



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole

Tuesday, September 01, 2026
[immediately following Village Board Meeting]

CALL TO ORDER

ROLL CALL

APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Committee of the Whole from **August 18, 2026.**

PUBLIC COMMENT (limited to 3 minutes per speaker)

OLD BUSINESS

- 2. Solar Energy System Installations**

NEW BUSINESS

- 3. Code Enforcement Options**
- 4. Administrative Staffing Discussion**

PUBLIC COMMENT (limited to 3 minutes per speaker)

PRESENTATIONS

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole

Tuesday, August 18, 2026

CALL TO ORDER

Trustee Wright called the meeting to order at 7:09 pm.

ROLL CALL

PRESENT

Trustee William Babcock
Trustee John Broda
Trustee Molly Butz
Trustee Dayne Mead
Trustee Michael Sima
Trustee Michael Wright
Village President Carol Gustafson

APPROVAL OF THE MINUTES

Approval of the Minutes for the meeting of the Committee of the Whole from **August 05, 2026.**

Trustee Wright asked for a motion for the approval of the minutes.

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

PUBLIC COMMENT (limited to 3 minutes per speaker)

No Public Comments.

OLD BUSINESS

None.

NEW BUSINESS

1. "Parameters for Evaluating Stand Alone Solar Energy Arrays"

The Village Board discussed how to improve the review process for future large, ground-mounted solar energy installations in the community. Scot Wrighton Village Administrator explained that the existing ordinances provide a special-use permit process focused primarily

on preventing site-specific harm, such as environmental impacts, effects on neighboring properties, and the need for fencing or landscaping. However, the board was asked to consider expanding the review to include broader, community-wide factors, such as whether a proposed solar array fits the Village's comprehensive or master plan, represents an appropriate use of the property, and supports the long-term vision for development. Tom Green Village Attorney recognized that Illinois law limits municipalities' ability to simply prohibit solar projects, but municipalities may still have discretion to establish reasonable and consistent review criteria.

Tom Green generally supported developing additional "findings of fact" or "decision rules" to make the review process more consistent from one application to another while avoiding criteria designed to automatically reject solar projects. Trustees Broda and Sima discussed considerations such as aesthetics, property values, surrounding land uses, historical or agricultural significance, buffering, landscaping, and other potential community-wide impacts. Trustee Mead also asked whether other municipalities have similar regulations that could serve as models. Scot indicated that he would research best practices and develop proposed language for the board to review.

The discussion was also expanded to consider data centers. While Village Administrator Scot Wrighton noted that the specific criteria for data centers would differ from those for solar arrays, the board agreed that the overall approach—establishing proactive, consistent review standards before individual applications arise—could be useful for both. The Village already has provisions allowing data centers as a special use in certain industrial zoning districts, but additional regulations could be considered. The board ultimately reached a consensus for Village Administrator Scot and Zoning Consultant Hillary Rottmann to develop broader review criteria for solar arrays and a separate set of criteria for data centers, while leaving wind farms outside the scope because they are unlikely to be located within the Village's corporate limits. The proposed criteria will return to the Committee of the Whole for further discussion and refinement before potentially being presented to the full Village Board for final approval.

PRESENTATIONS

None.

PUBLIC COMMENT (limited to 3 minutes per speaker)

No Public Comments.

EXECUTIVE SESSION (IF NECESSARY)

No Executive Session.

ADJOURNMENT

Trustee Wright asked for a motion to Adjourn the meeting.

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

August 28, 2026

TO: President Gustafson & Members of the Village Board of Trustees

FROM: Scot Wrighton, Interim Village Administrator

RE: Committee-of-the-Whole Item #1: Solar Energy System Installations

On August 18, the Village Board expressed its support for creating documents that would clarify, to prospective developers submitting large improvement and construction proposals, all of the metrics on which their proposals would be evaluated—criteria such as whether proposals adhere to the Village’s comprehensive planning objectives, community strategic plans, whether they constitute the highest and best use of the subject property, and are compatible with land use planning goals and overlay districts already in place for key transportation nodes, corridors and environmentally sensitive sites. Such “big picture” considerations can legally be integrated *now* into the Village’s decision-making processes, but the Board determined they should be communicated with greater clarity and precision so developers will all understand them in the same way. These criteria would be in addition to site-specific issues like setbacks, fencing and sight-breaks, height, buffering, noise abatement, decommissioning, access points, runoff and how specific utilities should serve the site. When finalized, these “big picture” criteria can be more consistently applied to projects like stand-alone solar energy system installations, data centers, large scale storage facilities, and other large development projects that would not be considered traditional residential, commercial, industrial or open space improvements.

Now, into this discussion, comes Pivot Solar. They, and the owner of a large tract immediately south of the AAE plant and immediately east of State Highway 251 (see attached site plans), have proposed the installation of a 22+ acre solar array on this high-visibility site. While formal hearings have not yet been convened to determine if such a project is compatible with the land use planning and development objectives of the Village, it certainly appears (at this early stage in the review process) that the developer’s goals could be incompatible with the measures and criteria listed in the paragraph above.

Nonetheless, the developer has asked for the opportunity to present their preliminary project in the less formal environment of a Committee-of-the-Whole meeting, to discuss the original plan, alternative concepts for a Pivot Solar project, and explore whether there is a solution that can advance the objectives of the Village *AND* the objectives of the developer/owner prior to a more detailed plan review by the Zoning Board of Appeals.

It is recommended that the Committee-of-the-Whole hear the Pivot Solar presentation, ask whatever questions they may have for the prospective developer about the presentation, plans, or the attached documents submitted to the Village, and then discuss whether, in general conceptual ways, there could be a solar energy system installation and site layout on this tract that could

simultaneously be compatible with Pivot's development objectives *and* the Village's land use planning and strategic community goals. If there is some consensus on this topic, it should form the basis of a revised submittal by Pivot Solar which they could assemble for, and submit to, the Zoning Board of Appeals in October. Conceptually, both the landowner and the developer are not opposed to moving the solar array to the rear of the existing tract in such a way as to reserve between ten and twelve acres at the front (west side) of the site for future commercial and/or industrial development in accordance with its assigned zoning designation and the Village's strategic and comprehensive plans. This alternative is illustrated with an attached drawing.

At no point is the Village Board required to find or reach a compromise with the developer; but often alternative conceptual discussions (as I propose for the Committee-of-the-Whole on September 1st) can be effective in finding common ground when a developer and a governmental entity otherwise may appear to have incompatible goals and plans.

July 20, 2026

Zoning Board of Appeals
Village of Roscoe
10631 Main Street
Roscoe, IL 61073

RE: Pivot Energy IL 143 LLC: Request for Special Use Permit

Dear Village of Roscoe Zoning Board of Appeals,

Thank you for providing the opportunity to apply for a Special Use Permit with the Village of Roscoe. We appreciate your guidance through this permitting process. The following letter will provide a summary of our proposed community solar garden, Pivot Energy IL 143 LLC (Project), followed by various documentation required by the Village of Roscoe Ordinance No. 2023-11.

Pivot Energy is excited to bring renewable energy to the Village of Roscoe and the surrounding communities. As of September 15, 2021, The State of Illinois has aggressively committed to a Renewable Portfolio Standard of 50% by 2025, by passing The Clean Energy Jobs Act (Public Act 102-0662). The legislation further expanded the existing community solar garden program, in which utility customers can subscribe to a community solar garden in their utility territory in exchange for a credit on their bills.

Pivot Energy is developing community solar projects across Illinois. This location was chosen due to its proximity to ComEd's electrical infrastructure, both substations and distribution grid, its flat and manageable land, a willing landowner, and access to the sun (ample without shading obstructions).

The proposed Project is a roughly 3-megawatt (MW AC) ground-mounted community solar garden, and a 3-megawatt battery energy storage system (BESS) that will deliver clean energy to the local electrical grid. The Project site will occupy approximately 22.9 acres of leased land owned by 12233 North Second Street LLC and is located just north of 12233 North Second St (Site).

Pivot has received the interconnection agreement from ComEd and is in the process of executing it. Our array will have approximately 12,000 solar panel modules mounted on single-axis trackers. The solar panels will be facing east in the morning, flat at noon, and be facing west in the afternoon. They follow the path of the sun, to maximize their efficiency.

We look forward to working with the Village of Roscoe Staff to make this Project a success. If you have any questions, please do not hesitate to contact me at (888) 734-3033, or by email at bbecker@pivotenergy.net.

Sincerely,

William "Buzz" Becker
Sr. Director of Development
Pivot Energy

I. Special Use Permit Application

1. Community Solar Garden Summary

Pivot Energy IL 143 LLC (Project and Applicant), an entity wholly owned by Pivot Energy (Pivot), is proposing the development and operation of a Community Solar Garden in the Village of Roscoe, Winnebago County, Illinois. The proposed Project will be a 5.97 Megawatts DC (MW DC) / 2.988 Megawatts AC (MW AC) single-axis tracker ground mount solar photovoltaic array, thus qualifying as a Community Solar Garden under the Village of Roscoe ordinance 2023-11. The estimated amount of electricity generated from the system will contribute to Illinois's renewable energy goals and will benefit local energy consumers. The estimated generating capacity of the system will be approximately 7,515 megawatt hours per year (MWh/year), equivalent to powering approximately 1,136 residential homes. The Project will abide by the regulations required by the Village of Roscoe Ordinance No. 2023-11.

The proposed Project is located on North Second St, south of McCurry Rd, on parcels known as 0428176002 and 0428176003. The parcels are zoned as Commercial Hwy (CH) and are currently used as agricultural land, planted with soybean crop. Development of community-scale solar systems is allowed as a Special Use in the CH district, subject to the requirements of the solar energy systems ordinance 2023-11. A site plan of the proposed Project is depicted below in Photo 1, and is included as **Exhibit B**.

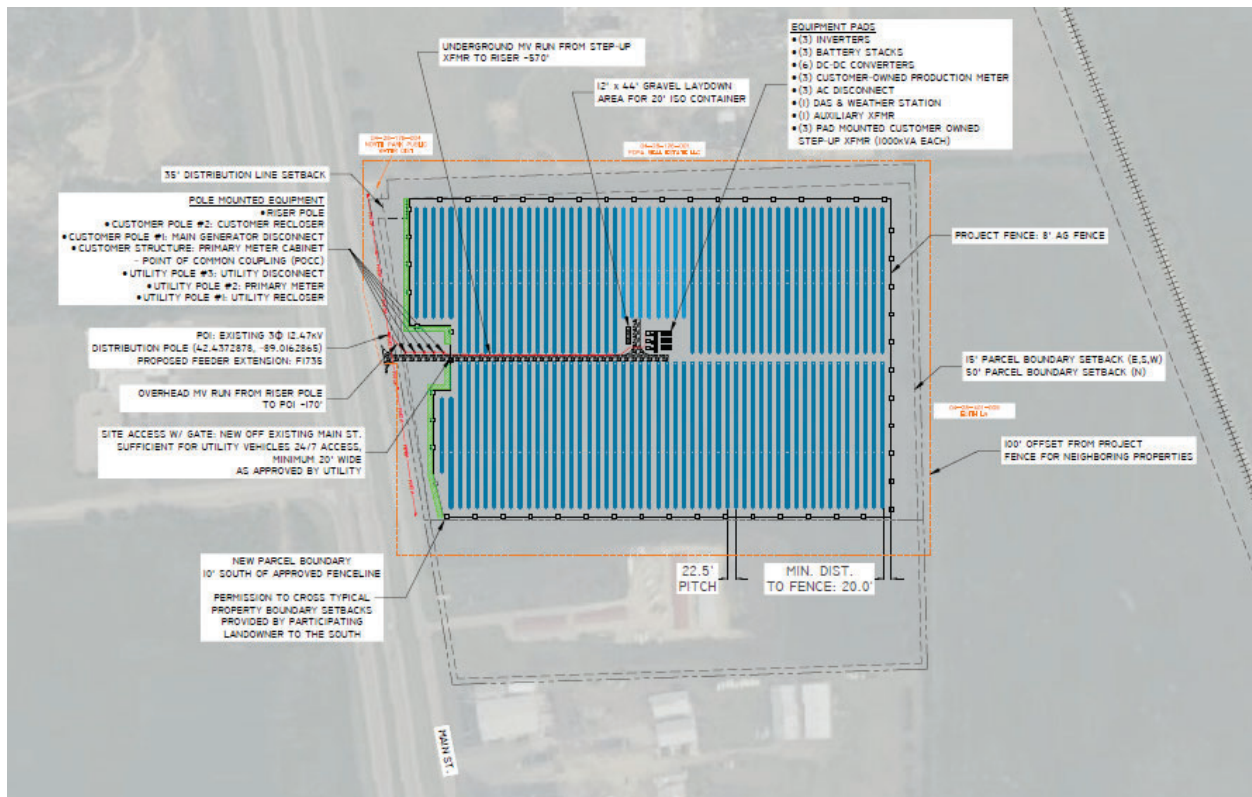


Photo 1. Pivot Energy IL 143 LLC Site Plan.

