



# Meeting Agenda

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, April 02, 2024  
6:30 PM

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF THE MINUTES**

1. Approval of the Minutes for the **March 19, 2024** Village Board Meeting.

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

**PRESIDENT'S REPORT**

2. Discussion of the Winnebago County Migrant Contingency Plan

**TREASURER'S REPORT**

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

**CONSENT AGENDA**

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

6. Approval of **Special Event Permit** for the **4th Annual Disc Golf For Youth Suicide Prevention** - Marshmallows Hope. (Porter Park - June 30, 2024)
7. Approval of **Special Event Permit** for **Stateline Chamber's Pour in the Park**. (Riverside Park - May 05, 2024)
8. Approval of **Special Event Permit** for the **Rock Valley Radio Control Flying Club's Radio Control**, float flying of model planes. (Chicory Ridge Park 06/22/2024)

- [9.](#) Approval of Resolution **2024-R15**, designating the Village Administrator to serve as the **Village's Representative on the Board of Trustees of the Northern Illinois Land Bank Authority**.

#### **MOTIONS AND RESOLUTIONS (Final action)**

- [10.](#) Approval of **Ordinance 2024-04**, increasing the maximum number of authorized Class "BL" (Boutique Gaming) liquor licenses to thirteen (13) authorized Class "BL" liquor licenses.
- 11. Approval of issuing a Class "BL" (Boutique Gaming) liquor license to JCET LLC (Licensed Premises: 5761 Elevator Road, Roscoe, IL 61073)**

#### **MOTIONS AND RESOLUTIONS (Final action)**

- [12.](#) Approval of **Resolution 2024-R16**, approving compensation increases for certain non-union employees of the Village of Roscoe.
- [13.](#) Approval of **Resolution 2024-R17**, approving a professional services agreement with **Place Foundry, LLC** to provide **economic development consulting** services to the Village of Roscoe [On-Call Services].

#### **NEW BUSINESS (First reading or suspend rules)**

- [14.](#) Approval of **Resolution 2024-R18**, approving an agreement with **Northern Illinois Service Co.** for the demolition of **5466 Bridge St.**

#### **QUESTIONS AND REPORTS**

- [15.](#) Discussion of pop-up market kiosks.
- 16.** Update on Porter Park Cabin Renovation - Troy Taylor

#### **PUBLIC COMMENT (Limited to 3 minutes per speaker)**

#### **EXECUTIVE SESSION (IF NECESSARY)**

#### **ADJOURNMENT**



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, March 19, 2024  
6:30 PM

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## CALL TO ORDER

President Gustafson called to order at 6:30pm Tuesday March 19, 2024

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## PLEDGE OF ALLEGIANCE

## ROLL CALL

President Gustafson requested Roll Call

Present:

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

## APPROVAL OF THE MINUTES

President Gustafson entertained motion for approval of minutes for March 5, 2024.

1. Approval of the Minutes for the **March 05, 2024** Village Board Meeting.

Minutes approved

Motion made by Trustee Mallicoat, Seconded by Trustee Sima.

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

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

None

**PRESIDENT'S REPORT**

President Gustafson referred to the board to the shared folder referenced, R1 Planning. Requesting the board to review this information as the final 2024 Infrastructure Priorities Report was released. The top six projects were chosen, to which none of the Roscoe projects were selected.

**TREASURER'S REPORT**

President Gustafson provided an overview of the Cash Report.

2. Cash Report and Bills

The total bills to be submitted for approval are expenditures per list of \$146,943.43

Payroll expenses: \$93,963.57

Cash on hand after payment of the bills \$8,127,529.15

Motor Fuel expenditures: \$0

Cash on hand in the Motor Fuel fund is: \$1,391,470.47

3. Approval of Bills

Trustee Petty- N Track project last year: Storm sewer hit when ComEd was adding utility pole. This was village responsibility, and invoice was just found and submitted.

No on Invoice #102500 Ancel Glink - Trustee Plock and Trustee Mallicoat

Motion made by Trustee Petty, Seconded by Trustee Babcock.

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

4. Year to Date, Revenues and Expenditures

No Update Provided

**CONSENT AGENDA**

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

President Gustafson provided summary of the agenda items.



- 5. Approval of **Resolution 2024-R12**, of adopting amendments to the Village’s Agreement with providers of Police Department Initiated Towing.

Summary of Resolution:

The Police Department has a list of tow companies held by dispatch who have requested to be on the Police tow list. When a tow is needed and there is a hold on the vehicle or a mandatory tow by statute or local ordinance, the Officer requests the next available tow and the tow company that is next to be used will get the opportunity to tow the vehicle. These tows also cover if a citizen does not have a tow preference of their own. Language has been changed in tow contract that includes free tows for Village owned squads or vehicles towed for evidentiary reason, or any other official business. Standard tow 8,000 lbs. or less not to exceed \$150, changed to \$250, and 8000 lbs. or more not to exceed \$175, changed to \$275.

Motion made by Trustee Plock, Seconded by Trustee Petty.

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

- 6. Approval of **Resolution 2024-R14**, approving an agreement with KOBYSO for installation of windows at Porter Park Cabin not to exceed \$36,222.

Summary of Resolution:

It was recommended by the staff for the Village go with Kobysco for the quoted amount of \$36,222. It was recommended to waive the bidding process and accept the Kobysco quote. This is recommended because of the time line of getting the windows ordered, which could take up to 14 weeks for the 6 special triangle windows and installation of the windows.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

- 7. Approval of **Resolution 2024-R13**, of authorizing the Village President to solicit bids, negotiate, and **enter into a wholesale electricity supply contract** not to exceed three years in length for the Village of Roscoe Electrical Aggregation Program.

Summary of Resolution:

Municipal electrical aggregation is a program that allows local governments to combine the electrical load of residential and small commercial accounts in order to negotiate a bulk purchase of electricity on behalf of these customers. The goal of this program is to achieve a lower rate for participants than what they could individually obtain on their own, fostering community savings and encouraging competitive electricity supply markets. The

Village of Roscoe is an opt-out community, meaning that once the new agreement is entered into, a notice will go out to the residents providing them with the opportunity to opt-out of the program. There is no response required to receive the new rate. The Village currently pools its supply with the City of Rockford and the City of Loves Park. Our consultant in the process is Rock River Energy Services. They will solicit the bids and make recommendations as to the most desirable rate and term for the Village as part of the process.

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

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

**MOTIONS AND RESOLUTIONS (Final action)**

- 8. Approval of **Resolution 2024-R11, increasing the authorized number of full-time police officers** for the Village of Roscoe Police Department (18 Sworn Personnel)

Trustee Mallicoat made Motion to amend from 18 officers to 19 officers per FBI recommendation minimum standard.

Motion made by Trustee Mallicoat to amend from 18 to 19 officers, Seconded by Trustee Plock.

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

Voting Nay: Trustee Sima, Trustee Wright

Motion made by Trustee Mallicoat to approve, Seconded by Trustee Plock.

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

Voting Nay: Trustee Sima

- 9. Approval of Resolution 2024-R10, approving Bid Specifications and Bid Letting for **Residential Road Repair/Maintenance Improvement Program (2024)**.

Brandon provided the board with an overview of the difference between excavated trench and aggregate shoulder. Brandon stated bid opening 4/5 - public meeting / second meeting in April will be the recommendation of award to the board.

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

**NEW BUSINESS (First reading or suspend rules)**

None

## QUESTIONS AND REPORTS

President Gustafson inquired to Troy as to how long it would take for the windows? Troy stated he would verify tomorrow, but the deadlines should be met. President Gustafson also thanked Troy and Public Works for the wonderful job on preparing the cabin.

## PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

## EXECUTIVE SESSION (IF NECESSARY)

President Gustafson entertained a motion to move to Executive Session:

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

President Gustafson entertained a motion to return to Open Session: NO ACTION TAKEN

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

## ADJOURNMENT

President Gustafson entertained a motion to adjourn:

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

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

County Board Meeting: March 28, 2024

**RESOLUTION  
OF THE  
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

2024 CR \_\_\_\_\_

AUTHORED BY: PAUL ARENA

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: AARON BOOKER, JIM WEBSTER, JOHN GUEVARA, BRAD LINDMARK, KEITH MCDONALD, PAUL ARENA, JOHN BUTITTA, JOHN PENNEY, KEVIN MCCARTHY, JEAN CROSBY, MICHAEL THOMPSON, JOHN SWEENEY

**RESOLUTION REGARDING THE EMERGENCY RESPONSE TO THE  
ABANDONMENT OF ASYLUM SEEKERS IN WINNEBAGO COUNTY**

WHEREAS, it is widely-reported and apparent that there is an increased influx of foreign nationals seeking asylum entering the United States at the U.S.-Mexico border, resulting in a humanitarian and security crisis of grave national concern; and

WHEREAS, the governor of the state of Illinois has signed legislation in relation to immigrants and refugees establishing Illinois as the “Most Welcoming State in the Nation” [Governor J.B. Pritzker’s press release dated Aug. 2, 2021, entitled “Gov, Pritzker signs legislation further establishing Illinois as the Most Welcoming State in the Nation”]; and

WHEREAS, on August 18, 2023, in response to the number of Asylum Seekers being transported to the State of Illinois from the State of Texas with little to no notice, the governor of the State of Illinois signed a proclamation declaring all counties in the state as a disaster area; and

WHEREAS, in accordance with the authority established by the disaster declaration, the state of Illinois has made resources to assist Asylum Seekers available at the Landing Zone located in the City of Chicago; and

WHEREAS, on January 21, 2024, the Illinois Emergency Management Agency-Office of Homeland Security (IEMA-OHS) approved the Response Planning Guide for Uncoordinated Asylum Seeker Arrivals, providing guidance to units of government for the “Onward Movement” of Asylum Seekers to the landing zone in the City of Chicago; and

WHEREAS, for the purposes of this Resolution, the term “Asylum Seekers” shall be in reference to individuals addressed by the Governor’s disaster declaration and the IEMA-OHS plan; and

WHEREAS, the Supreme Court of the United States has long held that “the authority to control immigration—to admit or exclude aliens—is vested solely in the Federal government.” *Truax v. Raich*, 239 U.S. 33, 42 (1915); and

WHEREAS, the state of Texas and state of Missouri unsuccessfully challenged the current presidential administration's Department of Homeland Security decision of June 1, 2021, which had officially terminated the Asylum Seeker Protection Protocols that had been initiated under the prior presidential administration [See, *Biden v. Texas*, 597 U.S. 785 (2022)]; and

WHEREAS, the state of Texas recently passed legislation to allow state police to arrest Asylum Seekers who cross the border into Texas unlawfully, and the state was thereafter promptly sued by the United States Department of Justice to enjoin enforcement of the law. [See *U.S. Department of Justice sues Texas over Immigration Law*, by Kanishka Singh, Reuters, Jan. 3, 2024]; and

WHEREAS, the County of Winnebago ("Winnebago County" or "County") acknowledges that the authority to regulate immigration lies solely with the Federal Government and that neither the state of Illinois nor the County has authority to regulate or restrict immigration.

WHEREAS, the volume of Asylum Seekers transported by the state of Texas to Illinois and particularly in the nearby Chicagoland area, to the state of New York, and elsewhere, is reportedly overwhelming social service agencies and straining community resources; and

WHEREAS, the state of Texas has transported Asylum Seekers to the state of Illinois by way of the Chicago Rockford International Airport, with a final drop-off to the Landing Zone in Chicago; and

WHEREAS, Winnebago County, Illinois joins with other communities that are concerned with the lack of a Federal comprehensive plan to provide for and administer services and critical assistance to Asylum Seekers; and

WHEREAS, non-home rule counties are only granted powers by virtue of state law and must operate within the confines of express or implied authority given to them by the state; and

WHEREAS, Winnebago County, while empathetic to the plight of Asylum Seekers, does not have sufficient resources nor the authority to expend resources to provide for the long-term housing, medical or other critical needs of Asylum Seekers in Winnebago County during this humanitarian crisis; and

WHEREAS, the transportation of Asylum Seekers from the state of Texas to the state of Illinois has been without coordination between the two states, which raises the possibility of Asylum Seekers being abandoned away from the Landing Zone in the city of Chicago; and

WHEREAS, Winnebago County has determined that the abandonment of Asylum Seekers would constitute an emergency situation that may threaten the health and safety of those Asylum Seekers abandoned; and

WHEREAS, Winnebago County has the authority to respond to emergency situations within the County and to expend resources in response to emergency situations; and

WHEREAS, the obligation to control immigration lies with the federal government, and the status of Illinois as the "Most Welcoming State in the Nation" has been established by State

government, therefore; the costs associated with the arrival of Asylum Seekers into Illinois should be borne by State and Federal government; and

WHEREAS, Winnebago County has determined that it will not utilize its taxpayer-funded reserves, including any available monies in its emergency fund, for long term housing, medical, or other needs of Asylum Seekers, except that the County may, within its discretion, and subject to further Board action, specifically in the case of an emergency situation where Asylum Seekers are abandoned in Winnebago County and without means of transportation to the landing zone in Chicago, utilize any available general fund monies that were allocated for incidental, contingent or miscellaneous expenditures under 55 ILCS 5/6-1002(e) and the County's Purchasing Ordinance, provided that such expenditures are related to costs for transportation to the landing zone in Chicago and the essential care of Asylum Seekers during the emergency; and

WHEREAS, nothing in this Resolution shall be construed to prohibit the County from seeking reimbursement, such as state or federal funding, to recover funds used to address the needs of Asylum Seeker during an emergency; and

WHEREAS, the County wishes to continue dialogue with state, federal and local governmental officials, and other community leaders, to attempt to find solutions to address this humanitarian crisis; and

WHEREAS, Winnebago County urges President Biden to exercise all options under his current authority to control the volume of Asylum Seekers into the United States; and

WHEREAS, Winnebago County urges our members of Congress to reform immigration policy to address the volume of asylum seekers coming into the United States; and

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of Winnebago, Illinois, the County will not utilize its taxpayer-funded reserves, including any available monies in its emergency fund, for long term housing, medical, or other needs of Asylum Seekers, except that the County may, within its discretion, and subject to further Board action, specifically in the case of an emergency situation where Asylum Seekers are abandoned in Winnebago County and without means of transportation to the landing zone in Chicago, utilize any available general fund monies that were allocated for incidental, contingent or miscellaneous expenditures under 55 ILCS 5/6-1002(e) and the County's Purchasing Ordinance, provided that such expenditures are related to costs for transportation to the landing zone in Chicago and the essential care of Asylum Seekers during the emergency; and

BE IT FURTHER RESOLVED, that the County will continue dialogue with state, federal and local governmental officials, and other community leaders, to attempt to find solutions to address this humanitarian crisis.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect immediately upon its adoption.

**Respectfully submitted,  
OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Keith McDonald, Chairman

\_\_\_\_\_  
Keith McDonald, Chairman

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
Paul Arena

\_\_\_\_\_  
Paul Arena

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Michael Thompson

\_\_\_\_\_  
Michael Thompson

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Joseph V. Chiarelli  
Chairman of the County Board  
of the County of Winnebago, Illinois

ATTESTED BY:

\_\_\_\_\_  
Lori Gummow  
Clerk of the County Board  
of the County of Winnebago, Illinois

Village of Roscoe  
Bills Submitted for Approval on April 2, 2024

**Pooled Expenditures:**

Checking account balance before expenditures		\$ 244,512.92
Pooled Money Market		11,039.49
Illinois Funds Balance		<u>7,837,534.93</u>
Total pooled cash and equivalents		8,093,087.34

Expenditures per list \$ 86,417

Additional invoices

86,416.65

Total expenditures 86,416.65

Payroll expense:

Gross Wages	3/23/2024	89,312.50	
Payroll tax and IMRF	3/23/2024	7,350.57	96,663.07

<b>Total General Fund Expenditures</b>	<b>183,079.72</b>
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Pooled checking account balance after expenditures \$ 7,910,007.62

## Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures		\$ 37,445.08
Motor Fuel Money Market		10,392.01
Illinois Funds Balance		<u>1,349,928.49</u>
Total Motor Fuel cash and equivalents		1,397,765.58

Expenditures:

Vendor	Date	Invoice	Description	Amount
Fehr-Graham	2/23/2024	121511	Willowbrook Rd	18,122.00

<b>Total Motor Fuel Fund Expenditures</b>	<b>18,122.00</b>
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Motor Fuel cash and equivalent balance after expenditures 1,379,643.58

<b>Total expenditures for all funds:</b>	<b>201,201.72</b>
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Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"
- Invoice Detail.Input date = 04/01/2024

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FEHR-GRAHAM &amp; ASSOCIATES</b>										
2161	FEHR-GRAHAM & ASSOCIATES	121571	PROJ 20-471 WILLOWBROOK RD REC	50-030-5220 ENGINEERI	02/23/2024	424	18,122.00	.00		
Total FEHR-GRAHAM & ASSOCIATES:							18,122.00	.00		
Grand Totals:							18,122.00	.00		

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

Dated: \_\_\_\_\_

Administrator: \_\_\_\_\_

Trustees: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"
- Invoice Detail.Input date = 04/01/2024

Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ACE HARDWARE ROSCOE</b>									
102	ACE HARDWARE ROSCOE	4710-1	MISC FASTENERS & DRILL BIT - LELA	01-050-5121 Maint&Repairs - Bldg & Gr	03/13/2024	27.28	.00		
102	ACE HARDWARE ROSCOE	4711-1	TOILET BOLTS & NO-SEEP GASKET -	01-050-5121 Maint&Repairs - Bldg & Gr	03/13/2024	21.96	.00		
102	ACE HARDWARE ROSCOE	4719-1	MISC FASTENERS, 2" SLIP CAP, 4PK	01-050-7130 BUILDING IMPROVEMEN	03/14/2024	15.14	.00		
102	ACE HARDWARE ROSCOE	4721-1	SET SCREWS FOR PLAYGROUND - C	01-050-5121 Maint&Repairs - Bldg & Gr	03/15/2024	5.52	.00		
102	ACE HARDWARE ROSCOE	4723-1	DRYWAL SPOUNGES - PORTER PARK	01-050-7130 BUILDING IMPROVEMEN	03/15/2024	10.38	.00		
102	ACE HARDWARE ROSCOE	4730-1	MOUSE TRAPS - PORTER PARK	01-050-5121 Maint&Repairs - Bldg & Gr	03/18/2024	16.58	.00		
102	ACE HARDWARE ROSCOE	4732-1	DRILL BITS & MISC FASTENERS - LEL	01-050-5121 Maint&Repairs - Bldg & Gr	03/19/2024	30.74	.00		
102	ACE HARDWARE ROSCOE	4736-1	1" COPPER ELBOW - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/19/2024	9.59	.00		
102	ACE HARDWARE ROSCOE	4740-1	SILICONE K&B - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/20/2024	7.99	.00		
102	ACE HARDWARE ROSCOE	4744-1	DRILL BITS & MISC FASTENERS - LEL	01-050-5121 Maint&Repairs - Bldg & Gr	03/21/2024	18.43	.00		
102	ACE HARDWARE ROSCOE	4748-1	EXT TUBE 1-1/4"X6" BRASS	01-050-5121 Maint&Repairs - Bldg & Gr	03/21/2024	13.99	.00		
102	ACE HARDWARE ROSCOE	4754-1	DURACELL CR2 LITHIUM BATTERIES -	01-010-5121 Maint&Repairs - Bldg & Gr	03/25/2024	14.99	.00		
Total ACE HARDWARE ROSCOE:						192.59	.00		
<b>ACTION TARGET</b>									
10001	ACTION TARGET	0591951-IN	Rubber Panel Replacement	01-040-7410 Equipment	03/15/2024	897.62	.00		
Total ACTION TARGET:						897.62	.00		
<b>BOBCAT OF ROCKFORD</b>									
901	BOBCAT OF ROCKFORD	01-274380	TIRES & RIMS FOR SKIDSTEER - S595	01-030-5120 Maint & Repairs - Equipme	03/18/2024	1,645.03	.00		
Total BOBCAT OF ROCKFORD:						1,645.03	.00		
<b>CHARTER COMMUNICATIONS</b>									
1221	CHARTER COMMUNICATIONS	171810301321	INTERNET - PW	01-030-5320 Telephone	03/21/2024	9.99	.00		
Total CHARTER COMMUNICATIONS:						9.99	.00		
<b>COMMONWEALTH EDISON</b>									
1411	COMMONWEALTH EDISON	030724 190106	1/31/24-3/7/24 LITE RT/25 BRIDGE LIG	01-030-5411 Street Lights	03/07/2024	160.33	.00		
1411	COMMONWEALTH EDISON	031124 619634	2/2/24-3/9/24 6545 WINDFLOWER - PO	01-050-5410 Utilities	03/11/2024	129.37	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1411	COMMONWEALTH EDISON	031224 068776	2/6/24-3/12/24 LITE R25 BIKE PATH LIG	01-050-5410 Utilities	03/12/2024	61.68	.00		
1411	COMMONWEALTH EDISON	031224 717067	2/6/24-3/12/24 LITE R25 METERED	01-030-5411 Street Lights	03/12/2024	32.43	.00		
1411	COMMONWEALTH EDISON	031424 357363	2/6/24-3/12/24 5785 BROAD ST- LELAN	01-050-5410 Utilities	03/14/2024	97.64	.00		
1411	COMMONWEALTH EDISON	031424 503114	2/6/24-3/12/24 5802 HARRISON - LELA	01-050-5410 Utilities	03/14/2024	34.16	.00		
1411	COMMONWEALTH EDISON	031924 489003	2/8/24-3/12/24 9811 N 2ND ST SIGN	01-030-5410 Utilities	03/19/2024	73.62	.00		
Total COMMONWEALTH EDISON:						589.23	.00		
<b>DEARBORN LIFE INSURANCE COMPANY</b>									
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - ADMIN	01-010-4330 Disability Insurance	04/01/2024	103.82	.00		
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - CE	01-013-4330 Disability Insurance	04/01/2024	47.77	.00		
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - HR	01-017-4330 Disability Insurance	04/01/2024	48.25	.00		
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - PW	01-030-4330 Disability Insurance	04/01/2024	282.79	.00		
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - PD	01-040-4330 Disability Insurance	04/01/2024	892.36	.00		
1721	DEARBORN LIFE INSURANCE C	040124	DISABILITY INS - PK	01-050-4330 Disability Insurance	04/01/2024	38.79	.00		
Total DEARBORN LIFE INSURANCE COMPANY:						1,413.78	.00		
<b>DELTA DENTAL OF ILLINOIS-RISK</b>									
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - ADMIN	01-010-4310 Health Insurance	04/01/2024	32.50	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - ADMIN	01-010-4310 Health Insurance	04/01/2024	5.55	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - CE	01-013-4310 Health Insurance	04/01/2024	118.70	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - CE	01-013-4310 Health Insurance	04/01/2024	16.23	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - HR	01-017-4310 Health Insurance	04/01/2024	67.32	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - HR	01-017-4310 Health Insurance	04/01/2024	10.83	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - PW	01-030-4310 Health Insurance	04/01/2024	348.52	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - PW	01-030-4310 Health Insurance	04/01/2024	54.81	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - PD	01-040-4310 Health Insurance	04/01/2024	1,707.92	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - PD	01-040-4310 Health Insurance	04/01/2024	233.19	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	DENTAL - PK	01-050-4310 Health Insurance	04/01/2024	118.70	.00		
1791	DELTA DENTAL OF ILLINOIS-RIS	1785022	VISION INS - PK	01-050-4310 Health Insurance	04/01/2024	16.23	.00		
Total DELTA DENTAL OF ILLINOIS-RISK:						2,730.50	.00		
<b>DR. STILLWATER COMPANY</b>									
1951	DR. STILLWATER COMPANY	34759PU	WATER SVC - VH	01-010-5410 Utilities	03/25/2024	31.25	.00		
1951	DR. STILLWATER COMPANY	34759PU	WATER SVC - PD	01-040-6020 Office Supplies	03/25/2024	31.25	.00		
Total DR. STILLWATER COMPANY:						62.50	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ILLINOIS PUBLIC RISK FUND</b>									
3121	ILLINOIS PUBLIC RISK FUND	89540	2024 MONTHLY INSTALLMENT W/C IN	01-015-5810 Liability Insurance	03/18/2024	6,666.00	.00		
Total ILLINOIS PUBLIC RISK FUND:						6,666.00	.00		
<b>INTERSTATE BATTERIES OF RKFD</b>									
3201	INTERSTATE BATTERIES OF RK	300401714	1MTP-24F - JACOBSEN MOWER	01-050-6050 REPAIR PARTS	03/14/2024	97.95	.00		
Total INTERSTATE BATTERIES OF RKFD:						97.95	.00		
<b>IPBC - HEALTH BENEFITS</b>									
3231	IPBC - HEALTH BENEFITS	040124	VOL LIFE	01-000-2211 Life Insurance-Additional V	04/01/2024	349.35	.00		
3231	IPBC - HEALTH BENEFITS	040124	DEP LIFE	01-000-2212 Life Insurance-Dependent	04/01/2024	63.94	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - ADMIN	01-010-4310 Health Insurance	04/01/2024	679.07	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - ADMIN	01-010-4320 Life Insurance	04/01/2024	7.00	.00		
3231	IPBC - HEALTH BENEFITS	040124	BANK FEES	01-010-8025 Administrative/Bank Fees	04/01/2024	45.50	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - CE	01-013-4310 Health Insurance	04/01/2024	1,621.09	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - CE	01-013-4320 Life Insurance	04/01/2024	3.50	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - HR	01-017-4310 Health Insurance	04/01/2024	1,385.82	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - HR	01-017-4320 Life Insurance	04/01/2024	3.50	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - PW	01-030-4310 Health Insurance	04/01/2024	6,572.06	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - PW	01-030-4320 Life Insurance	04/01/2024	23.27	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - PD	01-040-4310 Health Insurance	04/01/2024	28,096.65	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - PD	01-040-4320 Life Insurance	04/01/2024	59.50	.00		
3231	IPBC - HEALTH BENEFITS	040124	HEALTH INS - PK	01-050-4310 Health Insurance	04/01/2024	1,407.34	.00		
3231	IPBC - HEALTH BENEFITS	040124	LIFE INS - PK	01-050-4320 Life Insurance	04/01/2024	3.50	.00		
Total IPBC - HEALTH BENEFITS:						40,321.09	.00		
<b>Jack's Tire Sales &amp; Service</b>									
10012	Jack's Tire Sales & Service	1-330586	TIRES & ALIGNMENT - TRUCK #206	01-030-5120 Maint & Repairs - Equipme	03/12/2024	928.00	.00		
10012	Jack's Tire Sales & Service	1-331000	WHEELS & DISPOSAL - S595	01-030-6050 Repair Parts (In House)	03/19/2024	177.00	.00		
Total Jack's Tire Sales & Service:						1,105.00	.00		
<b>JERRYS AUTO PARTS</b>									
3401	JERRYS AUTO PARTS	538521	TAIL LIGHTS - MOWING TRAILER - PA	01-050-6050 REPAIR PARTS	03/26/2024	69.00	.00		
Total JERRYS AUTO PARTS:						69.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>MENARD'S</b>									
4411	MENARD'S	22595	SOCKET ADAPTER SET - PW STOCK	01-030-6040 Operating Supplies	03/12/2024	4.88	.00		
4411	MENARD'S	22595	COPPER COUPLING & BALL VALVE - P	01-050-7130 BUILDING IMPROVEMEN	03/12/2024	13.42	.00		
4411	MENARD'S	22718	GREEN TREATED WOOD, MORTAR MI	01-050-7130 BUILDING IMPROVEMEN	03/14/2024	25.54	.00		
Total MENARD'S:						43.84	.00		
<b>MOTOROLA SOLUTIONS, INC</b>									
4675	MOTOROLA SOLUTIONS, INC	8281846650	new radios - PD	01-040-7410 Equipment	03/16/2024	10,954.03	.00		
4675	MOTOROLA SOLUTIONS, INC	8281847462	new radios battery packs - PD	01-040-7410 Equipment	03/16/2024	3,440.52	.00		
Total MOTOROLA SOLUTIONS, INC:						14,394.55	.00		
<b>NICOMM</b>									
4921	NICOMM	74561	PHONE PROGRAMMING - VH -	01-010-5320 Telephone	03/17/2024	95.00	.00		
Total NICOMM:						95.00	.00		
<b>NICOR GAS</b>									
4931	NICOR GAS	032124 2000 9	2/16/24-3/19/24 5402 SWANSON	01-030-5410 Utilities	03/21/2024	704.89	.00		
Total NICOR GAS:						704.89	.00		
<b>NITE EQUIPMENT, INC.</b>									
4941	NITE EQUIPMENT, INC.	66257	BREAKAWAY SEALED BATTERY, ASSE	01-050-6050 REPAIR PARTS	03/21/2024	384.00	.00		
4941	NITE EQUIPMENT, INC.	66258	ELECTRIC BRAKES, DRUMS & BREAK	01-030-6050 Repair Parts (In House)	03/21/2024	1,271.00	.00		
Total NITE EQUIPMENT, INC.:						1,655.00	.00		
<b>NORTH PARK PUBLIC WATER DIST.</b>									
4971	NORTH PARK PUBLIC WATER D	031824 100-01	2/4/24-3/15/24 11243 MAIN ST- FINAL B	01-030-5410 Utilities	03/18/2024	19.50	.00		
Total NORTH PARK PUBLIC WATER DIST.:						19.50	.00		
<b>NORTHWESTERN UNIVERSITY</b>									
5081	NORTHWESTERN UNIVERSITY	25207	Crash Investigation 1 - Sarver	01-040-5530 Training	01/29/2024	1,295.00	.00		
Total NORTHWESTERN UNIVERSITY:						1,295.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>Paper Recovery Service Corporation</b>									
10043	Paper Recovery Service Corporati	94615	Document Shredding PD	01-040-6020 Office Supplies	03/18/2024	85.00	.00		
Total Paper Recovery Service Corporation:						85.00	.00		
<b>PHYSICIANS IMMEDIATE CARE, LTD</b>									
5411	PHYSICIANS IMMEDIATE CARE,	2604380	NIDA DRUG SCREEN - T. LUDGATIS -	01-030-4370 Other Medical/ Drug Testin	03/11/2024	134.00	.00		
Total PHYSICIANS IMMEDIATE CARE, LTD:						134.00	.00		
<b>PITNEY BOWES BANK INC</b>									
5428	PITNEY BOWES BANK INC	031424	POSTAGE	01-010-6020 Office Supplies	03/14/2024	200.00	.00		
Total PITNEY BOWES BANK INC:						200.00	.00		
<b>POLICE LAW INSTITUTE</b>									
5455	POLICE LAW INSTITUTE	15097	1 Year Subscription- PD	01-040-5990 Other Miscellaneous Expe	01/01/2024	1,520.00	.00		
Total POLICE LAW INSTITUTE:						1,520.00	.00		
<b>RAY O'HERRON CO., INC.</b>									
5641	RAY O'HERRON CO., INC.	2333210	9mm Ammo PD	01-040-7410 Equipment	03/26/2024	1,314.00	.00		
Total RAY O'HERRON CO., INC.:						1,314.00	.00		
<b>ROCK ROAD COMPANIES</b>									
5901	ROCK ROAD COMPANIES	319519	2.41 TONS COLD MIX	01-030-6060 Repair Materials - Roads	03/14/2024	409.70	.00		
Total ROCK ROAD COMPANIES:						409.70	.00		
<b>ROCKFORD STRUCTURES CONSTRUCTION COMPANY</b>									
5972	ROCKFORD STRUCTURES CO	031324	PW BUILDING ADDITION PAYOUT 9	01-030-7130 BUILDING IMPROVBMEN	03/13/2024	6,263.03	.00		
Total ROCKFORD STRUCTURES CONSTRUCTION COMPANY:						6,263.03	.00		
<b>SAFETY-KLEEN SYSTEMS, INC</b>									
6272	SAFETY-KLEEN SYSTEMS, INC	93853520	PARTS CLEANER FOR SHOP STOCK	01-030-6040 Operating Supplies	03/07/2024	147.78	.00		
Total SAFETY-KLEEN SYSTEMS, INC:						147.78	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>STAPLES</b>									
6669	STAPLES	8073643451	PRINTERTONER - CE	01-013-6020 OFFICE SUPPLIES	03/16/2024	75.98	.00		
Total STAPLES:						75.98	.00		
<b>UNIFIRST CORPORATION</b>									
7460	UNIFIRST CORPORATION	13200119707	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	03/27/2024	25.54	.00		
7460	UNIFIRST CORPORATION	1320113941	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	03/06/2024	25.54	.00		
7460	UNIFIRST CORPORATION	1320115831	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/13/2024	114.15	.00		
7460	UNIFIRST CORPORATION	1320115831	UNIFORMS - PARKS	01-050-4610 Uniforms	03/13/2024	10.01	.00		
7460	UNIFIRST CORPORATION	1320115834	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	03/13/2024	25.54	.00		
7460	UNIFIRST CORPORATION	1320117860	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/20/2024	112.65	.00		
7460	UNIFIRST CORPORATION	1320117860	UNIFORMS - PARKS	01-050-4610 Uniforms	03/20/2024	10.01	.00		
7460	UNIFIRST CORPORATION	1320117863	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	03/20/2024	25.54	.00		
Total UNIFIRST CORPORATION:						348.98	.00		
<b>UNIFORM DEN EAST, INC</b>									
7441	UNIFORM DEN EAST, INC	89683-01	Gomez-New Hire Necessities - Belt , Na	01-040-4612 Uniforms - Full time	03/14/2024	189.55	.00		
7441	UNIFORM DEN EAST, INC	89683-02	Gomez- Helix II low profile carrier soft tra	01-040-4612 Uniforms - Full time	03/19/2024	637.95	.00		
7441	UNIFORM DEN EAST, INC	90469	Hawley - Shirts, Sew on Emblems, Embr	01-040-4612 Uniforms - Full time	03/14/2024	153.90	.00		
7441	UNIFORM DEN EAST, INC	90470	Farone - Shirts, Sew on Emblems, Embr	01-040-4612 Uniforms - Full time	03/14/2024	143.90	.00		
Total UNIFORM DEN EAST, INC:						1,125.30	.00		
<b>VERIZON WIRELESS</b>									
7491	VERIZON WIRELESS	9958849586	HOT SPOTS PD	01-040-5320 Telephone	03/10/2024	784.82	.00		
Total VERIZON WIRELESS:						784.82	.00		
Grand Totals:						86,416.65	.00		



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

Dated: \_\_\_\_\_

Administrator: \_\_\_\_\_

Trustees: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Report Criteria:

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

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

**EXPENDITURE**

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

**POLICE/PUBLIC SAFETY EXPENDITURE**

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

The budget year is at 100%

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



The budget year is at 100%

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

The budget year is at 100%

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

**CAPITAL PROJECTS FUND**

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

CAPITAL PROJECTS FUND

90-010-5220	ENGINEERING	34,679.34	39,000.00	4,320.66	88.9%
90-010-7150	PROJECTS	1,955,857.33	3,926,000.00	1,970,142.67	49.8%
90-010-9070	LAND ACQUISITION	150,356.84		(150,356.84)	#DIV/0!
<b>TOTAL CAPITAL PROJECT FUND EXP</b>		<b>2,140,893.51</b>	<b>3,965,000.00</b>	<b>1,824,106.49</b>	
<b>NET REVENUE OVER EXPENDITURES-CAPITAL PROJECT</b>		<b>74,106.45</b>	<b>(1,750,000.04)</b>	<b>(1,824,106.49)</b>	

*Restricted Fund Balance 12/31/22*

619,261.00  
619,261.00

*Fund balance as of 12/31/2023*

693,367.45

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



<b>Agenda Item:</b>	Disc Golf for Youth Suicide Prevention; Marshmallows Hope		
<b>Date:</b>	June 30, 2024	<b>Meeting:</b>	COW
<b>Prepared by:</b>	Vic Wilder	<b>Department:</b>	Special Events

### Overview/Background Information

This is the 4<sup>th</sup> annual Disc Golf event to raise awareness to Youth Suicide Prevention. This event is sponsored by the Marshmallows of Hope Charity. The event will be held at Porter Park disc golf course on June 30, 2024. The cabin will be utilized as part of this event.

### Key Issues

Police and Fire have both approved this event for safety purposes. This event will host approximately 60 participants.

### Fiscal Note/Budget Impact

N/A

### Prior Legislative Actions

Approved the past three years.

### Action Required/Recommendation

Approve the event known as Disc Golf for Youth Suicide Prevention; Marshmallows Hope.

### Attachments

See attachments in the packet.



Special Event Application Form

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

Assembly Block Party Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

4th Annual Disc Golf For Youth Suicide Prevention; Marshmallow's Hope

Nature of Event:

Disc Golf Fundraiser and Information Event

Location of Event: Porter Park Projected Attendance: 60

Address of Organizer: Laura Kane Phone Number: 847-754-5770

Event Date(s): June 30th, 2024

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

Setup/Assembly Date: June 30th, 2024 Start Time: 7:00 pm

Dismantle Date: June 30th, 2024 5:00 am Completion Time: 8:00 am

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

We will set up in the cabin at Porter Park we will be posting signs in the ground at most of the Disc Golf starting points, these signs will not require tools to push in or pull out.

After everyone has gone through all the baskets, we will remove the signs and clean up the cabin.

- Will this event require use of fireworks? Will this event require street closures? Will alcohol be served? Will signage be posted? Will food be served?

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

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



Special Event Application Form

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

Name: Josh Garcia Phone Number: 815-298-6073

Email: jasuey@gmail.com

Additional Comments:

Three horizontal lines for additional comments.

Applicant Signature:

Date:

Handwritten signature: Kane

02/12/24

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

OFFICIAL USE ONLY box containing fields for Date Filed, Police Department, Village Board, Application Fee Paid, and Receipt.



