

Date	Estimate #
3/19/2025	6178

Name / Address
Roscoc PD Tom Farone

Rep	Account #	Project
	427	

Item	Description	Qty	Rate	Total
SOS-ELUC3H010D	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher – Dual Color Red/White - 5 Year(s) Warranty	1	96.96	96.96T
SOS-ELUC3H010E	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher – Dual Color Blue/White - 5 Year(s) Warranty	1	96.96	96.96T
SOS-PLUCTCL1	Replacement Collar Kit, includes 1 Collar, 2 Gaskets & Screws for the Twist-In UnderCover - Universal Undercover Insert 5 Year(s) Warranty to install in head light housings	2	3.97	7.94T
Light Head	LABOR- Light Head (each)	2	125.00	250.00
SOS-ETSS100J	100J Series Composite Speaker w/ Universal Bail Bracket - 100 watt - 2 Year(s) Warranty	1	227.37	227.37T
SA-BKT-SPKR1-FPIU21	100C/ 100L/ 100N Speaker Bracket (only - no drill) for the Series FORD PIU 2021, Bumper Mount - 100C Speaker, 100L Speaker, 100N Speaker 5 Year(s) Warranty - SINGLE SPEAKER	1	54.00	54.00T
Speaker	LABOR- Speaker (each)	1	125.00	125.00
SOS-ENGND04101	bluePRINT® Remote Node 4 Active High/Low Inputs 10 Outputs (50 Amps max)	1	217.16	217.16T
SA-BKT-BPRN1-FPIU21	Single Remote Node Bracket Ford Utility	1	45.00	45.00T

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Name / Address
Roscoe PD Tom Farone

Rep	Account #	Project
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Item	Description	Qty	Rate	Total
Siren	LABOR- Remote Nodes/Expansion Modules (each)	1	125.00	125.00
SA-491	Blueprint Front End Harness - 2 Dual mode grille lts, 2 Dual mode corner lts To control ford headlight options	1	115.00	115.00T
Fuseblock	LABOR- Fuse Block (X2) Ground Stud (X2) wiring Harness	1	250.00	250.00
Fascia	LABOR- Removal of Fascia	1	250.00	250.00
MDASHCPE	NOVA MICRODASH self-contained traffic signal Pre-Emption. It provides right-of-way at non-coded signalized intersections for authorized vehicles.	1	291.88	291.88T
Opticom	LABOR- Opticom install	1	125.00	125.00T
SOS-ENULB010SG-4E5	54"/137cm 9-32 VOLT NFUSE LED LIGHTBAR W/ 15' LIN DSC TECHNOLOGY /D12//D12//D12//D12//D12//D12//D12//D12//D12// /R_W//R_W//R_W//R_W//R_B//B_W//B_W//B_W//B_W// D12 --CLR-- CLR-- CLR-- CLR-- O-CLR-- D12 R_W --CLR-- CLR-- CLR-- CLR-- O-CLR-- B_W \D12\ D12\ D12\ D12\ S06\ D12\ D12\ D12\ D12/ /R_W//R_A//R_A//R_A//AMB//B_A//B_A//B_A//B_W/ Domes - No Hardcoat [12/6/12] Accessories - PNFLBSPLT1, AUTO-DIM Mount - Standard Fixed Height Mount (PNFLBK08) Hook - PNFLBF44 Vehicle - 2025 Ford Police Interceptor Utility w/o Roof Rack	1	2,097.38	2,097.38T