The solar array will operate every day during daylight hours. The equipment moves imperceptibly slowly throughout the day, quietly following the sun across the sky to maximize energy yield. There is no meaningful

sound, smell, noise, pollution, emission, or other negative external impacts attributable to the solar array's operation. There will be approximately 12,000 solar panels affixed to the single-axis tracker racking system. The design and construction of the solar farm will meet standards and guidelines as provided by the nationally accepted electric code.

2. Ground Mount Garden Sizing

The solar farm components will occupy a 23-acre portion (within the Project fence) of the approximately 40.3-acre parcels. Access to the Site will be off N Second St with a minimum 16' gravel access road. The proposed Project is a roughly 3-megawatt (MW AC) ground-mounted community solar garden and battery energy storage system (BESS) that will deliver clean energy to the local electrical grid. This Project qualifies as a Community Solar Garden, as it is less than 5 MW AC.

3. Interconnection

The Project proposes underground electrical lines to the extent possible that will interconnect into the existing ComEd utility poles located along the same side of N Second St. Pivot has received the interconnection agreement from ComEd and is in the process of executing it.

4. Dimensional Standards

The parcel is zoned as Commercial Hwy (CH) and used as agricultural land. A solar facility is allowed as special use in this zoning district. The solar array Project boundary will meet or exceed all setback requirements for the CH zoning district. The Project is setback at least 15 feet from front yard boundary, 50 feet from the nonparticipating neighbors to the north and east, and 10 feet from the participating landowner to the south. The solar array fencing components will begin at those setback distances and will encompass all Project infrastructure, including the solar array, equipment pad, transformer, batteries, and switchgear.

At full tilt, the modules atop the single-axis tracking racking would not exceed 14' at their highest point. At noon, when parallel with grade, the modules atop the racking will be at approximately 5-6' in height. The driven pile foundation will be determined based on further geotechnical review and soil-boring testing. Other electrical equipment, such as the utility meter, transformer, batteries, and switchgear, will not exceed 12' in height and will be placed upon a concrete equipment pad next to the access road, inside the Project fencing.

5. Other Standards

The Project will follow all applicable industry standards as well as state and national construction codes, including the American National Standards Institute Code, as amended from time to time. Additionally, all building materials shall comply with recognized industry standards. This Project will comply with all local, state, and federal laws and regulations.

The Applicant has entered into an Agricultural Impact Mitigation Agreement (AIMA) with the Illinois Department of Agriculture and will abide by the listed conditions. The AIMA is included as **Exhibit E**.

6. Lot Coverage

Upon construction completion, Pivot Energy will seed the Site with native grass seed mix approved by the Village and/or the local jurisdiction. The use of native vegetation and/or pollinator-friendly seed mixes supports the habitat of bees, butterflies, wasps, flies, beetles, and other pollinator species needed for agriculture. The seed mix chosen will be native and local to the Illinois environment, which naturally allows the Site to be resilient to droughts and intense downpours. Native grasses and deep roots absorb run-off and are designed to better manage stormwater runoff than turf grass. Additionally, planting diverse mixes of native plants will prevent soil and nutrients from washing away, improve water quality, and prevent soil loss.

II. Submittal Requirements

1. Site Plan – Existing Conditions

- a. Existing property lines, including those within one hundred feet from the Project including the names of adjacent property owners and the current use of the property are depicted on the site plan included as **Exhibit B**.
- b. The Project abides by all front, side and rear yard-setbacks for the CH Zoning District. Recorded easements are depicted on the ALTA Survey provided in **Exhibit C**.
- c. Existing public and private roads and associated easements are depicted on the ALTA included as **Exhibit C**.
- d. Existing buildings and impervious surfaces are depicted on the ALTA included as **Exhibit C**.
- e. A contour map showing topography at two-foot intervals is depicted on the ALTA Survey provided in **Exhibit C**.
- f. This site is currently 100% soybean crop.
- g. There are no delineated wetlands within the project area.
- h. There are no significant surface water drainage patterns on site. Existing site topography informs that water naturally drains to the west. The ALTA is provided in **Exhibit C**.
- i. A drain tile survey was conducted and found no drain tiles within our Project area. These results are included as **Exhibit F**.

2. Site Plan – Proposed Conditions

- a. The location and spacing of the solar panels are depicted on the site plan included as **Exhibit B**.

- b. Site access will be off N Second St with a minimum 16' wide gravel access road. This is depicted on the site plan included as **Exhibit B**.
- c. All wiring running between the Project array will be buried to the greatest extent possible, in accordance with the AIMA. If the power lines are not able to be fully buried, a Solar Cable Management System will be utilized. The Project will interconnect to existing ComEd infrastructure along N Second St.
- d. The Project will interconnect to the existing ComEd distribution lines along N Second St. One disconnect pole, one primary meter pole, one recloser pole, and one guy pole will be installed along the access road of the site to the point of interconnection.
- e. To minimize the visual impacts of the Project, the Applicant proposes visual screening to provide an additional buffer on the western side of the project, along N Second St. This proposed screening will be certified by an Illinois Registered Landscape Architect. All screening will be maintained by the Applicant for the life of the Project and replaced, as needed.

3. Fencing and weed/grass control

- a. Upon construction completion, the Applicant will seed the Site with native grass seed mix approved by the Village of Roscoe. The use of native vegetation and/or pollinator-friendly seed mixes supports the habitat for bees, butterflies, wasps, flies, beetles, and other pollinator species needed for agriculture. The seed mix chosen will be native and local to the Illinois environment, which naturally allows the Site to be resilient to droughts and intense downpours. Native grasses and deep roots are more efficient than turf grass at absorbing run-off, and are designed to better manage stormwater runoff. Additionally, planting diverse mixes of native plants will prevent soil and nutrients from washing away, improve water quality, and prevent soil loss.
- b. The applicant shall submit an acceptable weed control plan. The Preliminary Vegetation Management Plan demonstrates consistency with the goals of the Pollinator-Friendly Solar Site Act and AIMA, detailing the type of vegetation ground cover to be planted, established, and maintained for the life of the Project. It also includes details adhering to the IDNR guidelines and the guidelines for short and long-term vegetation and property management practices. These practices provide and maintain native and non-invasive naturalized perennial vegetation to protect the health and well-being of pollinators. A Preliminary Vegetation Management Plan that follows guidelines for vegetation management plans established by IDNR is included as **Exhibit G**.



Photo 2. Habitat-enhancing pollinator seeding is proposed beneath solar panels and evergreen screening.

- c. Typically, Pivot uses an 8-foot, agricultural-style, mesh-wire, game fence; we acknowledge that Roscoe's zoning ordinance requires a chain-link fence. Consequently, the applicant is requesting a waiver of this requirement to allow installation of our standard 8-foot game fence. The Applicant prefers an agricultural-style game fence over a chain link as it blends in with agricultural communities better and allows for smaller mammals to freely roam the site without obstruction. As depicted below in Photo 3, this 8-foot fence will completely surround the perimeter of the solar equipment components and will be outfitted with high-voltage warning signs. For secure emergency access, Knox boxes and keys will be provided at the entrance for emergency personnel. Comprehensive signage featuring emergency contact information will be prominently affixed to the project fence during construction and maintained throughout the operational lifespan of the facility. All fencing and signage will be fully compliant with NESC, ANSI Z535 Safety Sign Standards, and OSHA regulations.



Photo 3. Depiction of the difference between agricultural style fencing (left) and chain link (right).

- d. The Applicant shall maintain the fence and adhere to the weed/grass control plan or be subject to a fine of \$500/week until addressed.

4. Decommissioning Plan

After the operational life of the facility is over, the Applicant will decommission the facility and restore the land to its original condition. Pivot is bound by the lease and its termination provisions, which require all improvements and personal property from the Project to be removed and to restore the property to similar existing conditions at the time of the lease's effective date. This will involve the safe removal of all structural steel and aluminum, conductors, modules, inverters, transformers, concrete and fencing. Any future uses would be able to proceed as if the solar array had never been built. If the Project ceases operations for 12 months, decommissioning may commence.

The Decommissioning Plan completed by a third party, an Illinois Licensed Professional Engineer, is included as **Exhibit H**. The cost estimate for decommissioning the Project, including salvage value, is \$259,702.83. The Applicant has entered into an Agricultural Impact Mitigation Agreement (AIMA) with the Illinois Department of Agriculture and will adhere to updating the cost at intervals prescribed in the AIMA. The AIMA

is included as **Exhibit E**. These agreements are binding upon the owner or operator and any of their successors, assigns, or heirs.

The Project's initial interconnect agreements and other agreements with the utility are for 20 years. At the end of the 20-year contract, if no extensions are pursued, the Project will be decommissioned.

Prior to decommissioning, proper erosion and sediment controls will be put in place. The solar modules will be removed, placed on palettes, and sold on a second-hand market. The solar panels are simple and will have useful life beyond 30 years. That said, the solar industry plans to repurpose older solar modules for charitable solar projects, projects in developing countries, or other projects what can benefit from these useful products.

The racking systems used to attach the solar modules and the perimeter fence are comprised of steel and aluminum. There are also copper and aluminum conductors throughout the Site that also have generic salvage value. These raw materials will be removed and recycled. These raw materials have inherent salvage value which serves as a financial benefit to the decommissioning process.

Within 6 months of the start of decommissioning, all solar collectors and components, aboveground improvements, and storage containers will be removed. Foundations, pads, and underground electrical wires shall be removed to a depth of four feet below ground surface. Solar modules and valuable raw material will have inherent salvage value and will be recycled and/or sold accordingly. The remaining equipment will be removed from Site and disposed of per applicable disposal standards of the respective material and authority having jurisdiction in the area.

The Site will be smoothed out and reseeded with a locally approved seed mix after the equipment removal has occurred. In some cases, the landowner requests the Site is not be reseeded, but rather left open, so they may plant a desired agricultural use at that time (ex: farmer may prefer to plant corn instead of a native seed mix). Removal of all equipment and revegetation of the Site will be completed after the end of the Project life.

5. Compliance with Additional Regulations

This Project will comply with all applicable local, state, and federal laws and regulations.

7. Liability Insurance

The Applicant shall maintain a current general comprehensive liability policy and automobile liability policy, including coverage for bodily injury, death and illness, and property damage with limits up to two million dollars per occurrence and five million in aggregate. The insurance certificates will be provided prior to the issuance of the building permit. The Applicant will comply with the general liability insurance requirements in the Village of Roscoe Solar Ordinance.

III. Additional Site Diligence

1. IDNR EcoCat

On June 11, 2026, the Project received its Natural Resource Review Results from the Illinois Department of Natural Resources (IDNR) via the EcoCAT platform. These results concluded that “adverse effects are unlikely. Therefore, consultation under 17 Ill. Adm. Code Part 1075 is terminated”. A copy of these review results can be found in **Exhibit I**.

2. Protected Lands

The Applicant’s proposed location avoids impacts to protected lands, woodlands, savannas, wetlands, or floodplains. The State Historic Preservation Office (SHPO) was contacted on April 8, 2026, to review the Site for any significant historic, architectural, or archeological resources. In the SHPO’s May 5, 2026, response they determined that there were no significant resources documented within the Site and that the Project is exempt. This correspondence is included in **Exhibit I**.

IV. Subdivision

To facilitate the permitting of the proposed community solar garden within the Commercial Highway (CH) zoning district, the applicant is also requesting a subdivision of the parcel. Specifically, the mini-storage facility located directly south of the existing parcel will be subdivided into a separate legal lot. A formal assessors plat, along with the revised legal descriptions for the reconfigured parcels, is attached for review as **Exhibit D**.

**EXHIBIT A TO
MEMORANDUM OF LEASE**

DESCRIPTION OF THE LAND

OWNER'S LAND:

THAT CERTAIN REAL PROPERTY LOCATED IN WINNEBAGO COUNTY, ILLINOIS,
DESCRIBED AS:

Parcel	Total Parcel Acreage
0428176002	33.96
0428176003	6.38

For Owner's title to the Land, reference is herein made to a deed dated 07/26/2013 and recorded at the Winnebago County Registry of Deeds as Instrument Number 20131029959.