Special Event  
Hold Harmless Agreement

I, Laura Kane indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event known as Disc Golf for Youth Suicide Prevention to be held June 30th, 2024 Signed this 12th day of February, 2024

Laura Kane  
Name  
5062 Safford Rd, Rockford, IL 61101  
Address  
*Laura Kane*  
Signature  
Robert Worth *Robert Worth*  
Witness

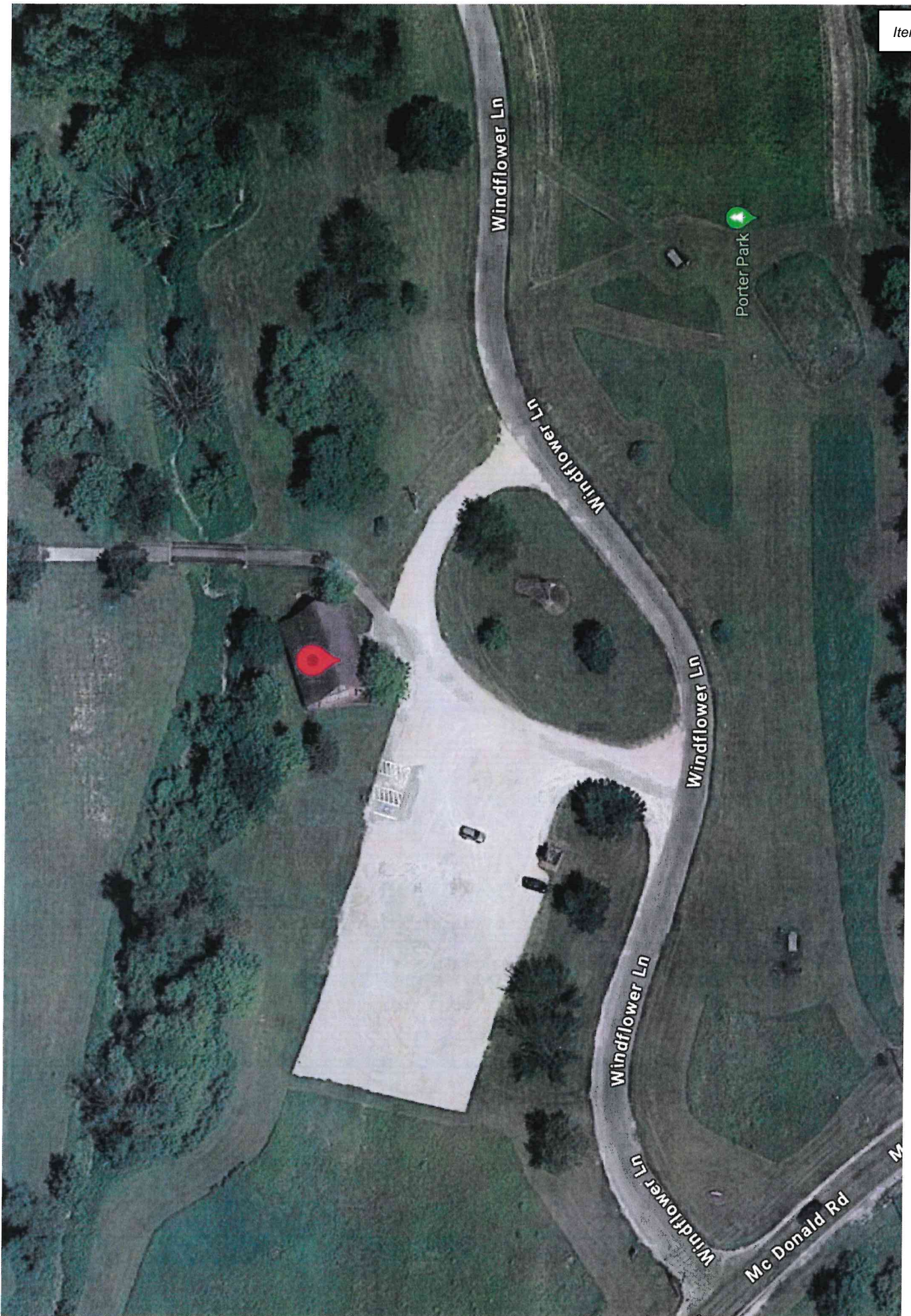
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Special Event  
Site Plan Exhibit

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

Event Site Plan:









## Special Event Insurance Certificate

Insurance Requirement Example:

<b>ACORD</b>		<b>CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 6/3/2021		
<p><b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</b></p> <p><b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b></p>						
<b>PRODUCER</b> Spectrum Insurance Agency Inc. 5301 E State St, Suite 201 Rockford IL 61108			<b>CONTACT NAME:</b> Bonnie Arrington <b>PHONE (A/C. No. Ext.):</b> 815-986-5318 <b>FAX (A/C. No.):</b> 815-977-7408 <b>E-MAIL ADDRESS:</b> barrington@spectrumagency.com			
<b>INSURED</b> Keep Northern Illinois Beautiful Inc. 4665 Hydraulic Road Rockford IL 61108			<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> INSURER A : Philadelphia Insurance Co      18025 INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :			
<b>COVERAGES</b> <b>CERTIFICATE NUMBER:</b> 1537788079 <b>REVISION NUMBER:</b>						
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
RISR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	EV5351	8/7/2021	8/8/2021	EACH OCCURRENCE      \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea. occurrence)      \$ 300,000 MED EXP (Any one person)      \$ PERSONAL & ADV INJURY      \$ 1,000,000 GENERAL AGGREGATE      \$ 3,000,000 PRODUCTS - COMP/OP AGG      \$ 3,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea. accident)      \$ BODILY INJURY (Per person)      \$ BODILY INJURY (Per accident)      \$ PROPERTY DAMAGE (Per accident)      \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$					EACH OCCURRENCE      \$ AGGREGATE      \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT      \$ E.L. DISEASE - EA EMPLOYEE      \$ E.L. DISEASE - POLICY LIMIT      \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Mud Volleyball - August 7, 2021 The Village of Roscoe, its elected & appointed officials, officers, employees, agents and representatives are listed as additional insured's on a primary non-contingent basis.						
<b>CERTIFICATE HOLDER</b>				<b>CANCELLATION</b>		
Village of Roscoe 10631 Main Street Roscoe IL 61073				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Bonnie Arrington</i>		

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ACORD 25 (2016/03)

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



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

**PORTER PARK CABIN RENTAL RESERVATION RELEASE & WAIVER**

Date of Event: June 30th, 2024 Purpose of Event: Disc Golf for Youth Suicide Prevention

Rental Hours: 8:00 am – 10:00 pm Number of Guests (Max Occupancy 60): 60

Name: Laura Kane

Mailing Address: 5062 Safford Dr, Rockford, IL 61101

Phone: 847-754-5770 Email: Laura@marshmallowshope.org

**PORTER PARK CABIN 6545 Windflower Lane, Roscoe**

All renters will be required to provide proof of address at the time of reservation.(copy of driver's license)  
Your reservation is not confirmed until payment has been received.

- Village of Roscoe Resident Rental Fee: \$300.00 (non-refundable)
- Non-Resident Rental Fee: \$500.00 (non-refundable)
- Charitable Organization

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

An electronic key fob gives you access to the cabin from 8am-10pm on your rental date only. You must pick up the key fob from Village Hall on the business day preceding your event. Key fobs must be returned to Village Hall the business day following your event.

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

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

Applicant's Signature: *Laura Kane* Date: 2/12/24

**Office use only**

Method of Payment: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ Credit Card Receipt Number: \_\_\_\_\_

Cabin Key # \_\_\_\_\_ Key picked up by: \_\_\_\_\_ Date: \_\_\_\_\_

Employee Initials: \_\_\_\_\_ Key returned by: \_\_\_\_\_ Date: \_\_\_\_\_

Updated 01/01/2024

### Cabin Cleaning Checklist

Complete the following before you leave the cabin:

- Tables and chairs are cleaned and stacked
- Kitchen area is clean
- Refrigerator/Freezer emptied
- Bathrooms are clean
- Indoor trash bags get placed in the trash containers on the patio
- Windows are closed and locked
- Front and back door are locked
- Turn the lights off
- Please leave the yellow key fob that keeps the door unlocked in the cabin.
- RETURN THIS PACKET WITH KEY TO VILLAGE HALL ON MONDAY BETWEEN 9-5**

Was the cabin clean when you arrived?

---



---

Suggestions or comments:

---



---



---

By signing below, I acknowledge that I have read and understand all the conditions of use and that I will complete the cabin cleaning checklist above.

Renter's Signature:

---

**Any problems on the day of your event, please contact Public Works 815-543-9097. For emergencies, call 911.**



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

TEMPORARY SIGN/BANNER PERMIT APPLICATION

-----

SIGN LOCATION (exact address) 6598 Windflower Ln, Roscoe, IL 61073 BUSINESS NAME  
Marshmallow's Hope Nonprofit Organization BUSINESS ADDRESS 1280 S Alpine Rd, Rockford,  
IL 61108 PHONE 6083529256 MOBILE \_\_\_\_\_ REASON  
FOR TEMPORARY SIGN/BANNER Advertisement/ promotion

DATE FOR PLACEMENT June 30th 2024

DATE FOR REMOVAL June 30th 2024

SIZE OF BANNER LENGTH 8 ft HEIGHT 3 ft

SIZE OF SIGN LENGTH 2 ft HEIGHT 1 ft

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

Joshua Garcia  
SIGNATURE DATE

**FOR OFFICE USE ONLY**

DATE \_\_\_\_\_ PROPERTY ZONED \_\_\_\_\_ TOWNSHIP

PERMIT APPROVED/NOT APPROVED \_\_\_\_\_ Scott L. Sanders,  
Zoning Administrator

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



**Agenda Item:** Stateline Chamber Pour in the Park

**Date:** April 2, 2024

**Meeting:** Village Board

**Prepared by:** Vic Wilder

**Department:** Community Development

### Overview/Background Information

This event was postponed from fall of 2023 until this date on May 4, 2024. The event is to be a social gathering to bring people and businesses together. The idea is to sample different alcoholic beverages throughout the event.

### Key Issues

This is a first-time event for the Village of Roscoe. Louies Tap House is applying for the Class T liquor license for this event.

### Fiscal Note/Budget Impact

N/A

### Prior Legislative Actions

This event was up for discussion and approved last fall on 10/18/2023.  
The event passed vote at the COW on March 19, 2024.

### Action Required/Recommendation

Approval of the special event and the temporary liquor license.

### Attachments

See attachements





Special Event Application Form

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

Assembly  Block Party  Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

Stateline Chamber

Nature of Event:

Pour in the Park

Location of Event: Riverside Park Projected Attendance: 250

Address of Organizer: 5386 Williams Dr. Phone Number: 8156239065

Event Date(s): Sat. May 4th

Event Hours: 11am am/pm until 4pm am/pm

Setup/Assembly Date: Fri. May 3rd Start Time: 9am am/pm

Dismantle Date: Sun. May 5th am/pm Completion Time: 8pm am/pm

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

Tents, tables, advertising signage, food trucks, and parking/way finding signage set up on the western side of the football field,

- Will this event require use of fireworks? [ ] Yes [ ] No
Will this event require street closures [ ] Yes [x] No
Will alcohol be served? [x] Yes [ ] No
Will signage be posted? [ ] Yes [ ] No
Will food be served? [ ] Yes [ ] No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

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



Special Event Application Form

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

Name: Ryan Rydell Phone Number: 8159141766
Email: ryan@rycomcreative.com

Additional Comments: See proposed map and comments on event agreement for details.

Applicant Signature: [Handwritten Signature] Date: 02/23/2024

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

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



Special Event  
Hold Harmless Agreement

I, Ryan Rydell indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event

known as Pour in the Park

to be held May 4th 2024

Signed this 23rd day of February, 2024

**Ryan Rydell**

Name

5386 Williams Dr. Roscoe, IL 61073

Address

Signature 

Witness





THE HARTFORD  
BUSINESS SERVICE CENTER  
3600 WISEMAN BLVD  
SAN ANTONIO TX 78251

October 6, 2023

STATELINE CHAMBER OF COMMERCE  
5384 WILLIAMS DR  
ROSCOE IL 61073

### Policy Information:

<b>Policy Number:</b>	<b>83 WEC CC8393</b>
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### Contact Us

Visit <https://business.thehartford.com>

24/7 access to pay bills, view policy documents,  
get your certificate of insurance and more.

**Need Help?** Chat online or call us at (866) 467-  
8730. We're here Monday - Friday.

You can find information about your policy enclosed. You can also find this info online at <https://business.thehartford.com>.

If you have any questions or concerns about what you see, contact us at any of the options listed on this page.

Thanks for choosing us for your business insurance needs.

Sincerely,  
The Hartford



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)	Item # 7.
10/06/2020	

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

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

<b>PRODUCER</b> VISION INSURANCE GROUP 83851062 7214 N ALPINE RD LOVES PARK IL 61111	<b>CONTACT NAME:</b>	
	<b>PHONE</b> (815) 282-3480 (A/C, No, Ext):	<b>FAX</b> (A/C, No):
<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC#</b>
INSURER A : Sentinel Insurance Company Ltd.		11000
INSURER B : Hartford Insurance Company of Illinois		38288
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

<b>INSURED</b> STATELINE CHAMBER OF COM 5514 CLAYTON CIR ROSCOE IL 61073-9533	INSURER A :	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

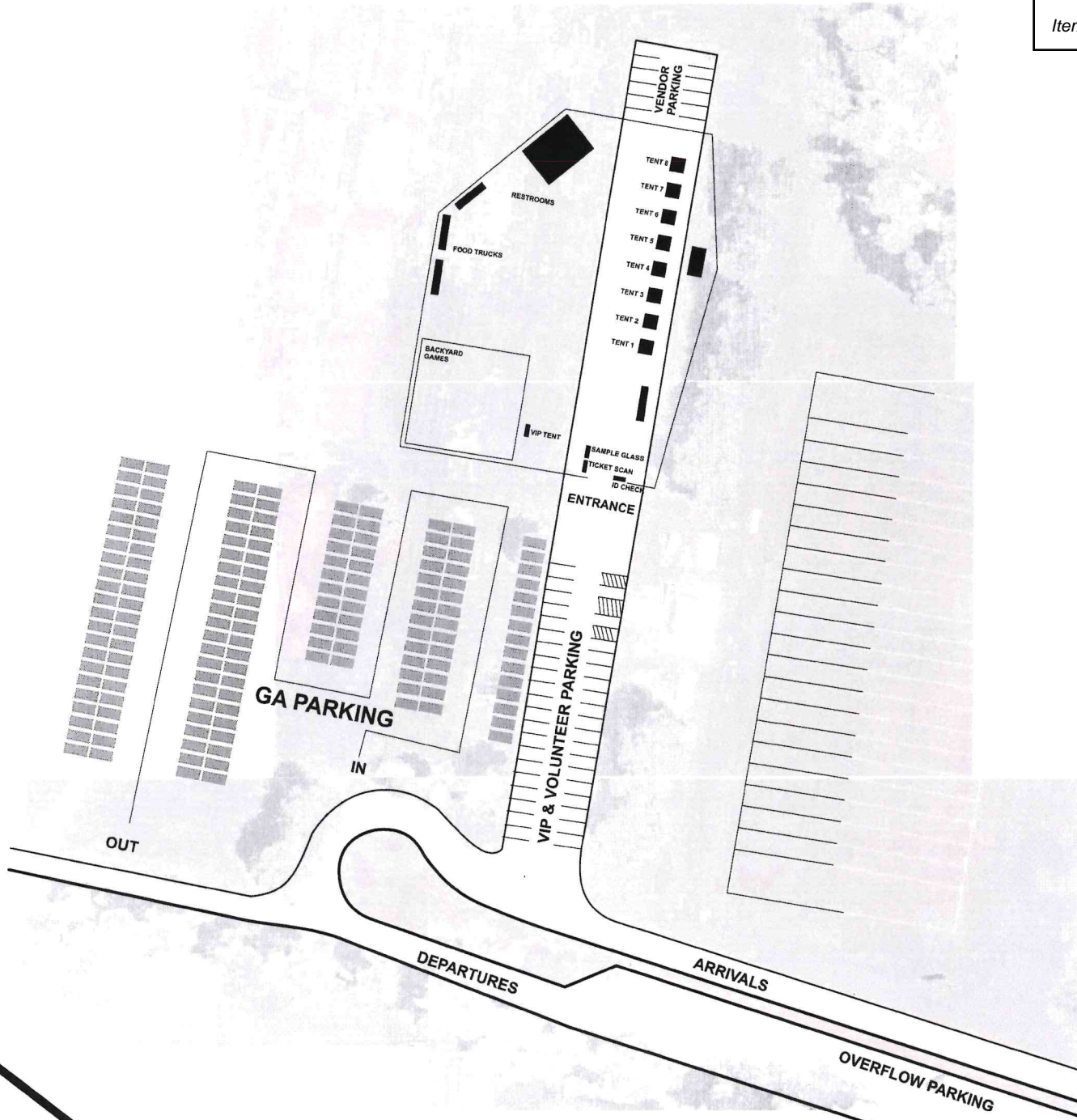
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability	X		83 SBA NX1009	01/01/2023	01/01/2024	EACH OCCURRENCE \$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000
							MED EXP (Any one person) \$10,000
							PERSONAL & ADV INJURY \$1,000,000
A	AUTOMOBILE LIABILITY ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			83 SBA NX1009	01/01/2023	01/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000
							BODILY INJURY (Per person)
							BODILY INJURY (Per accident)
							PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE
							AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	83 WEC CC8393	01/01/2023	01/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER
							E.L. EACH ACCIDENT \$500,000
							E.L. DISEASE -EA EMPLOYEE \$500,000
A	DATA BREACH - DEFENSE & LIAB COVG			83 SBA NX1009	01/01/2023	01/01/2024	Limit \$100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Those usual to the Insured's Operations.

<b>CERTIFICATE HOLDER</b> Village of Roscoe 10631 MAIN ST ROSCOE IL 61073-8564	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Susan J. Castaneda</i>
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**Class T Temporary Liquor License Application**

**Applicant Information**

Applicant: Joseph Giaccone  
 Business Name (d/b/a): Louie's Tap House  
 (Must have current Village of Roscoe Liquor License)  
 Village of Roscoe Liquor License Number: 477-24 License Class: F  
 Primary Contact Person /Agent: Joseph Giaccone  
 Mailing Address: 5689 Elevator Road, Roscoe IL 61073  
 Email: Giaccone@yahoo.com  
 Business Phone: 815-270-1020 Other Phone: 815 621 2517 Fax: \_\_\_\_\_

**General Information**

Type of Event "Pour in the Park" Beer Tasting  
 Address/Location of Event 5215 River St Roscoe IL 61073, Riverside Park  
 Set up dates and times May 4<sup>th</sup> 2024, 9:00am  
 Tear down dates and times May 4<sup>th</sup> 2024, 5:00pm  
 Event Date 05-04-24 Alcohol Sales Start Time: 11:00 am Alcohol Sales End Time: 4:00 pm  
 Event Date \_\_\_\_\_ Alcohol Sales Start Time: \_\_\_\_\_ Alcohol Sales End Time: \_\_\_\_\_  
 Event Date \_\_\_\_\_ Alcohol Sales Start Time: \_\_\_\_\_ Alcohol Sales End Time: \_\_\_\_\_  
 Event Date \_\_\_\_\_ Alcohol Sales Start Time: \_\_\_\_\_ Alcohol Sales End Time: \_\_\_\_\_

**Dram Shop Coverage**

**Attach a copy of the policy declaration to this application**

List dram insurance coverage including name and address of insurance company for the licensee and premises for which the alcoholic liquor will be sold for the duration of the license.

Insurance Company Name: Keystone II Insurance Agency INC  
 Address: 513 S Phelps Avenue Rockford IL 61108  
 Policy Number: 154604-07136971 Coverage Limits: \$1,000,000

**License Information**

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

**Office Use Only**

Date Issued: \_\_\_\_\_ Expires: \_\_\_\_\_ Fee: 100. License No: \_\_\_\_\_

Check # 1426  Cash  Credit Card Receipt # 1004431

# VILLAGE of ROSCOE

## AFFIDAVIT

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

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

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

(SIGNATURE OF APPLICANT OR AUTHORIZED AGENT)

General Manager

(TITLE OR POSITION)

(TITLE OR POSITION)

3-12-24

(DATE SIGNED)

(DATE SIGNED)

AFFIRM: \_\_\_\_\_  
(SECRETARY)

(DATE SIGNED)

STATE OF Illinois )

COUNTY OF Winnebago ) SS

SUBSCRIBED AND SWORN TO BEFORE ME  
THIS 12 DAY OF March



NOTARY PUBLIC

VILLAGE OF ROSCOE  
10631 MAIN STREET  
ROSCOE IL 61073

815-623-2829

Item # 7.

Receipt No: 1.004431

Mar 12, 2024

LOUIES TAP HOUSE

Previous Balance:	.00
General/Administration - Class T Liquor License	100.00
<hr/>	
Total:	100.00
<hr/>	
Checks/Money Orders      Check No: 1426	100.00
Payor: LOUIES TAP HOUSE	
Total Applied:	100.00
<hr/>	
Change Tendered:	.00
<hr/>	

Duplicate Copy

03/12/2024 1:58 PM



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM)  
03/13

Item # 7.

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

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

PRODUCER Keystone II Insurance Agency, Inc 513 S. Phelps Avenue  Rockford IL 61108-	CONTACT NAME: Michael J. Purin	
	PHONE (A/C, No, Ext): (815) 962-6641 FAX (A/C, No): (815) 962-6652	
INSURED Lou's Tap, Inc.  5689 Elevator Rd. Roscoe IL 61073-	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Owners Insurance	NAIC #
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			154604-07136971	08/29/2023	08/29/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			40-463-222-00	08/29/2023	08/29/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			151704-07136973	08/29/2023	08/29/2023	<input checked="" type="checkbox"/> WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor liability			154604-07136971	08/19/2023	08/19/2024	\$1,000,000 Limit of insurance

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, If more space is required)

## CERTIFICATE HOLDER

( ) - ( ) -  
  
Village of Roscoe

## CANCELLATION

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

AUTHORIZED REPRESENTATIVE  
  
*mjp*

## VILLAGE OF ROSCOE, ILLINOIS

### License and Indemnification Agreement for Activities Performed on Village Property

**(This is a legal document that affects your legal rights.)**

- A. LIMITED LICENSE:** The Village of Roscoe (“Village”) grants STATELINE CHAMBER OF COMMERCE (“Licensee” or “Stateline Chamber”), its agents, employees, and sub-contractors, the limited license to:

Stage an event known as the “Stateline Chamber of Commerce Pour in the Park” (“Event”) on May 4, 2024, located at the park owned by the Village of Roscoe, and known as Riverside Park, Roscoe, IL located off River Road, Roscoe, IL 61073 (“Park” or “Premises”). Unless otherwise specified, the Event shall take place within the boundaries of the sketch drawing that was submitted as part of the application. Estimated attendance at the event is: 250 participants.

