



Meeting Agenda

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, May 21, 2024
6:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE MINUTES

- 1.** **Approval of the Minutes** for the meeting of the Village Board of Trustees from May 07, 2024.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

PRESIDENT'S REPORT

- 2.** Recommendation for Approval of for Appointment of Municipal Prosecutor

TREASURER'S REPORT

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

CONSENT AGENDA

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

- 6.** **Approval** of the issuance of a **Special Event Permit** for **Stateline YMCA Stonebridge 1/2 Marathon & 5K**. The event will take place on Sunday September 28, 2024.
- 7.** **Approval** of the issuance of a **Special Event Permit** for the **North Pointe Triathlon and Fit N Fun Fair**. This event is to be held on June 8, 2024 at 5605 E. Rockton Road.
- 8.** Approval of **Resolution 2024-R28**, authorizing the solicitation of public bids for construction of the **2024 Class D Patching Program**.

Village Board of Trustees
Meeting Agenda - May 21, 2024

9. Approval of **Ordinance 2024-05**, transferring appropriations between appropriated Objects and Purposes for the Village of Roscoe, Winnebago County, Illinois for the year beginning on the first day of January, 2023 and ending on the 31st Day of December, 2023 [**FY 2023 Final Appropriation Transfer**].

10. Approval of **Resolution 2024-R29**, authorizing entering into an Agreement with **Place Foundry Design PLLC** to provide design and owner's representative services for the construction of the Village's Bridge Street Multi-Use Parking facility.

MOTIONS AND RESOLUTIONS (Final action)

11. Approval of **Resolution 2024-R24**, of approving a three-year extension to the Park Usage Agreement with **Stateline Baseball, Inc** for the continued use of Leland Park & Porter Park through **December 31, 2027**.
12. Approval of **Resolution 2024-R25**, of approving a three-year extension to the Park Usage Agreement with **Stateline Fastpitch Softball, Inc** for the continued use of **Swanson Park** through **December 31, 2027**.

NEW BUSINESS (First reading or suspend rules)

13. Approval of the issuance of a **Special Event Permit** for the **VFW Post 2955 Memorial Day Parade**. Event to be held: May 27, 2024.

QUESTIONS AND REPORTS

PUBLIC COMMENT (Limited to 3 minutes per speaker)

EXECUTIVE SESSION (IF NECESSARY)

ADJOURNMENT



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Village Board of Trustees
Tuesday, May 07, 2024
6:30 PM

CALL TO ORDER

President Gustafson called meeting to order at 6:30pm Tuesday May 7, 2024.

PLEDGE OF ALLEGIANCE

ROLL CALL

President Gustafson requested Roll Call:

PRESENT

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

Pursuant to Section 2.01 of the Illinois Open Meetings Act, and the rules of procedure relating to remoted attendance which were previously adopted by the Village Board of Trustees, Trustees Babcock was permitted to participate remotely in the meeting based on the following stated purpose: He was out of state for Employment purposes.

APPROVAL OF THE MINUTES

- 1. Approval of the Minutes** for the meeting of the Village Board of Trustees from **April 16, 2024.**

President Gustafson entertained a motion to approve.

Motion by Trustee Sima, Seconded by Trustee Petty.

Voting Yea: Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright,
Village President Gustafson

PUBLIC COMMENT (Limited to 3 minutes per speaker)

None.

PRESIDENT'S REPORT

2. Discussion of the proposed **elimination of the 1% grocery sales tax** by the State of Illinois.

President Gustafson provided a summary of the proposed elimination of the grocery sales tax. President Gustafson stated that the state will no longer back pay the municipalities for the grocery sales tax, eliminating it which will cost the Village of Roscoe about \$100,000. The Village has signed on to request reconsideration along with other municipalities across the state.

TREASURER'S REPORT

3. Cash Report and Bills

The total bills to be submitted for approval are expenditures per list of \$92,639.81

Payroll expenses and IMRF: \$130,127.91

Total Expenditures: \$222,767.72

Cash on hand after payment of the bills \$8,131,033.39

Motor Fuel expenditures: \$0

Cash on hand in the Motor Fuel fund is: \$1,441,74.09

4. Approval of Bills

President Gustafson entertained a motion approve bills.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

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.

Motion to Approve the Consent Agenda.

5. **Approval of Resolution 2024-R24**, of approving a three-year extension to the Park Usage Agreement with **Stateline Baseball, Inc** for the continued use of Leland Park & Porter Park through **December 31, 2027**.

Motion to approve Mallicoat and Plock.

Discussion: Trustee Sima inquired if this is a current contract, when does it expire. Administrator Kurlinkas stated this contract would begin 3 years from now. Trustee Wright requested financials from both groups, he would prefer to see this lay over until they provide 2023 audit.

Motion to Lay over by Mike Wright, Second by Petty.

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

6. **Approval of Resolution 2024-R25**, of approving a three-year extension to the Park Usage Agreement with **Stateline Fastpitch Softball, Inc** for the continued use of **Swanson Park** through **December 31, 2027**.

Motion to Lay over by Mike Wright, until we receive an audit. Second by Petty.

Discussion: Trustee Sima inquired if this is a current contract, when does it expire. Administrator Kurlinkas stated this contract would begin 3 years from now. Trustee Wright requested financials from both groups, he would prefer to see this lay over until they provide 2023 audit

Motion made by Trustee Wright, Seconded by Trustee Petty.

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

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

President Gustafson entertained a motion:

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

Discussion: President Gustafson provided an overview of the rules, no food trucks or portalets. Trustee Sima stated for next year they would like to make sure there are reflection of the fees for next year for reimbursements of resources.

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

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

President Gustafson entertained a motion:

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

Discussion: Trustee Plock inquired about the fireworks, and Administrator Kurlinkas stated the Fire Department has approved and signed off by Fire Chief.

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

MOTIONS AND RESOLUTIONS (Final action)

NEW BUSINESS (First reading or suspend rules)

9. **Approval of Resolution 2024-R26**, authorizing entering into an agreement with **Lewis Brisbois Bisgaard & Smith LLP** to serve as special counsel for the Village of Roscoe in relation to the Village's involvement in Payton v. A.O. Smith corporation et al.

Motion made by Trustee Mallicoat to suspend rules, Seconded by Trustee Wright.

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

Motion made by Trustee Mallicoat, Seconded by Trustee Plock

President Gustafson provided a quick overview, and referred to document in packet.

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

10. **Approval of Resolution 2024-R26**, approving of the purchase of network security appliances from CDW-G for the quoted amount of **\$8,380.92**.

Motion made by Trustee Wright to suspend rules, Seconded by Trustee Plock.

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

Motion made by Trustee Plock, Seconded by Trustee Wright,

Discussion: Administrator Kurlinkas provided an overview of the purchase and services.

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

QUESTIONS AND REPORTS

11. **Staff Report:** Police Department Updates & Recognitions [Presented by Sam Hawley, Chief of Police]

Chief Hawley provided an update on the new police officers. Chief also stated they received an \$18,000 grant for body cameras. Chief Hawley stated that he also applied for squad car camera grant, and pretty confident that will come through as well. Officer Gomez has graduated from academy. There are two new officers, that started the academy recently. Chief stated that the police department will be conducting an ILEAS audit and certification. The department will be participating for police memorial week. Lastly, Village of Roscoe is the 19th safest community in Illinois.

12. **Staff Report:** Review of Sprague Road conditions and maintenance recommendations. [Presented by: Brandon Boggs, Village Engineer - Fehr Graham]

Brandon gave the update on this.

brandon did 2 estimates. with 4 foot on each side, and double chip seal. asphalt overly not required.

175000 for widen and double chip seal.

sprague road from roscoe road to water tower is the Village's.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Andrew Applegren. wants to know the general information about the driveway widening and changing ordinance. Mr. Applegren also stated that railway crossing on Roscoe Road needs to be repaired. President Gustafson stated the general topic will be discussed in two weeks.

EXECUTIVE SESSION (IF NECESSARY)

President Gustafson entertained a motion to go into closed session for litigation and personnel issues.

Motion made by Trustee Plock, Seconded by Trustee Wright.

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

7:14 PM

7:37 PM

NO ACTION TAKEN

ADJOURNMENT

Motion made by Trustee Petty, Seconded by Trustee Plock.

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

Ended 737PM



BARRICK, SWITZER, LONG, BALSLEY & VAN EVERA, LLP
ATTORNEYS AT LAW

**PROPOSAL FOR MUNICIPAL
PROSECUTOR LEGAL SERVICES
&
STATEMENT OF QUALIFICATIONS
VILLAGE OF ROSCOE**

**6833 STALTER DRIVE
ROCKFORD, ILLINOIS 61107
(815) 962-6611
www.bslbv.com**



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

Firm Overview

Barrick, Switzer, Long, Balsley & Van Evera, LLP was established in 1938 by William Barrick and has a long established presence in the Northern Illinois region. Our firm has had a major emphasis in municipal law for over 60 years and is proud to be amongst the most-trusted providers of legal counsel to municipalities in Illinois, currently representing over 15 municipalities, municipal districts and governmental agencies. Our firm represents local communities as their general corporate counsel as well as counsel for community development, special taxing districts and litigation issues. Our strong roots in municipal law, decades of experience, and staff training all help us provide powerful solutions at affordable rates. We measure ourselves on the quality of our advice, the relationships we have with our clients, and the personal attention we provide.

Currently 17 lawyers make up our law firm, each with general practice experience as well as a degree of specialization. Our municipal practice group is comprised of Attorney James Stevens, Attorney Thomas Green, Attorney Douglas Henry, Attorney R.C. Pottinger, Attorney Darron Burke, Attorney Shawn Fulbright and Attorney Luke Carlson. Our municipal attorneys are highly skilled and trained in municipal law and provide our municipal clients practical advice based on decades of experience in Illinois municipal law. In conjunction with our municipal engagements, we have prosecuted traffic, DUI and ordinance violations for over 30 years. We currently have a dedicated minor traffic call (Wednesday mornings) along with a dedicated DUI call (Thursday afternoons) – both occur every week. Mr. Fulbright has been handling these prosecutorial responsibilities exclusively since 2019.

When, inevitably, municipal operations become entangled in other legal areas, our law firm is equipped to evaluate and move forward with the municipal directive. We utilize a rich background in practical business representation which brings a special insight into the development and application of local government regulations, procedures, and operations. Coupled with attorneys with decades of experience in the prosecution of municipal code violations, misdemeanor DUIs, and traffic offenses along with civil litigation, insurance defense, foreclosures, bankruptcy, banking and real estate development, our firm is prepared to advise our municipal clients in other areas of law which may become applicable. Our lawyers work as a team and our municipal practice group has access to other disciplines that allow them to provide their municipal legal opinions in the context of particular situations. Our firm's real world perspective has been honed over decades of applying municipal law principals to everyday situations to arrive at practical solutions.