LEASED AREA:



REV	DOWN	DATE	DESCRIPTION
0	JCL	2025.06.20	PRELIMINARY DESIGN
1	NCS	2025.10.20	INCORPORATING BSSS
2	NCS	2026.05.28	EQUIPMENT UPDATE, ADJOINING VEGETATIVE BUFFER.
3	NCS	2026.07.09	CIP DESIGN UPDATES



Alternate: Solar Installations shown as:



- SITE NOTES**
1. THERE WILL BE 24/7 UNESCORTED ACCESS TO CONED EQUIPMENT
 2. CUSTOMER WILL COORDINATE WITH COHED WITH TECHNICAL DETAILS AND LOCATION OF PRIMARY METER
 3. CUSTOMER OWNED POLES WILL BE A MINIMUM OF 30' FROM SOLAR MODULES
 4. POLES WILL BE MINIMUM 25' APART UNLESS NOTED OTHERWISE
 5. NOT FOR CONSTRUCTION

SYSTEM SPECIFICATIONS

- SYSTEM SIZE: 1.0 MW (1000kW)
- BESS PLATFORM: (3) LG1-J760BDC-LINK
- BESS NAMEPLATE CAPACITY: 15330kWh
- BESS DISCHARGE POWER CAPACITY: 15330kW
- BESS CHARGE POWER CAPACITY: 15330kW
- PV RACKING: (3) 21' SILVERLINE-950 AHT, 950W
- PV RACKING: (3) 21' SILVERLINE-950 AHT, 950W TRACKER
- INVERTER: (3) EPC C480000AC-3L 2-400V / 200kW
- INVERTER POWER CURTAILED TO 996kW
- POWER FACTOR: 1.0
- GROUNDING: 1000V
- GROUNDING RATIO: 0.33
- FENCED AREA: 22.9 ACRES

SITE SPECIFICATIONS

- PROJECT: 1000kW/15330kWh/200kW/200kW
- ZONING: SETBACKS ASSIGNED 50' FROM PARCEL BOUNDARY
- UTILITY: COHED
- INTERCONNECTION SERVICE VOLTAGE: 12.47kV
- ASHRAE 90.1 HIGH TEMPERATURE 27.7°C
- ASHRAE 90.1 LOW TEMPERATURE 27.7°C
- EPC TO DETERMINE DC CONSUMER USAGE AND LOCATIONS

- LEGEND**
- ACCESS ROAD
 - AREA OF INTEREST
 - HIGH VOLTAGE OVERHEAD ELECTRICAL LINES
 - MEDIUM VOLTAGE OVERHEAD ELECTRICAL LINES
 - LOW VOLTAGE UNDERGROUND ELECTRICAL LINES
 - FENCELINE
 - PARCEL BOUNDARY
 - PIPE ACCESSWAYS
 - OBSTRUCTIONS
 - SETBACKS
 - TREE REMOVAL
 - VEGETATIVE BUFFER
 - WETLAND AREA

REV	DATE	DESCRIPTION
0	JUL 2025 06.20	PRELIMINARY DESIGN
1	MAY 2025 10.20	PRELIMINARY DESIGN
2	MAY 2025 05.28	EQUIPMENT UPGRADE, ADDING VEGETATIVE BUFFER, CURB DESIGN UPDATES
3	MAY 2025 07.09	

THIS DOCUMENT IS THE PROPERTY OF PIVOT ENERGY. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN CONSENT OF PIVOT ENERGY.

808.755.3033
1601 WEATLYA CIRCLE SUITE 100
ROSELAND, IL 60472

Pivot Energy

ILL0143-MAINST-WINNEBAGO
42.431271, -90.013148
ROSELAND, IL 60472
DATE: 2026.07.09

RAY PLAN
E100
Item # 2.



Pivot Energy

PIVOT ENERGY IL 143 LLC
VILLAGE OF ROSCOE
COMMITTEE OF THE WHOLE

Powering Progress.

INDEPENDENT POWER PRODUCER

About Pivot Energy:

- Develops, owns, and operates solar and energy storage projects
- Delivers renewable energy solutions that strengthen local economies
- Creates jobs, provides affordable, reliable power

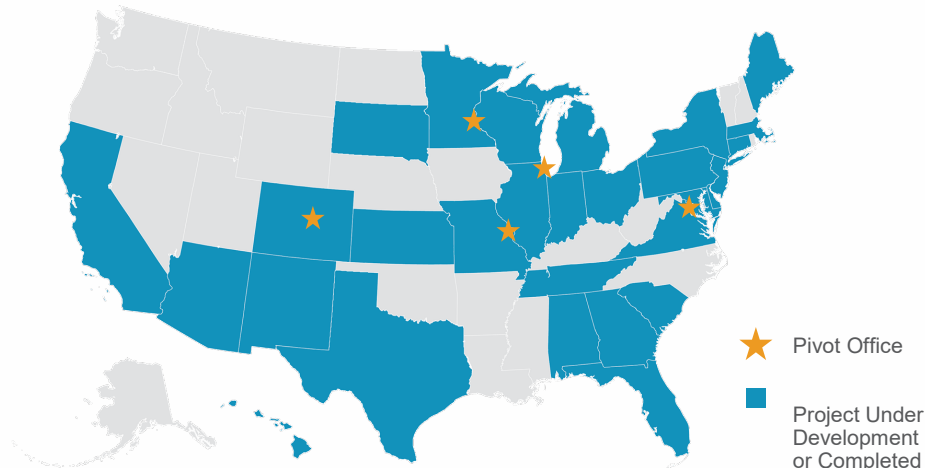
Focus Areas:

- Community and Commercial-Scale Solar & Storage
- Corporate Offsite Solutions: RECs, Offsite PPAs, Tax Equity/Credits
- Corporate Onsite Solar & Storage
- Purpose-Driven Solar Development
- Asset Management, O&M
- Offsite & Onsite Storage
- Dual-Use

FOUNDED
HEADQUARTERS



Item # 2.
DENVER, CO



4 GW+

Built, awarded, or in development

1800+

Projects completed or in development

650+

Clients

WHY SOLAR & WHY STORAGE?

Item # 2.



Why Solar?

- Expands energy choices for your local community
- Increases grid reliability
- Property owners maintain land ownership
- Unlocks a reliable income stream for landowners while preserving the land's agricultural character
- Dual-use on all qualified sites:
 - Livestock grazing, crop production, habitat enhancement

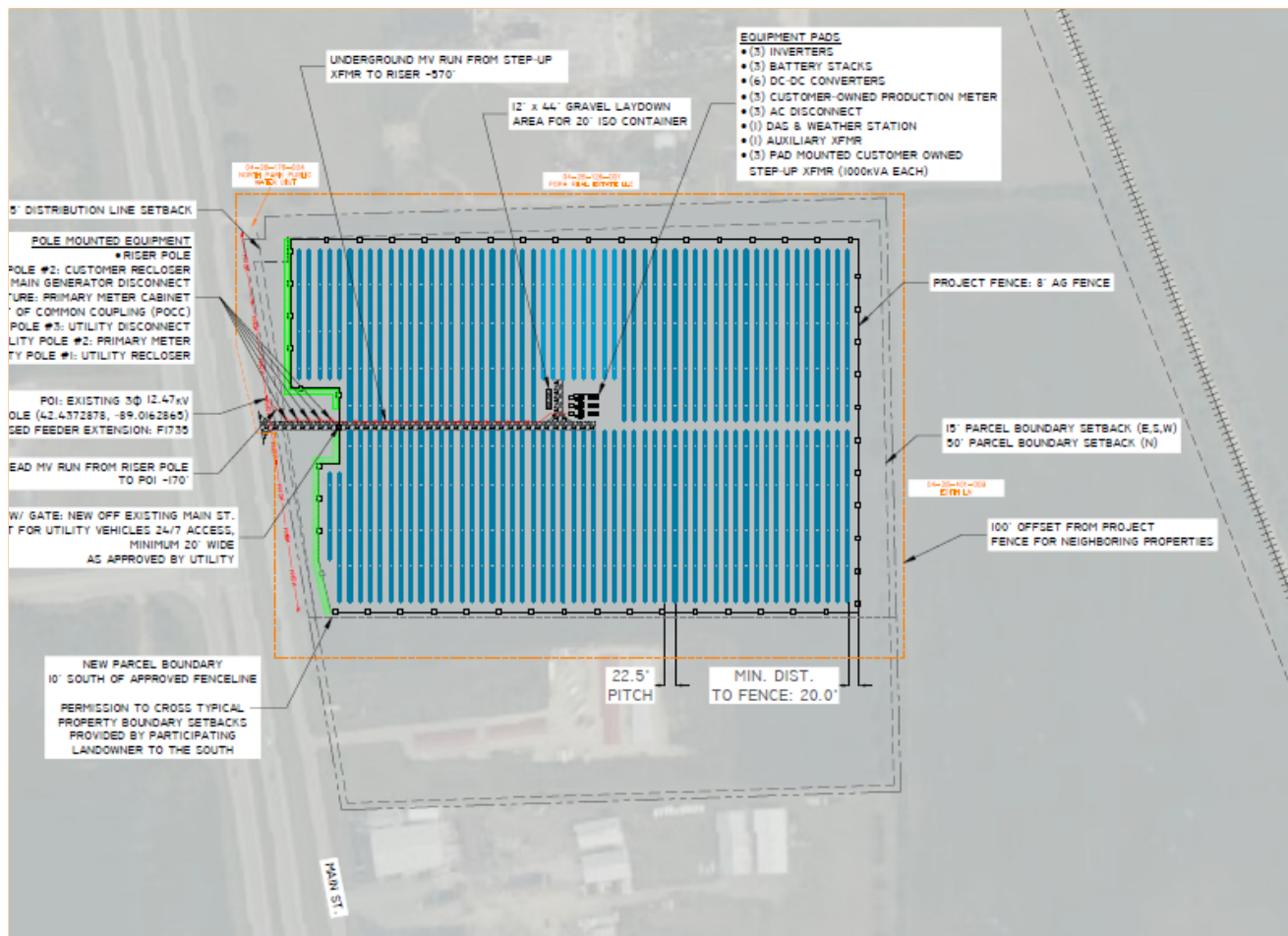
Why Storage?

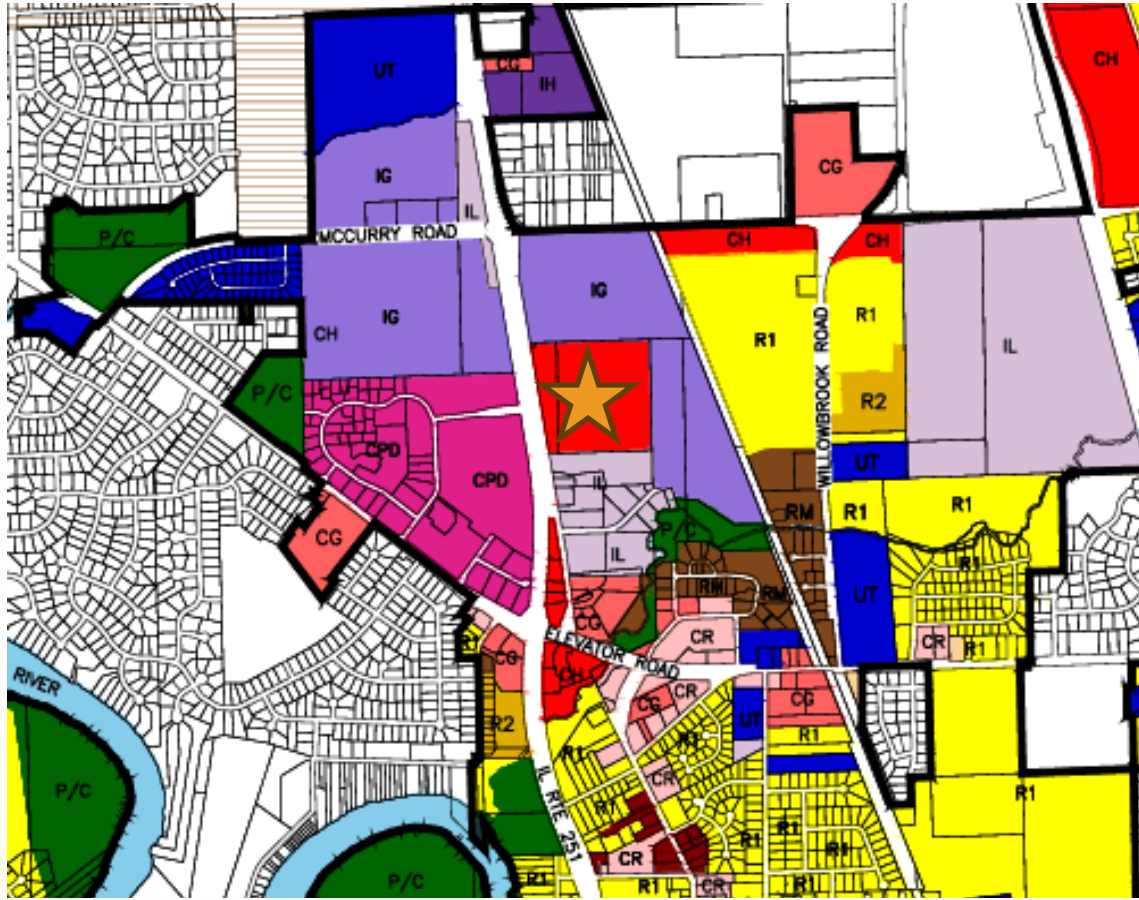
- Balances grid supply and demand by storing excess energy, and releasing it when the grid needs it
- Can be combined with solar for added reliability
- Pivot Energy is committed to developing, constructing, and operating all our solar and storage facilities safely.

PIVOT ENERGY 143 LLC

Item # 2.

- On North Second St, south of McCurry Rd.
- 3MWAC Solar + BESS
- 7,515 MWh/year
- Powering approximately 1,136 residential homes
- Screening proposed along western fence





ZONING GOALS ALIGNMENT

Item # 2.