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

This license shall expire at 12:01 am on May 5, 2024.

**C. EVENT OPERATIONS:**

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

1) Hours of Operation:

- a. Licensee shall have exclusive use of the Premises on Saturday May, 4, 2024.
- b. Supporting, pre-Event set-up activities, and post-Event tear-down activities, which are not open to the public, shall be permitted at the Event Site from Friday, May 3, 2024 through Sunday May 5, 2024 from 7:00am – 10:00 pm each day.
- c. The Event shall be permitted to operate and the Event Site shall be open to the public during the following hours:

- i. Saturday, May 4, 2024 from 11:00 am – 4:00 pm

2) Security:



- a. Licensee shall be responsible for securing any equipment placed into the park prior to and during the Event. Should Licensee equipment or personal property remain in the park after Park Closing Hours, Licensee shall be responsible to provide for security personnel to ensure its safety and security. The Village will not be responsible for any loss or damage to Licensee equipment or property.
  - b. Licensee shall be responsible for the control and management of event parking and vehicular movements within the Park. Licensee shall not be permitted to control traffic outside of the boundaries of the Park, and shall cooperate with all directives of the Village of Roscoe Police Department.
- 3) Event Site Plan. Licensee shall conduct Event Operations pursuant to this agreement only in such locations as identified in the Event Site Plan attached hereto, and incorporated herein by reference.
- 4) Alcohol Sales and Service:
- a. Service of Alcohol may take place on May 4, 2024, from 11:00 am – 4:00 pm.
  - b. Sale or Service of Alcohol shall be permitted only under the supervision and control of the Licensee’s designated liquor license holder pursuant to the terms of a validly issued Class “T” - Temporary liquor license.
  - c. Louies Tap House (Designated Liquor License Holder”) has been selected by the licensee as the designated liquor license holder for this event, and has been issued a Class “T” - Temporary liquor license by the Village of Roscoe.
  - d. Alcohol Sales or Service shall be limited to the following types of alcoholic beverages: Beer, ale, porter, stout, and other similar fermented beverages (including saké and similar products) of any name or description containing one-half of one percent or more of alcohol by volume, brewed or produced from malt, wholly or in part, or from any substitute for malt.” In addition to those beverages that are traditionally considered “beers”, this shall also include the service and consumption products made from fermented sugar or from malted barley - which includes most hard seltzers.
  - e. The Class “T” license issued by the Village for this event does not include the sale or service of any beverages with a base made from distilled alcohol (including some types of “spiked” beverages, including certain versions of “Alcachino” brand spiked coffee), nor does it authorize the service or consumption of wines at the event.

- f. The maximum serving size of any alcoholic beverage served at the Event shall be three ounces (3oz). Parties acknowledge that alcoholic beverages will be served to attendees by event volunteers in 5 oz. sample glasses. Pourers shall be instructed to pour samples not to exceed approximately one-half of the 5oz sample glass, targeting between 2oz and 3oz per sample. Provided that the volunteer pourers make a good faith effort in their filling of approximately one-half of the 5oz sample glasses, the Village will not consider minor variances in the actual measured amount of the alcoholic beverages in any individual glass to be a violation of the Designated Liquor License Holder's Village of Roscoe liquor license.
- g. The maximum number of servings per event participant during the pendency of the event shall not exceed twenty-five (25) three-ounce servings.
- h. Stateline Chamber and the Designated Liquor License Holder shall be jointly and severally responsible for compliance with all Federal, State and Local regulations concerning the service of alcoholic beverages.
- i. Sale, Service, or Consumption of alcoholic beverages shall not be permitted during the event, and shall cease to be authorized, without the presence of the following staff members of the Designated Liquor License Holder ("Alcohol Monitors"):
  - i. One staff member of the who is present at the entry gate, and is responsible for checking identification and verifying the age of the participants.
  - ii. One staff member that is present in the "beer tent" area, and is monitoring the pouring of alcohol by event volunteers for service to event patrons. Both staff members shall be BASSET trained, and are expected to ensure the responsible service of alcohol at the event, including identifying signs of intoxication and how and how to utilize various intervention techniques to prevent over service of alcohol.
  - iii. Alcohol Monitors shall be responsible for overseeing all service of alcoholic beverages, and Stateline Chamber shall ensure that all of its volunteers follow the instructions of the Alcohol Monitors as it relates to the sale service and consumption of alcoholic beverages.
- j. Stateline Chamber shall be responsible for the sale and distribution of event tickets used to monitor the consumption of alcoholic beverages. Stateline Chamber, in conjunction with the Designated Liquor License Holder shall be authorized to sell alcoholic beverages through the use of a prepaid ticket system as follows:

- i. The purchase of an entry ticket for an amount not less than \$50.00 shall entitle the attendee to a maximum of fifteen (15) three-ounce (3 oz) beverages during the Event.
  - ii. Event participants shall be permitted to purchase up to ten additional three-ounce (3 oz) beverages in blocks of five beverages per purchase for an amount not less than \$20.00 per purchase. However, at no time shall event participants be permitted to consume more than twenty-five (25) three-ounce servings.
  - iii. There shall be no direct purchase of alcoholic beverages by participants (cash or otherwise) during the Event, except through the established pre-purchase ticket system.
  - iv. There shall be no sale or consumption of alcohol permitted outside of the Event Site.
- k. Food Sales. The Licensee shall be permitted to host up to four food trucks within the Event Site. Licensee shall be responsible for all permits and licenses required for their operations (see Section D below). Access to food trucks located within the Event Site shall be permitted only for event participants.

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

**E. CONDITION OF PREMISES:**

1) Waste Receptacles & Trash Removal:

- a. The Village will provide for dumpsters to be located at the Park, which may be used for Event refuse, and will be disposed of at the Village's expense. Locations of the dumpsters will be coordinated with the Village's Public Works Department.
- b. The Village has a limited number trash cans and smaller receptacles which may be used for Event refuse. Any relocation of the Villages dumpster must be coordinated with the Village's Public Works Department.
- c. It shall be Licensee's responsibility to empty trash receptacles at the end of

each operating day as necessary into dumpsters placed at the site. Licensee shall also be responsible for removal of all trash and litter on the premises during and following said Event. Should Licensee fail to pick up such trash and litter, the Village reserves the right to do so at Licensee's expense, and Licensee shall be responsible for reimbursing the Village for all costs incurred by the Village.

2) Removal of Equipment:

- a. Upon expiration or termination of this License or any extension thereof, Licensee shall remove all of its equipment and supplies from the premises.
- b. Licensee agrees to remove its equipment and supplies during normal business hours of the Village and shall repair any damage caused by such removal, leaving the premises in substantially the same condition as existed prior to this License and the Event, ordinary wear and tear excepted.

3) Portable Toilet Facilities:

- a. Participants shall be permitted to use the Village owned restroom facilities located within the Park.
- b. Licensee shall be responsible for providing for adequate portable toilet facilities for use by Event participants and shall ensure that not less than 4 additional portable toilet facilities are present at the Facility during the course of the event.
- c. The rental, maintenance, and operation of portable toilet facilities shall be at the sole expense of the Licensee.

4) Underground Utility Protection.

- a. Prior to the installation of any temporary structure or equipment that requires the use of an in-ground anchor, Licensee shall coordinate a JULIE locate for any public utility underground facilities, and shall contract at Licensee's expense with a private locator provider to locate any private underground lines or facilities. At Licensee's request, the Village of Roscoe Public Works Department may assist with the coordination and contracting of these services, however, all costs or expenses related thereto shall be the responsibility of the Licensee.
- b. Licensee shall be responsible for any damage to private or public underground facilities caused by, or resulting from, its use of the Park as contemplated by this agreement.

#### **F. COMPENSATION FOR VILLAGE STAFFING.**

- 1) The Village may require Village personnel including Police and/or Public Works personnel, at the Event. All Village personnel involved in advance of, during and after, the day(s) of the event may be charged back to Licensee at their applicable hourly rates. The Village, at its sole discretion, shall determine the number of personnel necessary to ensure the safety of participants, minimize the inconvenience to its residents, ensure the success of the event, and reduce the public liability exposure to the Village. An invoice for services will be transmitted to the Licensee within thirty (30) days after the completion of the event, and shall be payable to the Village of Roscoe no later than 30 days thereafter.

#### **G. SCOPE OF VILLAGE INVOLVEMENT:**

- 1) The Licensee acknowledges and agrees that this document does not constitute a contract for services between the Village and Licensee, and that the Village grants Licensee solely a license to be on and use the Premises for said Event.
- 2) Licensee acknowledges that the granting of this License does not create a partnership or other joint venture between Licensee and Village, and that all debts and obligations created by Licensee as part of said event are the sole responsibility of Licensee.
- 3) Licensee shall be responsible for the hiring of its staff and shall be solely responsible for the paying of all salaries and taxes related thereto of its staff. In no way shall the staff or employees of Licensee be considered employees or staff of the Village. Licensee shall be responsible for maintaining all required insurance, and paying all applicable wages, and taxes to its employees.
- 4) The Licensee further acknowledges that the neither the Village or its elected officials have entered into any agreement, written or oral, with the Licensee for work performed or to be performed on the Premises, including any work or supporting activities for the Event and that the Licensee will not hold the Village responsible or liable for any costs associated with such work or work contracted for by third parties. ANY AGREEMENT OR SERVICES TO BE PERFORMED BY THE VILLAGE OF ROSCOE THAT ARE NOT SPECIFICALLY IDENTIFIED IN THIS AGREEMENT MUST BE IN WRITING AND AUTHORIZED BY VOTE OF VILLAGE THE VILLAGE OF ROSCOE BOARD OF TRUSTEES.

#### **H. INSURANCE.** The Licensee shall carry, in its name:

- 1) a comprehensive general liability insurance policy with combined policy limit of not less than \$1,000,000.00 per person and per occurrence with a minimum aggregate amount of coverage not less than \$3,000,000.00; and

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

**6) INDEMNIFICATION AND HOLD HARMLESS**

- a. Licensee(s) shall jointly and severally indemnify and hold the Village harmless for any and all costs, liabilities, losses, including attorney’s fees and expenses, resulting from or arising out of, the negligent, or willful misconduct, of the Licensee, its employees, subcontractors or agents, or invitees or licensees including but not limited to the Licensee’s negligent or intentional acts or omissions, during activities performed upon Village property or the Premises.
- b. The Licensee shall defend, indemnify and hold the Village and its elected and appointed officials and officers, employees, agents and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney’s fees and costs of suit or defense, arising out of, resulting from or alleged to arise out of or result from the negligent, careless or wrongful acts, omissions, failures to act or misconduct of the Licensee or its affiliates, officers, employees, agents, contractors or subcontractors in the staging of the Event, including but not limited to the Licensee’s, or its event participant’s negligent or intentional acts or omissions, during activities performed upon Village property or the Premises, whether such acts or omissions are authorized, allowed or prohibited by this License, Ordinance or other Local, State or Federal law.
- c. These obligations shall not be construed as having the effect of waiving any immunity from civil liability that the Village may enjoy under the Illinois Local Government and Government Officials Tort Immunity

Act, or similar legislation as now exists or may be amended in the future. Specifically, the Village shall not be required by this provision to indemnify Licensee for any claims, demands, or liabilities as to which the Village would enjoy local governmental immunity had it acted alone rather than in concert with Licensee.

**7) MISCELLANEOUS:**

- a. Debts and Obligation of Licensee. It is agreed that nothing contained in this License shall be deemed or construed as creating a partnership or joint venture between the Village and LICENSEE, or between the Village and any other party, or cause the Village to be responsible in any way for the debts and obligations of LICENSEE or any other party.
- b. Venue and Choice of Law. This Agreement will be governed by and construed in accordance with the laws of the State of Illinois. The parties hereto agree that all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the State and Federal courts located in the County of Winnebago, State of Illinois.
- c. Attorney's Fees. In any action to construe or enforce the terms and conditions of this Agreement, the prevailing party (as determined by a court of competent jurisdiction, if necessary) in such action and in any appeal taken therefrom, shall be entitled to recover its reasonable attorney's fees and costs.
- d. Non-Assignable. This Agreement is not transferable and is not assignable.
- e. Applicable Laws: Licensee shall observe all laws, ordinances and regulations applicable to their operation of Event hereunder and shall promptly pay, when due, all sales, employment and other taxes properly levied upon it or its operation.

[SIGNATURE PAGE TO FOLLOW]



**ACCEPTANCE:**

IN WITNESS WHEREOF, Authorized representatives of Licensee and Village have read the foregoing and agree and accept such terms effective as of the \_\_\_\_ day of \_\_\_\_\_, 2023.

**LISENSEE(S):**

STATELINE CHAMBER OF COMMERACE

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_ Date: \_\_\_\_\_

*Attest:*

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_ Date: \_\_\_\_\_

**GRANTOR:**

**The Village of Roscoe, Illinois**

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Print Name: Carol Gustafson

Title: Village President, Village of Roscoe, Illinois

*Attest:*

Signature: \_\_\_\_\_ Date \_\_\_\_\_

Print Name:

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 8.

<b>Agenda Item:</b> Rock Valley Radio Control Flying Club / float flying of model planes			
<b>Date:</b> April 2, 2024		<b>Meeting:</b> Village Board	
<b>Prepared by:</b> Vic Wilder		<b>Department:</b> Community Development	

### Overview/Background Information

This annual event is sponsored by the Rock Valley Radio control Flying Club. The event is held at Chicory Ridge Park on June 22, 2024. The event is to begin at 8 am and will conclude at 3:00 pm.

### Key Issues

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

### Fiscal Note/Budget Impact

N/A

### Prior Legislative Actions

This event has been held at Chicory Ridge Park for several years. The event was approved at the COW on March 19, 2024.

### Action Required/Recommendation

Approval of the special event held in Chicory Ridge Park.

### Attachments

Attachments in packet



Special Event Application Form

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

Assembly  Block Party  Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

Rock Valley Radio Control Flying Club

Nature of Event:

Radio Control float flying of model planes

Location of Event: Chicory Ridge Way (Pond) Projected Attendance: 30 or Slightly more

Address of Organizer: (PContest Director)384 E Riverdale Dr Edgerton, WI Phone Number: 608-449-3361

Event Date(s): June 22, 2024

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

Setup/Assembly Date: June 22, 2024 Start Time: 7:30AM am/pm

Dismantle Date: June 22, 2024 am/pm Completion Time: 3:00PM am/pm

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

Set-up consists organizing parking in park area and setting up registration in the shelter, and assisting flyers to the flying area by the pond.

- Will this event require use of fireworks? [ ] Yes [x] No
Will this event require street closures [ ] Yes [x] No
Will alcohol be served? [ ] Yes [x] No
Will signage be posted? [x] Yes [ ] No
Will food be served? [ ] Yes [x] No

If answering yes to any of the above, please provide separate individual permit applications forms as outlined in the Special Event Guidelines and Checklist documents

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



### Special Event Application Form

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

Name: Robert King Phone Number: 608-449-3361

Email: Bobking@levelflight.net

Additional Comments:

*(attached)*

Insurance will be obtained through The AMA and a certificate on same will be presented to Roscoe Police Department. ~~Please note that the insurance is good for the entire year.~~

No Roads will be blocked. All flyers must be AMA members and adhere to their rules on conduct.

Applicant Signature:

*Robert King*

Date:

*03/05/2024*  
*mc*

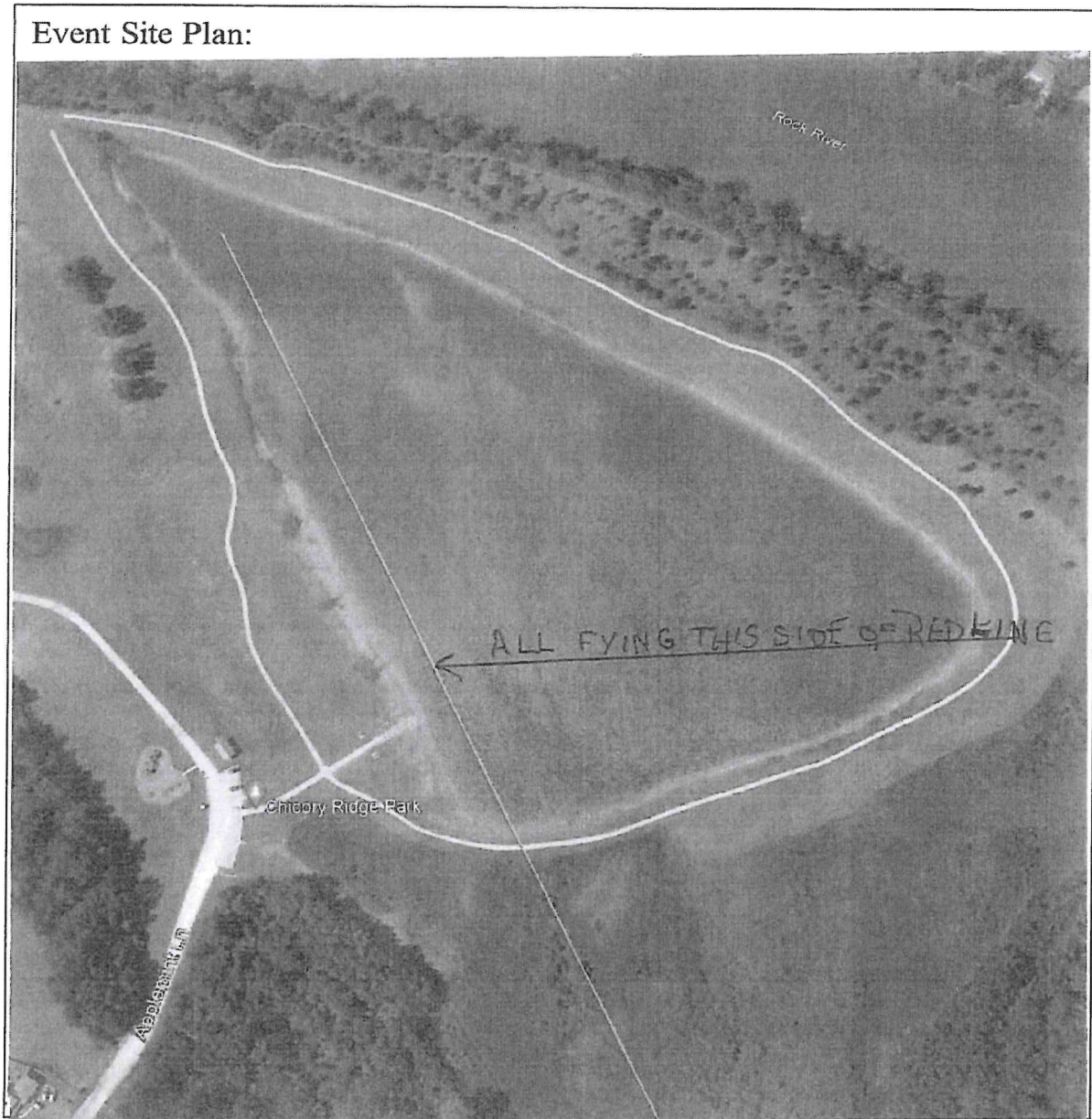
Return completed application to: Roscoe Police Department  
10595 Main Street  
Roscoe, Illinois 61073  
shawley7894@roscoepolice.com

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

Special Event  
Site Plan Exhibit

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

Event Site Plan:







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

**TEMPORARY SIGN/BANNER PERMIT APPLICATION**

SIGN LOCATION (exact address) 1. corner of Chicory Ridge way and Roscoe Rd. 2. Applemint Ln at entrance to Chicory Ridge Park

BUSINESS NAME Rock Valley RC Flyers

BUSINESS ADDRESS 3215 Harrison Rd. Rockford, IL 61101

MOBILE Club Sec. 815-871-5202 EMAIL brian.kobi@Yahoo.com

REASON FOR TEMPORARY SIGN/BANNER

Notification of event. Directions to Pond

DATE FOR PLACEMENT June 22, 2024

DATE FOR REMOVAL June 22, 2024

SIZE OF BANNER LENGTH \_\_\_\_\_ HEIGHT \_\_\_\_\_

SIZE OF SIGN LENGTH Both 4' HEIGHT 3'

*Concurrent display. All nonresidential developments shall be permitted to display three temporary signs of any type concurrently.*

*Display period. The permitted display period of a temporary sign in a nonresidential district shall be a maximum of 30 days.*

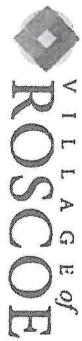
*A total of three nonconcurrent display periods shall be permitted per single-tenant building or unit of a multitenant building per calendar year. Nonconcurrent display periods shall be separated by a minimum of 30 days.*

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

[Signature] 03/05/2024  
SIGNATURE DATE

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





Special Event  
Hold Harmless Agreement

I, Robert King indemnify and hold the Village of Roscoe harmless against any and all liability and expenses whatsoever, for bodily injury or death, including without limitation injury or death to agents, employees, servants or volunteers of the applicant(s) that may be casually related to any act of ordinary negligence, intentional, willful or wanton misconduct and any such claim, loss or injury arising out of participation with the event known as Rock Valley R C Flyers Float Fly to be held at Chicory Ridge Pond

Signed this 6<sup>th</sup> day of March, 2024

Name Robert King

Address 384 E Riverdale Dr Edgerton, WI 53534

Signature

Robert King

Witness Bruce J Kobacki, Secretary  
Rock Valley RE Flyers



VILLAGE OF ROSCOE  
10631 MAIN STREET  
ROSCOE IL 61073

815-623-2829

Item # 8.