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Item	Description	Qty	Rate	Total
Lightbar	LABOR- Lightbar (Exterior or Interior Each)		312.50	312.50
COM-CAL	C mount no connector RG58A/U 17'	1	33.48	33.48T
COM-A1161B	VHF NMO Mount Undercover BLACK antenna	1	52.50	52.50T
Antenna	LABOR- Antenna (each)	1	125.00	125.00
SOS-EMPSCG1QMS4RBW	mpower® 3" 3-Wire Light w/ Quick Mount, for use with mpower Arrow Kit and Connect-n-Go, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Tricolor - Red/Blue/White - 5 Year(s) Warranty	2	141.75	283.50T
SOS-PMP2BKUMB8-D	Under Mirror Mount Bracket Kit (each) for installation on Ford PI Utility 2025 for use with mpower® 3" and 4" Stud and Intersector Surface Mount, Driver Side	1	27.22	27.22T
SOS-PMP2BKUMB8-P	Under Mirror Mount Bracket Kit (each) for installation on Ford PI Utility 2025 for use with mpower® 3" and 4" Stud and Intersector Surface Mount, Passenger Side	1	27.22	27.22T
SA-314	Ford Explorer Mirror Harness with SOS 3-pin - 4"	2	7.50	15.00T
Mirror	LABOR- Mirror Beams and/or Rear side Doors (Per Set)	1	312.50	312.50
JD-425-6505	Ford PI Utility (2020+) Police Equipment Console - Contour 6" upper & 14" lower	1	457.80	457.80T
JD-425-6728	SoundOff Signal 500 Series (Console) - 4" Faceplate	1	0.00	0.00T

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Item	Description	Qty	Rate	Total
JD-425-6295	XTL5000 O5 (REMOTE HEAD)/APX 7500 O5 HEAD/APX6500/4500 (REMOTE HEAD)	1	0.00	0.00T
JD-425-3704	Dual ABS Cup Holder (Internally Mounted)	1	47.17	47.17T
JD-425-6260	Armrest - Upper Structure (7.75" x 8" x 8")	1	57.15	57.15T
JD-425-3816	Magnetic Microphone System - Single Pack	2	37.70	75.40T
Console install	LABOR- Console W/ Armrest, cupholder	1	375.00	375.00
SOS-ENGSA5100CSP	500 Series Console Control System - Button, 100w Speaker	1	847.67	847.67T
SOS-ENGLMK013	bluePRINT Link@ Micro Kit, includes Module and Vehicle Harness for Ford Super Duty F-250-F-550, 2023-2024	1	409.50	409.50T
Smart Siren	LABOR- Siren Controller (Smart System)	1	650.00	650.00
Siren	LABOR- Remote Nodes/Expansion Modules (each)	1	125.00	125.00
Multi-Antenna	LABOR- Multi-Input Antenna	1	187.50	187.50
In-car	LABOR- In-Car Camera System	1	625.00	625.00
Modem	LABOR - Cellular/wifi modem	1	125.00	125.00T
	Installation of AXON Camera system			
In-car-Pre-wire	LABOR - In-Car Camera Pre-wire - AXON BWC	1	125.00	125.00T
HAV-PKG-PSM-3006	2020 Ford Interceptor Utility and Ford Retail Explorer Premium Passenger Side Mount Package	1	744.62	744.62T
BR-BR-930W	3 hole outlet box w/ circuit breaker (flange mount)	1	14.96	14.96T

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Item	Description	Qty	Rate	Total
Dock	LABOR- Docking Station	1	187.50	187.50
Tri-lighter	LABOR- 3 Accessory plug	1	62.50	62.50
Chargeguard	LABOR- Chargeguard/MZL26	1	125.00	125.00
AMZ-081159815271	Cable Matters 1-Pack USB Cable/USB Printer Cable 6 ft, USB A to B Cable, USB 2.0 Cable Compatible with Printer, MIDI Controller, MIDI Keyboard and More - 6 Feet	1	6.50	6.50T
Printer	LABOR- Mobile Printer	1	125.00	125.00
SET-GK10342UHKSSCA...	Dual T-Rail Mount 2 Universal XL , Handcuff Key Override	1	556.61	556.61T
Gunlock	LABOR- Gunlock (Partition Mount or Free Standing)	1	125.00	125.00
JD-475-0065	Ford PI Utility (2020+) Space Creator Vehicle Partition Featuring Bidirectional Recessed Housing (Full Window w/ Safety Wire Option)	1	897.61	897.61T
JD-475-0923	Ford PI Utility (2020+) Replacement Bio-Seat System	1	1,650.81	1,650.81T
JD-475-1486	Ford PI Utility (2020+) Secure-Grid Window Armor and Door Control Covers	1	352.31	352.31T
JD-475-0968	High Security Extension Panel for 2020+ Ford PI Utility VP9 Space Creator Vehicle Partition - Two Piece Steel HSEP	1	122.84	122.84T
Partitions	LABOR- Front Partitions	1	375.00	375.00
Seat	LABOR- Prisoner Seat	1	125.00	125.00
OS Buckle	LABOR- Outward Buckle System	1	187.50	187.50
Barrier	LABOR- Cargo Barrier	1	250.00	250.00