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

Barrick, Switzer, Long, Balsley & Van Evera, LLP operates under a core belief that quality representation starts with knowing your client and serving them faithfully. Over decades of municipal representation, our firm has consistently served its local government clients through personal service and attention to details. The value of our service to local governments is based on our taking the time to understand their communities and build meaningful relationships with them and their leaders. With a passion for service, a foundation rooted in a full and keen understanding of the law and advice that takes into consideration other important facets such as business and economics, Barrick, Switzer, Long, Balsley & Van Evera, LLP provides *complete* representation and service to our municipalities.

Responses to Requested Information

1. In 2000, Barrick, Switzer, Long, Balsley & Van Evera operated as a general partnership. The firm was a general practice firm with attorneys specializing in various practice areas including, municipal, real estate, litigation, bankruptcy, family law, corporate organizations and banking law. In March of 2005, the firm formally organized as a limited liability partnership and became Barrick, Switzer, Long, Balsley & Van Evera, LLP. The firm has operated as a limited liability partnership since March of 2005.
2. Attorney Shawn Fulbright will provide the vast majority of prosecutorial services for the Village and will be the primary prosecuting attorney. Mr. Fulbright has been licensed to practice law in Illinois, uninterrupted, since 1996. He has not been subject to any malpractice claims or disciplinary actions. Since joining our firm in 2019, Mr. Fulbright has prosecuted municipal traffic, misdemeanor DUI, and ordinance violations exclusively for the firm; including bench trials and jury trials. If Mr. Fulbright is unavailable to handle a particular call or court appearance, there are multiple other attorneys within the firm that have prosecutorial experience and are otherwise qualified to cover.

A. Educational Background.

Douglas R. Henry: University of Toledo College of Law; graduated 1995; admission to Illinois State Bar in 1995; 29 years in practice.

Thomas A. Green: Northern Illinois University College of Law; graduated in 1984 (Cum Laude); admission to Illinois State Bar in 1984; 40 years in practice.



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

James E. Stevens: Gonzaga University School of Law graduated 1979; admission to Illinois State Bar 1980; 44 years in practice.

Darron M. Burke: New England School of Law; graduated 2010; admission to Illinois State Bar 2010; 14 years in practice.

Shawn C. Fulbright: Drake University Law School; graduated 1996; admission to Illinois State Bar 1996; 28 years in practice.

Luke H. Carlson: Northern Illinois College of Law; graduated in 2021; admission to Illinois State Bar 2021; 3 years in practice.

- 3 A list of municipalities represented by the firm is attached.
- 4 Mr. Fulbright has been licensed to practice law in Illinois since 1996. Since joining the firm in 2019, he has exclusively handled the prosecution of municipal traffic, misdemeanor DUI, and ordinance violations for our municipal clients; including both bench trials and jury trials.
- 5 Our prosecutorial philosophy and approach. We believe that a prosecutor is essential to the administration of justice. A prosecutor serves the public interest and should utilize his/her discretion in a manner that increases public safety. We believe that a prosecutor's goal is to protect the innocent and convict the guilty. In pursuing charges, the prosecutor must consider the interests of victims, witnesses and the community we represent. Finally, a prosecutor must ensure that the constitutional and legal rights of all persons involved, including defendants, are honored and upheld.

As experienced municipal prosecutors, we carefully review all citations, reports and videos along with each Defendant's driving and criminal history in order to formulate an appropriate plea offer to present at the arraignment. In the event that plea negotiations fail, then our attorneys are prepared to proceed with trial. We are diligent in promptly subpoenaing any officers and civilian witnesses necessary for the successful presentation of our case. It is Mr. Fulbright's priority to respond to correspondence received from victims and witnesses under subpoena to ensure they understand the current posture of



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

their case and the value of their participation in the judicial process.

All Roscoe Police Officers will be provided Mr. Fulbright's mobile telephone number and are encouraged to reach out with questions and concerns. Mr. Fulbright likes to have the mobile number for all Police Officers to confirm or cancel testimony, discuss exceptional plea offers or consult with regarding possible amendments or dismissals.

6. We have completed a comprehensive search for any pending or potential conflicts with the Village of Roscoe and confirmed that we have none. In the event that a conflict may arise, then we will promptly notify the parties and abide by our ethical obligations by withdrawing, obtaining waivers where appropriate or making alternate arrangements.
7. We propose to prosecute the Village's traffic, misdemeanor DUI, and ordinance violations for a flat monthly fee of \$3,500.00. This will include all intake, pretrial representation and bench trials. If a case is set for a jury trial, then we will notify the Village and seek approval to convert the fee to an hourly basis going forward. Hourly work will be billed at \$150.00 per hour and all time will be calculated at increments of .10 an hour. Jury trials occur so infrequently, we don't feel it is fair to the Village to calculate that into our flat fee quote and, instead, propose to consider jury trials as "extraordinary service."
8. See 7 above.
9.
 - a. We would aspire to have a tour of the police station along with an introductory meeting with the Village Administrator, Police Chief, officers and staff. We believe it is beneficial to conduct periodic meetings with the Village Administrator, Police Chief, officers and staff to discuss procedures, strategies and any legal updates. As with our other municipal clients, we like to exchange mobile telephone numbers so that we can communicate easily with officers and staff; even when present at the courthouse.
 - b. We propose to work closely with the Village Administrator and Police Chief to ensure we obtain a functional knowledge of the Village's systems and procedures; starting with an introductory meeting and following up periodically thereafter until everybody is confident that we share a common nomenclature and understanding of each other's goals, processes and workflow.
10. Our office currently maintains malpractice insurance that indemnifies our current municipal clients. We will ensure that the Village of Roscoe is included if our office is the successful proposer.



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

11. A list of our professional/client references is below.
12. Our office currently has one (1) malpractice claim pending regarding an old bankruptcy matter that we are vigorously defending against.



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

Municipalities Represented:

Village of Caledonia	City of Loves Park (Conflict and TIF Counsel)
Village of Capron	Kirkland Community Fire District
Village of Cherry Valley	Cherry Valley Fire Commission
Village of Lena	West Suburban Fire Protection District
Village of Machesney Park	New Milford Fire Protection District
Village of Monroe Center	Blackhawk Fire Protection District
Village of New Milford	Roscoe Township
Village of Poplar Grove	Rockton Township
City of South Beloit (Special Litigation Counsel)	
Village of Stillman Valley	
Village of Durand	



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services

Client References:

James Richter II
Village Administrator
Village of Machesney Park
300 Roosevelt Road
Machesney Park, IL 61115
Phone: 815-877-5432

Anthony Miceli
Deputy Chief of Police
Machesney Park Division
300 Roosevelt Rd.
Machesney Park, IL 61115
Phone: 815-877-5519

Steve Bank
Village President
Village of Capron
250 W. Main St.
Capron, IL 61012
Phone: 815-569-2351

Steve Buss
Village President
Village of Lena
122 E. Main Street
Lena, IL 61048
Phone: 815-369-4016



Village of Roscoe, Illinois

Statement of Qualifications for Legal Services



**6833 STALTER DRIVE
ROCKFORD, ILLINOIS 61107
(815) 962-6611
www.bslbv.com**

Subject: Proposal regarding Village of Roscoe Legal Services
Date: Friday, May 3, 2024 at 2:51:19 PM Central Daylight Time
From: Shawn Fulbright
To: Josef Kurlinkus
CC: Thomas Green, Douglas Henry
Attachments: image001.jpg, Proposal for Services Roscoe.Final.05-03-2024.pdf

Dear Mr. Kurlinkus –

Thank you for inviting Barrick Switzer Long Balsley & Van Evera, LLP, to submit a proposal to represent the Village of Roscoe for Traffic and Misdemeanor DUI matters. We are excited about the opportunity to represent your Village. To that end, please find attached our proposal. We invite you to contact us with any questions.

Shawn C. Fulbright | Barrick Switzer Long Balsley & Van Evera, LLP
 6833 Stalter Dr. Rockford, IL 61108 | ☎: (815) 962-6611 | 📠: (815) 962-1758 |
 ✉: sfulbright@bslbv.com | www.bslbv.com



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NOTIFICATION: Barrick, Switzer, Long, Balsley Van Evera LLP is an Illinois limited liability partnership that has elected to be governed by the Illinois Uniform Partnership Act (1997)

Village of Roscoe
Bills Submitted for Approval on May 21, 2024

Pooled Expenditures:

Checking account balance before expenditures	\$ 97,219.00
Pooled Money Market	21,094.44
Illinois Funds Balance	8,397,322.55
Total pooled cash and equivalents	<u>8,515,635.99</u>

Expenditures per list \$ 110,283

Additional invoices

110,283.38

Total expenditures 110,283.38

Payroll expense:

Gross Wages	5/4/2024	94,668.44	
Payroll tax and IMRF	5/4/2024	7,685.90	102,354.34

Total General Fund Expenditures	212,637.72
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Pooled checking account balance after expenditures \$ 8,302,998.27

Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures	\$ 19,323.08
Motor Fuel Money Market	10,392.01
Illinois Funds Balance	1,431,480.93
Total Motor Fuel cash and equivalents	<u>1,461,196.02</u>

Expenditures:

Vendor	Date	Invoice	Description	Amount
Feh-Graham	4/26/2024	122630	Proj 20-471 Willowbrook	22,826.75

Total Motor Fuel Fund Expenditures	22,826.75
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Motor Fuel cash and equivalent balance after expenditures 1,438,369.27

Total expenditures for all funds:	235,464.47
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Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.
Invoice Detail.GL account (2 Characters) = {=} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
FEHR-GRAHAM & ASSOCIATES										
2161	FEHR-GRAHAM & ASSOCIATES	122630	PROJ 20-471 WILLOWBROOK RD REC	50-030-5220 ENGINEERI	04/26/2024	524	22,826.75	.00		
Total FEHR-GRAHAM & ASSOCIATES:							22,826.75	.00		
Grand Totals:							22,826.75	.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.
- Paid and unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