- Zoned Commercial Hwy – Permitted via Special Use Permit
- Generates substantially higher property tax revenue over agricultural use without additional municipal service burden
- Preserves long-term development flexibility, unlike permanent commercial subdivision

Solar projects use photovoltaics to convert sunlight energy into electricity and are safe and quiet neighbors

- Millions of people live near solar arrays or have solar panels on their roofs and properties
- No credible evidence that solar equipment has negative impacts on human health



Health and Safety Impacts of Solar Photovoltaics

The increasing presence of utility-scale solar photovoltaic (PV) systems (sometimes referred to as solar farms) is a rather new development in North Carolina's landscape. Due to the new and unknown nature of this technology, it is natural for communities near such developments to be concerned about health and safety impacts. Unfortunately, the quick emergence of utility-scale solar has cultivated fertile grounds for myths and half-truths about the health impacts of this technology, which can lead to unnecessary fear and conflict.

Photovoltaic (PV) technologies and solar inverters are not known to pose any significant health dangers to their neighbors. The most important dangers posed are increased highway traffic during the relative short construction period and dangers posed to trespassers of contact with high voltage equipment. This latter risk is mitigated by signage and the security measures that industry uses to deter trespassing.

PIVOT ENERGY IL 143 LLC – BATTERY STORAGE

Item # 2.

Cabinets*

Battery Energy Storage System

- Lithium Iron Phosphate batteries
- LG battery containers (or similar) will be used
- Containers are 20-40 ft in length, 6-10 ft in width, 8-12 ft in heights
- Cabinets are 3-6 ft in length, 6-9 ft in width, 6-10 ft in height
- Will be on a concrete pad



Containers*

Benefits

- Batteries balance grid supply and demand by storing excess energy and releasing it when the grid needs it
- Energy to be used at peak hours (night & outages) to be dispatched when most needed
- Adds reliability to the grid, allowing for more energy access at peak hours
- 20+ hours of solar generation



*Sample energy storage units.

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Administrative Controls

- Training
- Contract terms and administration with our contractors
- External audits by third-party experts:
 - Preventative maintenance plans
 - Corrective maintenance plans
 - ECP
- 24/7 monitoring of operational projects



Engineering Controls

- Intentional selection of cell chemistry
- Safety prevention and mitigation at cell, module, enclosure, and site levels
- Following highest safety and fire code standards, such as **NFPA 855** and **UL 9540** as well as additional requirements by local AHJs or fire departments



Personal Protective Equipment (PPE)

- All employees, visitors, and technical partners are required to wear appropriate PPE on project sites
- Pivot issues PPE to all employees

Pivot is committed to preserving agricultural production on solar project sites.

100% of qualified projects utilize dual-use land management practices, integrating solar energy production with agricultural practices like grazing, cropping, or beekeeping.

Benefits of Dual-Use

- Supports local agriculture, providing diversified income for landowners, farmers, ranchers
- Preserves agricultural land which remains viable for future agriculture, unlike permanent alternatives
- Bolsters soil and water quality with deep-rooted, pollinator-friendly vegetation reducing erosion and runoff and sheep fertilizing soils
- Provides shade which can conserve water, enhance certain crop growth, and support livestock

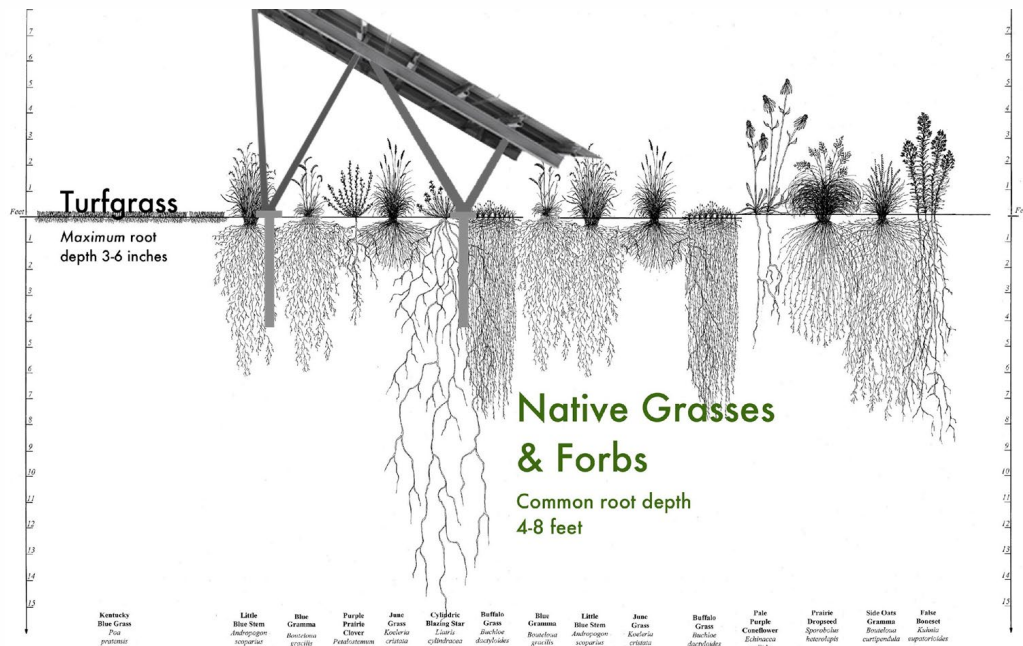


LOW-GROWTH VEGETATION WITH NATIVE, POLLINATOR-FRIENDLY PLANTS

Item # 2.

Pivot seeds sites with low-growth, regionally-appropriate plant varieties and manages vegetation long-term

- Native grasses, forbs, and wildflowers manage precipitation and reduce soil erosion
- Diverse flowering plants provide forage and habitat for bees and other species
- An environmental assessment identified this area as habitat for the rusty patched bumble bee, a ground-nesting species
- Pivot engaged a consultant to recommend a site-specific seed mix that supports these bees



Solar Site Management for Soil, Storm Water, and Pollinator Benefits

Rob Davis, Fresh Energy

Adapted with permission from David Verner, Living Solutions © 1995

AGRICULTURAL FENCING SUPPORTS RURAL CHARACTER AND HABITAT

Item # 2.

Pivot requests a waiver from the Village ordinance's chain-link requirement to use wood-post, mesh-wire fencing

- Agricultural-style fencing uses wood posts and mesh wire rather than chain-link
- The design blends with the rural landscape and makes the site appear less industrial
- Clearance below the mesh allows small wildlife to pass through the site
- Small-animal burrowing may create additional ground-nesting areas for the rusty patched bumble bee



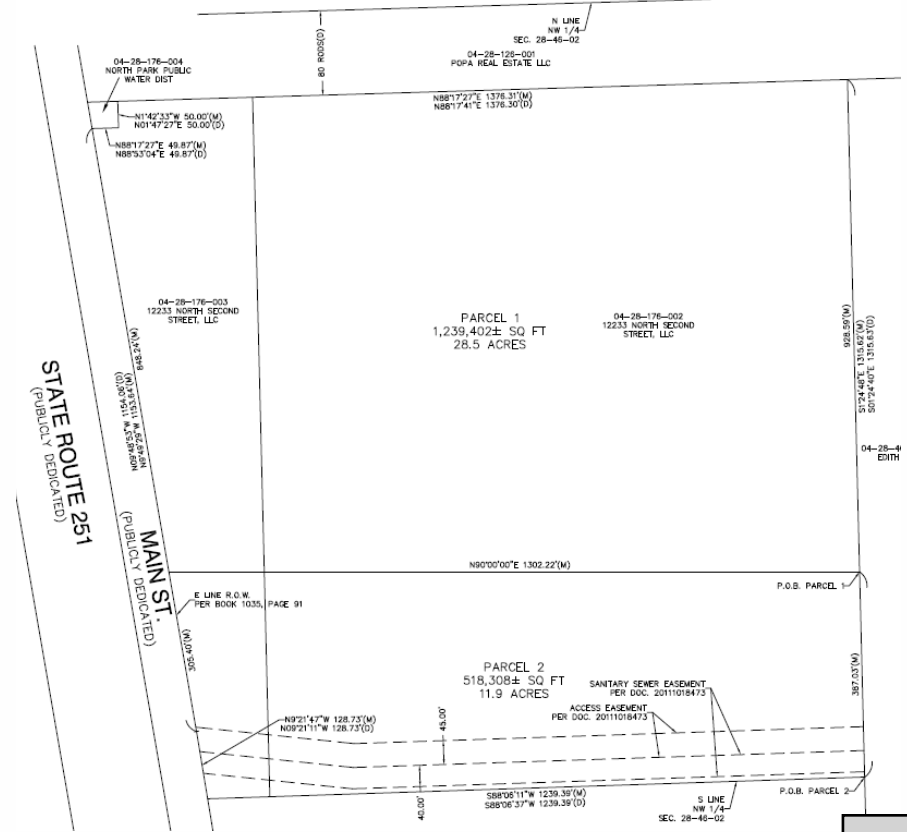
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PARCEL RECONFIGURATION

Item # 2.

A proposed subdivision separates the solar garden from the mini-storage parcel to align with primary-use permitting

- The application includes a parcel reconfiguration for the proposed community solar garden
- The applicant requests subdivision of the parcel containing the mini-storage facility directly south
- This structure facilitates review and permitting of the community solar garden as the parcel's primary use within the Commercial Highway zoning district



COMMUNITY BENEFITS

In 2025, Pivot donated over \$700k to 26 local community partners across Colorado, Illinois, and Maryland, bringing our total community donation investment to \$2.1M.

Those funds were directed to local organizations supporting low-income families in paying their energy bills, workforce development partners building new career pathways into the solar industry, and rural agricultural organizations supporting land stewardship initiatives

To learn more, visit pivotenergy.net/community-impact



LOCAL PROPERTY TAXES

- These projects are subject to increased property taxes:

Total Years	Current Property Taxes (2024)*	Proposed Project
1 Year	\$426	\$53,240
20 Year Total	\$8,520	\$729,244

- Total property taxes for one year of operation for the project is **\$53,240**
- Over the 20-year life span of the Project, Pivot would pay **\$729,244**

*comparable vacant parcel

Item # 2.

Taxing Districts	Rate	Current Taxes*	Proposed Project
Winnebago County	0.67	\$32.70	\$4,081.12
Forest Preserve	0.08	\$4.06	\$506.71
Roscoe Township	0.10	\$4.62	\$576.60
Roscoe Village	0.53	\$25.84	\$3,224.96
Harlem-Roscoe Fire	0.62	\$30.28	\$3,779.09
North Suburban Library	0.24	\$11.75	\$1,466.46
Kinnikinnick SD #131	3.75	\$182.25	\$22,745.71
Hononegah High SD #207	2.18	\$106.15	\$13,248.05
Community College 511	0.47	\$22.93	\$2,861.78
Roscoe Township Road	0.12	\$6.01	\$750.08
TOTAL		\$426.59	\$53,240.56

THANK YOU Q&A

Ajla Halilovic

ahalilovic@pivotenergy.net

708-669-0863



pivotenergy.net

August 27, 2026

To:

Village of Roscoe Committee of the Whole
10631 Main Street
Roscoe, IL 61073

From:

Bob Nowicki
PARCEL ID: 0428176002, 0428176003
12233 N Second Street
Roscoe, IL 61073

RE: Pivot Energy IL 143 LLC Request for Special Use Permit

Dear Roscoe Committee of the Whole Members,

Please accept this letter as our family's formal support for Pivot Energy IL 143 LLC proposed by Pivot Energy. Our family has owned this land for 13 years, and we see this solar lease as a vital opportunity to ensure the long-term financial viability of our property. Working with Pivot Energy to lease our land for community-scale solar provides consistent, reliable income, allowing us to maintain the property while also contributing to the local energy grid.

Additionally, as the landowners, we fully support redefining the property boundaries and subdividing the solar array onto its own distinct parcel, allowing the solar facility to be reviewed and approved as the primary special use for that parcel.

Beyond the benefits to our family, we are excited about the positive impact this project will have on our community. The additional tax revenue generated will provide meaningful, recurring funding for local schools, public infrastructure, and essential services without putting an additional burden on public resources.

Our family has used this land for farming activities over the last few years, and we have actively sought opportunities to maintain its financial viability since purchase, including keeping a for sale sign on the property for the past 13 years. During that time, no fair market value offers have been made. Choosing solar allows us to secure reliable revenue while preserving the long-term flexibility of the land. Unlike commercial developments, once this solar project is decommissioned at the end of the lease, we will retain far more options for what to do with the property moving forward.

Like any business, we have a responsibility to manage this property efficiently. It's essential to be able to adapt our use of the land to today's conditions to ensure our property remains productive and sustainable for our family's future. This solar project is a practical way to achieve these goals. Because the design is temporary and low-impact, it respects the character of the land and allows us to preserve the soil and protect the land for future use.

We believe this development is a responsible use of our land and a positive step for our community. We are hopeful that the Committee of the Whole and ultimately the Village Board will move forward with approval.

Sincerely,

Bob Nowicki

Property Owner

August 27, 2026

VIA EMAIL

Kimberly Garza, Village Clerk
Village of Roscoe
clerk@villageofroscoe.com

RE: Pivot's Community Solar Garden and Battery Energy Storage System Project

Dear Zoning Board of Appeals and Village Board of Trustees,

I am a land use attorney for Pivot Energy IL 143 LLC regarding the community solar garden and battery energy storage system (BESS) that it seeks to develop east of 2nd Street at Pins 428176002 and 0428176003. Pivot provides the following proposed findings of fact in support of its request for a special use permit pursuant to Section 15-780(c)(2) of the Village's zoning code.