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Item	Description	Qty	Rate	Total
Bars Dr	LABOR- Window Bars Rear Doors	1	62.50	62.50
Door Panel	LABOR- Door Panels/covers (each door)	2	62.50	125.00
SOS-EMPSCG1QMS4RBW	mpower® 3" 3-Wire Light w/ Quick Mount, for use with mpower Arrow Kit and Connect-n-Go, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 12 LED, Tricolor - Red/Blue/White - 5 Year(s) Warranty	2	141.75	283.50T
SOS-KIT-EMPSM3	Mpower adhesive to stud mount conversion kit to be mounted on hatch edge			17.91T
Light Head	LABOR- Light Head (each)	2	125.00	250.00
SOS-ENFWB01P3B	Ford Explorer/PI Utility (2025) Solid Rear (DRV) [D12][D12][D12][D12][D12][D12] (PAS) [R_A][R_A][R_A][B_A][B_A][B_A] Accessories: PNFLBSPLT1 DSC w/ LIN Breakout Box (Included)	1	904.72	904.72T
Outter edge	LABOR- Outter Edge - Rear Pillar - T/A - Spoiler Lights	1	250.00	250.00
SOS-EMPSCG2QMS5RBW	mpower® 4" 3-Wire Light w/ Quick Mount, for use with mpower Arrow Kit and Connect-n-Go, SAE Class 1 & CA Title 13, 9-32 Vdc, Black Housing, 18 LED, Tricolor - Red/Blue/White - 5 Year(s) Warranty	4	158.76	635.04T
SOS-KIT-EMPSM4	Mpower adhesive to stud mount conversion kit	4	9.855	39.42T

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	427	

Item	Description	Qty	Rate	Total
SOS-PMP2WSDDDB	Dual Window Shroud Kit for 4" Light w/ Stud Mount - Black - mpower Fascia 4" Stud Mount 5 Year(s) Warranty To Be Mounted In cargo Windows	2	20.58	41.16T
Light Head	LABOR- Light Head (each)	4	125.00	500.00
SOS-ELUC3H010D	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher - Dual Color Red/White - 5 Year(s) Warranty	1	96.96	96.96T
SOS-ELUC3H010E	Universal UnderCover Screw-In LED Insert Single Light Kit, 9-32 Vdc w/ 10' 5-wire harness: includes insert, Lens #1 (Extreme Angle) & Inline Flasher - Dual Color Blue/White - 5 Year(s) Warranty	1	96.96	96.96T
Light Head	LABOR- Light Head (each)	2	125.00	250.00
Rear	LABOR- Rear Wiring (standard car/SUV 1 - Truck tray x3)	1	187.50	187.50
SA-211	Police Vehicle adapter harness - Ford Interceptor Utility	1	210.00	210.00T
SA-208	Police Center console Harness	1	345.00	345.00T
SA-281	Police Blueprint Siren interface harness	1	235.00	235.00T
SA-381	SA-208 Timer circuit fuse assembly for use with Smart siren controller with timer output	1	60.00	60.00T
SA-223	Police Overhead rear Lighting harness ONLY 3-wire systems	1	590.00	590.00T
Fuseblock	LABOR- Fuse Block (X2) Ground Stud (X2) wiring Harness	1	250.00	250.00

Upon payment in full, SAE Customs Inc. ("SAE") provides a limited warranty (the "Limited Warranty") covering SAE's workmanship for as long as the customer owns the vehicle and no tampering with the parts, materials and/or equipment installed by SAE ("Products") is evident. This Limited Warranty covers SAE's labor only, and does not cover the Products. Customer's sole recourse for warranty claims related to the Products is with the manufacturer of the Products. EXCEPT AS SET FORTH HEREIN, SAE MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, AND BUYER ACKNOWLEDGES THAT NO REPRESENTATIONS, WARRANTIES, PROMISES OR STATEMENTS HAVE BEEN MADE BY SAE WITH RESPECT TO THE SERVICES AND/OR PRODUCTS PROVIDED BY SAE, OR ANY PART OR PORTION THEREOF, FOR ANY PURPOSE, NOR ANY WARRANTY WHICH EXTENDS BEYOND THE LIMITED WARRANTY.