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

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AIRGAS USA, LLC									
201	AIRGAS USA, LLC	5507425162	CYLINDER RENTAL - PW	01-030-5860 Rentals/Leases	04/30/2024	74.78	.00		
Total AIRGAS USA, LLC:						74.78	.00		
AMAZON CAPITAL SERVICES									
311	AMAZON CAPITAL SERVICES	1H9Q-XTJ6-XD	CEREMONY RIBBON CUTTING SCISS	01-018-5870 Municipal Officials Expens	05/07/2024	53.76	.00		
311	AMAZON CAPITAL SERVICES	1V1C-P7GV-L	Weapon Light PD	01-040-4612 Uniforms - Full time	05/01/2024	123.84	.00		
311	AMAZON CAPITAL SERVICES	1YL3-PGM1-P	TORK MATIC PAPER TOWEL ROLLS -	01-030-5121 Maint&Repairs - Bldg & Gr	05/01/2024	66.83	.00		
311	AMAZON CAPITAL SERVICES	1YL3-PGM1-P	TORK MATIC PAPER TOWEL ROLLS -	01-040-5121 Maint&Repairs - Bldg & Gr	05/01/2024	66.83	.00		
Total AMAZON CAPITAL SERVICES:						311.26	.00		
ANCEL GLINK, P.C.									
402	ANCEL GLINK, P.C.	103808	LEGAL FEES RE WHITE OAK HOME B	01-010-9000 Contingency	05/09/2024	2,700.00	.00		
Total ANCEL GLINK, P.C.:						2,700.00	.00		
BEST TECHNOLOGY SYSTEMS, INC									
761	BEST TECHNOLOGY SYSTEMS,	BTL-24010	Bullet Trap Inspections & Basic Clean - P	01-040-5123 Range Cleaning	05/06/2024	1,850.00	.00		
Total BEST TECHNOLOGY SYSTEMS, INC:						1,850.00	.00		
BOBCAT OF ROCKFORD									
901	BOBCAT OF ROCKFORD	01-278093	SEAT ASSEMBLY - 72" ZERO TURN KU	01-050-6050 REPAIR PARTS	05/13/2024	1,494.49	.00		
Total BOBCAT OF ROCKFORD:						1,494.49	.00		
Cardmember Service									
1091	Cardmember Service	050124 PW	CREDIT - APWA REFUND OF OVERCH	01-030-5530 Training	05/01/2024	39.00-	.00		
1091	Cardmember Service	050124 VH	ZOOM CHARGES - 2 MONTHS	01-010-5950 IT - Contractual	05/01/2024	80.00	.00		
1091	Cardmember Service	050124 VH	DINNER FOR PLANNING SESSION	01-010-5950 IT - Contractual	05/01/2024	50.00	.00		
1091	Cardmember Service	050124 VH	MICROSOFT CHARGES	01-010-5950 IT - Contractual	05/01/2024	32.33	.00		
1091	Cardmember Service	050124 VH	DUPLICATOR PRO SOFTWARE	01-010-5952 IT - Software	05/01/2024	39.60	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1091	Cardmember Service	050124 VH	3D MODULAR SOFTWARE	01-010-5952 IT - Software	05/01/2024	314.10	.00		
1091	Cardmember Service	050124 VH	MISC SHED PLANS FOR SPECIAL EVE	01-010-5990 Other Miscellaneous Expe	05/01/2024	139.95	.00		
1091	Cardmember Service	050124 VH	JOB POSTING INDEED.COM	01-010-5990 Other Miscellaneous Expe	05/01/2024	49.32	.00		
1091	Cardmember Service	050124 VH	JOB POSTING GOV HR	01-010-5990 Other Miscellaneous Expe	05/01/2024	500.00	.00		
1091	Cardmember Service	050124 VH	PARKING	01-010-5990 Other Miscellaneous Expe	05/01/2024	20.00	.00		
1091	Cardmember Service	050124 VH	OFFICE FURNIUTER VILLAGE ADMINI	01-010-6052 Offie Furnishings	05/01/2024	3,516.99	.00		
1091	Cardmember Service	050124 VH	TO BE REFUNDED - FEES AND INTER	01-010-6059 Bank Fees	05/01/2024	217.96	.00		
1091	Cardmember Service	050224 PD	Acadamy Uniform *REFUND* PD	01-040-4612 Uniforms - Full time	05/02/2024	232.00-	.00		
1091	Cardmember Service	050224 PD	Acadamy Uniform PD	01-040-4612 Uniforms - Full time	05/02/2024	232.00	.00		
1091	Cardmember Service	050224 PD	Tactical Pants PD	01-040-4612 Uniforms - Full time	05/02/2024	57.99	.00		
1091	Cardmember Service	050224 PD	Accreditation / Supervision Trainings - P	01-040-5530 Training	05/02/2024	2,410.00	.00		
1091	Cardmember Service	050224 PD	paper Towels, Toilet Paper, Trash Bags,	01-040-6020 Office Supplies	05/02/2024	470.09	.00		
Total Cardmember Service:						7,859.33	.00		
CAROL GUSTAFSON									
1121	CAROL GUSTAFSON	051424	ITEMS FOR D. SIDNEY PRESENTATOI	01-010-3990 Miscellaneous	05/14/2024	16.14	.00		
1121	CAROL GUSTAFSON	051424	KITCHEN SUPPLIES	01-010-6020 Office Supplies	05/14/2024	24.34	.00		
Total CAROL GUSTAFSON:						40.48	.00		
CDW GOVERNMENT, INC.									
1161	CDW GOVERNMENT, INC.	RF16803	SONICWALL SECURITY APPLIANCES	01-010-5951 IT - Hardware	05/08/2024	7,738.64	.00		
1161	CDW GOVERNMENT, INC.	RF25854	SONICWALL W/ 1 YR SUPPORT	01-010-5952 IT - Software	05/09/2024	642.28	.00		
Total CDW GOVERNMENT, INC.:						8,380.92	.00		
CHARLES P KOSTANTACOS									
1211	CHARLES P KOSTANTACOS	041724B	MAR 2024 - LEGAL - F&P COMMISSIO	01-040-5890 Police commission Expens	04/17/2024	893.75	.00		
Total CHARLES P KOSTANTACOS:						893.75	.00		
CITY OF ROCKFORD									
1333	CITY OF ROCKFORD	75003647	WATER SAMPLE TESTING - RIVERSID	01-050-5121 Maint&Repairs - Bldg & Gr	05/05/2024	42.00	.00		
1333	CITY OF ROCKFORD	75003647	WATER SAMPLE TESTING - SWANSO	01-050-5121 Maint&Repairs - Bldg & Gr	05/05/2024	42.00	.00		
Total CITY OF ROCKFORD:						84.00	.00		
CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT									
1360	CLARKE ENVIRONMENTAL MO	001032381	MOSQUITO MANAGEMENT SERVICE	01-030-5165 Mosquito Control	05/02/2024	11,868.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total CLARKE ENVIRONMENTAL MOSQUITO MANAGEMENT:						11,868.00	.00		
COMMONWEALTH EDISON									
1411	COMMONWEALTH EDISON	050324 190106	4/4/24-5/3/24 RT/25 BRIDGE LIGHTS	01-030-5410 Utilities	05/03/2024	173.44	.00		
1411	COMMONWEALTH EDISON	050824 619634	4/8/24-5/7/24 6545 WINDFLOWER LN -	01-050-5410 Utilities	05/08/2024	89.05	.00		
1411	COMMONWEALTH EDISON	050924 068776	4/9/24-5/9/24 BIKE PATH LIGHTS	01-050-5410 Utilities	05/09/2024	46.65	.00		
1411	COMMONWEALTH EDISON	050924 717067	4/9/24-5/9/24 RIVER ST LITE RT25	01-030-5411 Street Lights	05/09/2024	43.97	.00		
1411	COMMONWEALTH EDISON	051024 357363	4/9/24-5/9/24 5785 BROAD - LELAND	01-050-5410 Utilities	05/10/2024	115.08	.00		
1411	COMMONWEALTH EDISON	051024 503114	4/9/24-5/9/24 5802 HARRISON - LELAN	01-050-5410 Utilities	05/10/2024	32.61	.00		
Total COMMONWEALTH EDISON:						500.80	.00		
Enterprise Fleet Management									
10016	Enterprise Fleet Management	FBN5027475	CHEVY SILVERADO LEASE	01-010-6070 Enterprise Leases	05/03/2024	589.52	.00		
10016	Enterprise Fleet Management	FBN5027475	NISSAN LEASE	01-013-6070 Enterprise Leases	05/03/2024	567.98	.00		
10016	Enterprise Fleet Management	FBN5032476	Monthly Lease Charges / Repairs - PD	01-040-6070 Enterprise Leases	05/03/2024	8,362.93	.00		
10016	Enterprise Fleet Management	FBN5037562	MONTHLY LEASE CHARGES - TRUCK	01-030-6070 Enterprise Leases	05/03/2024	15,293.72	.00		
Total Enterprise Fleet Management:						24,814.15	.00		
FEHR-GRAHAM & ASSOCIATES									
2161	FEHR-GRAHAM & ASSOCIATES	122632	PROJ 20-580 MAIN STREET RECONST	90-010-7150 Projects	04/26/2024	4,746.50	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122633	PROJ 23-246A 2024 RSP DESIGN ENGI	90-010-5220 ENGINEERING	04/26/2024	2,190.00	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122634	PROJ 23-560 53602 SWANSON RD DE	01-010-5220 Engineering	04/26/2024	238.25	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122635	PROJ 24-560 ENGINEERING SVCS	01-010-5220 Engineering	04/26/2024	7,323.00	.00		
Total FEHR-GRAHAM & ASSOCIATES:						14,497.75	.00		
FRONTIER									
2411	FRONTIER	042524	4/25-05/24/24 PHONE SVC - VH	01-010-5320 Telephone	04/25/2024	447.07	.00		
2411	FRONTIER	050124 PD	PHONE PD	01-040-5320 Telephone	05/01/2024	446.49	.00		
Total FRONTIER:						893.56	.00		
GALLS, LLC									
2471	GALLS, LLC	027722690	Brown - Pants	01-040-4612 Uniforms - Full time	04/21/2024	76.55	.00		
Total GALLS, LLC:						76.55	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
GREG'S GARAGE INC.									
2661	GREG'S GARAGE INC.	28800	STATE INSPECTION 4/11/24 - TRUCK #	01-030-5120 Maint & Repairs - Equipme	05/01/2024	40.00	.00		
2661	GREG'S GARAGE INC.	28800	STATE INSPECTION 4/11/24 - TRUCK#	01-030-5120 Maint & Repairs - Equipme	05/01/2024	40.00	.00		
2661	GREG'S GARAGE INC.	28800	STATE INSPECTION 4/11/24 - VH SILVE	01-030-5120 Maint & Repairs - Equipme	05/01/2024	40.00	.00		
Total GREG'S GARAGE INC.:						120.00	.00		
INTEGRA BUSINESS SYSTEMS									
3171	INTEGRA BUSINESS SYSTEMS	INV113103	COPIER - PW	01-030-6020 Office Supplies	05/01/2024	34.64	.00		
3171	INTEGRA BUSINESS SYSTEMS	INV113201	COPIER - VH	01-010-6020 Office Supplies	05/02/2024	27.32	.00		
Total INTEGRA BUSINESS SYSTEMS:						61.96	.00		
Jack's Tire Sales & Service									
10012	Jack's Tire Sales & Service	1-332863	2018 Ford Tires x4	01-040-6051 EQUIP NON CAPITAL	05/02/2024	666.16	.00		
Total Jack's Tire Sales & Service:						666.16	.00		
JERRYS AUTO PARTS									
3401	JERRYS AUTO PARTS	540503	SPARE PARTS - HYDRO HOSE - PW	01-030-6050 Repair Parts (In House)	05/09/2024	248.21	.00		
3401	JERRYS AUTO PARTS	540563	SHOP TOWELS - PW	01-030-6040 Operating Supplies	05/10/2024	79.95	.00		
Total JERRYS AUTO PARTS:						328.16	.00		
Leo's Gun Range									
10057	Leo's Gun Range	50724 PD	Glock 17 Gen 5 W/GNS x2	01-040-6051 EQUIP NON CAPITAL	05/07/2024	1,004.00	.00		
Total Leo's Gun Range:						1,004.00	.00		
LOWE'S									
4091	LOWE'S	050124 6339	INV 901477 - TREATED APPEARANCE	01-050-7130 BUILDING IMPROVEMEN	05/01/2024	9.28	.00		