- a. The proposed location of the special use and conditions under which it would be operated or maintained will not be detrimental to the public health, safety, or welfare, or material injurious to properties or improvements in the vicinity**

Community solar gardens are low-impact, passive land uses that serve as good neighbors. The equipment moves imperceptibly slowly throughout the day, silently following the sun across the sky to maximize energy yield. There is no sound, smell, noise, pollution, emission, or other negative external impact attributable to the solar array's operation. The BESS is located in the middle of the solar array to mitigate sound impacts. The demand for additional sources of energy is growing across Illinois and this clean, renewable energy source will help meet that demand. The public will also benefit, as residents will be able to subscribe to the community solar project and save money on their electric bills. The project site will be planted with pollinators, which will reduce stormwater runoff and improve drainage conditions for nearby properties. Once the project reaches the end of its lifespan, the project will be decommissioned and allow for new uses to occur at the site. The project will generate an increase in property taxes, which will benefit the Village, school district, and other taxing bodies.

- b. The establishment of the special use will not impede the normal or orderly development of the surrounding property for uses permitted in the district**

The site is currently in agricultural use and is adjacent to existing commercial and industrial properties. Solar energy generation and storage is a quiet, non-intrusive use that requires no municipal services, making it fully compatible with surrounding commercial and industrial zoning. Because the facility is set back, fenced, and operates without continuous staffing or daily logistics, it will not hinder the future development, improvement, or enjoyment of neighboring parcels. Furthermore, solar preserves the underlying land for future opportunities once the project is decommissioned.

c. Adequate utilities, access roads, drainage and/or necessary facilities have been, are being, or will be provided

A community solar garden is a suitable use for this site. Not only is it flat, free of protected natural resources and floodplains, but it is also close to existing ComEd infrastructure off Main Street. This has allowed Pivot to enter into an interconnection agreement with ComEd. The project does not require sewage, waste, irrigation, or potable water services. It will not require trash or recycling services or natural gas. A drain tile survey will be performed and any drain tile impacted by the project will be replaced. Drainage at the property will improve as a result of the pollinators that will be planted. Much of the project will be pervious materials, to allow for adequate drainage of the site.

d. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion

The applicant will coordinate with the Village of Roscoe to establish a mutually agreeable road use agreement. During construction, temporary traffic management protocols will be enforced to prevent congestion on Main Street, which primarily handles local commercial access. Once operational, the facility is unmanned and generates minimal traffic – typically limited to two to four maintenance visits per year using single-occupancy light trucks. Ingress and egress design will mirror existing commercial access standards along Main Street and will have a negligible impact on local traffic flow.

e. The proposed special use will, in all other respects, comply with each of the applicable provisions and regulations of the district in which it is located

The project consists of a 2.988 MW AC single-axis tracking ground-mounted photovoltaic system, meeting the standards defined for community solar gardens under Village of Roscoe Ordinance 2023-11. The BESS is a supporting facility, which will allow energy to be distributed to the grid as demand requires. The project complies with all applicable zoning regulations, setback requirements, height limitations, perimeter fencing, screening, and decommissioning standards mandated by the Village.

Sincerely,

SCHAIN, BANKS, KENNY & SCHWARTZ, LTD.



Nicholas D. Standiford

August 28, 2026

TO: President Gustafson & Members of the Village Board of Trustees

FROM: Scot Wrighton, Interim Village Administrator

RE: Committee-of-the-Whole Item #2: Code Enforcement Options

The Village Board has asked staff to evaluate the advantages and disadvantages of continuing to provide village code enforcement services through an outsourced vendor, or to bring this municipal service back into Village Hall and restore the arrangement whereby a village employee performs code enforcement services. Attached is my analysis of the comparative costs of outsourced vs. in-house management of code enforcement. This comparison makes several assumptions: 1) that the Village will continue to dedicate approximately 20 manhours each week to code enforcement regardless of whether it remains outsourced or is restructured as an in-house department; 2) that if a change to in-house management is directed by the Board, it would start on January 1, 2027; 3) that the Village can recruit and retain a person at the pay rate on which this analysis is based; and 4) that the Village would have to replicate all of the same support tools for an in-house code enforcement arrangement that are part of the outsourced contract, e.g., software, IT equipment, cell phone, vehicle expenses, printing and mailing of notices, etc., in a manner roughly equivalent to the support embedded in the current outsourced services.

Municipal Code Enforcement, LLC (MCE) began providing outsourced code enforcement services for the Village of Roscoe in July 2025. MCE provides different levels of this service to 33 municipal governments in Illinois and Wisconsin. The village's contract with MCE is an all-inclusive one, meaning that the entire cost of the service is included in the hourly rate charged to the village every month. MCE has worked with the village to keep the monthly rate fairly level, and they have agreed to further discount their hourly fee in the future if their staff are allowed access to the village's new administrative vehicle while on patrol in Roscoe. Based on the current MCE contract, the billing history from the first 6 months of 2026, and recent negotiations with MCE, I estimate that the cost for continuing the outsourced arrangement with MCE in calendar year 2027 to be about \$56,000. This estimate can be compared to an analysis of the cost to perform code enforcement in-house (see attached detail), which is about \$12,000 higher.

Apart from financial comparisons, evaluating the pros and cons of outsourcing versus in-house management of code enforcement should also include an assessment of the quality and continuity of the service provided. Generally speaking, most property owners are not happy about receiving notices of violation from the Village, or being summoned into an administrative hearing for failure to abate nuisances. Complaints tend to be a part of any code enforcement operation. But I have found almost no substantive or unreconciled complaints about the *process* of code enforcement in Roscoe under the current outsourced arrangement. That said, I have found that there is still some room for improvement; for example, modifications could be made in the wording of violation notices deployed by MCE, and there could be revisions in subtle

nuances of follow-up interactions with residents. But in my talks with MCE, they have expressed a willingness to make any of the minor changes I have discussed with them. In addition to finding nothing inherently wrong with the services provided by MCE, I found their monthly reporting documents to be comprehensive and informative. They provide more than enough data to evaluate the progress of the Village's code enforcement program, and how and where the Village could make targeted programming changes to enhance the service. A copy of a recent MCE monthly report is attached, as is a copy of the current MCE contract.

In addition to cost comparisons and an assessment of service quality, another factor to consider is what I call the "headache factor." Where outsourcing is appropriate for financial, accountability and programmatic reasons, it also transfers an intangible and hard-to-quantify amount of administrative "headache" away from the local government. Outsourcing means the Village does not have to deal with the risks of employee turnover (which has been a problem with this position in Roscoe), deal with software glitches, or restock supplies. If one or both of the MCE employees assigned to Roscoe leave the company, then MCE is required by contract to seamlessly assign another qualified and trained person to continue the coverage. It is difficult to assign a quantifiable value to the continuity this provides.

The Village of Roscoe has experimented with different strategies for providing code enforcement services in the past. In 2022 the Village assigned a person to serve half-time as a police patrol officer *and simultaneously* half-time as a code enforcement officer. The Village budgeted \$83,737 for this arrangement. After this employee resigned later in 2022, code enforcement was restructured to a full-time position, with a budgeted allocation of \$113,744. By early 2024, this budget allocation was \$117,247. In the Summer of 2024, the Village elected to return to part-time code enforcement, allocating \$59,000 annually for the services, but the person assigned to the post resigned in 2025.

Based on all of the categories of evaluation, it is recommended that the Village Board continue outsourcing its code enforcement services with MCE in 2027.

Roscoe Code Enforcement Officer Cost Estimates for FY2027

IN-HOUSE

	<u>Annually</u>
Wages @ \$40/hour x 1000	\$ 40,000
Social Security & Medicare @7.65%	3,060
Other part-time employment overheads	
--workman's comp coverage, uniform, unemployment	2,000
Automobile (half of the cost for the new admin. car)	
--1/2 of monthly lease (\$537)	
--1/2 of amortized over 5-years, lease downpayment (\$125/mo)	
--1/2 of fuel, fluids and cleaning costs (\$250/mo)	
--Total monthly cost: \$912; amount assigned to Code Enforcement (50%): \$456, times 12 months	5,472
Information Technology support	
--Code Enforcement Software amortized over 3 years; Initial purchase plus monthly software maintenance	7,000
--Hardware amortized over 3 years, plus maintenance	1,433
--Cell phone purchase & calling plan added to existing	1,440
Codes Training & continuing education	1,500
Printing, mailing, forms, admin hearing costs	1,350
Miscellaneous (liability insurance, IDs, car decals, back-up assigned staff absences, office overhead, etc.)	4,745
TOTAL ESTIMATE	\$ 68,000

OUTSOURCED

	<u>Annually</u>
20 hours per week, times \$49/hour, times 12 months, all-inclusive	\$ 50,960*
Allocation of half of admin. car expense to Code Enforcement	5,472
TOTAL ESTIMATE	\$ 56,432

*The city is still negotiating a discount for MCE use of city vehicle. It should at least negate the 3% automatic increase allowed by the contract on 1/1/2027, and could be more of a decrease. In any event, the expected base fee should not exceed this amount, and it could be lower.

VILLAGE OF ROSCOE
CODE ENFORCEMENT MONTHLY REPORT
July 2026

ADMIN ITEMS

Status	Violation Address	Inspection Date	Orders Issued	Compliance Deadline	Violation Description	Mailed Copy (Y/N)	Parcel Number	Owner and Mailing Address
Admin	5724 Elevator Rd		05/07/26		Reminder sent for the temporary parking lot surfacing waiver and the associated conditions and deadlines outlined in the signed agreement.	Y	04-28-453-022	STELLA, PAOLO AND ROSALBA 5724 ELEVATOR RD ROSCOE, IL 61073 PIETROS OF ROSCOE LLC MATT YAUNKE 5724 ELEVATOR RD ROSCOE IL 61073
			06/17/26	06/29/26	Order sent to contact the Village with an update regarding the status of the items and an anticipated timeline for completion.	Y		
			06/26/26	10/31/26	Extension granted			
Admin	6723 Prairie Flower	7/7/2026	7/28/2026	8/12/2026	Order sent to apply for the required fence permit by visiting www.roscoeil.gov/license-and-permits . For further assistance, contact the Enforcement Office at 815-623-2829 or mcodeenforcement@gmail.com .	Y	08-10-228-029	LEWKOWICH, DANIEL M AND KATHRYN M 6723 PRAIRIE FLOWER ROSCOE, IL 61073
Admin	6570 Sutter Dr	7/28/2026	8/3/2026	8/18/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Remove any roosters from the property. Note: Needs onsite inspection	Y	08-03-402-017	CHRISTOPHERSON, DAVID A AND HILTRUD M TRUSTEE 5513 STRESEMANN ST SAN DIEGO, CA 92122

PROPERTY MAINTENANCE - STATUS OF ORDERS

Status	Violation Address	Inspection Date	Orders Issued	Compliance Deadline	Violation Description	Mailed Copy (Y/N)	Parcel Number	Owner and Mailing Address
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Closed	11607 Main St	6/30/2026 7/21/2026	7/6/2026	7/21/2026	Order sent to mow overgrown weeds and vegetation. Complied.	Y	04-28-377-016	US PETRO INC. (DBA LUNA FOOD MART) ATTN: MD AMANUR RASHID KHAN 5663 BLUE REEF PLACE NOKOMIS, FL 34275 SCF RC FUNDING IV LLC, 902 CARNEGIE CENTER BLVD SUITE 520 PRINCETON, NJ 08540
Pending	11607 Main St	6/30/2026 7/21/2026	7/6/2026 7/23/2026	7/21/2026 8/23/2026	Order sent to remove and properly dispose of the fallen tree from your property. Note: All future letters must be sent to the MANAGEMENT, OWNER, and OCCUPANT Not fully complied. New initial letter sent to the MANAGEMENT, OWNER, and OCCUPANT. Orders to remove and properly dispose of the fallen tree from your property.	Y Y	04-28-377-016	US PETRO INC. (DBA LUNA FOOD MART) ATTN: MD AMANUR RASHID KHAN 5663 BLUE REEF PLACE NOKOMIS, FL 34275 SCF RC FUNDING IV LLC, 902 CARNEGIE CENTER BLVD SUITE 520 PRINCETON, NJ 08540
Closed	6315 Twin Deer Run	5/27/2026 6/30/2026 7/28/2026	6/11/2026 07/06/26	6/26/2026 07/27/26	Order sent to cease all auto repair business operations conducted at the property or comply with sections 15-550 and 15-523 of the Municipal Code. Not complied. FN sent to cease all auto repair business operations conducted at the property or comply with sections 15-550 and 15-523 of the Municipal Code. 7/30/26 Closed. We don't have enough proof.	Y Y	08-10-127-007	GONZALEZ, JOSE GERARDO RODRIGUEZ AND RODRIGUEZ, VERONICA D 6315 TWIN DEER RUN ROSCOE, IL 61073