LIMITATION OF LIABILITY: To the maximum extent permitted by applicable law, in no event and under no legal theory shall SAE or any other person who has been involved in the production or delivery of the services described herein be liable to customer or any other person for any general, direct, indirect, special, incidental, consequential, cover or other damages of any character arising out of the use of, or inability to use, the vehicle and/or Products, including but not limited to, personal injury, failure of the finished vehicle to operate with any other aftermarket products, business interruption, or any and all other damages or losses of whatever nature, even if Contractor has been informed of the possibility of such damages.

SAE reserves the right to: (i) cancel this order at any time; (ii) take pictures of the vehicle through all stages of the build; and (iii) place one or more decals on the vehicle and/or consoles. The price herein is subject to change with addition of parts, materials and/or equipment not specified above. Cancellation of the order by the customer after signing this estimate will require payment to SAE for all ordered materials and equipment and the customer shall not be entitled to delivery of said items. The customer, by signing here acknowledges and agrees to all of the terms set forth herein, accepts the quoted price and authorizes SAE to provide the quoted labor and Products for the vehicle. Payments made after the due date (as stated above) shall accrue interest at 1.5% per month. In the event of any action to enforce the terms herein, customer agrees to pay upon demand all of SAE costs and expenses, including attorneys' fees and court costs.

Subtotal

Sales Tax (0.0%)

Total

Signature

SAE Group

4012 Main St.
McHenry, IL 60050Office: 855-SAE-CUST
723-2878
Fax: 855-230-1214**Estimate**

Date	Estimate #
3/19/2025	6178

Name / Address

Roscoe PD
Tom Farone

Rep	Account #	Project
	427	

Item	Description	Qty	Rate	Total
Fabrication	LABOR- Metal Fabrication	1	250.00	250.00T
Metal	Electronics Cover for Cargo Area	1	150.00	150.00T
SR-200-1378-00	2020 Ford Interceptor SUV Rear Antenna Mount	1	135.70	135.70T
Radar	LABOR- Radar	1	250.00	250.00
UN-189	Mounting Bracket		75.00	75.00T
	467.38			
UN-218016-0002	LED 6" Spotlight Black (335) (S04) LH	1	677.70	677.70T
UN-265	Installation Kit	1	119.95	119.95T
Install	LABOR- Install New Spot light	1	650.00	650.00
Shipping		1	550.00	550.00T
Shop Supplies	Wire, Connector, Tape, Fittings, Hardware, Etc.	1	450.00	450.00T
Vinyl	Vinyl Work	1	950.00	950.00

Upon payment in full, SAE Customs Inc. ("SAE") provides a limited warranty (the "Limited Warranty") covering SAE's workmanship for as long as the customer owns the vehicle and no tampering with the parts, materials and/or equipment installed by SAE ("Products") is evident. This Limited Warranty covers SAE's labor only, and does not cover the Products. Customer's sole recourse for warranty claims related to the Products is with the manufacturer of the Products. EXCEPT AS SET FORTH HEREIN, SAE MAKES NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, AND BUYER ACKNOWLEDGES THAT NO REPRESENTATIONS, WARRANTIES, PROMISES OR STATEMENTS HAVE BEEN MADE BY SAE WITH RESPECT TO THE SERVICES AND/OR PRODUCTS PROVIDED BY SAE, OR ANY PART OR PORTION THEREOF, FOR ANY PURPOSE, NOR ANY WARRANTY WHICH EXTENDS BEYOND THE LIMITED WARRANTY.

LIMITATION OF LIABILITY: To the maximum extent permitted by applicable law, in no event and under no legal theory shall SAE or any other person who has been involved in the production or delivery of the services described herein be liable to customer or any other person for any general, direct, indirect, special, incidental, consequential, cover or other damages of any character arising out of the use of, or inability to use, the vehicle and/or Products, including but not limited to, personal injury, failure of the finished vehicle to operate with any other aftermarket products, business interruption, or any and all other damages or losses of whatever nature, even if Contractor has been informed of the possibility of such damages.