4091	LOWE'S	050124 6339	INV 901517 - HICKORY PURCHASE - P	01-050-7130 BUILDING IMPROVEMEN	05/01/2024	236.55	.00		
4091	LOWE'S	050124 6339	INV 999336 - RETURN FROM INV 9017	01-050-7130 BUILDING IMPROVEMEN	05/01/2024	236.55-	.00		
Total LOWE'S:						9.28	.00		
Mark D. Olson, CPA, Ltd									
4291	Mark D. Olson, CPA, Ltd	1708	TREASURER SVCS	01-014-4211 Treasurer Services	05/16/2024	5,250.00	.00		
4291	Mark D. Olson, CPA, Ltd	1708	ROSCOE POLICE PENSION ACCOUNT	01-014-4211 Treasurer Services	05/16/2024	525.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Mark D. Olson, CPA, Ltd:						5,775.00	.00		
MENARD'S									
4411	MENARD'S	21986	BULLCRETE POTHOLE PATCH	01-030-5140 Maint & Repairs - Hwy & S	03/01/2024	14.99	.00		
4411	MENARD'S	21986	SPACKLE & SUPPLIES - STOCK	01-030-6040 Operating Supplies	03/01/2024	84.78	.00		
4411	MENARD'S	24391	STRUT CLAMPS - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	04/12/2024	7.28	.00		
4411	MENARD'S	24995	AUGER BIT	01-030-6040 Operating Supplies	04/22/2024	22.99	.00		
4411	MENARD'S	25025	4" BRASS PADLOCK - 4PC - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	04/23/2024	15.99	.00		
4411	MENARD'S	25047	CEDAR - PORTER CABIN	01-050-7130 BUILDING IMPROVEMEN	04/23/2024	24.80	.00		
4411	MENARD'S	25083	PAINT BRUSHES - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	04/24/2024	31.92	.00		
4411	MENARD'S	25140	10000L 5K COB LED & IMPLEMENT SP	01-030-6040 Operating Supplies	04/25/2024	43.91	.00		
4411	MENARD'S	25226	MISC FASTENERS - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	04/26/2024	15.80	.00		
4411	MENARD'S	25360	20A GFCI, MOD TILE, STAIR EDGING -	01-050-7130 BUILDING IMPROVEMEN	04/29/2024	214.42	.00		
4411	MENARD'S	25364	DIAMOND BLADE 4-1/2" TURBO - LELA	01-050-5121 Maint&Repairs - Bldg & Gr	04/29/2024	18.99	.00		
4411	MENARD'S	25434	CLOROX - PW STOCK	01-030-6040 Operating Supplies	04/30/2024	8.99	.00		
4411	MENARD'S	25434	STEP DRILL BIT - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	04/30/2024	29.99	.00		
4411	MENARD'S	25496	3/8C C1/2 FIP - PIPE FITTING - STOCK	01-030-6040 Operating Supplies	05/01/2024	7.49	.00		
4411	MENARD'S	25581	MASONRY CEMENT, BUCKET & LID -	01-030-6040 Operating Supplies	05/02/2024	83.22	.00		
Total MENARD'S:						625.56	.00		
MOTOROLA SOLUTIONS, INC									
4675	MOTOROLA SOLUTIONS, INC	835942024040	Radio Subscription- PD	01-040-5953 PD Subscriptions	05/01/2024	858.00	.00		
Total MOTOROLA SOLUTIONS, INC:						858.00	.00		
NICOR GAS									
4931	NICOR GAS	050724 2000 9	4/4/24-5/6/24 6545 WINDFLOWER LN	01-050-5410 Utilities	05/07/2024	100.11	.00		
Total NICOR GAS:						100.11	.00		
NORTH PARK PUBLIC WATER DIST.									
4971	NORTH PARK PUBLIC WATER D	043024	WATER- VH	01-010-5410 Utilities	04/30/2024	58.83	.00		
Total NORTH PARK PUBLIC WATER DIST.:						58.83	.00		
NORTHERN ILLINOIS SERVICE									
5031	NORTHERN ILLINOIS SERVICE	65379	40.64 TONS ROAD STONE	01-030-6060 Repair Materials - Roads	04/30/2024	331.22	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total NORTHERN ILLINOIS SERVICE:						331.22	.00		
PHYSICIANS IMMEDIATE CARE, LTD									
5411	PHYSICIANS IMMEDIATE CARE,	4386594	J HAYES PRE EMPL - PD	01-040-5890 Police commission Expens	04/12/2024	170.00	.00		
5411	PHYSICIANS IMMEDIATE CARE,	4386694	EMPLOYEE SCREENINGS - PD	01-040-5890 Police commission Expens	04/12/2024	700.00	.00		
Total PHYSICIANS IMMEDIATE CARE, LTD:						870.00	.00		
PITNEY BOWES BANK INC									
5428	PITNEY BOWES BANK INC	051424	POSTAGE/SUPPLIES	01-010-6020 Office Supplies	05/14/2024	326.60	.00		
Total PITNEY BOWES BANK INC:						326.60	.00		
PLACE FOUNDRY LLC									
5430	PLACE FOUNDRY LLC	0198.03	DOWNTOWN ROSCOE PLAN	01-010-5240 Consulting - Main Street	05/06/2024	6,500.00	.00		
Total PLACE FOUNDRY LLC:						6,500.00	.00		
PORT-A-JOHN									
5471	PORT-A-JOHN	A-122878	HANDICAP W/ HAND SANITIZER - POR	01-050-5860 Rentals/Leases	05/03/2024	120.00	.00		
5471	PORT-A-JOHN	A-122881	HANDICAP W/ HAND SANITIZER - CHI	01-050-5860 Rentals/Leases	05/03/2024	120.00	.00		
5471	PORT-A-JOHN	A-122929	HANDICAP W/ HAND SANITIZER - LEL	01-050-5860 Rentals/Leases	05/08/2024	120.00	.00		
5471	PORT-A-JOHN	A-122930	HANDICAP W/ HAND SANITIZER - RAL	01-050-5860 Rentals/Leases	05/08/2024	120.00	.00		
Total PORT-A-JOHN:						480.00	.00		
PREMIER TECHNOLOGIES									
5502	PREMIER TECHNOLOGIES	53285	SLA - WORKSTATION MANAGEMENT	01-010-5950 IT - Contractual	05/01/2024	3,345.34	.00		
Total PREMIER TECHNOLOGIES:						3,345.34	.00		
REGION 1 PLANNING COUNCIL									
5665	REGION 1 PLANNING COUNCIL	FYE24-0058-4	WINGIS: FY24 QUARTER 4	01-010-5881 Wingis	04/01/2024	950.62	.00		
5665	REGION 1 PLANNING COUNCIL	FYE24-0058-4	COUNCIL OF GOV MEMBERSHIP	01-016-5882 Council of Governments	04/01/2024	625.00	.00		
Total REGION 1 PLANNING COUNCIL:						1,575.62	.00		
ROCK ENERGY COOPERATIVE									
5851	ROCK ENERGY COOPERATIVE	050724 4000	4/1/24-5/1/24 MCCURRY & WILLOWBR	01-030-5410 Utilities	05/07/2024	15.58	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
5851	ROCK ENERGY COOPERATIVE	050724 5000	4/1/24-5/1/24 MCCURRY & WILLOWBR	01-030-5410 Utilities	05/07/2024	15.00	.00		
5851	ROCK ENERGY COOPERATIVE	050724 8001	4/1/24-5/1/24 MCCURRY RD	01-030-5410 Utilities	05/07/2024	22.83	.00		
Total ROCK ENERGY COOPERATIVE:						53.41	.00		
ROYAL Carwash & Detail Center									
6161	ROYAL Carwash & Detail Center	50124 PD	CAR WASHES - PD	01-040-6051 EQUIP NON CAPITAL	05/01/2024	16.75	.00		
Total ROYAL Carwash & Detail Center:						16.75	.00		
SHERWIN-WILLIAMS CO									
6471	SHERWIN-WILLIAMS CO	9534-9	INTERIOR ACRYLIC LATEX PAINT & B	01-050-5121 Maint&Repairs - Bldg & Gr	04/15/2024	252.53	.00		
Total SHERWIN-WILLIAMS CO:						252.53	.00		
SLABAUGH SERVICES									
6561	SLABAUGH SERVICES	2024-30884	6 YARDS PULVERISED TOPSOIL	01-030-6060 Repair Materials - Roads	05/04/2024	171.00	.00		
Total SLABAUGH SERVICES:						171.00	.00		
STAPLES									
6669	STAPLES	6002086046	TONER - CE	01-010-6020 Office Supplies	05/03/2024	423.41	.00		
6669	STAPLES	7000548720	USB EXTENSION CABLE	01-010-6020 Office Supplies	05/04/2024	13.23	.00		
Total STAPLES:						436.64	.00		
THAYER LIGHTING, INC.									
7051	THAYER LIGHTING, INC.	56375	STACO CONDUIT LIVE END POWER S	01-010-5121 Maint&Repairs - Bldg & Gr	04/23/2024	33.23	.00		
Total THAYER LIGHTING, INC.:						33.23	.00		
TransUnion Risk & Alt Data Sol									
7291	TransUnion Risk & Alt Data Sol	170625-20240	TLOxp CHARGES	01-040-5990 Other Miscellaneous Expe	05/01/2024	75.00	.00		
Total TransUnion Risk & Alt Data Sol:						75.00	.00		
UNIFIRST CORPORATION									
7460	UNIFIRST CORPORATION	1320129367	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	05/01/2024	25.54	.00		
7460	UNIFIRST CORPORATION	3390000886	UNIFORMS & MATS - PW	01-030-4610 Uniforms	05/06/2024	114.35	.00		
7460	UNIFIRST CORPORATION	3390000886	UNIFORMS - PARKS	01-050-4610 Uniforms	05/06/2024	10.01	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7460	UNIFIRST CORPORATION	3390001205	UNIFORMS & MATS - PW	01-030-4610 Uniforms	05/13/2024	111.01	.00		
7460	UNIFIRST CORPORATION	3390001205	UNIFORMS - PARKS	01-050-4610 Uniforms	05/13/2024	10.01	.00		
7460	UNIFIRST CORPORATION	339000888	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	05/06/2024	25.54	.00		
Total UNIFIRST CORPORATION:						296.46	.00		
UNIFORM DEN EAST, INC									
7441	UNIFORM DEN EAST, INC	91693	Tirado - New Hire Necessities	01-040-4612 Uniforms - Full time	05/02/2024	1,018.05	.00		
7441	UNIFORM DEN EAST, INC	91694	Linthakhanh- New Hire Necessities	01-040-4612 Uniforms - Full time	05/02/2024	858.05	.00		
Total UNIFORM DEN EAST, INC:						1,876.10	.00		
University of Illinois									
7461	University of Illinois	UPI12354	C. Gomez - Acadamy	01-040-5530 Training	04/26/2024	7,434.00	.00		
Total University of Illinois:						7,434.00	.00		
WINNEBAGO COUNTY									
7761	WINNEBAGO COUNTY	13303	MONTHLY INTERNET SVC & IP ADDRE	01-010-5320 Telephone	04/30/2024	55.00	.00		
Total WINNEBAGO COUNTY:						55.00	.00		
WINNEBAGO COUNTY CLERK									
7771	WINNEBAGO COUNTY CLERK	050224	RECORDING FEE	01-010-3990 Miscellaneous	05/02/2024	70.00	.00		
Total WINNEBAGO COUNTY CLERK:						70.00	.00		
ZIEGLER'S ACE HARDWARE									
102	ZIEGLER'S ACE HARDWARE	4896-1	POLY TUBE & SPRAY PRIMER - STOC	01-030-6040 Operating Supplies	05/01/2024	13.37	.00		
102	ZIEGLER'S ACE HARDWARE	4900-1	MISC FASTENERS - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	05/02/2024	10.65	.00		
102	ZIEGLER'S ACE HARDWARE	4933-1	DRAIN CLEANER, ANT BAIT, SAWZAL	01-030-5121 Maint&Repairs - Bldg & Gr	05/09/2024	94.92	.00		
102	ZIEGLER'S ACE HARDWARE	4943-1	DWV FLEX COUPLING - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	05/13/2024	15.18	.00		
102	ZIEGLER'S ACE HARDWARE	4957-1	MICS FASTERNERS - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	05/15/2024	3.48	.00		
Total ZIEGLER'S ACE HARDWARE:						137.60	.00		
Grand Totals:						110,283.38	.00		