Receipt No: 1.004427

Mar 7, 2024

BRIAN KOBISCHKA- RC EVENT

Previous Balance:	.00
General/Administration - Permits And Fees	50.00
<hr/>	
Total:	50.00
<hr/>	
Checks/Money Orders      Check No: 8323	50.00
Payor: BRIAN KOBISCHKA- RC EVENT	
Total Applied:	50.00
<hr/>	
Change Tendered:	.00
<hr/>	

Duplicate Copy

03/07/2024 9:51 AM

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



<b>Agenda Item:</b>	Discussion and Recommendation of designating the Village Administrator to serve as the <b>Village's Representative on the Board of Trustees of the Northern Illinois Land Bank Authority.</b>		
<b>Date:</b>	March 29, 2024	<b>Meeting:</b>	Village Board – 4/2/2024
<b>Prepared by:</b>	Josef Kurlinkus	<b>Department:</b>	Administration

### Overview/Background Information

The Winnebago County Landbank (**Northern Illinois Land Bank Authority**), was established in 2019, with the Village of Roscoe becoming a member in 2021. Formed by intergovernmental agreement, the Landbank is able to use the statutory authority of the member entities to acquire vacant or abandoned properties located within Winnebago and Boone County. It then works to get those properties back onto the tax rolls of the member municipalities. This may include legal action to remove tax or other liens on the property or marketing the properties to investors who are able to renovate and rehabilitate the properties. Our landbank is self-sustaining and is able to offer its services through grants, and the sale of properties out of the landbank.

Each member municipality has a vote on the acquisition and disposition of landbank property, as well as a say in the landbank's budget and management. Additionally, the Land Bank may not acquire or sell any property within the corporate limits of a Member jurisdiction without the prior consent, in writing, from the Trustee representing that Member jurisdiction.

### Key Issues

- 1) The Village has been without a representative to the Landbank for over a year.
- 2) It is important that the Village continue to participate in this program, and designate a representative so that the Village continues to have a say in Landbank Activities.

### Fiscal Note/Budget Impact

n/a

### Prior Legislative Actions

The Village Board voted to join the Landbank in October of 2021.  
 Recommendation for approval at COTW on 3/19/2024

### Action Required/Recommendation

Recommendation to the Board to approve a resolution designating the Village Administrator as the Landbank representative for the Village.

### Attachments

- 1) Landbank IGA
- 2) Draft resolution for Landbank appointing landbank representative.

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R15**

**RESOLUTION OF THE VILLAGE OF ROSCOE, ILLINOIS APPOINTING THE  
VILLAGE ADMINISTRATOR TO SERVE AS THE VILLAGE'S  
REPRESENTATIVE ON THE BOARD OF TRUSTEES OF THE NORTHERN  
ILLINOIS LAND BANK AUTHORITY**

**WHEREAS**, the Village is a member community of the Northern Illinois Land Bank Authority; and

**WHEREAS**, as a member community, the Village is to appoint a person to serve as the Village's representative on the Board of Trustees of the Northern Illinois Land Bank Authority; and

**WHEREAS**, the Village desires to appoint the Village Administrator as the Village's representative on the Board of Trustees of the Northern Illinois Land Bank Authority; and

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

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

**Section 2.** The Village Board of Trustees hereby appoints and approves the Village Administrator of the Village of Roscoe to be its representative on the Board of Trustees of the Northern Illinois Land Bank Authority, pursuant to, and in accordance with, the terms and conditions of the Intergovernmental Agreement and Bylaws establishing the Northern Illinois Land Bank Authority.

**Section 3.** If any section, paragraph, clause or provision of this Resolution shall be held invalid, said invalidity shall not affect any other provision of this Resolution.

**Section 4.** This Resolution shall be in full force and effect upon its passage and approval in the manner provided by law.

2024-R15				
<b>1<sup>st</sup> Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 02 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**INTERGOVERNMENTAL AGREEMENT AND BY-LAWS**

AN AGREEMENT TO ESTABLISH THE  
NORTHERN ILLINOIS LAND BANK AUTHORITY

This Intergovernmental Contract and By-Laws Agreement is entered this the 14<sup>th</sup> day of January, 2019 by and among the undersigned units of local government (each a “Member”) for the purpose of creating and establishing an intergovernmental entity to administer and operate a land bank in member communities (“Region”). The land bank will be a separate entity whose purpose will be to administer and carry out the objectives of this Agreement, in accordance with the terms of this Agreement, as written or amended in accordance with its terms. This Agreement is made pursuant to Article VII, Section 10 of the Illinois Constitution of 1970 (the “Constitution”) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) (the “Act”) and has been authorized by the corporate authorities of each Member.

**WHEREAS**, in recent years a substantial number of properties in the Region have become vacant, dilapidated, and non-revenue generating; and

**WHEREAS**, these properties contain numerous violations of health and safety ordinances, contribute to the blight and deterioration within the Region, and impose a significant economic burden upon municipalities within the Region; and

**WHEREAS**, there exists within the Region the need for (i) the creation of safe, decent housing for existing and future residents, (ii) the return of abandoned properties to productive use including, but not limited to, the payment of tax revenues, (iii) opportunities for the revitalization of deteriorating residential, retail, industrial and commercial neighborhoods, and (iv) available properties for use as public parks, green spaces, water retention and other public purposes; and

**WHEREAS**, the Members desire to enter into this cooperation agreement to create an intergovernmental entity as a land banking authority in order to address most efficiently and effectively these needs within the Region; and

**WHEREAS**, the Members agree that the establishment of such an authority would be beneficial to the people and local governments within the Region; and

**WHEREAS**, for administrative purposes, the Region 1 Planning Council shall be the Land Bank fiscal agent; and

**NOW, THEREFORE**, the Members agree to the following terms in accordance with the authority set forth in the Illinois Constitution and laws of the State of Illinois:

## **ARTICLE I** **AUTHORITY**

**Section 1.01. Authority.** This Agreement is entered into pursuant to the authority set forth in Article VII, Section 10 of the Illinois Constitution and the laws of the State of Illinois set forth in 5 ILCS 220/1 *et seq.*, and the authority granted to governments by Constitutional and statutory powers.

## **ARTICLE II** **PURPOSE**

**Section 2.01. Purpose.** Pursuant to and in accordance with this Agreement, the Members shall jointly form and operate a land banking authority, named Northern Illinois Land Bank Authority (the “Land Bank”), to foster the public purpose of combating community deterioration by returning property to productive use in order to provide open space, housing, industry, and employment for citizens within the Region.

**Section 2.02. Duties.** In carrying out its purpose, the Land Bank shall, in accordance with applicable laws, codes, policies and procedures approved by the Land Bank Board and otherwise without limitation, acquire, manage and dispose of certain real and personal property and perform other functions, services, and responsibilities as may be assigned to the Land Bank by its Members.

## **ARTICLE III** **CREATION OF THE LAND BANK**

**Section 3.01. Creation and Legal Status of the Land Bank.** The Members agree to cause the creation of the Land Bank as an intergovernmental entity to implement the functions, services, and responsibilities contemplated by this Agreement.

**Section 3.02. Title to Land Bank Assets.** Except as otherwise provided in this Agreement, the Land Bank shall have exclusive title to all real property transferred to, purchased by, or otherwise acquired by the Land Bank. No Member shall have an ownership interest in any real or personal property held in the Land Bank’s name.

**Section 3.03. Compliance with Law.** The Land Bank shall comply with all applicable federal and State laws, rules, regulations, and orders.

**Section 3.04. Relationship of Members.** The Members agree that no Member shall be responsible or liable, in whole or in part, for the acts of the Land Bank, or the employees, agents, and servants of the Land Bank, or any other Member acting separately or in conjunction with the implementation of this Agreement. The Members shall only be bound and obligated under this Agreement as expressly agreed to by each Member. No Members may obligate any other Member. No member shall be obligated or liable for any debt, obligation, or liability of the Land Bank.

**Section 3.05. No Third-Party Beneficiaries.** Except as otherwise specifically provided, this Agreement does not create in any person or entity other than a Member any direct or indirect benefit, obligation, duty, promise, right to be indemnified, right to be subrogated to any Member's rights under this Agreement, and/or any other right or benefit.

**ARTICLE IV**  
**POWERS OF THE LAND BANK**

**Section 4.01. Powers of the Land Bank.** The Members hereby confer upon the Land Bank, to the full extent of the Member's constitutional and statutory authority, the authority to do all things necessary or convenient to implement the purposes, objectives, and provisions of this Agreement, and take all related actions. Among other powers, the Land Bank shall exercise and enjoy the authority of its home rule Members to:

- (a) Purchase, accept or otherwise acquire real and personal property from any entity, including, but not limited to, other governmental units and private third parties;
- (b) Hold real and personal in its name of the Land Bank for the purposes set forth herein;
- (c) Sell real and personal property held by the Land Bank to any entity, including, but not limited to, other governmental units and private third parties;
- (d) Hold property exempt from real estate taxes pursuant to the Property Tax Code, 35 ILCS 200/1-1 *et. seq.*;
- (e) Extinguish past due tax liens to the extent permitted by Illinois law, including but not limited to exercise of authority provided in 35 ILCS 200/21-95;
- (e) Exercise the statutory authority of its Members to take removal action, lien property, foreclose on liens, and petition a Circuit Court for a declaration of abandonment pursuant to 65 ILCS 5/11-31-1(d), as an agent of an individual Member;
- (f) Sue and be sued in its own name, including, defending the actions of the Land Bank;
- (g) Borrow money and issue notes through the Land Bank, and secure debt by mortgaging Land Bank property;
- (h) Enter into contracts and other instruments in any capacity, necessary, incidental, or convenient to the performance of the Land Bank's duties and the exercise of its powers, including, but not limited to, agreements with Members or other local governments regarding the disposition of Land Bank properties located within their respective municipal boundaries;
- (i) Solicit and accept gifts, grants, labor, loans, and other aid from any person or entity, or the federal government, the State of Illinois, or a political subdivision of the State of Illinois, or any agency of the federal government;

- (j) Procure insurance or another method to reduce loss in connection with the property, assets, or activities of the Land Bank;
- (k) Invest money of the Land Bank, in instruments, obligations, securities, or property which are permitted investments of a unit of local government;
- (l) Employ and terminate employment of any legal and technical consultants, other officers, agents, or employees, to be paid from the funds of the Land Bank. The Land Bank shall determine the qualifications, duties, and compensation of those it employs. The Board of Trustees of the Land Bank may delegate to one or more, officers, agents, or employees any powers or duties it considers proper;
- (m) Contract for goods and services and engage personnel as necessary, to be paid from the funds of the Land Bank;
- (n) Study, develop, and prepare any reports or plans the Land Bank considers necessary to assist it in the exercise of its powers under this Agreement and to monitor and evaluate the progress of the Land Bank under this Agreement;
- (o) Enter into contracts for the demolition of, the maintenance, management, and improvement of, the collection of rent from, or the sale of real property held by the Land Bank;
- (p) Acquire properties, without a cash bid, from the County Trustee for Taxing Districts, through the entity appointed as Tax Agent pursuant to 35 ILCS 200/21-90,
- (q) Exercise authority held by county Members pursuant to 35 ILCS 200/21-90, in concert with any Tax Agent that has been retained by the county Member to act on its behalf pursuant to 35 ILCS 200/21-90;
- (r) Collect a membership and/or a transaction fee from Member, and;
- (s) Do all other things necessary or convenient to achieve the objectives and purposes of the Land Bank or other laws that relate to the purposes and responsibilities of the Land Bank.

**Section 4.02. Limitation on Political Activities.** The Land Bank shall not spend any public funds on political activities.

**Section 4.03. Non-Discrimination.** The Land Bank shall comply with all applicable laws prohibiting discrimination. The Land Bank shall not fail or refuse to hire, recruit, or promote; demote; discharge; or otherwise discriminate against a person with respect to employment, compensation, or a term, condition, or privilege of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, disability, or genetic information that is unrelated to the person's ability to



perform the duties of a particular job or position. The Land Bank shall not provide services in a manner that discriminates against a person with respect to employment, compensation, or a term, condition, or privilege of employment because of religion, race, color, national origin, age, sex, sexual orientation, height, weight, marital status, partisan considerations, disability, or genetic information that is unrelated to the person's ability to receive services from the Land Bank.

## **ARTICLE V**

### **BOARD OF TRUSTEES**

**Section 5.01. Land Bank Board Composition.** The Land Bank shall be governed by the Board of Trustees (the “Board”), which shall be appointed as follows:

As a Member, Winnebago County’s Board Chairman shall appoint by resolution of its governing body one (1) representative to serve for a three-year term as Trustee of the Land Bank.

As a Member, Boone County’s Board Chairman shall appoint by resolution of its governing body one (1) representative to serve for a three-year term as Trustee of the Land Bank.

As a Member, the City of Rockford’s Mayor shall appoint by resolution of its governing body one (1) representatives to serve for a three-year term as Trustee of the Land Bank.

As a Member, the City of Belvidere’s Mayor shall appoint by resolution of its governing body one (1) representatives to serve for a three-year term as Trustee of the Land Bank.

As the host organization of the Land Bank, the Region 1 Planning Council’s Executive Director shall serve as the Presiding Officer of the Land Bank. The representative appointed by Region 1 Planning Council shall not have a voting interest on the Board.

All other local government Members (“Additional Member”) shall each appoint, by resolution of their governing bodies, one (1) representative to serve for a three-year term as a Trustee of the Land Bank. If a local government Member has a population of less than 6,000, the appointed Trustee shall be an ex-officio member. Ex-officio members shall not have a vote during Board of Trustee meetings. Refer to Section 11.02 for admittance procedures for Additional Members.

All Trustees serve until a successor is appointed. All Trustees shall have equal voting rights, with the exception of the Region 1 Planning Council Executive Director and any ex-officio member. The Presiding Officer and the Ex-Officio Members shall not have a vote. A Trustee may assign his/her voting powers to a proxy for one or more meetings. The temporary proxy assignment must be in written form, identify the duration of the assignment, contain an original signature of the Trustee, and be

presented to the Presiding Officer of the Land Bank's Board of Trustees prior to the effective date of the assignment.

**Section 5.02. Removal.** A Trustee of the Land Bank Board appointed under Section 5.01 may be removed for any reason deemed in the best interests of the Land Bank by action of the Board of Trustees.

**Section 5.03. Vacancies.** Any vacancy among the Board caused by death, resignation, disqualification, or removal shall be filled as soon as practicable. The vacancy shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

**Section 5.04. Duties of Officers.**

- (a) Presiding Officer. The Presiding Officer shall be the principal executive officer of the Land Bank and shall preside at all meetings of the Board of Trustees. Subject to any policies adopted by the Board of Trustees, the Presiding Officer shall have the right to supervise and direct the management and operation of the Land Bank and to make all decisions as to policy and operations which may arise between meetings of the Board of Trustees. Unless otherwise provided by the Board, the officers and employees shall be under the Presiding Officer's supervision and control. The Presiding Officer shall give, or cause to be given, notice of all meetings of the Board of Trustees. The Presiding Officer's duties shall include execution of all deeds, leases, contracts and other documents that arise in the normal course of business for the Land Bank, subject to limits and direction provided by the Board. The Presiding Officer shall perform such other duties and have such other authority and powers as the Board of Trustees may from time to time prescribe.

The Presiding Officer shall be responsible for the administrative functions of the Land Bank including record keeping, correspondence, document maintenance, website, general information dissemination to the public, other supportive services to the Land Bank member agencies, and the financial record keeping in coordination with the Region Planning Council staff. The Presiding Officer, or designee, shall schedule meetings, prepare agendas, issue notices, prepare minutes and generally ensure that all meetings are conducted in accordance with the Illinois Open Meetings Act.

- (b) Treasurer. The Treasurer shall be responsible for all of the following tasks:
1. The Treasurer shall be elected from the pool of Trustees, by a majority vote of the Board of Trustees, to serve a two-year term.
  2. The Treasurer shall be responsible financial oversight of the Land Bank. The Treasurer shall ensure the Land Bank has the custody of the Land Bank funds and securities and shall ensure that the Land Bank keeps full and accurate accounts of receipts and disbursements of the Land Bank, and shall ensure that all the deposit of monies and other valuables are in the name and to the

credit of the Land Bank into depositories designated by the Region 1 Planning Council.

3. The Treasurer shall ensure the disbursement of funds of the Land Bank as ordered by the Board of Trustees, and that financial statements are prepared each month or at such other intervals as the Board of Trustees shall direct.
4. The Treasurer shall be under the supervision of the Presiding Officer. The Treasurer shall perform such other duties and have such other authority and powers as the Board of Trustees may from time to time prescribe or as the Presiding Officer may from time to time delegate.

**Section 5.05. Meetings.** The Land Bank Board shall meet at least quarterly. The place, date, and time of the Land Bank Board's meetings shall be determined at the discretion of the Land Bank Board in accordance with all applicable Illinois laws. The Land Bank Board may meet at any time and at any frequency that is consistent with Illinois law. Meetings may be called by the Presiding Officer or any two voting members of the Land Bank Board. To the extent it applies, meetings shall be held in compliance with the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("Open Meetings Act").

**Section 5.06. Quorum and Voting.** A quorum shall be necessary for the transaction of any business by the Land Bank Board. A majority of the voting members of the Land Bank Board shall constitute a quorum for the transaction of business. Except as otherwise provided in this Agreement, the Land Bank Board shall only act: 1) in meetings attended by a quorum of the Board; and 2) by a majority vote of all Trustees present. The Board can permit electronic or remote attendance in accordance with the Open Meetings Act.

**Section 5.07. Records of Meetings.** Minutes shall be transcribed for all meetings, approved by the Land Bank Board, and maintained by the Land Bank.

**Section 5.08. Fiduciary Duty.** The members of the Land Bank Board have a fiduciary duty to conduct the activities and affairs of the Land Bank in the Land Bank's best interests. The members of the Land Bank Board shall discharge their duties in good faith and with the care an ordinarily prudent individual would exercise under similar circumstances.