SAE reserves the right to: (i) cancel this order at any time; (ii) take pictures of the vehicle through all stages of the build; and (iii) place one or more decals on the vehicle and/or consoles. The price herein is subject to change with addition of parts, materials and/or equipment not specified above. Cancellation of the order by the customer after signing this estimate will require payment to SAE for all ordered materials and equipment and the customer shall not be entitled to delivery of said items. The customer, by signing here acknowledges and agrees to all of the terms set forth herein, accepts the quoted price and authorizes SAE to provide the quoted labor and Products for the vehicle. Payments made after the due date (as stated above) shall accrue interest at 1.5% per month. In the event of any action to enforce the terms herein, customer agrees to pay upon demand all of SAE costs and expenses, including attorneys' fees and court costs.

Subtotal \$25,853.97

Sales Tax (0.0%) \$0.00

Total \$25,853.97

Signature

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 14.

Agenda Item: Approval of Ordinance 2025-18: An Ordinance Amending Section §2-359 of the Village Code of Ordinances Concerning the Procedures for Purchases Not Exceeding \$5,000.00

Date: August 28, 2025

Meeting: VB – 9/2/2025

Prepared by: Josef Kurlinkus

Department: Administration

Overview/Background Information

At the request of the Village Board of Trustees, the Village Administrator was directed to prepare an amendment to the Village Code that reduces the purchasing authority previously granted to the Village President and the Village Administrator under §2-359 of the Village Code. While no specific rationale was provided by the Board in support of the requested revision—nor were any examples cited in which the changes set forth in this ordinance would have resulted in a different financial or procedural outcome—the attached ordinance reflects the proposed language for formal consideration.

Under the current Village Code, both the Village President and the Village Administrator are authorized to approve expenditures up to \$5,000 per invoice or project without requiring prior Village Board approval, provided the expenditure has been previously appropriated and budgeted. Ordinance 2025-18 proposes reducing this authorization threshold from \$5,000 to \$2,500.

This amendment does **not** modify the Village’s underlying financial policies or standard procedures regarding invoice processing, claims review, or budget compliance. Importantly, it also does **not** alter the requirement that all expenditures—regardless of amount or purchasing authority—remain subject to final review and approval by the Village Board of Trustees as part of the regular warrant approval process.

Fiscal Note/Budget Impact

No direct fiscal impact, but may result in an increased number of purchases requiring prior approval and placement on the Board’s warrant list.

Prior Legislative Actions

Modifies changes made in 2017-22.

Attachments

Ordinance 2025-18 (Redlined text attached as Exhibit A)

**VILLAGE OF ROSCOE, ILLINOIS
ORDINANCE NO. 2025-18**

**AN ORDINANCE AMENDING PORTIONS OF SEC. 2-359 OF THE VILLAGE
CODE OF ORDINANCES MODIFYING THE PROCEDURES FOR THE
APPROVAL OF EXPENDITURES**

WHEREAS, the Village of Roscoe desires to amend Section §2-359 of the Village of Roscoe Code of Ordinances concerning the procedures for purchases not exceeding \$5,000.00; and

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

WHEREAS, the President and Board of Trustees of the Village find that it is in the best interests of the residents of the Village to modify the methods and procedures by which the Village makes purchases not exceeding \$5,000.00.

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

Section 1. That **Section §2-359(A) & §2-359(B)** of the Village of Roscoe Code of Ordinances, concerning the authorization of expenditures made by the Village of Roscoe Elected Officials and Supervisory Employees Ordinance is hereby amended to reflect as follows (additions shown as **underlined and bolded** and deletions as ~~strikethroughs~~):

“ § 35.31 PURCHASES NOT EXCEEDING \$5,000.

- (A) The Village President shall have the authority to authorize the expenditure of up to, but not exceeding, ~~\$5,000-~~ **\$2,500.00** per invoice or project without pre-approval by the Village Board, provided that said expenditure has been previously appropriated and budgeted.
- (B) The Village Administrator shall have the authority to authorize the expenditure of up to, but not exceeding, ~~\$5,000-~~ **\$2,500.00** per invoice or project without pre-approval by the Village Board, provided that said expenditure has been previously appropriated and budgeted.

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

Section 3: All other portions of the Code of Ordinances shall remain in full force and effect.