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

Dated: _____

Administrator: _____

Trustees: _____

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

Report Criteria:

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

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 6.

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

Date: September 28, 2024

Meeting: COW

Prepared by: Vic Wilder

Department: Special Events

Overview/Background Information

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

Key Issues

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

Fiscal Note/Budget Impact

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

Prior Legislative Actions

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

Action Required/Recommendation

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

Attachments

Special Event Application
Leland Park Rental Reservation



Special Event Guidelines

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

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

Application Fee: \$100.00 (no further reimbursements)

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

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

Application Fee: \$50.00 (plus possible reimbursements)

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

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

General Requirements

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

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

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



Special Event Guidelines

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

ALCOHOL: If alcohol is to be served or sold, sponsors must take those measures required for compliance with the Alcoholic Beverage Ordinance, including approval of both Village of Roscoe Class 'T' temporary liquor license and any applicable corresponding State liquor license. No person shall consume or possess any intoxicating liquor on public property or within any park other than that obtained through a licensed vendor. Any event that allows liquor consumption, regardless of attendance numbers, may need security personnel present (police, private, or volunteer). The number and type of security must be approved by the Chief of Police prior to the issuance of the permit.

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

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

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

SMOKING: Smoking is not permitted in any public facility.

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

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



Special Event Guidelines

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

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

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

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

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

SECURITY/TRAFFIC

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

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



Special Event Guidelines

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

Contact Information

Roscoe Police Non-Emergency.....815-623-7338

Roscoe Public Works..... 815-877-0746

Roscoe Village Hall 815-623-2829

Harlem-Roscoe Fire Dept. (Non-Emergency)..... 815-623-7867

Winnebago County Health Dept. 815-720-4000

Winnebago County Building Department.....815-319-4350



Special Event Application Form

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

☒ Assembly ☐ Block Party ☐ Neighborhood Garage Sale

Name of the Event and Sponsoring Organization:

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

Nature of Event:

RAISE MONEY FOR LIVSTRONG PROGRAM AT STATELINE FAMILY YMCA

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

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

Event Date(s): 9/28/24

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

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

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

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

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

Will this event require use of fireworks?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will this event require street closures	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will alcohol be served?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will signage be posted?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will food be served?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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

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



Special Event
Application Form

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

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

Additional Comments:

Applicant Signature:

Date:



4/22/24

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

OFFICIAL USE ONLY

Date Filed: _____

Police Department: _____
Signature _____ Date _____

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

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

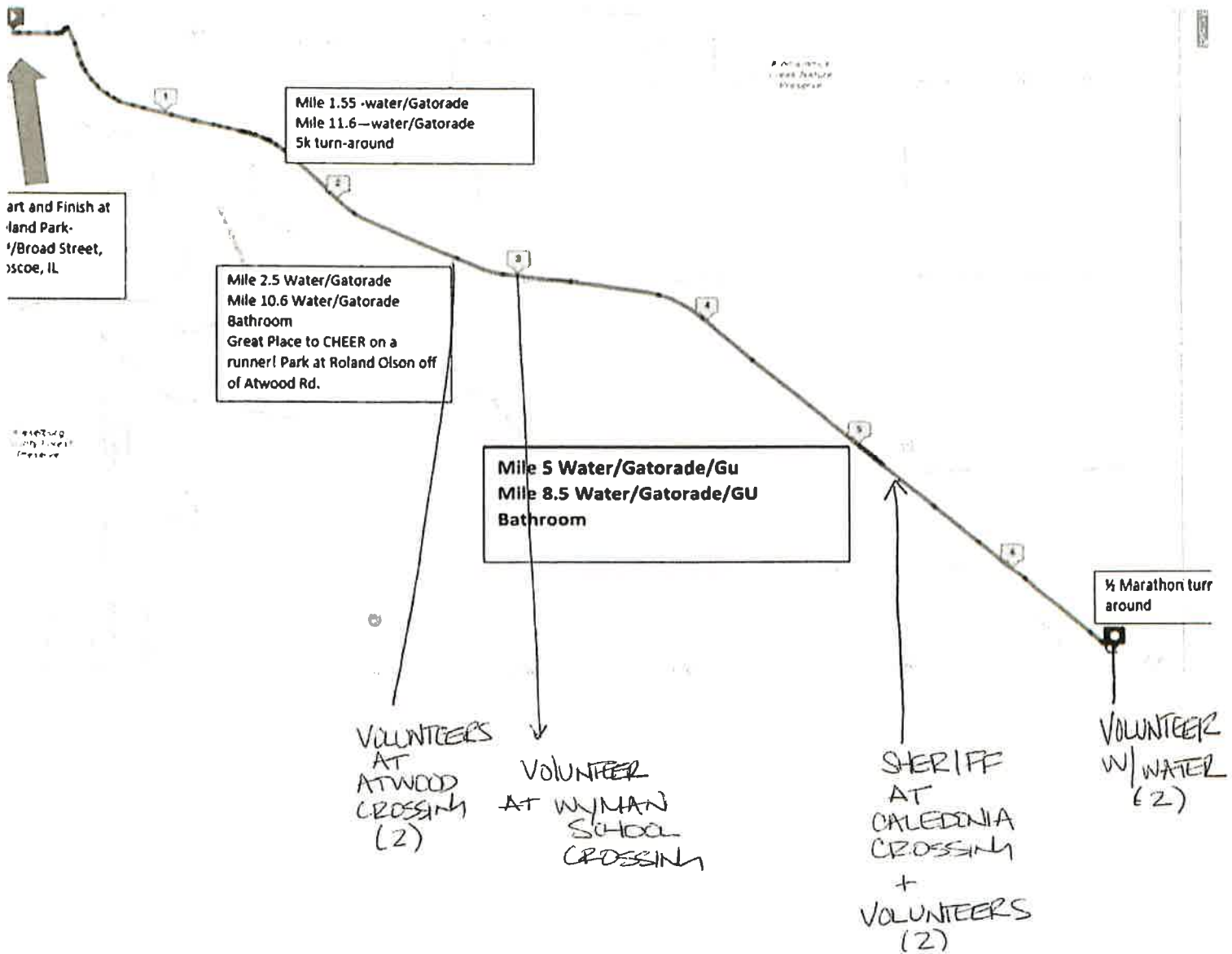
Receipt

Cc: Public Works, Zoning, HRFPD, WCBD

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

STONE BRIDGE 1/2 MARATHON ÷ 5K

Item # 6.



* ALL VOLUNTEERS WALK/BIKE TO LOCATION ON LPT.

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

* ALL VOLUNTEERS HAVE FIRST AID KITS ÷ TRASH BAGS

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

* AMBULANCE AT START/FINISH LINE AT LELAND PARK.



Special Event
Hold Harmless Agreement

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

known as Stonebridge Half-Marathon + 5K

to be held 9-28-24

Signed this 22nd day of April, 20 24

Ann Mawska - Stateline Family YMCA
Name

901 Main St. Roscoe IL 61073
Address

[Signature]
Signature

Witness



Item # 6.