**Section 5.09. Compensation.** The members of the Land Bank Board shall receive no compensation for the performance of their duties. The Land Bank may reimburse members of the Land Bank Board for actual and necessary expenses incurred in the discharge of their official duties.

**Section 5.10. Conflict of Interest.** No member of the Land Bank Board shall vote on any matter in which such Trustee or any parent, spouse, child, partner, employer, client or similar business or personal relationship or entity has an interest in any property or business that would be affected by such action. Trustees shall annually disclose all known conflicts of interest. In the event that a Trustee abstains from a specific vote due to a conflict of interest, the conflict shall be identified in the Board's meeting minutes.

**ARTICLE VI**  
**POWERS AND DUTIES OF THE REGION 1 PLANNING COUNCIL**

The Region 1 Planning Council (RPC) shall supervise and coordinate the activities of the Land Bank and coordinate fiscal affairs of the Land Bank.

The RPC Executive Director shall be the Presiding Officer of the Land Bank and have the responsibility to direct the work of RPC staff for Land Bank activities. The Land Bank will rely on RPC staff for operations and overhead. RPC is expected to bill the Land Bank for employee (including Land Bank Director) costs related to operations, residual overhead, facility use, and other related costs.

The Region 1 Planning Council shall serve as the fiscal, operational and administrative agent and be responsible including but not limited to coordination of human resources, payroll, finance, benefits, IMRF and legal services as well as adjunct services of the Land Bank, including record keeping, correspondence, local funding disbursement and management, document maintenance, general information dissemination to the public, auditing, financial reporting and other supportive services.

**ARTICLE VII**  
**PROPERTY ACQUISITION, MANAGEMENT, AND DISPOSITION**

**Section 7.01. Acquisition of Property.** Except as otherwise provided in this Agreement, the Land Bank may exercise the powers of its Members, including but not limited to its home rule Members, to acquire by gift, devise, transfer, exchange, foreclosure, purchase, or any other means real or personal property or rights or interests in real or personal property on terms and conditions and in a manner the Land Bank considers proper or necessary to carry out the purposes of this Agreement. Unless otherwise indicated by the Board, the Land Bank will exercise the authority of its home rule Members to acquire, hold, and dispose of real property. Real property acquired by the Land Bank by purchase may be made by purchase contract, lease purchase agreement, installment sales contract, land contract, donative transfer, grant, or otherwise. Home rule Members transfer and jointly exercise its authority to acquire and own real property outside of its corporate boundaries for the Land Bank, as directed by the Land Bank Board of Trustees pursuant to this Agreement.

**Section 7.02. Execution of Legal Documents Relating to Property.** All deeds, mortgages, contracts, leases, purchases, or other agreements regarding property of the Land Bank, including agreements to acquire or dispose of real property, shall be approved by and executed in the name of the Northern Illinois Land Bank Authority in accordance with policies and procedures that are approved by the Land Bank Board.

**Section 7.03. Holding and Managing Property.** The Land Bank may exercise the authority of its home rule Members to hold and own in the Land Bank's name any property acquired by the Land Bank or otherwise transferred or conveyed to the Land Bank by a government unit, an intergovernmental entity, or any other public or private person or entity. Exercising the home

rule authority of its Members, the Land Bank may control, hold, manage, maintain, operate, repair, lease, convey, demolish, relocate, rehabilitate, or take all other actions necessary to preserve the value of the property it holds or owns.

**Section 7.04. Transfer of Interests in Property.** The Land Bank may exercise the authority of its home rule Members to convey, sell, transfer, exchange, lease, or otherwise dispose of property or rights or interests in property in which the Land Bank holds a legal interest to any public or private person or entity for any amount of consideration the Land Bank considers appropriate and consistent with the policies and procedures approved by the Board of Trustees.

**Section 7.05. Trustee Approval and Veto Authority.** Notwithstanding any other provision herein, the Land Bank may not acquire or sell any property within the corporate limits of a Member jurisdiction without the prior consent, in writing, from the Trustee representing that Member jurisdiction.

## **ARTICLE VIII**

### **BORROWING, CHECKS, DEPOSITS AND FUNDS**

**Section 8.01. Bonding and Borrowing.** Any borrowing of money or notes by the Land Bank shall be approved by the Board of Trustees.

**Section 8.02. Checks, Drafts, Notes, Etc.** All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Land Bank shall be signed by such officer or officers, agent or agents, of the Land Bank and in such other manner as may from time to time be determined by resolution of the Board of Trustees. In the absence of such determination by the Board of Trustees, such instruments shall be signed by the Region 1 Planning Council Executive Director and countersigned by the Treasurer of the Land Bank. The Board of Trustees shall require all individuals who handle funds of the Land Bank to qualify for a security bond to be obtained by the Land Bank, at the expense of the Land Bank, in an amount not less than \$100,000.00.

**Section 8.03. Deposits.** All funds of the Land Bank shall be deposited from time to time to the credit of the Land Bank in such banks, trust companies or other depositories as the Region 1 Planning Council, as fiscal agent, may direct.

**Section 8.04. Gifts.** The Land Bank may acquire by gift, bequest, or devise any real or personal property or interests in real or personal property for the general purposes or for any special purpose of the Land Bank on terms and conditions and in a manner the Board of Trustees considers appropriate.

## **ARTICLE IX**

### **BOOKS, RECORDS, AND FINANCES**

**Section 9.01. Land Bank Records.** The Land Bank shall keep and maintain at its principal office, all documents and records of the Land Bank, which shall be available to the Members

upon request. The records shall include, but not be limited to, a copy of this Agreement along with any amendments to the Agreement. The records and documents shall be maintained until the termination of this Agreement and shall be delivered to any successor entity.

**Section 9.02. Annual Reports.** Not less than annually, the Land Bank shall file with the Members a report detailing the activities of the Land Bank, the total income and expenses of the Land Bank, an inventory of real property held by the Land Bank, and a list of employees of the Land Bank. The Land Bank shall provide any additional information as may be reasonably requested by the Members.

**Section 9.03. Freedom of Information Act.** To the extent that the Illinois Freedom of Information Act (FOIA), 5 ILCS 140/1 *et seq.*, applies to the Land Bank, the Secretary shall be the designated FOIA officer for all requests.

**Section 9.04. Establishment of Budget and Annual Contribution.** The Land Bank Board shall establish the Land Bank's budget annually and submit this budget to the Members for each Fiscal Year. The Budget may be amended by action of the Board. The Budget may provide for requested annual contributions, if any, from the Members, as approved by the Board.

**Section 9.05. Financing.** The Members may, but shall not be obligated to, grant or loan funds to the Land Bank for operations of the Land Bank. The Members may, but shall not be obligated to, enter into separate agreements with the Region 1 Planning Council for the performance of services, functions and responsibilities related to project or operations of the Land Bank.

**Section 9.06. Deposits and Investments.** The Land Bank shall deposit and invest funds of the Land Bank, not otherwise employed in carrying out the purposes of the Land Bank, in accordance with an investment policy established by the Region 1 Planning Council, as fiscal agent.

**Section 9.07. Disbursements.** Disbursements of funds shall be in accordance with guidelines established by the Land Bank Board.

**Section 9.08. Financial Statements and Reports.** As the fiscal agent, the RPC shall include the Land Bank as a part of the annual audit of the Region 1 Planning Council. Such financial statements shall be prepared in accordance with generally accepted accounting principles and accompanied by a written opinion of an independent certified public accounting firm.

**Section 9.09. Fiscal Year.** The fiscal year of the Land Bank shall begin on July 1 of each year and end on the following June 30.

**ARTICLE X**  
**INDEMNITY AND INSURANCE**

**Section 10.01. General.** Notwithstanding any provision in this Agreement to the contrary, individuals who serve as Trustees, officers, employees and agents shall have all rights of indemnification and defense provided under law.

**Section 10.02. Third Party Actions.** The Land Bank shall hold harmless, defend and indemnify any person or Member, who was or is a party, or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, administrative or investigative (other than an action by or in the right of the Land Bank) by reason of the fact that he, she or it is or was a Trustee, officer, member, employee or agent of the Land Bank, or who is or was serving at the request of the Land Bank as a Trustee, officer, employee, or agent of another Land Bank, partnership, joint venture, trust or other enterprise, against any amounts paid in settlement actually and reasonably incurred by him in connection with such action, suit or proceeding, if such person acted in good faith and in a manner he reasonably believed to be in, or not opposed to, the best interests of the Land Bank.

**Section 10.03. Insurance.** As the Land Bank's fiscal agent, the RPC shall purchase and maintain insurance on behalf of any person who is or was a Trustee, officer, employee or agent of the Land Bank, or who is or was serving at the request of the Land Bank as a Trustee, officer, employee or agent of another Land Bank, partnership, joint venture, trust or other enterprise, against any liability asserted against him/her and incurred by him/her in any such capacity, or arising out of his or her status as such.

**Section 10.04. No Waiver of Governmental Immunity.** The Members agree that no provision of the Agreement is intended, nor shall it be construed, as a waiver by any Member of any governmental immunity provided under any applicable law.

**ARTICLE XI**  
**COMMENCEMENT ADDITIONAL MEMBERS AND WITHDRAWALS**

**Section 11.01. Commencement.** The Land Bank shall commence its existence as an intergovernmental entity when two (2) or more of the Members, whose names are set forth on Exhibit "A," attached to and made a part of this Agreement have, by acts of their Corporate Authorities, approved this Intergovernmental Agreement and By-Laws document. Once in existence, the initial term of the Land Bank shall be for the remainder of that portion of the fiscal year to come, which shall end June 30<sup>th</sup>.

**Section 11.02. Additional Members.** The Board of Trustees may admit Members as members of the Land Bank upon a concurrence of at least two-thirds (2/3) of all voting members of the Board of Trustees, appointed and serving. The Member may be admitted to membership under whatever terms and conditions the Board of Trustees shall establish, but such new Members shall be subject to at least the minimum requirements, which apply to all other Members.

**Section 11.03. Withdrawal as a Party.** Any Member to this Agreement shall have the right to withdraw as a party to this Agreement, and thereby terminate its participation in the Land Bank at the expiration of the first term and thereafter at any subsequent one-year term by giving sixty (60) calendar days advance written notice to all other parties to this Agreement. Upon the effective withdrawal of any Member to this Agreement, the Member so withdrawing will forfeit any and all rights to whatever funds or other assets the Member has contributed to the Land Bank. To the extent that any withdrawing Member incurs an obligation to the Land Bank prior to withdrawal, said Member shall remain legally and financially responsible for that obligation after withdrawal.

**Section 11.04. Expulsion of Members.** By the concurring vote of at least two-thirds (2/3) of the entire voting members of the Board of Trustees, in each case appointed and serving, any Member may be expelled. Such expulsion may be carried out for one or more of the following reasons: (a) Failure to make payments due to the Land Bank; (b) Failure to transfer property to the Land Bank which it had previously agreed in writing to do; (c) Failure to maintain or clear property, prior to transfer to the Land Bank or at any time for which it had made a written pledge to carry out such activities; (d) Failure to carry out any obligation of a Member which impairs the ability of the Land Bank to carry out its purpose or powers. No Member may be expelled except after notice from the Presiding Officer of the alleged failure, along with a reasonable opportunity of not less than thirty (30) days to cure the alleged failure. The Member may request a hearing before the Board of Trustees before any decision is made as to whether the expulsion shall take place. The Board shall set the date for hearing which shall not be less than fifteen (15) days after the expiration of the time to cure has passed. The decision by the Board to expel a Member after notice and hearing and a failure to cure the alleged defect shall be final in the absence of fraud or a gross abuse of discretion. The Board of Trustees shall select the date at which the expulsion of the Member shall be effective. If the motion to expel the Member, made by the Board of Trustees or a subsequent motion does not state the time at which the expulsion shall take place, such expulsion shall take place thirty (30) days after the date of the vote of the Board of Trustees expelling the Members. A motion to expel a Member for the reasons set forth in Subsection (a) or Subsection (d) or more than one failure to cure may be made and be effective immediately after the vote of the Board of Trustees expelling the Member. After expulsion, the former Member shall continue to be fully obligated for its portion of any payments due to the Land Bank or other obligations which were created during the time of its membership.

## **ARTICLE XII**

### **AMENDMENTS TO AGREEMENT**

**Section 12.01. Amendments.** Any amendments to this Agreement shall be in writing and shall have a concurrence of at least two-thirds (2/3) of all voting Trustees, appointed and serving.



**ARTICLE XIII**  
**DURATION, TERMINATION AND DISSOLUTION OF AGREEMENT**

**Section 13.01. Duration of Agreement.** Except for the initial period of the Land Bank's existence, which extends until the beginning of the first complete fiscal year on July 1<sup>st</sup>, this Agreement shall remain in full force and effect for periods of one (1) fiscal year. At the beginning of each fiscal year, the Agreement shall be renewed automatically unless terminated in accordance with the provisions of this Agreement.

**Section 13.02. Decision to Dissolve.** A decision to dissolve the Land Bank and to distribute the Land Bank's assets in a particular manner in accordance with this Agreement shall require a concurring vote of at least two-thirds (2/3) of all voting members of the Board of Trustees, appointed and serving, and provided that written notice of such meeting has included a full description of the plan of dissolution.

**Section 13.03. Dissolution and Distribution of Assets.** In the event this Agreement is terminated, the Land Bank shall dissolve and conclude its affairs, first paying all of the Authorities' debts, liabilities, and obligations to its creditors and then paying any expenses incurred in connection with the termination of the Land Bank. If any assets remain, they shall be distributed to any successor entity, subject to a concurring vote of at least two-thirds (2/3) of the entire voting members of the Board of Trustees in each case appointing and serving. In the event that no successor entity exists, the remaining assets shall be distributed to the Members or in a manner as otherwise agreed upon by them.

**ARTICLE XIV**  
**MISCELLANEOUS**

**Section 14.01. Notices.** Any and all correspondence or notices required, permitted, or provided for under this Agreement to be delivered to any Member shall be sent to that Member by first-class mail. All correspondence shall be considered delivered to a Member as of the date that such notice is deposited with sufficient postage with the United States Postal Service. Any notice of withdrawal shall be sent via certified mail. Correspondence or notices shall be sent to the persons and addresses indicated below or to such other addresses as a Member shall notify the other Members of in writing pursuant to the provisions of this section:

**Section 14.02. Entire Agreement.** This Agreement sets forth the entire agreement between the Members and supersedes any and all prior agreements or understandings between them in any way related to the subject matter of this Agreement. The terms and conditions of this Agreement are contractual.

**Section 14.03. Interpretation of Agreement.** All powers granted to the Land Bank under this Agreement shall be interpreted broadly to effectuate the intent and purposes of the Agreement and not to serve as a limitation of powers. The language of all parts of this Agreement shall in all cases be construed as a whole according to its plain and fair meaning and not construed strictly for or against any Member.

**Section 14.04. Severability of Provisions.** The invalidity of any clause, sentence, paragraph, subdivision, section, or portion thereof, shall not affect the validity of the remaining provisions of this Agreement.

**Section 14.05. Governing Law.** This Agreement is made and entered into in the State of Illinois and shall in all respects be interpreted, enforced, and governed under the laws of the State of Illinois without regard to the doctrines of conflict of laws. Jurisdiction and agreed upon venue shall be in the Circuit Court of Winnebago County.

**Section 14.06. Captions and Headings.** The captions, headings, and titles in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning or to be interpreted as part of this Agreement.

**Section 14.07. Terminology.** All terms and words used in this Agreement, regardless of the number, are deemed to include any other number as the context may require.

**Section 14.08. Effective Date.** This Agreement shall become effective as of the date of approval below.

**Section 14.09. Binding Land Bank.** The individuals executing this Agreement on behalf of the Members represent that they have the legal power, right, and actual Land Bank to bind their respective Member to the terms and conditions of this Agreement.

**Section 14.10. Counterparts.** This Agreement may be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement.

[REMAINDER LEFT BLANK]

If to Winnebago County:

404 Elm Street  
Rockford, IL 61101

This Intergovernmental Contract and By-Laws Agreement was Approved by the Winnebago  
County Board on the 24<sup>th</sup> day of January, 2019

  
\_\_\_\_\_  
Chairman

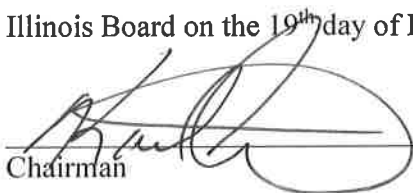
  
\_\_\_\_\_  
Attest


If to Boone County:

1212 Logan Ave, Suite 102  
Belvidere, IL 61008

This Intergovernmental Contract and By-Laws Agreement was Approved by the Boone County,

Illinois Board on the 19<sup>th</sup> day of December, 2018.

  
Chairman

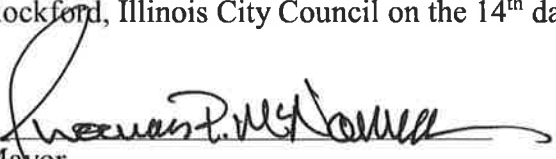
  
Attest



If to City of Rockford:

425 E. State Street  
Rockford, I L 61104

This Intergovernmental Contract and By-Laws Agreement was Approved by the City of Rockford, Illinois City Council on the 14<sup>th</sup> day of January, 2019.

  
\_\_\_\_\_  
Mayor


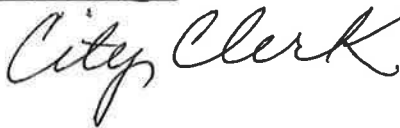
  
\_\_\_\_\_  
Attest

If to City of Belvidere:

401 Whitney Blvd  
Belvidere, IL 61008

This Intergovernmental Contract and By-Laws Agreement was Approved by the City of Belvidere, Illinois City Council on the 3<sup>rd</sup> day of December, 2018.

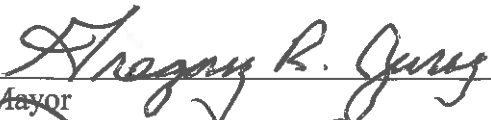
  
\_\_\_\_\_  
Mayor/President/Chairman

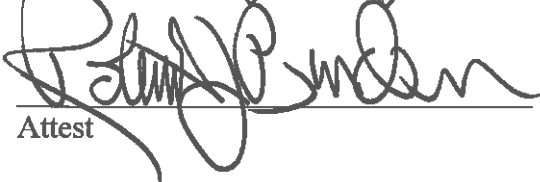
  
Attest  
  
City Clerk

If to City of Loves Park:

100 Heart Blvd.  
Loves Park, IL 61111

This Intergovernmental Contract and By-Laws Agreement was Approved by the City of Loves Park, Illinois City Council on the 28<sup>th</sup> day of January, 2019.

  
\_\_\_\_\_  
Mayor

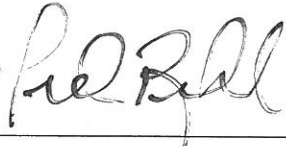
  
\_\_\_\_\_  
Attest

The City of Loves Park's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on May 13, 2019.

If to City of South Beloit:

519 Blackhawk Blvd. Suite 2  
South Beloit, IL 61080

This Intergovernmental Contract and By-Laws Agreement was Approved by the City of South Beloit, Illinois City Council on the 4<sup>h</sup> day of March, 2019.



\_\_\_\_\_  
Mayor



\_\_\_\_\_  
Attest

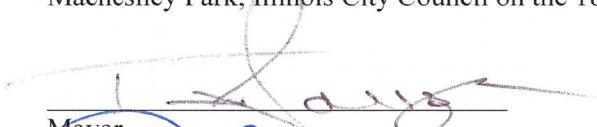
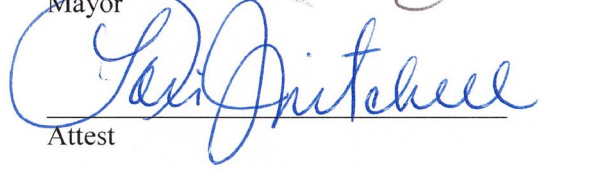
The City of South Beloit's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on May 13, 2019.



If to Village of Machesney Park:

300 Roosevelt Road  
Machesney Park, IL 61115

This Intergovernmental Contract and By-Laws Agreement was Approved by the Village of Machesney Park, Illinois City Council on the 18<sup>th</sup> day of March, 2019.