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

2025-18

1st Read:**PASSED BY ROLL CALL VOTE ON:**

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

APPROVED SEPTEMBER 2, 2025:**ATTEST:**_____
VILLAGE PRESIDENT_____
VILLAGE CLERK

**VILLAGE OF ROSCOE, ILLINOIS
ORDINANCE NO. 2017-22**

AN ORDINANCE AMENDING PORTIONS OF SECTION §35.30 & 35.31 OF THE VILLAGE CODE OF ORDINANCES MODIFYING THE PROCEDURES FOR THE APPROVAL OF EXPENDITURES

WHEREAS, the Village of Roscoe desires to amend Section §35.31 of the Village of Roscoe Code of Ordinances concerning the procedures for purchases under \$2,000; and

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

WHEREAS, the President and Board of Trustees of the Village find that it is in the best interests of the residents of the Village to modify the methods and procedures by which the Village makes purchases under \$2,000.00.

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

Section 1. That **Section §35.30** of the Village of Roscoe Code of Ordinance is hereby amended to reflect as follows:

a) **Section §35.30, now entitled: “§35.30 - Contracts Exceeding \$2,000”, shall henceforth be entitled: “§35.30 - Contracts Exceeding \$5,000”.**

b) **Section §35.30(A), paragraph 1, is hereby amended to read as follows:**

“(A) All contracts, of whatever character, pertaining to public improvement, or to the maintenance of the public property of the Village, and which involve an outlay of funds between \$5,000 and \$20,000, shall be entered into in the following manner:”

c) **Section §35.30(B), paragraph 1, is hereby amended to read in its entirety, as follows:**

“(B) Any work or other public improvement which is not to be paid for in whole or in part by special assessment or special taxation, when the expense thereof will exceed \$20,000, shall be constructed as follows:”

d) **Section §35.30(D), is hereby amended to read in its entirety, as follows:**

“Any contract entered into under any part of this section § 35.30, or as elsewhere provided by law, may additionally be entered into in the following

manner, if authorized by a vote of 2/3 of all Trustees then holding office: the Superintendent of Public Works, or other proper officers to be designated by ordinance, shall superintend and cause to be carried out the construction of the work or other public improvement and shall employ exclusively for the performance of all manual labor thereon, laborers and artisans whom the Village shall pay by the day or hour, but all material of the value of \$20,000 and upward used in the construction of the work or other public improvement, shall be purchased by contract let to the lowest responsible bidder in the manner to be prescribed by ordinance.

Section 2. That **Section §35.31** of the Village of Roscoe Code of Ordinances, concerning the authorization of expenditures made by the Village of Roscoe Elected Officials and Supervisory Employees is hereby amended, to read in its entirety, as follows:

“ § 35.31 PURCHASES NOT EXCEEDING \$5,000.

- (A) The Village President shall have the authority to authorize the expenditure of up to, but not exceeding, \$5,000 per invoice or project without pre-approval by the Village Board, provided that said expenditure has been previously appropriated and budgeted.
- (B) The Village Administrator shall have the authority to authorize the expenditure of up to, but not exceeding, \$5,000 per invoice or project without pre-approval by the Village Board, provided that said expenditure has been previously appropriated and budgeted.
- (C) The Chief of Police and the Public Works Supervisor, shall have the authority to authorize the expenditure of up to, but not exceeding \$2,500 per invoice or project without pre-approval by the Village Board, provided that said expenditure has been previously appropriated and budgeted.
- (D) In the case of an emergency, authorization of expenditures over the amounts listed above may be made with the joint approval of the Village President and 1 Trustee, or 3 Trustees if the Village President is unavailable.”

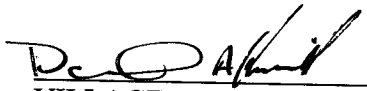
Section 2: Any portion of any other ordinance in conflict with this ordinance is hereby expressly repealed to the extent of the conflict.

Section 3: All other portions of the Code of Ordinances shall remain in full force and effect.

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

2017-22				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee Robert Baxter	✓			
Trustee Carol Gustafson ①	✓			
Trustee Stacy Mallicoat	✓			
Trustee Lindsey Swanson	✓			
Trustee Susan Petty	✓			
Trustee Mark Szula ②	✓			
President David A. Krienke				

APPROVED OCTOBER 03, 2017:


VILLAGE PRESIDENT

ATTEST:


VILLAGE CLERK