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

RENTAL RESERVATION RELEASE AND WAIVERToday's Date: 11/13/23Name: STATELINE FAMILY YMCAPhone: 815-623-5858Address 9901 MAIN ST**PORTER PARK CABIN (non-refundable)****Address: 6545 Windflower Lane, Roscoe**☐ Village of Roscoe Resident \$250☐ Non-Resident \$425

Reservation Date: _____

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

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

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

Key returned by: _____ Date: _____

LELAND PARK PAVILION (non-refundable)**Address: 5727 Broad Street, Roscoe**☒ Village of Roscoe Resident \$25☐ Non-Resident \$50Reservation Date: 9/28/24METHOD OF PAYMENT: Check X Cash ___ Credit Card ___ Receipt No. 1004334**PORTER PARK CABIN** rental hours 8am-10pm

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

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

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

Alcohol is not permitted at the cabin.**LELAND PARK PAVILION** rental hours 8am-10pm

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

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

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

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

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

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

Applicant's Signature: _____

Village Hall Employee: Jaril Reed

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

Updated 7/23/19

PORTER PARK CABIN RULES

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

CABIN Cleaning Check List

Complete the following before you leave the cabin:

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

Was the cabin clean when you arrived? _____

Suggestions or comments: _____

Renter's signature: _____ Phone # _____

Date rented: _____

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

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE IL 61073

815-623-2829

Item # 6.

Receipt No: 1.004334

Nov 21, 2023

STATELINE YMCA

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

Duplicate Copy

11/21/2023 12:23 PM

**Special Event
Application Form**

☒ **Assembly** ☐ **Block Party**

Name of the Event and Sponsoring Organization:

North Pointe Prairie Triathlon + FIT n FUN Fair

Nature of Event:

Triathlon Race

North Pointe Health + Wellness

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

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

Event Date(s): JUNE 8, 2024

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

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

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

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

Setting up Bike Carrels, Tables & Tents for
FIT n FUN Fair, Fire Trucks, Race Signage

Will this event require use of fireworks?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will this event require street closures	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will alcohol be served?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will signage be posted?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Will food be served?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

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

Phone: (815) 623-7338 * Fax: (815) 623-7254 * Email: jevans7892@roscoepolice.com

**Special Event
Application Form**

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


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

Email: glarson@northpointehealth.org

Additional Comments:

Will be using contracted licensed food trucks.

Applicant Signature:



Date:

6/8/24

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

OFFICIAL USE ONLY

Date Filed: _____

Police Department: _____
Signature

_____ Date

Village Board:
(if necessary) _____
Signature

_____ Date

Application Fee Paid: **\$50** Special Event Assembly
\$25 Special Event Block Party

_____ Receipt

Cc: Public Works, Zoning, HRFPD, WCBD



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)

03/07/2023

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

PRODUCER	CONTACT NAME: Keith Kruse
Wisconsin Medical Society Insurance Services, Inc.	PHONE (A/C, No, Ext): (608) 442-3810
PO Box 1109	FAX (A/C, No): (608) 442-3811
	E-MAIL ADDRESS: kkruse@tricolorinsurance.com
Madison WI 53701	INSURER(S) AFFORDING COVERAGE
	INSURER A: Proassurance Specialty Insurance Co
INSURED	INSURER B:
Beloit Health System Inc	INSURER C:
1969 W Hart Rd	INSURER D:
	INSURER E:
Beloit WI 53511-2298	INSURER F:

COVERAGES

CERTIFICATE NUMBER: HP2726 - IL HPL/GL

REVISION NUMBER:

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

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

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

CERTIFICATE HOLDER

CANCELLATION

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

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**Special Event
Hold Harmless Agreement**

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

known as Prairie Triathlon

to be held 5605 E. Rockton Rd Roscoe, IL 61073

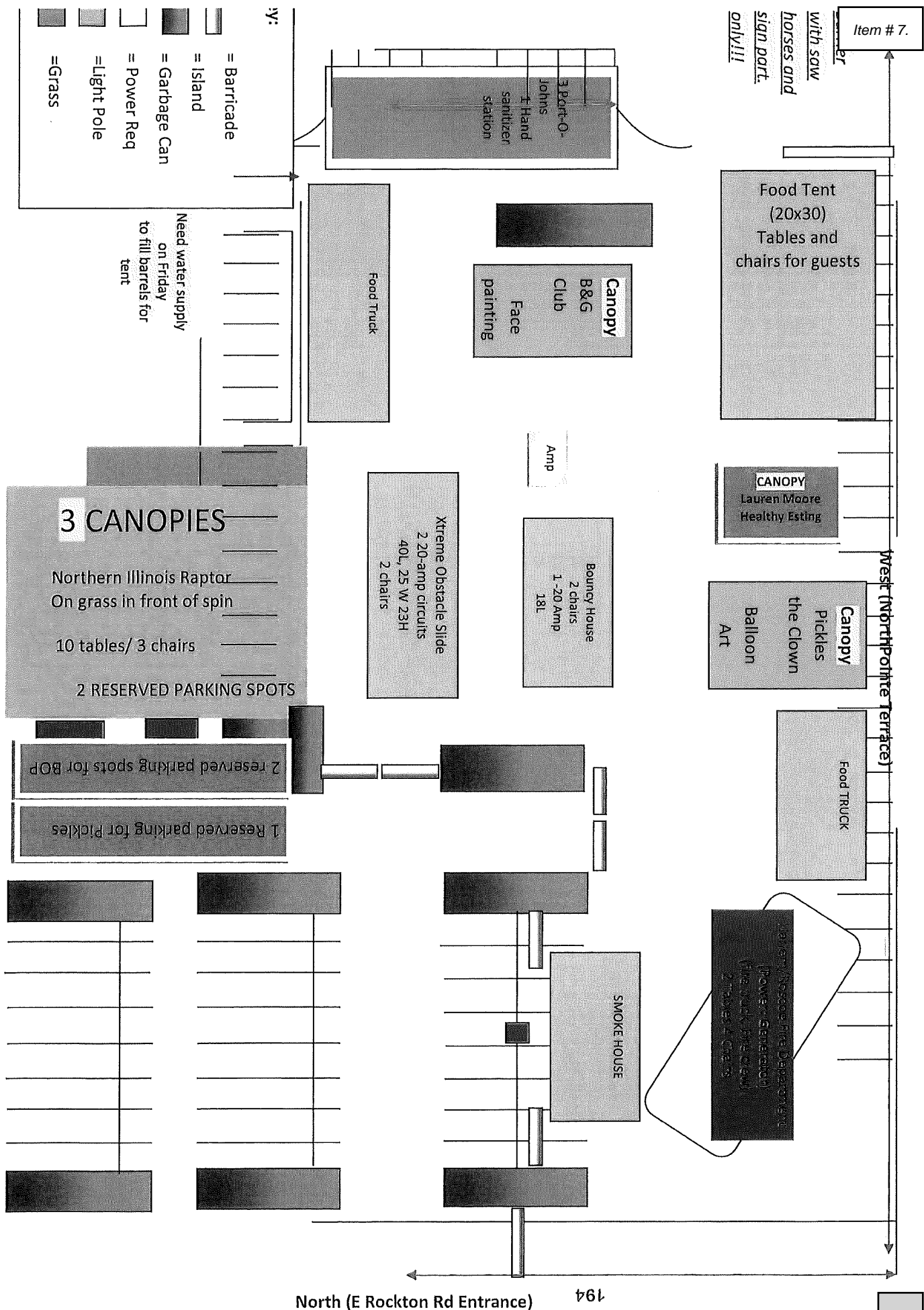
Signed this 25 day of March, 2024

Gus Larson Campus Director
Name

5605 E. Rockton Rd Roscoe, IL 61073
Address

[Signature]
Signature

[Signature]
Witness





VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE of
ROSCOE

Item # 7.

Agenda Item: North Pointe Triathlon & Fitness Fun Fair

Date: April 16, 2024

Meeting: COTW

Prepared by: Vic Wilder

Department: Special Events

Overview/Background Information

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

Key Issues

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

Fiscal Note/Budget Impact

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

Prior Legislative Actions

This event has been approved for the past 14 years.

Action Required/Recommendation

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

Attachments

North Pointe Prairie Triathlon Application.

VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R28

AN RESOLUTION APPROVING THE BID SPECIFICATIONS FOR CLASS “D” STREET PATCHING WITHIN THE VILLAGE OF ROSCOE

WHEREAS, the Village of Roscoe wishes to protect the health, welfare and safety of its residents by providing well-maintained roads; and

WHEREAS, in order to obtain the best prices for road repair, the Village board wishes to put out for bid Class “D” street patching specifications, and to contract with one provider to provide Class “D” patching for streets owned and maintained by the Village of Roscoe; and

WHEREAS, the Village President and Board of Trustees find that it is in the best interest of the Village to approve the Bid specifications for the below described patching work and to authorize the Village Engineer to open such Bids; and

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

Section 1. The Village President and Board of Trustees of the Village of Roscoe hereby approve the following Class “D” road patching specifications, which are attached hereto as Exhibit “A” and incorporated herein by reference.

[See Attached Exhibit “A”]

Section 2. That the Village Engineer is hereby authorized to provide for the letting, receipt and opening of such bids, and is authorized to open such bids on behalf of the Village of Roscoe.

2024-R28				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED MAY 28, 2024:

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

Exhibit “A”
Resolution 2024-R28
[Bid Specifications]

Item # 8.

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Item # 8.

Agenda Item: 2024 Class D Patching Bid Specifications

Date: 05/21/2024

Meeting: Village Board of Trustees

Prepared by: Brandon Boggs

Department: Public Works/Engineering

Overview/Background Information

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

Key Issues

N/A

Fiscal Note/Budget Impact

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

Prior Legislative Actions

A positive recommendation was given by the COTW at the May 7th meeting.

Action Required/Recommendation

Staff recommends Board approval of the specifications/bid package. Once approved, staff will begin the public bid process and will ultimately bring the project award recommendation to the Board for final approval prior to entering into a contract with the lowest qualified bidder.

Attachments

Bid Document Draft

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

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

Intent:

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

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

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

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

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

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

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

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

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

Bonds and Insurance:

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

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

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

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

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

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

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

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

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

the Village Board.