  
\_\_\_\_\_  
Mayor  
  
\_\_\_\_\_  
Attest

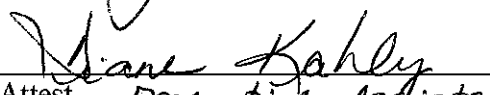
The Village of Machesney Park's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on May 13, 2019.

If to City of Freeport:

314 W. Stephenson  
Freeport, IL 61032

This Intergovernmental Contract and By-Laws Agreement was Approved by the City of Freeport, Illinois City Council on the 6<sup>th</sup> day of May, 2019.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Attest *Executive Assistant*

The City of Freeport's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on June 24, 2019.

If to McHenry County:

McHenry County Government Center  
2200 North Seminary Ave  
Woodstock, IL 60098

This Intergovernmental Contract and By-Laws Agreement was Approved by the McHenry County, Illinois Board on the 15<sup>th</sup> day of September, 2020.



Board Chairman




Attest

Director of Planning and Development

McHenry County's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on December 3, 2020

If to City of Rochelle:

This Intergovernmental Contract and By-Laws Agreements was Approved by  
City Council on the 28<sup>th</sup> of MARCH, 2022.

  
\_\_\_\_\_  
Mayor



Rosemary Higgins, City Clerk  
Attest

The Village of Roscoe's membership to the Northern Illinois Land Bank Authority was approved  
by the Northern Illinois Land Bank Board of Trustees on March 31  
2022.

If to Village of Roscoe:

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

This intergovernmental Contract and By-Laws Agreements was Approved by  
Village of Roscoe Board of Trustees on the 5th day of October, 2021.

  
\_\_\_\_\_  
Mayor  
  
\_\_\_\_\_  
Attest

The Village of Roscoe's membership to the Northern Illinois Land Bank Authority was approved by the  
Northern Illinois Land Bank of Trustees on March 31, 2022.

If to County of Stephenson:

This Intergovernmental Contract and By-Laws Agreements was Approved by \_\_\_\_\_ on the \_\_\_\_\_, 2022.

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Attest

The County of Stephenson's membership to the Northern Illinois Land Bank Authority was approved by the Northern Illinois Land Bank Board of Trustees on \_\_\_\_\_, 2022.

**EXHIBIT A**

LIST OF MEMBERS

County of Winnebago, Illinois

County of Boone, Illinois

County of McHenry, Illinois

County of Stephenson, Illinois

City of Rockford, Illinois

City of Belvidere, Illinois

City of Loves Park, Illinois

City of South Beloit, Illinois

Village of Machesney Park, Illinois

City of Freeport, Illinois

Village of Roscoe, Illinois

City of Rochelle, Illinois

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 10.

**Agenda Item:** Review and Recommendation of Issuance of a Class “BL” (Boutique Gaming) liquor license to JCET LLC (Licensed Premises: 5761 Elevator Road, Roscoe, IL 61073)

**Date:** 3/27/2024 **Meeting:** Village Board 4/2/2024

**Prepared by:** Janel Reidinger **Department:** Admin

### Overview/Background Information

Current number of Liquor Licenses in the Village as of 3/27/2024

Class BL Boutique Gaming	12	\$ 6,000.00
Class A On & Off Premises (Full Liquor)	4	\$ 4,000.00
Class BP Brew Pub	1	\$ 2,500.00
Class C Package Store (Full Liquor)	8	\$ 3,000.00
Class D Beer & Wine (on Premises)	2	\$ 2,500.00
Class F Full Liquor (on Premises Only)	6	\$ 3,000.00
Class G Package Store (Beer & Wine)	2	\$ 2,000.00
Class CT - Caterer Retailer	1	\$ 500.00

### Key Issues

### Fiscal Note/Budget Impact

### Prior Legislative Actions

### Action Required/Recommendation

Approval or denial of increasing the number of “BL” Boutique Gaming License to thirteen  
 Approval or denial of issuance of class “BL” Boutique Gaming License to JCET LLC

### Attachments

Liquor License Application



**VILLAGE OF ROSCOE  
ORDINANCE NO. 2024-04**

**AN ORDINANCE AMENDING SECTION §11-346 OF THE VILLAGE OF ROSCOE CODE OF ORDINANCES CONCERNING THE REGULATION OF LICENSED LIQUOR ESTABLISHMENTS WITHIN THE VILLAGE OF ROSCOE INCREASING CLASS “BL” )**

**WHEREAS**, Sec. 11-346 of the Village of Roscoe’s Code of Ordinances defines the classification, scope and fees for liquor licenses available in the Village; and

**WHEREAS**, the Village of Roscoe desires to amend Sec. 11-346 by **increasing** the total number of **Class “BL”** Liquor Licenses authorized and available for issuance by the Village of Roscoe; and

**WHEREAS**, this Ordinance is not intended to deprive any currently licensed liquor establishment from maintaining their current liquor license classifications, nor from restricting those establishments from renewing their licenses pursuant to the regulations set forth under the Village of Roscoe Code of Ordinances; and

**WHEREAS**, the Village of Roscoe is authorized and empowered by statute to amend and enforce the provisions of this Ordinance.

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

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

**Section 2.** That section **Sec. 11-346** of the Village of Roscoe Code of Ordinances is hereby amended to reflect as follows:

“The number of **Class “BL” (Boutique Gaming)** licenses which may be in force and effect at any given time shall be limited to **thirteen (13).** “

**Section 3.** Any portion of any other ordinance in conflict with this ordinance is hereby expressly repealed to the extent of the conflict.

**Section 4.** All other portions of the Code of Ordinances of the Village of Roscoe shall remain in full force and effect.

**Section 5.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

**2024-04**

**1<sup>st</sup> Read:**

**PASSED BY ROLL CALL VOTE ON:**

<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 02, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 12.

<b>Agenda Item:</b>	2024 Salary Increase for full time Non-FOP employees		
<b>Date:</b>	4/2/2024	<b>Meeting:</b>	Village Board
<b>Prepared by:</b>	Anne Hanson	<b>Department:</b>	Human Resources

### Overview/Background Information

Now that the appropriation is passed, the employees can receive their raises.

### Key Issues

Salaries will be retro paid from January 1, 2024 in one lump some on the next regularly scheduled payroll after approval.

### Fiscal Note/Budget Impact

Noted in the budget.

### Prior Legislative Actions

Since this was discussed during the budget process at COTW, this historically goes directly to Board for approval.

### Action Required/Recommendation

I recommend approving all increases as outlined in the budget.

### Attachments

Page from spreadsheet called NON-FOP Regulated Salary and Benefits for 2024.

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-RXX**

**A RESOLUTION APPROVING A COMPENSATION INCREASE FOR CERTAIN  
FULL TIME EMPLOYEES OF THE VILLAGE OF ROSCOE**

**WHEREAS**, the Village of Roscoe has previously established rates of pay for determining pay levels for those full-time employees of the Village of Roscoe; and

**WHEREAS**, the Village of Roscoe has evaluated the current pay scale and has determined that modifications need to be made based on economic factors, performance and merit; and

**WHEREAS**, the President and Board of Trustees of the Village of Roscoe believe it to be in the best interest of the residents of the Village of Roscoe to modify the compensation for full-time administrative employees of the Village of Roscoe (excluding those members of the Village of Roscoe Police Department covered under collective bargaining agreements or other pay schedule ordinances or resolutions); and

**NOW THEREFORE BE IT RESOLVED** by the President and Board of Trustees of the Village of Roscoe, that:

**Section 1.** the Village President is hereby authorized to implement a pay increase to current pay rates for the following **full-time** employee positions, **such pay increase to be effective January 1, 2024:**

- a) Employee 1031 – Village Hall - \$47,000
- b) Employee 1020 – Village Hall - \$74,343
- c) Employee 1301 – Village Hall - \$73,000
- d) Employee 3021– Public Works – \$56,185
- e) Employee 3058 – Public Works – \$55,243
- f) Employee 3009 – Public Works - \$67,420
- g) Employee 3065 - Public Works – \$42,640
- h) Employee 3066 - Public Works – \$55,432
- i) Employee 3063 – Parks – \$56,170
- j) Employee 3047- Public Works - \$40,404
- k) Employee 3054 - Public Works - \$77,396
- l) Employee 4035 – Police Department - \$45,247

**2024-RXX**

**1<sup>st</sup> Read:**

**PASSED BY ROLL CALL VOTE ON:**

<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 2, 2024**

**ATTEST:**

\_\_\_\_\_

\_\_\_\_\_

VILLAGE PRESIDENT

VILLAGE CLERK

NON-FOP REGULATED SALARY AND BENEFITS FOR 2024									
First Draft 3.0% Adjustments as Directed	2022	2023	2024 Proposed	% Increase	Longevity	Employer portion of:			Total
						Hlth/Vis/Dent	FICA	IMRF/ Pension	Salary and Benefits
01-010-4100 - Vilage Administrator	131,984.00	131,984	135,944	3.00%	0	24,930	10,400	1,523	172,796
01-010-4110 - Administrative Assist - Reidinger	40,685	42,723	46,996	10.00%	0	-	3,595	526	51,117
<b>Total Admin</b>	<b>172,669</b>	<b>174,707</b>	<b>182,939</b>			<b>24,930</b>	<b>13,995</b>	<b>2,049</b>	<b>223,913</b>
01-013-4214 - Code Enforcement - Wilder	-	70,678	72,799	3.00%	0	16,389	5,569	815	95,573
01-040-4113 - Police Adim Assistant - Butterbaugh	42,640	43,930	45,247	3.00%	0	24,930	3,461	507	74,146
01-017-4110 - Human Resource/Office Manger - Hanson	66,156	70,803	74,343	5.00%	1,115.15	16,389	5,687	833	98,368
<b>PW and Parks</b>									
01-030-4100 - Public Works Director - Taylor	70,200	73,710	77,396	5.00%	0	8,281	5,921	867	92,464
01-030-4210 - PW Admin Assistant - King	-	38,480	40,404	5.00%	0	8,195	3,091	485	52,174
01-030-4110 - Ludgatis	61,152	64,210	67,420	5.00%	2,022.60	8,281	5,158	809	83,691
01-030-4110 - Starnes	49,254	50,731	56,185	10.75%	842.77	13,580	4,298	674	75,580
01-030-4110 - Dahle	44,970	47,216	55,243	17.00%	0	8,281	4,226	663	68,413
01-030-4110 - Longphee		41,600	42,640	2.50%	0	16,389	3,262	512	62,803
01-030-4110 - Ross	-	54,080	55,432	2.50%	0	15,274	4,241	665	75,612
01-030-4130 - Overtime (Lump Sum)	14,000	14,000	14,000	3.00%	0		1,071	168	15,239
<b>Total Public Works</b>	<b>239,576</b>	<b>384,027</b>	<b>408,719</b>			<b>78,282</b>	<b>31,267</b>	<b>4,843</b>	<b>525,977</b>
01-030-4110 - Roskopp	46,800	48,214	56,170	16.50%	0	16,389	4,297	674	77,530
01-030-4110 - New FTE	-	-	45,760	n/a	0	16,389	3,501	549	66,199
01-030-4130 - Overtime (Lump Sum)	4,500	4,500	4,500				344	54	4,898
<b>Total Parks</b>	<b>51,300</b>	<b>52,714</b>	<b>106,430</b>			<b>32,779</b>	<b>8,142</b>	<b>1,277</b>	<b>148,628</b>
<b>Total PW and Parks</b>	<b>361,076</b>	<b>548,931</b>	<b>632,948</b>			<b>127,537</b>	<b>48,421</b>	<b>7,472</b>	<b>819,243</b>
<b>Total 'Non-FOP' 2024 Wages</b>	<b>642,541</b>	<b>909,050</b>	<b>1,008,277</b>		<b>3,981</b>	<b>210,176</b>	<b>77,133</b>	<b>11,675</b>	<b>1,311,243</b>
			\$25,469 increase over 3.0%						\$27,837 increase

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 13.

<b>Agenda Item:</b>	Professional services agreement with <b>Place Foundry, LLC</b> to provide <b>economic development consulting</b> services to the Village of Roscoe [On-Call Services].		
<b>Date:</b>	March 29, 2024	<b>Meeting:</b>	Village Board – April 02, 2023
<b>Prepared by:</b>	Josef Kurlinkus	<b>Department:</b>	Planning & Community Development

### Overview/Background Information

The Village of Roscoe currently has an agreement to provide place mapping and planning services related to the Village’s Main Street Redevelopment Project. Based on this initial experience, and the Village’s desire to put into place a master plan for development within the Village, we have requested that place foundry prepare the attached proposal to expand on the work that they are doing for the Village for the Main Street Project as applied to the Village as a whole. The proposal is structured as an “on-demand” proposal, meaning that the Village would be able to direct their focus to economic development priorities as they arise, rather than tying services to one specific project.

The trustee workshop on March 12 was essentially a kickoff for these expanded projects and will be used as a starting point for developing key strategic focus areas for development within the Village.

### Key Issues

- 1) Place Foundry will serve as the Village’s general economic development consultant.
- 2) Place Foundry will create an economic development strategy for identified growth corridors within the Village.

### Fiscal Note/Budget Impact

\$5,900/month for twelve (12) months.

### Prior Legislative Actions

This matter was before the COTW on February 20, 2024 and the he matter was tabled, so as the Board could learn more about the specifics of the services provided. Subsequently, the Board participated in a workshop with Place Foundry on March 12, 2024, where Place Foundry facilitated discussions on the priorities of the Village, and provided examples of the types of deliverables the Village can expect as part of their services.

### Action Required/Recommendation

Staff recommends approval of a resolution authorizing a 12 month agreement with Place Foundry for economic development consulting services.

### Attachments

- 1) Resolution approving an agreement with place foundry.
- 2) Professional Services agreement for economic development consulting services.

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R16**

**A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH PLACE FOUNDRY, LLC FOR THE PERFORMANCE OF CONSULTING SERVICES IN RELATION TO THE CREATION OF A MAIN STREET CORRIDOR PLAN**

**WHEREAS**, to protect the health, safety, and welfare of the residents of the Village of Roscoe, the President and Village Board find it necessary to create and put in place the steps necessary for the long-term economic development of the Village of Roscoe; and

**WHEREAS**, the Village of Roscoe is in need of consulting services related to the development and implementation of this long term plan; and

**WHEREAS**, the President and Board of Trustees of the Village of Roscoe have determined that it is necessary to have a qualified economic development and planning firm perform such place making and consulting services; and

**WHEREAS**, Place Foundry, LLC. has experience and the necessary qualifications in performing such services, and the President and Board of Trustees of the Village of Roscoe believe it to be in the best interest of the residents of the Village to engage Place Foundry LLC to assist the Village with its economic development planning.

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe, that by the adoption of this Resolution, the Village Administrator is authorized to execute an agreement on behalf of the Village of Roscoe, Illinois, with Place Foundry, LLC to provide the Village with on-demand Place Coaching Services related to the long term economic development of the Village of Roscoe, as outlined in the scope of services, attached hereto as **Exhibit “A”**.

[Signature page to Follow]



**2024-R16**

**1<sup>st</sup> Read:**

**PASSED BY ROLL CALL VOTE ON:**

<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 02, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**Exhibit “A”**  
(Resolution 2024-R16)

Scope of Services

JANUARY 31, 2024

**PROPOSAL FOR  
PLACE MAPPING ON-CALL  
CONSULTING SERVICES**

**VILLAGE  
OF ROSCOE,  
ILLINOIS**

**PREPARED FOR:**

Josef Kurlinkus,  
Village Administrator

**PREPARED BY:**

Place Foundry LLC  
David A. Sidney | CEO and Founder  
779-901-0244  
dsidney@theplacefoundry.com  
theplacefoundry.com

# Dear Josef,

Thank you for the opportunity for Place Foundry to assist the Village of Roscoe with on-call consulting services. The combined services of Place Foundry LLC and Place Foundry Design PLLC will provide the Village with full-service planning and design. We look forward to helping the Village to meet strategic goals for community and economic development.

In the following pages, I have outlined three options with increasing service levels that will deliver results for the Village of Roscoe.

The options are incremental, meaning each includes and builds upon the previous options. This will allow you to pick a level that suits the Village's urgency and budget.

Please note that this is not an estimate; it is a quote. The price you agree to is exactly how much the Village will pay. If I underestimated how long Place Foundry would take to do the work, you would not be billed above the quoted amount.

Because of this, I like to detail what is included and what is not. Please do not assume anything. If there is anything the Village wants to be included that you do not see explicitly listed, let's schedule a call, and I'll send a revised quote.

When you get a chance, please review, and let me know if you have any questions or comments.

Sincerely,



**David A. Sidney**  
CEO + Founder | Place Foundry LLC

# Situation Appraisal

The Village of Roscoe (“Village”) seeks a professional services group to provide on-call consulting services.

Specific services include:

1. market analysis
2. community, zoning, and spatial analysis
3. planning and urban design
4. benefit-cost analysis
5. branding and development proposal evaluation

Place Foundry will function as an extension of the Village’s staffing team and support the Village President, Administrator, and Trustees in achieving its vision and goals for the broader community. Our team can take projects from an idea to conceptual design and implementation.

Based on our current understanding of scope, Place Foundry will provide Place Mapping Services for the Village of Roscoe. Below is the scope of work and deliverables.

# PLACE MAPPING SERVICES

Place Mapping is the first action for municipalities, chambers of commerce, and economic development organizations to take toward building a magnetic destination. Utilizing our three-step process, we quickly test the layout, financial performance, and market feasibility for developing your properties. Our process involves the smallest to largest property owners/holding entities in the defined District. Below is an outline of the features and deliverables that come with Place Mapping services.

## MARKET ANALYSIS

### Property Assessment

Place Foundry will evaluate customer visit trends to Roscoe and surrounding sites to obtain data regarding foot traffic count and dwell time (how long people stay.) The property assessment helps us understand the site conditions, zoning and regulatory requirements, and infrastructure servicing needed to ensure project approval by a municipality and other related entities.

### Property/Consumer Analysis

Place Foundry dives deeper into customer demographics, travel patterns, and preferences to understand potential end-users better and analyze what's happening in Roscoe's broader trade area.

### Void Analysis/Fit List

Place Foundry identifies retail gaps and unmet consumer demand in your trade area and finds the right tenants to fill commercial space within the project study area. These results are helpful during initial discussions with upstream stakeholders, including potential tenants/end users and public approval agencies.

### Community and Spatial Analysis

Place Foundry complements its marketplace analysis with demographic and spatial data. Our team utilizes GIS software to analyze natural and physical infrastructure to implement its comprehensive vision and land development strategy. Census, Placer.AI, and Cluster Mapping are three primary sources our team uses to understand best the village's composition, economic performance, and growth opportunities.

## SCENARIO PLANNING AND VISUALIZATIONS

### Visualizations and Cost Modeling

Our team creates 2D and 3D conceptual plans and renderings to communicate the economic development vision to property owners, equity capital partners, and municipal/government stakeholders. Place Foundry will work with the Village to identify and select sites for development. Scenarios include analysis of maximum building opportunities and a simple static model to help determine the return on cost for a given land use scenario or site redevelopment. The model will include hard and soft costs, sales, or leasing analysis.

### Incentives + Development Policy

Place Foundry will evaluate zoning, design standards, development codes, and incentive structures to help the village decide on its preferred future for the entire community. Zoning code analysis will help the Village see strengths and barriers toward achieving specific development patterns and any barriers to economically and fiscally sustainable development.

## STORYTELLING DEVELOPMENT AND ENGAGEMENT

Item # 13.

### Brand Development

The essence of a place is the starting point for attracting and retaining businesses and people to live, visit, and invest. Plus, how your brand looks, your story, and you're being heard are critical for being a magnetic destination. Place Foundry crafts a cohesive narrative around your place development project and distributes that story and related materials to relevant stakeholders. We help define it and establish an easily understood identity and experience for diverse audiences. Our team will also create messages that resonate with those audiences and build campaigns that build project momentum and ultimately drive investment.