Closed	10098 Bitterroot Rd	3/31/2026 7/14/2026	04/10/26	7/10/2026	Order sent to repair or replace the fallen gutter to be structurally sound and in good condition. Complied 7/31/26 Remidiated and closed.	Y	804252001	BARAKA HOLDINGS LLC 5229 FOREST TRAIL DR ROCKFORD, IL 61109
Closed	9867 Highstone Dr	5/19/2026 6/9/2026 6/23/2026 6/30/2026 07/14/26	5/26/2026 06/18/26	6/5/2026 06/28/26 07/13/26	Order sent to mow overgrown weeds and vegetation. 6/11/26 Ready for abatement. Intent to enter sent. Intent to enter posted on the property. Not complied. 7/8/26 Scheduled for abatement 7/14/26 Complied	Y Y	08-03-428-008	GARZA, SHERRI C 9867 HIGHSTONE DR ROSCOE, IL 61073
Pending	9867 Highstone Dr	6/9/2026	6/15/2026	8/17/2026	Order sent to repair or replace all damaged and missing fence panels to be structurally sound and in good condition.	Y	08-03-428-008	GARZA, SHERRI C 9867 HIGHSTONE DR ROSCOE, IL 61073
Pending	9867 Highstone Dr	5/19/2026 7/28/2026	5/26/2026 8/3/2026	7/27/2026 9/30/2026	Order sent to repair or replace the fallen gutter to keep the structure structurally sound and in good condition. Not complied. FN sent to repair or replace the fallen gutter to keep the structure structurally sound and in good condition.	Y Y	08-03-428-008	GARZA, SHERRI C 9867 HIGHSTONE DR ROSCOE, IL 61073
Pending	11004 Main St	5/19/2026 6/16/2026	5/26/2026 6/22/2026	6/10/2026 7/13/2026 08/13/26	Order sent to: - Clean up and remove all discarded items, including but not limited to wooden pallets, concrete blocks, bagged materials and all other unsightly debris in the area, or properly store items away from public view. - Mow overgrown weeds and vegetation. Not fully complied FN sent to clean up and remove all discarded items, including but not limited to wooden pallets, concrete blocks, bagged materials and all other unsightly debris in the area, or properly store items away from public view. 06/22/26 Initial notice (Occupant) returned. 06/22/26 FN (occupant copy) returned. 7/8/26 Extension granted	Y Y	04-33-178-004	SEVERIDE, NORTON AND SUZANNE C/O BUD SEVERIDE 8101 ELEVATOR RD ROSCOE, IL 61073

Pending	11004 Main St	5/19/2026	5/26/2026	7/27/2026	Order sent to repair or remove the deteriorated exterior canopy structure to keep it structurally sound and in good condition.	Y	04-33-178-004	SEVERIDE, NORTON AND SUZANNE C/O BUD SEVERIDE 8101 ELEVATOR RD ROSCOE, IL 61073
				08/13/26	06/22/26 Initial notice (Occupant) returned. 7/8/26 Extension granted			
Pending	967 Brandy Bend Rd	5/27/2026	6/1/2026	6/16/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Remove the partially dismantled vehicle from the property or restore it to a properly maintained and operable condition. Not complied. CNW 06/22/26 Initial notice returned. New initial letter sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. 7/10/26 Initial notice returned. CNW.	Y	08-06-152-001	TAYLOR , THOMAS L 967 BRANDY BEND RD ROSCOE, IL 61073
		6/16/2026						
		6/23/2026	06/26/26	07/20/26		Y		
		7/21/2026	7/23/2026	8/10/2026	Order sent to: - Clean up and remove all discarded items, tree debris, trash bags, and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation.	Y		
Pending	04-28-381-002	5/27/2026	6/5/2026	7/5/2026	Order sent to remove or properly screen the dumpster on your property.	Y	04-28-381-002	FOREST CITY HOUSING LPI 1313 EDGEROW LN ROCKFORD, IL 61102
		7/7/2026	7/13/2026	8/17/2026	Not complied. FN sent to remove or properly screen the dumpster on your property.	Y		
Pending	6482 White Dove Rd	6/2/2026	6/5/2026	6/20/2026	Order sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.	N	08-03-327-027	TURVOLD, TROY A AND PAMELA L 6482 WHITEDOVE RD ROSCOE, IL 61073
		6/23/2026	6/26/2026	7/20/2026	Initial letter was not sent. New initial letter sent to clean up and remove all tree debris, discarded chairs, and all other unsightly materials in the area or properly store items away from public view.	Y		
		7/21/2026	7/24/2026	8/12/2026	Not fully complied. FN sent to clean up and remove all tree debris and all other unsightly materials in the area or properly store items away from public view.	Y		

Pending	6482 White Dove Rd	6/2/2026	6/5/2026	8/4/2026	Order sent to repair or replace all damaged fences to be structurally sound and in good condition.	N	08-03-327-027	TURVOLD, TROY A AND PAMELA L 6482 WHITEDOVE RD ROSCOE, IL 61073
		6/23/2026	6/26/2026	8/26/2026	Initial letter was not sent. New initial letter sent to repair or replace all damaged fences to be structurally sound and in good condition. 7/6/26 Note: Admin received the fence permit application 6482 White Dove. It should be approved in a few days.	Y		

Closed	5565 Country Ct	6/2/2026	6/9/2026	6/24/2026	Order sent to remove all inoperable or unregistered vehicles otherwise make all vehicles operable and properly registered.	Y	08-04-453-003	DORSCH, NORMAN AND BOBBIE 5565 COUNTRY CT ROSCOE, IL 61073 DORSCH, NORMAN 6523 BURR OAK RD ROSCOE, IL 61073
		7/21/2026		7/17/2026	6/24/26 Extension granted. Complied			

Closed	627 Biscayne Pl	6/9/2026	6/12/2026	6/29/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation.	Y	08-06-402-014	GULIK, JOSEPH R AND DANA GREEWALD 627 BISCAYNE PLACE ROSCOE, IL 61073
		7/7/2026			7/1/26 Unable to get photos of this property due to kids being in the yard/in the driveway playing. The property was mostly in compliance, a lot of items were picked up. CNW to get compliance photos. 7/30/26 Closed	Y		
Pending	627 Biscayne Pl	8/4/2026	8/10/2026	8/31/2026	Order sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.		08-06-402-014	GULIK, JOSEPH R AND DANA GREEWALD 627 BISCAYNE PLACE ROSCOE, IL 61073

Pending	08-04-129-010	6/9/2026	6/23/2026	7/8/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Apply for the required chicken coop permit by visiting www.roscoeil.gov/license-and-permits . For further assistance, contact the Enforcement Office at 815-623-2829 or mcodeenforcement@gmail.com .	Y	08-04-129-010	SCOTT S STERLING 10360 MAIN ST ROSCOE, IL 61073
		7/7/2026			CNW - Checked too early			

Pending	11266 2nd St	7/14/2026	7/22/2026	8/12/2026	Not complied. FN sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Apply for the required chicken coop permit by visiting www.roscoeil.gov/license-and-permits . For further assistance, contact the Enforcement Office at 815-623-2829 or mcodeenforcement@gmail.com .	Y		
Closed	11266 2nd St	6/16/2026	6/22/2026	7/7/2026	Order sent to remove or relocate the vehicle to an appropriate, improved surface, and permitted parking location.	Y	04-33-202-009	DILONARDO, ANTHONY AND COURTNEY 11266 NO SECOND ST ROSCOE, IL 61073
		7/7/2026 7/14/2026	7/13/2026	8/3/2026	Not complied. FN sent to remove or relocate the vehicle to an appropriate, improved surface, and permitted parking location. Complied	Y		
Pending	11266 2nd St	6/16/2026	6/22/2026	8/21/2026	Order sent to repair or replace all damaged and missing roof, soffit, and fascia of the shed. Ensure all exterior parts of the structure are in good condition, structurally sound, and weather-tight.	Y	04-33-202-009	DILONARDO, ANTHONY AND COURTNEY 11266 NO SECOND ST ROSCOE, IL 61073
Pending	5560 Harrison St	6/16/2026	6/22/2026	7/6/2026	Order sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.	Y	04-33-410-007	FILIPS, MARGARET EVELYN 5560 HARRISON ST ROSCOE, IL 61073
		7/7/2026 8/4/2026	7/13/2026	8/3/2026	Not complied. FN sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.	Y		
Pending	5560 Harrison St	6/16/2026	6/22/2026	8/24/2026	Order sent to remove the temporary covering material and replace it with a properly functioning garage door.	Y	04-33-410-007	FILIPS, MARGARET EVELYN 5560 HARRISON ST ROSCOE, IL 61073
		6/16/2026	6/22/2026	7/7/2026	Order sent to: - Clean up and remove all discarded items, tree debris, and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation.	Y	08-03-452-015	CHANDLER, SIERRA 9518 EDGEFIELD ROSCOE, IL 61073

Pending	9518 Edgefield	7/7/2026 8/4/2026	7/16/2026	8/3/2026 08/15/26	Not fully complied. FN sent to: - Clean up and remove all discarded items, tree debris, and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation. 7/30/26 Extension granted	Y		
Pending	9518 Edgefield	6/16/2026	6/22/2026	8/24/2026	Order sent to repair all damaged fences to be structurally sound and in good condition.	Y	08-03-452-015	CHANDLER, SIERRA 9518 EDGEFIELD ROSCOE, IL 61073

Pending	5302 Swanson Rd	6/23/2026 7/7/2026 7/21/2026	6/26/2026 7/28/2026	7/6/2026 8/11/2026	Order sent to mow overgrown weeds and vegetation. Not fully complied. CNW Note: Check for overgrown bushes/any obstruction of ROW as well Not fully complied. FN sent to mow overgrown weeds and vegetation.	Y Y	08-09-176-015	PETRY, JOSH AND JACOB TRUSTEES 5382 SWANSON RD ROSCOE, IL 61073 CURRENT OCCUPANT 5302 SWANSON RD ROSCOE, IL 61073
Pending	5302 Swanson Rd	7/21/2026	7/28/2026	8/12/2026	Order sent to trim back all overgrown bushes and maintain the landscape in a neat condition.	Y	08-09-176-015	PETRY, JOSH AND JACOB TRUSTEES 5382 SWANSON RD ROSCOE, IL 61073 CURRENT OCCUPANT 5302 SWANSON RD ROSCOE, IL 61073

Pending	9095 N 2nd St	7/21/2026	7/28/2026	8/12/2026	Order sent to trim back all overgrown bushes and maintain the landscape in a neat condition.	Y	08-09-176-014	
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Closed	9953 Old River Rd	6/30/2026 7/21/2026	7/6/2026 7/27/2026	7/21/2026 8/12/2026	Order sent to: - Remove and properly dispose of all fallen trees, wood debris, discarded items, and all other unsightly debris from the property. - Mow overgrown weeds and vegetation. Not complied. FN sent to: - Remove and properly dispose of all fallen trees, wood debris, discarded items, and all other unsightly debris from the property. - Mow overgrown weeds and vegetation. Note: This property will need onsite inspection during rechecks 7/31/26 Closed. This property is outside the Village limits.	Y Y	08-06-301-001	KAMPMEIER, OLGA 9953 OLD RIVER RD ROSCOE, IL 61073
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Closed	6344 Upper Ridge Way	6/30/2026 7/21/2026	7/6/2026	7/21/2026	Order sent to remove and properly dispose of the discarded piano from the curb. Complied.	Y	08-03-376-006	IMMEL, MICHAEL AND HEATHER 6344 UPPER RIDGE WAY ROSCOE, IL 61073
Closed	10848 Borage Trl	7/14/2026 7/28/2026	7/16/2026	7/27/2026	Order sent to mow overgrown weeds and vegetation. Note: Also check for any discarded landscaping materials by next recheck. Complied	Y	04-31-447-011	EDWARDS ROBERTA 10848 BORAGE TRAIL ROSCOE, IL 61073
Pending	10848 Borage Trl	7/28/2026	8/3/2026	8/18/2026	Order sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.	Y	04-31-447-011	EDWARDS ROBERTA 10848 BORAGE TRAIL ROSCOE, IL 61073
Pending	10941 Borage Trail	7/14/2026	7/23/2026	8/10/2026	Order sent to: - Clean up and remove all discarded items, wood debris and all other unsightly debris in the area or properly store items away from public view. - Remove or relocate the jet ski to an appropriate, improved surface, and permitted parking location.	Y	04-31-448-026	HEIDENREICH , JARED 10941 BORAGE TRAIL ROSCOE, IL 61073
Pending	04-29-276-009	7/14/2026 7/14/2026	7/16/2026 07/30/26	7/27/2026 08/10/26	Order sent to mow overgrown weeds and vegetation. 7/24/26 This vacant parcel was sold on May 15, 2026. New owner: WHITE OAK AG, INC. 20270 1800 NORTH AVE PRINCETON, IL 61356 Re-issuing to the new owner. Orders to mow overgrown weeds and vegetation.	Y Y	04-29-276-009	CGW VENTURES- LLC 1039 E JULES ST ARLINGTON HTS, IL 60004 WHITE OAK AG, INC. 20270 1800 NORTH AVE PRINCETON, IL 61356