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

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GENERAL SPECIFICATIONS / SCOPE OF WORK

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

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

GENERAL PROVISIONS

LOCATION AND DESCRIPTION OF WORK

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

COMPLETION OF THE WORK

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

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

CONSTRUCTION STAKING

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

CONSTRUCTION INSPECTION

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

CONTRACTOR QUALITY CONTROL

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

QUANTITIES

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

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

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

SPECIAL PROVISIONS

MOBILIZATION

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

SAWCUTTING

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

CONSTRUCTION SEAMS

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

BITUMINOUS MATERIALS (TACK COAT)

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

HOT-MIX ASPHALT SURFACE REMOVAL - VARIABLE DEPTH

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

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

CLASS D PATCHES (2")

CLASS D PATCHES (3")

CLASS D PATCHES (4")

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

LEVELING BINDER (MACHINE METHOD), N50

HOT-MIX ASPHALT SURFACE COURSE (2")

HOT-MIX ASPHALT SURFACE COURSE (3")

HOT-MIX ASPHALT SURFACE COURSE (4")

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

BASE REPAIR, FULL DEPTH

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

TRAFFIC CONTROL

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

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

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

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

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EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

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

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

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

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

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

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

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

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

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

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

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

LABOR STANDARDS AND PREVAILING WAGE REQUIREMENTS

Compliance with State and Federal Law

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

Prevailing Wage Act:

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

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

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

Contractor Further Certifies:

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

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

NON-COLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____)

County of _____) ss.
_____)

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

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

(Signed) _____

(Name and Title)Subscribed and sworn to before me
this _____ day of _____, 20__

((Notary Public)

My commission expires _____.

STATEMENT OF BIDDER'S QUALIFICATIONS

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

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

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

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

By: _____

Its: _____

State of _____)

County of _____) ss.

)

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

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

My commission expires on _____.

CERTIFICATE OF BENEFICIAL INTEREST

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

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

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

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

Name:
Address:
Position/Title:

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

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

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

My commission expires on _____.

BID SHEET

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

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

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

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

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

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

Bidding Company Name: _____

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

BID AMOUNT

[SEE ATTACHED PROPOSED SCHEDULE OF PRICES]

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

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

Number of Bid Packet Addendums Received: _____

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

Dated this _____ day of _____, 20_____.

Signature_____

Title_____

Village of Roscoe

Schedule of Prices

Bidding Company Name: _____

Signed: _____

Title: _____

Route	Various
-------	---------

County	Winnebago County
--------	------------------

Local Agency	Village of Roscoe
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Section 2024 Class "D" Patching Program

(For complete information covering these items, see plans and specifications)

Item No.	Items	Unit	Quantity	Unit Price	Total
1	HMA SURFACE REMOVAL - VAR DEPTH	SY	100		
2	CLASS D PATCHES, 2-IN (1 SY to 10 SY)	SY	5		
3	CLASS D PATCHES, 2-IN (11 SY to 25 SY)	SY	20		
4	CLASS D PATCHES, 2-IN (26 SY to 50 SY)	SY	40		
5	CLASS D PATCHES, 2-IN (51 SY to 100 SY)	SY	75		
6	CLASS D PATCHES, 2-IN (101 SY to 250)	SY	150		
7	CLASS D PATCHES, 2-IN (251 SY and up)	SY	251		
8	CLASS D PATCHES, 3-IN (1 SY to 10 SY)	SY	5		
9	CLASS D PATCHES, 3-IN (11 SY to 25 SY)	SY	20		
10	CLASS D PATCHES, 3-IN (26 SY to 50 SY)	SY	40		
11	CLASS D PATCHES, 3-IN (51 SY to 100 SY)	SY	75		
12	CLASS D PATCHES, 3-IN (101 SY to 250 SY)	SY	150		
13	CLASS D PATCHES, 3-IN (251 SY and up)	SY	251		
14	CLASS D PATCHES, 4-IN (1 SY to 10 SY)	SY	5		
15	CLASS D PATCHES, 4-IN (11 SY to 25 SY)	SY	20		
16	CLASS D PATCHES, 4-IN (26 SY to 50 SY)	SY	40		
17	CLASS D PATCHES, 4-IN (51 SY to 100 SY)	SY	75		
18	CLASS D PATCHES, 4-IN (101 SY to 250 SY)	SY	150		
19	CLASS D PATCHES, 4-IN (251 SY and up)	SY	251		
20	HMA SC "D" N50, 2-IN (1 SY to 10 SY)	SY	5		
21	HMA SC "D" N50, 2-IN (11 SY to 25 SY)	SY	20		
22	HMA SC "D" N50, 2-IN (26 SY to 50 SY)	SY	40		
23	HMA SC "D" N50, 2-IN (51 SY to 100 SY)	SY	75		
24	HMA SC "D" N50, 2-IN (101 SY to 250 SY)	SY	150		
25	HMA SC "D" N50, 2-IN (251 SY and up)	SY	251		
26	HMA SC "D" N50, 3-IN (1 SY to 10 SY)	SY	5		
27	HMA SC "D" N50, 3-IN (11 SY to 25 SY)	SY	20		
28	HMA SC "D" N50, 3-IN (26 SY to 50 SY)	SY	40		
29	HMA SC "D" N50, 3-IN (51 SY to 100 SY)	SY	75		
30	HMA SC "D" N50, 3-IN (101 SY to 250 SY)	SY	150		
31	HMA SC "D" N50, 3-IN (251 SY and up)	SY	251		
32	HMA SC "D" N50, 3-IN (1 SY to 10 SY)	SY	5		
33	HMA SC "D" N50, 3-IN (11 SY to 25 SY)	SY	20		
34	HMA SC "D" N50, 3-IN (26 SY to 50 SY)	SY	40		
35	HMA SC "D" N50, 3-IN (51 SY to 100 SY)	SY	75		
36	HMA SC "D" N50, 3-IN (101 SY to 250 SY)	SY	150		
37	HMA SC "D" N50, 3-IN (251 SY and up)	SY	251		
38	BASE REPAIR, FULL DEPTH	SY	100		
	Bidder's Proposal for making Entire Improvements				

Bidder's Proposal for making Entire Improvements

VILLAGE OF ROSCOE, ILLINOIS

Appropriation Transfer Ordinance for FY2023

Ordinance No. 2024-05

**VILLAGE OF ROSCOE
WINNEBAGO COUNTY, ILLINOIS
ORDINANCE 2024-05**

AN ORDINANCE TRANSFERRING APPROPRIATIONS BETWEEN APPROPRIATED OBJECTS AND PURPOSES FOR THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS FOR THE YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2023 AND ENDING ON THE 31ST DAY OF DECEMBER, 2023.

WHEREAS, ILCS 65 5/8-2-2 provides that with a two-thirds vote of the trustees, transfer may be made from one object or purpose to another object or purpose, and

WHEREAS, there are several objects and purposes where the current anticipated expenditures are significantly different than the amounts originally appropriated.

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

SECTION 1: That the fiscal year for the Village of Roscoe for the purposes of this Ordinance Transferring Appropriations between appropriated objects and purposes for the year beginning January 1, 2023 and ending December 31, 2023.

SECTION 2: That the following transfers from one object or purpose to another are hereby made as depicted on Exhibit “A”, attached hereto, and incorporated herein by reference, to accommodate the recording of expenditures on the modified accrual basis of accounting as required by generally accepted accounting principles for fiscal year 2023.

[SEE EXHIBIT “A”]

SECTION 3: That in the event any general or specific item, or portion thereof, of this appropriation transfer ordinance is, for any reason, held invalid, such invalidity shall not affect the validity of the remaining portion or portions of this ordinance or previous ordinances.

SECTION 4: This ordinance shall be in full force and effect from and after its passage and its publication in pamphlet form as by ordinance and statute otherwise provided.

ADOPTED this 21st day of May, 2024, pursuant to a roll call vote by the Board of Trustees of the Village of Roscoe, Winnebago County, Illinois.

2024-05				
1st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED MAY 21, 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Published in pamphlet form by order of the Board of Trustees on May 21, 2024

STATE OF ILLINOIS,)
) ss.
 COUNTY OF WINNEBAGO)

CERTIFICATE OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Clerk of the Board of Trustees of the Village of Roscoe, Winnebago County, Illinois (the "Board"), and as such Clerk, I am the keeper of the records and files of the Board.

I do further certify that the attached and foregoing is a true, full and complete transcript of that portion of the minutes of the meeting of the Board held on the 3rd day of July, 2023, insofar as same relates to the adoption of Ordinance No. 2024-05 entitled:

THE SUPPLEMENTAL APPROPRIATION ORDINANCE OF
 THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY,
 ILLINOIS FOR THE YEAR BEGINNING OF THE 1ST DAY OF
 JANUARY, 2023 AND ENDING ON THE 31ST DAY OF
 DECEMBER, 2023.

A true, correct and complete copy of which said Ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

IN WITNESS WHEREOF, I have hereunto set my official signature and corporate seal of the Village of Roscoe, Winnebago County, Illinois, at Roscoe, Illinois, this 21st day of May, 2024.

[SEAL]

Stephanie Johnston, Village Clerk
 Village of Roscoe
 Winnebago County, Illinois

STATE OF ILLINOIS,)
) ss.
COUNTY OF WINNEBAGO)

FILING CERTIFICATE

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of the County of Winnebago, Illinois, and as such official do further certify that on the __ day of _____, 2023, there was filed in my office a duly certified copy of Ordinance No. 2024-05 entitled:

AN ORDINANCE MAKING SUPPLEMENTAL APPROPRIATIONS FOR
THE VILLAGE OF ROSCOE, WINNEBAGO COUNTY, ILLINOIS FOR
THE YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2023 AND
ENDING ON THE 31ST DAY OF DECEMBER 2023

duly passed by the Board of Trustees of the Village of Roscoe, Winnebago County, Illinois, on the 21st day of May, 2024, and that the same had been deposited in the official's files and records of my office.

GIVEN under my hand and the seal of said Winnebago County, Illinois this ____ day of _____, 2024.

County Clerk,
County of Winnebago, Illinois

[SEAL]

EXHIBIT “A”
(Ordinance 2024-05)

APPROPRIATION TRANSFER

Village of Roscoe
Budget Amendment
12/31/2023

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

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

The budget year is at 100%

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

EXPENDITURE

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

POLICE/PUBLIC SAFETY EXPENDITURE

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

The budget year is at 100%

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

The budget year is at 100%

OTHER FUNDS

BUILDING & GROUNDS

		YTD ACTUAL	BUDGET	Remaining Budget	PCNT
20-020-3110	PROPERTY TAXES	31,798.85	-	(31,798.85)	#DIV/0!
20-020-3710	INTEREST INCOME	-	-	-	#DIV/0!
TOTAL BUILDING & GROUNDS		31,798.85	-	(31,798.85)	

TOTAL FUND REVENUE

TIF

39-010-3110	PROPERTY TAXES	9,317.58	-	(9,317.58)	#DIV/0!
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TIF

39-010-5230	LEGAL	-	-	-	#DIV/0!
39-010-5233	TIF CONSULTING	358.75	-	(358.75)	#DIV/0!
39-010-5320	TELEPHONE	-	-	-	#DIV/0!
TOTAL TIF FUND EXPENSES		358.75	-	(358.75)	#DIV/0!