## STORYTELLING EXECUTION

### Stakeholder Engagement

Engaging specific stakeholders and the broader community is critical for the long-term success of any development or land use strategy. Place Foundry will facilitate regular meetings with property owners and business leaders throughout Roscoe as directed by the Village. Tasks will range from facilitating meetings with property owners and business leaders to providing feedback on emerging projects to ensure alignment with the vision for the district.

### Brand Execution

Place Foundry will implement graphic assets and content development for digital platforms (website and social media platforms) and print media for recruiting developers, potential commercial tenants, and retail development. Monthly content development for publication on digital platforms (Facebook, Instagram, LinkedIn, Twitter, and website).

## DEVELOPER ENGAGEMENT

### Property Owner/Developer Recruitment

Place Foundry will proactively pitch and recruit local/regional, and national developers. Our team identifies local/national developers, real estate professionals, and building trades in an informal setting to gauge interest. This will also allow the Village to gain local market insights and partners.

### Procurement

Place Foundry will assist the Village with preparing a Request for Proposal (RFP) based on insights from local meetings. The RFP process may include a pitch session to qualified local, regional, and national developers with experience in pop-up retail environments and permeant real estate. Place Foundry will assist the Village in interviewing developers, evaluating proposals, communicating externally, and selecting developers.

## DEVELOPMENT IMPLEMENTATION

### Proposal Evaluations

Place Foundry's involvement includes assisting the Village of Roscoe with evaluating property developer proposals within the district footprint. From proposal assessment and recommendation to selection, our team will advise the Village on entitlements, incentives, and financial feasibility analysis.



# SERVICES

# TIMELINE

The proposed timeline for each set of services and deliverable is presented below. Place Foundry will begin project work immediately after authorizations from the Village of Roscoe.

## PHASE 1

### Initial Scope of Work Review / Place Analysis

Phase I focuses on determining the boundaries of the study area and key corridors/districts for economic analysis. It includes conducting data analysis and documenting findings.

#### Place Foundry will:

- Convene a kick-off meeting with representatives of the Village. The meeting will launch on-call services and explore place development strategies..
- Establish study area parameters.
- Explore economic development tools and grant opportunities.
- Document findings into a report

#### In Phase 1, services and deliverables include:

- 1) an analysis of the market and broader community
- 2) a place analysis report.

Place Foundry anticipates 3 months to complete phase 1.

# Services Timeline (cont.)

## PHASE 2

### Prepare Action Plan

In the second phase, the place development strategy (action plan) materials are developed for the Village. With defined corridor/district study areas, Place Foundry will prepare visuals, strategies, and recommendations for the Village to execute in Phase 3.

Additionally, Place Foundry will work with Village representatives to confirm key milestones, stakeholder engagement/presentations, and other tasks as needed for Phase 2.

#### Services and Deliverables in Phase 2 include:

- 1) scenario planning and visualizations;
- 2) place storytelling book;
- 3) digital assets for website and social media communications;
- 4) stakeholder engagement.

Place Foundry anticipates 6 months to complete phase 2.

## PHASE 3

### Adoption of Key Strategies

The focus of phase three is the adoption of the place development strategy (action plan) and the launch of key strategies for the Village to execute. Place Foundry will assist the Village, as needed, with strategy implementation. Place Foundry anticipates 3 months to launch storytelling execution and stakeholder/developer engagement.

Note: Due to the nature of on-call services, the Village may request services not sequenced in each phase above. These services are defined above.

# TEAM

Below is an accountability chart indicating key staff and management related to this proposal.

David Sidney will be the principal management contact for all projects assigned to Place Foundry. It will ensure adequate resources are allocated to projects resulting from this on-call contract and that project goals and contractual requirements are met.

## **VILLAGE OF ROSCOE** PRESIDENT, TRUSTEES, AND STAFF

**DAVID SIDNEY**  
PRINCIPAL STRATEGIST

**EUGEN CRACIUNESCU**  
PLACE STRATEGIST

**MICHELLE SIDNEY**  
PLACE BRANDING



# DAVID A. SIDNEY

## COFOUNDER + CHIEF EXECUTIVE OFFICER

As CEO of Place Foundry, David oversees our place development consulting, planning, and design portfolio. He launched Place Foundry LLC in June 2021 to help individuals, organizations, and communities build magnetic destinations for commerce, housing, earning, and healthy living. David has over 18 years of experience designing and managing projects as a private sector urban planner, Comprehensive Planning and Design Manager for the City of Rockford, Illinois, and Executive Director for a non-profit community transformation organization.

### AREAS OF EXPERTISE

#### Strategic Planning

- Innovation Ecosystem Mapping
- Outcomes and Goal Setting
- Benefit/Cost Analysis
- Comprehensive Plan Updates

#### Community Engagement

- Public participation process
- Broad engagement through in-person and online events

#### Development/ Redevelopment

- Development Proforma Creation and Analysis
- Development strategic planning
- Development coordination
- Market Analysis
- Retail Analysis
- Project Management

### RELEVANT PROJECT EXPERIENCE

- Riverside Commons Blueprint, Rockford IL, The Parks Chamber of Commerce
- South Avon Development, Rockford, IL, Rockford Housing Development Corporation
- Prairie Hill Development, Rockford, IL, CMM Associates
- Brewhouse District, Rockford, IL, K&K Associates
- Downtown Rockford Strategic Action Plan, Rockford IL, City of Rockford\*
- Prairie Street Brewhouse Development Plan, Rockford, IL, K&K Associates\*
- Miracle Mile Mixed Use Infill Development Plan, Rockford, IL, Miracle Mile Business District Association\*
- Winnebago County Unified Development Plan and Ordinance, Winnebago County, IL, County of Winnebago\*
- Adaptive Reuse Study, Sterling, IL, City of Sterling\*

*\*Projects completed before working with Place Foundry*

### EDUCATION

- Bachelor of Urban & Regional Planning, University of Illinois at Urbana-Champaign (2005)
- Master of Urban Planning, University of Illinois at Urbana-Champaign (2006)
- Masters of Christian Ministry, Northern Seminary (2015)



# EUGEN CRACIUNESCU

## PLACE STRATEGIST

Eugen is a Place Strategist-Designer for Place Foundry LLC. He recently received his Bachelor of Arts from the University of Chicago in Public Policy & Environmental and Urban Studies, focusing on enhancing community engagement in urban planning. He has used his experience in community-based development in Chicago and academic research in urban studies to develop critical insights into urban planning practice. Eugen is committed to combining community assets and knowledge, evidence-based best practices in urban design, and in-depth research to produce meaningful and effective placemaking strategies.

### AREAS OF EXPERTISE

#### Community Engagement

- Public Participation Strategies
- Resident surveys and focus groups
- Newsletters, reports, communications

#### GIS Analysis and Visualization

- Shapefile creation and manipulation
- Land-use, parcel, and building footprint map visualization
- Statistical analysis

#### Zoning and Land Use Policy

- Municipal code analysis
- Policy briefs and amendments

#### 2D and 3D Visualization

- Sketchup

#### Economic Analysis

- Retail and consumption pattern analysis

### RELEVANT PROJECT EXPERIENCE

- Riverside Commons Blueprint, Rockford IL, The Parks Chamber of Commerce
- South Avon Development, Rockford, IL, Rockford Housing Development Corporation
- Prairie Hill Development, Rockford, IL, CMM Associates
- Brewhouse District, Rockford, IL, K&K Associates

### EDUCATION

- Bachelor of Arts (Public Policy and Environmental and Urban Studies), University of Chicago



# MICHELLE SIDNEY

## COFOUNDER + VISUAL BRAND DIRECTOR

Michelle is a co-owner of Place Foundry LLC. She has over 16 years of experience in graphic design in the non-profit and private sectors. Her work portfolio focuses on print and digital design, including typography, photography, branding, editorial design and digital marketing. She served as Senior Graphic Designer at Kerry North America, Graphic Designer at Street Level Studio (Chicago), and Graphic Designer for an nonprofit organization based in Indianapolis, Indiana.

### AREAS OF EXPERTISE

#### Design

- Adobe Creative Suite Expert
- Web Design
- Print Design
- Photography
- Typography

#### Marketing

- Social Media
- Newsletter
- Email

#### Visual Storytelling

- Brand & Visual Identity
- Infographics

### RELEVANT PROJECT EXPERIENCE

- Riverside Commons Blueprint, Rockford IL, The Parks Chamber of Commerce
- South Avon Development, Rockford, IL, Rockford Housing Development Corporation
- Prairie Hill Development, Rockford, IL, CMM Associates
- Brewhouse District, Rockford, IL, K&K Associates

### EDUCATION

- Bachelor of Science (Fine Arts, Graphic Design), Bradley University

# TESTIMONIALS

**JERRY LUMPKINS,  
BOARD PRESIDENT,  
ROCKFORD HOUSING  
DEVELOPMENT  
CORPORATION**

Jerry Lumpkins  
312.371.5039  
GLumpkins@valley.com

"David is a consummate professional and a tremendous asset to the Rockford community. David's firm has been an absolute joy to work with. They are thorough, engaging, and resourceful and have provided tons of value to the South Avon development. RHDC was very excited to partner with David and his Team to launch the South Avon community economic development. RHDC is looking to expand the partnership for many years to come"

**CHRIS MANUEL,  
CEO, CMM & ASSOCIATES**

Chris Manuel  
312.371.5039  
chris@cmandassociates.com

"Our team had a great experience working with Place Foundry to create a development playbook incorporating commerce, housing, and healthy living to guide our property development efforts."

**TONYA LAMIA,  
FORMER EXECUTIVE  
DIRECTOR,  
THE PARKS CHAMBER OF  
COMMERCE**

Tonya Lamia  
815.997.3724  
tonyalamia@gmail.com

"The deliverables produced by David and his team far exceeded my expectations, and I am known to be a tough critic. Even in the early stages of the first District, our region's elected and municipal leaders, land and business owners, media outlets, and citizens have quickly understood and embraced the vision, shared in the excitement, and even incorporated place development language in everyday conversations... I've never experienced anything like it!"

# Risks and Assumptions

The following risks and assumptions apply to some or all the options above. Please let me know if you have any questions, comments, additions, or changes before accepting the proposal.

## Risks:

- Nonresidential construction trends toward a hard vs. soft landing in the business cycle.
- Consumer Prices, Retail, and Production dip into a recession in 2024 before recovery and accelerating growth in 2025 and 2026.
- Team members with the Village leave for other opportunities requiring a refocusing, onboarding, and continuation of work with new leadership.

## Assumptions:

- Property Owners are engaged in the planning process.
- Everyone remains open to new ideas and approaches, balancing objective, and subjective data with self-generated solutions.
- Our team will have reasonable communication access to Village Leadership and can expect response times to be less than two (2) business days for any project questions.
- Village leadership will review changes and provide feedback in a timely fashion periodically throughout the project.



# AGREEMENT

## CONTRACT AGREEMENT

This Contract Agreement ("Agreement"), is entered between the Village of Roscoe, Illinois ("Village") and Place Foundry LLC (Place Foundry), an Illinois Corporation.

### Scope of Work

Place Foundry agrees to work with the Village of Roscoe to execute professional consulting services as defined in the scope of work below:

### PLACE MAPPING PRO (OPTION 1)

#### Expectations

We agree that honesty, confidentiality, and wonder are critical to the success of this consulting relationship.

#### Client, the Village of Roscoe, agrees to:

- Speak openly and honestly about each place development scenario created during the process.
- Remain open to new ideas and approaches.
- Engage fully in in-person and virtual work sessions.
- Ensure timely dissemination of information necessary to place development plan process and completion.

#### Consultant, Place Foundry LLC, Agrees to:

- Facilitate the discovery of creative and achievable development opportunities and options.
- Balance subjective data with self-generated ideas and solutions.
- Hold the client responsible and accountable for the client's decisions to achieve the project's overarching value proposition and return on investment.
- Provide materials and information as outlined in the description of the working agreement above.

## Key Personnel

Place Foundry shall assign David Sidney from its organization as the "Key Person" to perform the work and other obligations of Place Foundry outlined in this Agreement. The Place Foundry team members will assist David Sidney and collaborate with the Village to carry out tasks and deliverables as defined above.

## Conflicts of Interest

Place Foundry agrees to be responsible for ensuring that it does not have any ethical impediment to working on matters and to confirm that it does not have a conflict of interest in serving the Village by the terms of this Agreement and to keep the Village informed should any such conflicts later arise.

## Duration and Fees

This consulting relationship will begin on Monday, February 5, 2024. Place Foundry will invoice the Village monthly through QuickBooks Online for **Place Mapping Pro (Option 1)** consulting services.

## Additionally:

The term of this contract will be for twelve (12) months commencing after the execution by the Village Trustees, unless sooner terminated or extended, in whole or in part, as provided in this contract.

Place Foundry will invoice the Village monthly based on **Option 1** scope of services (tasks and deliverables).

Place Foundry will maintain a record-keeping system to track monthly services and deliverables to the Village.

All invoice payments are Net 30. Unpaid invoices after 60 days shall constitute a material default of this Agreement for which Place Foundry LLC has the right to cease performing all its work and recover termination costs and damages.

Place Foundry will charge an hourly rate of \$135/hour for travel outside the Rockford, Illinois MSA, or otherwise, as required.

Place Foundry does not charge for regular business expenses except messenger/overnight services.

The Client may terminate this Agreement at any Phase upon fifteen (15) days written notice to the Chief Executive Officer. In the event of termination, the Chief Executive Officer shall be compensated for all services performed to the termination date and reimbursable expenses incurred.

This proposal is good for 30 days from the date on the Cover page.

**The monthly payment is due net 30 days. Late payments will result in a 3% monthly fee.**

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

**ACCEPTED AND AGREED TO:**

I/we, the undersigned, authorize Place Foundry LLC to provide Place Mapping Pro services **(Option 1)**, for \$5,900/month for twelve (12) months and agree that I/we are familiar with and accept the above terms.

CLIENT: \_\_\_\_\_ CONSULTANT: \_\_\_\_\_

SIGNATURE  
[Signature Line]

SIGNATURE  
[Signature Line]

NAME  
[Name Line]

NAME  
[Name Line]

TITLE  
[Title Line]

TITLE  
[Title Line]

DATE ACCEPTED  
[Date Line]

DATE PROPOSED:  
[Date Line]

**PLACE**  
foundry

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

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 14.

<b>Agenda Item:</b> Demolition of 5466 Bridge St			
<b>Date:</b> 04/02/2024		<b>Meeting:</b> Village Board	
<b>Prepared by:</b> Troy Taylor		<b>Department:</b> Public Works	

### Overview/Background Information

5466 Bridge St., the blue house known as “a little bird told me” was recently purchased by the Village of Roscoe. The Village bought this lot to put a parking lot/scape for the downtown businesses. Staff has received a quote from Northern Illinois Service Co. (same company that demoed the Pearl St. house) for \$15,290.00 for the demolition of this house. This will include demolition, debris/foundation removal, backfill, restoration, asbestos inspection, permits, utility disconnection fees, well sealing, and septic pumping.

### Key Issues

- This work needs to be completed quickly for the project to get started.
- Northern Illinois Service Co. was great to work with (quick scheduling and very detailed demolition) for the demo on Pearl St.

### Fiscal Note/Budget Impact

This project is budgeted for in the 2024 budget. \$50,000 was budgeted under capital land improvement/economic development.

### Prior Legislative Actions

N/A – First time at Village Board

### Action Required/Recommendation

- Village Board approval
- Staff recommends Northern Illinois Service Co. for the demolition of 5466 Bridge St. for the quoted amount to not exceed \$15,290.00

### Attachments

- Northern Illinois Service Co. quote.

# NORTHERN ILLINOIS SERVICE Co.

4781 Sandy Hollow Road · Rockford, Illinois 61109  
Phone: (815) 874-4422 · www.northernillinoiservice.com

March 29, 2024

**Proposal**  
No. P23334A

Village of Roscoe  
10631 Main Street  
Roscoe, Illinois 61073

**Re: Demolition of 5466 Bridge St. - Roscoe, IL** (parcel no. 04-33-382-007)

We propose the following:

1. Provide for inspection of building for asbestos-containing building materials and provide lab sampling results and summary report. *Note: Asbestos abatement cost (if asbestos is found to be present) is not included.*
2. Obtain Winnebago County demolition permit and pay permit fee.
3. File IEPA Notification of Demolition and pay associated filing fee.
4. Arrange for utility disconnections and pay associated disconnection fees.
5. Abandon (1) well and arrange for Winnebago County Health Dept. inspection.
6. Pump (1) septic tank and arrange for Winnebago County Health Dept. inspection. Completely remove septic tank and dispose of off site.
7. Demolish house and haul all non-recyclable debris to an EPA-approved landfill and pay all disposal costs.
8. Completely remove all concrete floor slabs and foundations associated with the demolished structures and dispose of offsite at a concrete recycling facility.
9. Remove misc. fences, brush, decks, service walks, driveway pavements and other loose debris on the property and dispose of offsite.
10. Backfill foundation holes with imported fill material to match existing grade.
11. Import topsoil and grade disturbed areas to allow for proper drainage.
12. Seed disturbed areas and cover with straw blanket.

Asbestos Inspection, lab sampling, and summary report:	\$500.00
Demolition permit and IEPA Notification Fee:	\$290.00
Utility Disconnection Fees (Nicor Gas):	\$1,600.00
Well Sealing, Septic Pumping, and Inspections:	\$1,400.00
Demolition, debris/foundation removal, backfill, restoration:	\$11,500.00

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**Our Total Price:** **\$15,290.00**

# NORTHERN ILLINOIS SERVICE CO.

4781 Sandy Hollow Road · Rockford, Illinois 61109  
Phone: (815) 874-4422 · www.northernillinoiservice.com

Notes / Exclusions:

- The scope of asbestos abatement cannot be determined unless an inspection is completed. NISC Includes a line item for the cost of the inspection only. If the inspection determines that asbestos-containing materials are present, a separate cost would be proposed for the abatement work.
- All required permits and fees are included in our price.
- Watering and maintenance of seeded areas is excluded.
- Tree removal (other than what is required to complete the demolition) is excluded.
- Removal or replacement of sidewalks within the public ROW is excluded.

Photo of property to be demolished:



Thank you for the opportunity to provide a proposal for this project. Please contact our office if you have any questions or require additional information.

Sincerely,

Paul Munson  
Northern Illinois Service Co.  
Office: 815-874-4422  
Mobile: 815-378-7880  
E-mail: paul@northernillinoiservice.com

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R18**

**AN ORDINANCE APPROVING ENTERING INTO AN AGREEMENT WITH  
NORTHERN ILLINOIS SERVICE CO. FOR DEMOLITION OF 5466 BRIDGE  
STREET**

**WHEREAS**, in the interest of the health, welfare, and safety of its residents, it is necessary for the Village to demolish the structure owned by the Village and located at 5466 Bridge Street, Roscoe, Illinois; and

**WHEREAS**, the Village obtained quotes for the such demolition services and has determined that Northern Illinois Service Company will provide such demolition services as requested and required by the Village for the amount of \$15,290.00;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe that the Village hereby authorizes the Village Administrator to enter into an agreement with **Northern Illinois Service Company** for demolition and removal services for an amount not to exceed **\$15,290.00**.

<b>2024-R18</b>				
<b>1st Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 02, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK



# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 15.

<b>Agenda Item:</b> Discussion of Popup Market Huts			
<b>Date:</b> 04/02/2024		<b>Meeting:</b> Village Board	
<b>Prepared by:</b> Troy Taylor		<b>Department:</b> Public Works	

### Overview/Background Information

Attached are some pictures of a 4'x8' lean to shed which the Village bought plans for to build. These sheds will be customized with the fronts to open with a counter top ledge. They will be built on a foundation that will make these sheds portable to move to different locations for different events. Some of these locations' examples are Riverside Park, Porter Park, Downtown Roscoe (Main Street). Some examples for events that these sheds could be used are for the Villages Halloween event, Hometown Holiday event, National Night Out event, etc.

### Key Issues

- Need to be portable

### Fiscal Note/Budget Impact

Each shed would cost approximately \$2,000 for lumber, materials, and paint/stain.

### Prior Legislative Actions

N/A – This is just for discussion.

### Action Required/Recommendation

### Attachments

- Pictures of Sheds
- Material list