Pending	10853 Borage Trl	7/14/2026 8/4/2026	7/16/2026 8/10/2026	8/3/2026 8/31/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation. Not complied. - FN sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Ready for abatement.	Y	04-31-448-005	EPI PROPERTIES LLC 8775 POMEROY RD ROCKTON, IL 61072
Closed	08-04-253-001	7/14/2026 7/28/2026	7/16/2026	7/27/2026	Order sent to mow overgrown weeds and vegetation. Complied.	Y	08-04-253-001	SMITH, MELISSA J TRUSTEE 5540 TER MAAT CT ROSCOE, IL 61073
Closed	5000 Prairie Rose Dr	7/14/2026 7/28/2026 8/4/2026	7/16/2026	7/27/2026 7/29/2026	Order sent to mow overgrown weeds and vegetation. 7/28/29 Owner said that he scheduled the property to be mowed for tomorrow 7/29/26. CNW - Checked too early Complied	Y	04-29-277-001	ROCKFORD HEALTH PHYSICIANS 2300 NO ROCKTON AVE ROCKFORD, IL 61103
Closed	10908 Meadowsweet Ln	7/14/2026 7/28/2026	7/16/2026	7/27/2026	Order sent to mow overgrown weeds and vegetation. Complied.	Y	04-31-448-015	BONE, HAROLD AND ALICIA 10908 MEADOWSWEET LANE ROSCOE, IL 61073
Closed	956 Thickett Trl	7/14/2026			Order sent to remove all inoperable or unregistered vehicles otherwise make all vehicles operable and properly registered. CNW - Get closer/clearer photos of the rear plate of the JV in the driveway and on the street. Note: If the vehicle is still in the street next time, we will send to pd.		08-06-155-005	JEREMIAH LERCH AND AMBER BEYER 956 THICKETT TRL ROSCOE, IL 61073

		7/28/2026			We asked to forward the JV in the street to PD. Rear plate of JV in the driveway is still too blurry. Waiting for advice how to proceed. Complied			
		8/4/2026						
Closed	6603 Prairie Flower	7/7/2026	7/16/2026	Immediately	Order sent to remove and keep the ladder off the pool whenever it is unattended.	Y	08-10-205-002	WESTBROOK, JACOB 6603 PRAIRIE FLOWER ROSCOE, IL 61073
		7/21/2026	7/23/2026	Immediately	Not complied. FN sent to remove and keep the ladder off the pool whenever it is unattended.	Y		
		7/28/2026			Complied			
Pending	6699 Prairie Flower Rd	7/14/2026	7/17/2026	8/5/2026	Order sent to: - Clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view. - Remove all inoperable or unregistered vehicles otherwise make all vehicles operable and properly registered.	Y	08-10-228-028	RILEY SR, LARRY A AND LAVONNE M 6699 PRAIRIE FLOWER RD ROSCOE, IL 61073
Pending	5770 Ada Dr	7/14/2026	7/22/2026	8/10/2026	Order sent to: - Remove and properly dispose of all wood debris from the property. - Remove or relocate all trailers to an approved driveway; or - Remove the gravel parking pad and replace it with an approved driveway surface material in compliance with the Municipal Code. Note: We won't be sending any more letters for the parking pad without allis approval to do so	Y	04-33-276-007	KINGSFIELD, BEATRICE A AND PATMYTHES, JEFFREY 5770 ADA DR ROSCOE, IL 61073
Pending	04-29-426-014	7/21/2026	7/24/2026	8/3/2026	Order sent to mow overgrown weeds and vegetation. 8/5/26 This parcel was sold.New owner:WHITE OAK AG, INC.20270 1800 NORTH AVEPRINCETON, IL 61356 CNW to get updated photos	Y	04-29-426-014	CGW VENTURES LLC 1039 E JULES ST ARLINGTON HTS, IL 60004

Pending	9462 Sagewood Dr	7/21/2026	7/24/2026	8/10/2026	Order sent to clean up and remove all discarded items and all other unsightly debris in the area or properly store items away from public view.	Y	08-10-103-004	BUERKLE, BENJAMIN A AND JULENE A 9462 SAGEWOOD ROSCOE, IL 61073
Pending	10304 Monarch Rd	7/21/2026	7/24/2026	9/22/2026	Order sent to repair or replace the fallen fascia board of the garage to be structurally sound and in good condition.	Y	08-06-226-026	DYN COMMERCIAL HOLDINGS LLC, 6801 SPRING CREEK RD STE 3 ROCKFORD, IL 61114
Pending	10307 Monarch Rd	7/21/2026	7/29/2026 08/07/26	8/13/2026 08/24/26	Order sent to: - Remove all vehicles from the street and ensure they are not stored on the property except as permitted by the Municipal Code. - Mow overgrown weeds and vegetation. Note: One of the tenants stated the white car belongs to the tenant in Unit #2 and the blue car belongs to the tenant in Unit #3. Sent additional occupant copies of parking letter to Unit # 2 and Unit # 3	Y	08-06-228-009	DYN COMMERCIAL HOLDINGS LLC, 6801 SPRING CREEK RD STE 3 ROCKFORD, IL 61114
Closed	9673 Lismore Rd	7/21/2026 8/4/2026	7/24/2026	8/3/2026	Order sent to mow overgrown weeds and vegetation. Complied.	Y	08-06-454-007	HUANG, XIAODI AND SONG, XIAOBIN 9673 LISMORE RD ROSCOE, IL 61073
Pending	5630 Harrison St	7/21/2026	7/23/2026	8/10/2026 8/18/2026	Order sent to: - Clean up and remove all discarded items, wood debris, and all other unsightly debris in the area or properly store items away from public view. - Mow overgrown weeds and vegetation. - Remove or relocate all vehicles and trailers to an appropriate, improved surface, and permitted parking location. 8/4/26 Extension granted	Y	04-33-411-007	HEHIR, SEAN P AND REBECCA J 5630 HARRISON ST ROSCOE, IL 61073

Pending	9412 Sagewood Dr	7/21/2026	7/24/2026	8/10/2026	Order sent to: - Clean up and remove all discarded items, brush piles, and all other unsightly debris in the area or properly store items away from public view. Maintain the premises in a clean and sanitary condition to help prevent vermin harborage. - Cut and remove all overgrown weeds and vegetation.	Y	08-10-103-009	STARGEL, KYLE P 9412 SAGEWOOD DR ROSCOE, IL 61073
Closed	5518 Flatwillow Dr	7/21/2026	7/24/2026	8/10/2026	Order sent to clean up and remove all discarded items, garbage, and all other unsightly debris from the dumpster enclosure and surrounding area, or properly store items away from public view. 8/3/26 Complied	Y	08-04-251-009	BARAKA HOLDINGS LLC 5229 FOREST TRAIL DR ROCKFORD, IL 61109
Pending	5602 Harrison St	7/21/2026	7/28/2026	8/12/2026	Order sent to remove or relocate the vehicle to an appropriate and permitted parking location.	Y	04-33-411-005	BURRELL, NORMA J 5602 HARRISON ST ROSCOE, IL 61073
Pending	11185 2nd St	7/28/2026	8/3/2026	8/18/2026	Order sent to: - Clean up and remove the pile of gravel, bricks, wood debris, and all other unsightly materials in the area, or properly store items away from public view. - Remove or relocate the vehicle and trailer to an appropriate, improved surface, and permitted parking location.	Y	04-33-253-004	SWENSON, TRUDY 11185 SECOND ST ROSCOE, IL 61073

ADMIN HEARING

Status	Violation Address	Inspection Date	Orders Issued	Compliance Deadline	Violation Description	Mailed Copy (Y/N)	Parcel Number	Owner and Mailing Address
		5/27/2026	6/2/2026	6/17/2026	Order sent to: - Clean up and remove all discarded items, garbage, and all other unsightly debris from the dumpster enclosure. - Maintain the area in a clean and sanitary condition to prevent rodent harborage.	Y	04-28-378-009	FRIEND , RICHARD K 806 W PLACITA QUIETA GREEN VALLEY,AZ 86522

Summons	11722 Parkway Dr	6/23/2026	6/26/2026	7/20/2026	Not complied. FN sent to: - Clean up and remove all discarded items, garbage, and all other unsightly debris from the dumpster enclosure. - Maintain the area in a clean and sanitary condition to prevent rodent harborage.	Y		RICK FRIEND PROPERTIES LLC PO BOX 162 ROSCOE, IL 61073 CURRENT OCCUPANT 11722 PARKWAY DR ROSCOE, IL 61073
		7/21/2026	7/27/2026		Summons ready.			

Summons	04-28-381-002	5/27/2026	6/5/2026	6/22/2026	Order sent to remove all discarded items and unsightly debris from the property or store them away from public view. Keep all items within the dumpster and maintain the area in a clean and sightly condition.	Y	04-28-381-002	FOREST CITY HOUSING LPI 1313 EDGEROW LN ROCKFORD, IL 61102
		6/23/2026	6/26/2026	7/20/2026	Not complied. FN sent to remove all discarded items and unsightly debris from the property or store them away from public view. Keep all items within the dumpster and maintain the area in a clean and sightly condition.	Y		
		7/21/2026	07/27/26		Summons ready.			

Total # of letters sent this month
Status

43

Citation	0
Open	35
Admin	3
Closed	17

**VILLAGE OF ROSCOE
RESOLUTION NO. 2025-R32**

A RESOLUTION APPROVING AN AGREEMENT WITH MUNICIPAL CODE ENFORCEMENT, LLC FOR CODE ENFORCEMENT SERVICES

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

WHEREAS, pursuant to its statutory authority under the Illinois Municipal Code, the Village is empowered to enter into agreements for services necessary to enforce its ordinances and promote the public health, safety, and welfare; and

WHEREAS, the Village has identified the need to retain a qualified contractor to assist with the enforcement of municipal ordinances relating to property maintenance, nuisance abatement, zoning compliance, and related matters; and

WHEREAS, Municipal Code Enforcement, LLC (“MCE”) has submitted a proposal to provide such services to the Village, including, but not limited to, routine inspections, issuance of violation notices, coordination of abatement efforts, and documentation to support legal enforcement proceedings; and

WHEREAS, the Corporate Authorities of the Village of Roscoe find that entering into an agreement with Municipal Code Enforcement, LLC is in the best interest of the Village and necessary to enhance the effectiveness of its code enforcement efforts.

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

Approval of Agreement: The Agreement by and between the Village of Roscoe and Municipal Code Enforcement, LLC, for the provision of code enforcement services, substantially in the form attached hereto as *Exhibit A*, is hereby approved.

Authorization to Execute: The Village President is hereby authorized to execute, and the Village Clerk to attest, said agreement, and the officers and staff of the Village are hereby authorized and directed to take all actions necessary to carry out the purpose and intent of this Resolution.

Effective Date: This Resolution shall be in full force and effect upon its passage, approval, and publication as required by law.

2025-R32

1st Read:

PASSED BY ROLL CALL VOTE ON:

NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock ②	X			
Trustee John Broda ① ②	X			
Trustee Dayne Mead	X			
Trustee Justin Plock ①	X			
Trustee Michael Sima	X			
Trustee Michael Wright	X			
President Carol A. Gustafson				

APPROVED JULY 01, 2025:

Carol Gustafson
VILLAGE PRESIDENT

ATTEST:

Kimberly Souza
VILLAGE CLERK

EXHIBIT “A”
[Resolution 2025-R32]

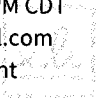
Agreement

CODE ENFORCEMENT SERVICES CONTRACT
with
Municipal Code Enforcement, LLC
July 3, 2025

CONTRACTOR: Municipal Code Enforcement, LLC
PO Box 62
Delavan, Wisconsin, 53115

Allison Schwark

E-signed 2025-07-03 12:08PM CDT
mcodeenforcement@gmail.com
Municipal Code Enforcement



VILLAGE: Village of Roscoe, Illinois
10631 Main Street
Roscoe IL 61073

Josef Kurlinkus

E-signed 2025-07-03 12:12PM CDT
josef@roscoeil.gov
Village Administrator



**CODE ENFORCEMENT SERVICES CONTRACT BETWEEN
THE VILLAGE OF ROSCOE AND MUNICIPAL CODE ENFORCEMENT, LLC**

THIS AGREEMENT is between the **Village of Roscoe, 10631 Main Street Roscoe, IL 61073** (hereinafter “**Village**”) and **Municipal Code Enforcement, LLC, PO Box 62, Delavan, Wisconsin, 53115**, (hereinafter “**MCE**”) as of this **1st day of July, 2025**.

RECITALS:

WHEREAS, the Village requires code enforcement services; and

WHEREAS, MCE maintains an agency that regularly enforces and administers municipal codes for various municipalities, providing services that include, but are not limited to, review of the municipal code, response to property complaints, completion of code inspections, preparation of written orders for repair, preparation and issuance of citations, administration of landlord licensing and vacant building programs, and other miscellaneous code enforcement activities; and

WHEREAS, the Village and MCE desire to contract with each other for such code enforcement services as set forth herein, to be provided by MCE to the Village; and

WHEREAS, the Village agrees to compensate MCE at the rate set forth herein for performing these services.

NOW THEREFORE, for valuable consideration, and with the express intention on the part of both parties that this contract is legally binding, the parties do agree to the following:

1) SCOPE OF SERVICES – MCE agrees to provide the Village with the following code enforcement services:

Violation Monitoring. MCE shall conduct regular inspections and respond to complaints to identify and document violations related to property maintenance, including the accumulation of unsightly debris, the presence of junked, unlicensed, or abandoned vehicles and boats, and failure to remove snow in accordance with Village ordinances. MCE shall maintain accurate records of observed violations and initiate enforcement procedures as need

When a violation is identified, a notice will be sent to the property owner detailing the nature of the violation and providing a deadline to achieve compliance. After the compliance deadline has passed, the MCE shall re-inspect the property to determine whether the violation has been corrected. If the issue remains unresolved, additional steps may include direct communication with the property owner by phone or email, issuance of a final notice, granting of a reasonable extension based on the MCE’s judgment in consultation with the Village, or issuance of a municipal citation through the Village Police Department. All notices, communications, and enforcement actions shall be documented and reported to Village staff.

Notification and Enforcement. When a violation is present, notices will be sent to the property owner detailing the nature of the violation and providing a deadline to achieve compliance. Following the compliance deadline, the MCE shall conduct a re-inspection of the property to determine whether the violation has been resolved. If the issue remains unresolved, further action may be taken, including direct communication with the property owner by phone or email, the issuance of a final notice, the granting of reasonable extensions based on the MCE's judgment in consultation with the Village, or the initiation of formal enforcement measures such as issuing municipal citations through the Village Police Department, or referral for legal proceedings. MCE shall maintain accurate records of all violations, notices, communications, and enforcement actions taken.

Tall Grass & Weeds Enforcement and Abatement. MCE shall conduct routine inspections throughout the Village to identify properties in violation of tall grass and weed ordinances. Upon identifying violations, the MCE shall document conditions, notify property owners in accordance with Village code, and maintain accurate records of all inspections and notices issued. For properties that remain non-compliant after notice, the MCE shall issue cut orders and coordinate with the Village's Public Works Department to ensure timely abatement. MCE shall verify completion of the work, document services rendered, and assist with cost recovery, including preparation of related invoices.

Construction and Development Support: MCE shall support Village construction oversight efforts by serving as a field resource for the Village Engineer, including monitoring active construction sites for compliance with MS4 stormwater and erosion control requirements, photographing and documenting site conditions, and reporting issues for engineering review. MCE shall also perform on-site measurements to verify that foundation setbacks for new construction conform to approved permit plans and shall identify and report instances of unpermitted construction activity, assisting in the posting of stop-work orders as directed by Village staff.

Referral for Legal Proceedings: MCE shall identify and refer unresolved or repeat code enforcement violations to the Village Attorney for further legal action, including the initiation of administrative adjudication hearings or the filing of enforcement actions in the Circuit Court of Winnebago County. MCE shall provide supporting documentation, inspection records, photographs, and any other relevant materials necessary to facilitate legal proceedings, and shall coordinate with Village staff and legal counsel as needed throughout the enforcement process.

Lien Coordination: MCE shall support the Village in managing property maintenance liens by reviewing enforcement histories, preparing lien documentation, and coordinating the filing and release of liens with the Winnebago County Recorder's Office. MCE shall also provide regular updates to Village staff on the status of outstanding liens and enforcement actions to ensure consistent tracking and resolution.

2) DUTIES – MCE shall perform the code enforcement services set out in the Scope of Services above for the Village. MCE’s jurisdiction shall be concurrent with the Village’s boundaries including extraterritorial boundaries. Within said jurisdiction, and in the performance of those duties, MCE shall have the full lawful authority and responsibility to enforce the Code and issue citations, specific Chapters and Sections of the Code, including ordinances for which a statutory counterpart exists. MCE’s agents and employees shall not have the authority to make arrests for violations of the Code. It is specifically the intent of the parties that MCE is not a law enforcement officer within the meaning of Illinois Compiled Statutes 50 ILCS 705/2. MCE shall cooperate with the Village’s legal counsel in investigating and issuing notices to appear at administrative hearings and other pursuing other enforcement activity including, but not limited to testifying at administrative hearings.

3) HOURS AND COMPENSATION – Unless otherwise agreed upon in writing by both parties, MCE shall provide no more than **20 hours per week** in code enforcement services and shall be compensated at the rate of **\$49.00 per hour**. MCE shall send the Village an invoice every month detailing the number of hours provided and the amount owed. If an automatic renewal of this contract is enacted, as detailed below, this hourly rate shall increase by 3%, rounded to the nearest dollar, for each year that the automatic renewal takes place.

4) TERMS OF CONTRACT – This contract shall begin **July 1, 2025** and end on **December 31, 2025**. This contract shall automatically renew for a one (1) year term, unless earlier terminated by written notice of one party to the other not less than 60 days before the expiration of a contract term.

5) DOCUMENTS AND FOIA REQUESTS – All documents produced by MCE in the course of its performance under this contract shall be deemed to be records of the Village and shall be turned over to the Village upon request or upon termination of this contract for any reason. In the event of a FOIA request that implicates records that MCE possesses or has access to, MCE shall provide the requested records to the Village of Roscoe within five (5) business days of written request to MCE.

6) MONTHLY REPORT – MCE shall provide the Village Administrator with a monthly report containing a summary of its work on Village matters for each month of the Contract term for the prior month’s work. The report shall be delivered to the Village Administrator by the tenth (10th) day of each month.

7) TERMINATION WITHOUT CAUSE – Notwithstanding the contract term specified above, both the Village and MCE shall have the right to terminate this contract, without cause, by giving 90 days’ written notice to the other party.

8) TERMINATION FOR CAUSE – Notwithstanding the contract term specified above, the Village shall have the right to terminate the contract with cause, in whole or in part, if, in its sole discretion, it determines that MCE has failed to perform satisfactory work. In the event the Village decides to terminate the contract for failure to perform satisfactorily, the Village shall provide MCE at least thirty (30) days’ written notice prior to the date of termination.

If the contract is terminated for cause, MCE shall be entitled to receive compensation for all reasonable, allocable and allowable contract services satisfactorily performed by MCE up to the date of termination that were accepted by the Village.

9) ASSIGNMENT – MCE shall not assign, transfer, or convey any rights under this contract without the prior written consent of the Village.

10) INSURANCE – MCE shall at its own expense, procure and maintain the following insurance coverage and shall provide a certificate of insurance to the Village Clerk verifying these coverages, including any required endorsements or riders, during the term of this contract:

- General Liability – One Million Dollars (\$1,000,000.00) combined single limit and Two Million Dollars (\$2,000,000.00) aggregate for bodily injury, personal injury, and property damage.
- Automobile Liability Insurance
- Workers Compensation insurance for its employees
- The Village of Roscoe shall be named as an additional insured on MCE's insurance policies, on a primary and non-contributory basis, with subrogation rights against the Village waived.

11) INDEPENDENT CONTRACTOR – It is agreed and understood between the parties that MCE is an independent contractor. MCE is not an employee of the Village of Roscoe and shall not be entitled to any benefits enjoyed by employees of the Village. MCE shall retain control of all of its employees, including but not limited to hiring, firing, discipline, evaluation, and establishment of standards for performance thereof. All MCE personnel rendering services hereunder shall be, for all purposes, employees of MCE, even while acting within the scope of the services performed under this contract.

12) INDEMNIFICATION – To the fullest extent permitted by law, MCE shall defend, indemnify, and hold harmless the Village, its elected and appointed officials, employees, MCEs, and volunteers and others working on behalf of the Village, from and against any and all third-party claims, demands, suits, costs (including reasonable attorney's fees), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the mistake, error, omission or negligence of MCE, or by any officer, employee, representative, or agent of MCE or the material breach of any obligation under this contract by MCE, or by any officer, employee, representative, or agent of MCE. MCE shall have no obligations under this section to the extent that any Claim arises as a result of MCE's compliance with specific municipal laws, ordinances, rules, regulations, resolutions, executive orders, or other instructions received from the Village and lawfully and properly carried out by MCE. If either party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both parties shall cooperate fully in investigating the incident. Nothing herein shall be construed to be a waiver of statutory immunity from liability provided by Illinois Statutes and caselaw.

13) APPLICABLE LAW – This contract shall be governed in all respects by the law of the State of Illinois, and any litigation with respect thereto shall be brought in the courts of the State of Wisconsin.

14) SEVERABILITY – If any term or provision in this contract is determined to be illegal, unenforceable or invalid in whole or in part for any reason, such illegal, unenforceable or invalid provision or part thereof shall be stricken from this contract, and such provision shall not affect the legality, enforceability, or validity of the remainder of this contract. If any provision or part thereof of this contract is stricken in accordance with the provisions of this section, then the stricken provision shall be replaced, to the extent possible, with a legal, enforceable, and valid provision that is as similar in tenor to the stricken provision as legally possible.

15) ENTIRE AGREEMENT – This contract and all other agreements, exhibits, attachments, and schedules referred to in this contract constitute the final, complete, and exclusive statement of the terms of the agreement between the parties pertaining to the subject matter of this contract and supersedes all prior and contemporaneous understandings or agreements of the parties. No party has been induced to enter into this contract by, nor is any party relying on, any representation, understanding, agreement, commitment or warranty outside those expressly set forth in this contract.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed and intend for the agreement to be effective as of the date and year first specified above.

MUNICIPAL CODE ENFORCEMENT, LLC

Allison Schwark
Allison Schwark (Jul 3, 2025 12:08 CDT)

By: Allison Schwark, Municipal Code Enforcement, LLC
Title: Municipal Code Enforcement
Date: Jul 3, 2025

VILLAGE OF ROSCOE, ILLINOIS

Josef Kurlinkus
Josef Kurlinkus (Jul 3, 2025 12:12 CDT)

By: Josef Kurlinkus,
Title: Village Administrator
Date: July 3, 2025

Authorized by: Resolution 2025-R32

Signature: Josef Kurlinkus
Josef Kurlinkus (Jul 3, 2025 12:12 CDT)

Email: josef@roscoeil.gov

Title: Village Administrator

August 28, 2026

TO: President Gustafson & Members of the Village Board of Trustees

FROM: Scot Wrighton, Interim Village Administrator

RE: Committee-of-the-Whole Item #3: Administrative Staffing Discussion

The September 1st Village Board agenda includes action on a resolution approving a new job description for an Administrative Coordinator (the new name for the post being vacated on September 1st by Janel Reidinger). Besides the new job title, the position description has been enlarged to include deputy village clerk duties, and other minor updates enabling the Village's administrative personnel to support each other in performing a broad range of admin tasks.

At the same time that this employee transition is occurring, the village has, this month, brought on a new administrative assistant at the front entrance; and there have been informal discussions in my meetings with trustees about whether additional administrative staff capacity should, at some point, be scaled-up to more fully support economic development activities; and separately, whether staffing capacity can or should be augmented to more aggressively support local celebrations, festivals and other special events that would both provide more opportunities for citizen interactions and fun activities that build the culture and spirit of the Village, and bring new people to the Village from outside its corporate boundaries.

As the Board knows, staff is currently engaged in building a recommended budget for the fiscal year beginning January 1, 2027 for the Village Board's review. So, a discussion at this time about whether additional staff should be evaluated for inclusion in the 2027 budget is timely. Both the Village of Rockton and Roscoe Township employ half-time staff to coordinate, create, recruit and manage local community events, cultural activities, festivals, celebrations and more uses of community meeting spaces. In the Village of Roscoe, these duties have been assigned to Anne and Janel. While they have performed these responsibilities well, it is impractical to assume that the people in these positions can substantively grow the quantity, extent and scope of local events while still performing all of the other administrative job duties assigned to them.

At the same time, I perceive that the Village Board also wants to see an increase in staff time dedicated to recruiting and encouraging more economic development in the Village. I have included this item on the September 1st Committee-of-the-Whole agenda to ascertain if the governing body has an interest in eventually staffing-up to include additional part-time or outsourced personnel focused *either* on special event creation/facilitation, **OR** on economic development. If so, which of the two categories does the Village Board believe should be expanded first (or maybe neither one yet) as they work with staff to complete the FY 2027 budget?

It is my belief that the duties currently delegated to the village administrator (along with others that may be added in the future) will not and should not prevent him/her from also dedicating a sizeable amount of their work hours to economic development, without the need to add staff ***exclusively assigned*** to economic development. In today's governmental and development environments, most complex economic development projects and proposals* run through the village administrator's office anyway—as most involve developer agreements and planning documents that must be negotiated and ultimately prepared for approval by the elected governing body. In other words, economic development in a municipality like Roscoe is intrinsically in the “wheelhouse” of the administrator anyway. That is not the case with special events creation, community functions planning and festival facilitation.

A decision about whether to include a part-time staff addition to the FY2027 budget as set forth herein would not, of course, be finalized until the budget is discussed and adopted this Fall, but by discussing the questions raised here at the Committee-of-the-Whole meeting, the Board can give staff more direction on how staff should proceed in assembling the recommended budget.

*Meeting with developers, preparing key corridors (like Main Street, Rockton Road and Willowbrook Road) for marketing to prospective developers, meeting with local businesses thinking of expanding to ensure that they know the Village of Roscoe can assist them and provide incentives to expand inside Roscoe, etc.