Motor Fuel Funds

50-030-3240	MOTOR FUEL TAX ALLOCATIONS	489,211.60	-	(489,211.60)	#DIV/0!
50-030-3710	INTEREST INCOME	63,528.52	-	(63,528.52)	#DIV/0!
50-030-3900	TRANSFER FROM GENERAL FUND	-	-	-	#DIV/0!
TOTAL MOTOR FUEL FUND		552,740.12	-	(552,740.12)	

Motor Fuel Expenditures

50-030-5220	ENGINEERING	232,043.00	-	(232,043.00)	#DIV/0!
50-030-5990	OTHER MISCELLANEOUS EXPENSE	30.00	-	(30.00)	#DIV/0!
50-030-6040	OPERATING SUPPLIES	111,390.96	185,000.00	73,609.04	60.2%
TOTAL MFT EXPENDITURES		343,463.96	185,000.00	(158,463.96)	#DIV/0!

NET REVENUE OVER EXPENDITURES - MFT

209,276.16 (185,000.00) (394,276.16)

Restricted Fund Balance 12/31/22

1,256,269.00
1,256,269.00

Fund balance as of 12/31/2023

1,465,545.16

The budget year is at 100%

Debt Service

80-010-3420 EXCISE TAX (TELECOMMUNICATION)
80-010-3900 TRANSFER FROM GENERAL FUND

TOTAL DEBT SERVICE

YTD ACTUAL	BUDGET	Remaining Budget	PCNT
114,160.84	120,000.00	5,839.16	95.1%
263,100.00	263,100.00	-	100.0%
377,260.84	383,100.00	5,839.16	

Debt Service

80-010-8010 PRINCIPAL
80-010-8020 INTEREST

TOTAL Debt Service

350,000.00	345,000.00	(5,000.00)	101.4%
32,856.90	38,100.00	5,243.10	86.2%
382,856.90	383,100.00	243.10	

NET REVENUE OVER EXPENDITURES-DEBT SERVICE

(5,596.06)	-	5,596.06	
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Restricted Fund Balance 12/31/22

382,539.00
382,539.00

Fund balance as of 12/31/2023

376,942.94

CAPITAL PROJECTS FUND

90-010-3900 TRANSFER FROM OTHER FUNDS

TOTAL CAPITAL PROJECT FUND REVENUE

2,214,999.96	2,214,999.96	-	100.0%
2,214,999.96	2,214,999.96	-	

CAPITAL PROJECTS FUND

90-010-5220 ENGINEERING
90-010-7150 PROJECTS
90-010-9070 LAND ACQUISITION

TOTAL CAPITAL PROJECT FUND EXP

34,679.34	39,000.00	4,320.66	88.9%
1,955,857.33	3,926,000.00	1,970,142.67	49.8%
150,356.84		(150,356.84)	#DIV/0!
2,140,893.51	3,965,000.00	1,824,106.49	

NET REVENUE OVER EXPENDITURES-CAPITAL PROJECT

74,106.45	(1,750,000.04)	(1,824,106.49)	
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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



VILLAGE OF
ROSCOE

Item # 10.

Agenda Item: Agreement with **Place Foundry Design, PLLC** to provide design and owner's representative services for the construction of the Village's Bridge Street Multi-Use Parking facility.

Date: May 3, 2024 rev. 5/17/2024

Meeting: Village Board – May 21, 2024

Prepared by: Josef Kurlinkus

Department: Planning & Community Development

Overview/Background Information

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

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

Key Issues

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

Fiscal Note/Budget Impact

Proposed sum: \$24,900.00.

Prior Legislative Actions

Recommended for Approval at COTW – May 07, 2024

Action Required/Recommendation

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

Attachments

- 1) Resolution 2024-R29 - authorizing entering into an Agreement with **Place Foundry Design PLLC**
- 2) Professional Services agreement for Community Space/Parking Lot design services.

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R29**

A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH PLACE FOUNDRY DESIGN, PLLC TO PROVIDE DESIGN AND OWNER'S REPRESENTATIVE SERVICES FOR THE CONSTRUCTION OF THE VILLAGE'S BRIDGE STREET MULTI-USE PARKING FACILITY.

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 design, engineering and service as owners representative for the Village's Proposed Multi-Use Parking Facility; and

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

WHEREAS, Place Foundry Design, PLLC is a qualified architecture firm that 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 Design PLLC to assist the Village with such design, engineering and owners representative services; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that by the adoption of this Resolution, the Village Administrator is authorized to execute an agreement on behalf of the Village of Roscoe, Illinois, with **Place Foundry Design, PLLC** to provide the Village with professional design services including Architectural Site and Shade Structure Design, Civil Engineering, Structural Engineering, Landscape Architecture/Design Electrical Engineering services, and as further outlined in the scope of services, attached hereto as **Exhibit "A"**.

[Signature page to Follow]

2024-R29				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED MAY 21, 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK

Exhibit “A”
(Resolution 2024-R29)

Scope of Services

Place Foundry LLC

728 North Prospect Street
Suite 101
Rockford, IL 61107

May 2, 2024

PROPOSAL FOR SERVICES

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

Prepared for:

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

Prepared by:

Place Foundry Design, PLLC.

Joseph W. Anderson, Architect - NCARB, AIA | Managing Principal

Mr. Kurlinkus,

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

PROJECT SUMMARY:

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

WHAT THIS PROPOSAL INCLUDES**Professional Services**

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

SUMMARY OF PROFESSIONAL SERVICES

Civil Engineering

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

Architectural Design

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

Structural Engineering

Foundations and Misc. Coordination

Landscape Architecture/Design –

Lawn, plant selections, & hardscapes

Electrical Engineering

Site Lighting & Power

COMPENSATION

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

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

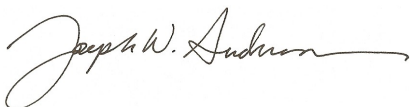
NEXT STEPS

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

FINAL REMARKS

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

Sincerely,



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

CONTRACT

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

MEETINGS AND CONTACT

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

OWNER/CONTRACTOR RESPONSIBILITIES

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

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

EXCLUSIONS

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

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

CONTRACT ADMINISTRATION

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

CONTRACT CONT'D

COMPENSATION

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

CONTRACTUAL TERMS

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

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

ACCEPTED AND AGREED TO:

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

CLIENT:

CONSULTANT:

Signature

Signature

Name

Name

Title

Title

Date Accepted

Date Proposed:

SUMMARY OF DESIGN PHASES

Programming/Pre-Design - PD

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

Schematic Design - SD

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

Design Development - DD

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

Construction Documents – CD's

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

Bidding & Negotiation - BN

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

Construction Administration - CA

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

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 11.

Agenda Item: Review and Recommendation of Renewal of Stateline Baseball Park Usage Agreements

Date: 4/10/2024 rev. 05/17/2024

Meeting: Village Board – May 21, 2024

Prepared by: Janel Reidinger/Joe Kurlinkus

Department: Admin

Overview/Background Information

In 2018, the Village entered into an agreement with Stateline Baseball for the organizations use of the Village's Leland Park and Porter Park to operate Stateline's youth baseball program. To ensure stability in their programming plans, the agreement is for 3-years, with provisions for the team to request a new three-year agreement from the Village each year. Essentially, if approved, this provides the organization with an additional 1-year extension after each year, resulting in a continuous 3-year agreement. Should the Village choose not to approve an agreement, the team would have 3-years to find a new location for its programming. The Organization has not requested an extension for the past few years, which has resulted in the agreement expiring at the end of 2024. They are requesting that an additional 3-year agreement be approved.

Key Issues

Current Agreements expire 12/31/2024
Renewal term will be through December 2027.

Fiscal Note/Budget Impact

Stateline Baseball paid \$1,500 on 4/3/2024

Prior Legislative Actions

Resolution 2022-R29 Agreement with Stateline Baseball for use of Leland and Porter Parks approved 4/19/2022
Motion to Approve tabled at May 07, 2024 Village Board Meeting.

Action Required/Recommendation

Approval of a 3-year agreement with Stateline Baseball for the use of Porter and Leland Parks.

Attachments

Resolution 2024-R24
Extension Request Letter
Original 2018 Agreement

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R24**

A RESOLUTION APPROVING THE EXTENSION OF THE VILLAGE’S AGREEMENT WITH STATELINE BASEBALL, INC. FOR THE USE OF LELAND PARK AND PORTER PARK

WHEREAS, the Village of Roscoe has previously entered into an agreement (“Agreement”) with the **Stateline Baseball, Inc. (“SBI”)** and, dated January 1, 2018, for the use of **Leland Park and Porter Park** for certain uses associated with sports activities in the Parks; and

WHEREAS, said Agreement provides for the Village Board to annually review the agreement and to make the determination as to the desirability of renewing the agreement for a new three-year term commencing upon the January 1 of the year following the date of the renewal request, therefore, provided that a request is made and approved each year, extending the current term for one additional year.

WHEREAS, the Village has received a request from **SBI** requesting a renewal to be effective as of January 1, 2024, and has reviewed the contributions made to the Village parks by **SBI**, as well as the role that the organization has in providing youth athletics in the Village of Roscoe; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe find that it is in the best interests of the Village of Roscoe, and its residents, to renew the Agreement for an additional three years, to be effective as of January 1, 2024.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that the Village President, on behalf of the Village of Roscoe, is authorized to sign a three year extension of the Village’s agreement with **Stateline Baseball, Inc.** for the use of **Leland Park and Porter Park**, which shall supersede the previous term of the agreement, and with such new term to commence on the effective date of **January 1, 2024**, and to expire on **December 31, 2027**, subject to future review and renewals as set forth in said Agreement.

[SIGNATURE PAGE TO FOLLOW]

2024-R24				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED MAY 21, 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK



Village of Roscoe,

We appreciate our partnership with the Village and look forward to providing youth baseball to the community for generations to come. Our partnership has played a big part in our ability to grow and service over 1000 kids throughout the year. Thank you!

Please take this letter as our official request to extend our current park usage agreement.

I would also like to invite you to our Opening Day festivities at ABC Supply Stadium in Beloit (home to the MiLB Sky Carp) on Monday May 13th from 5:30 to 9:30. This is a day that we see our entire program together to jump off the season, take pictures, and enjoy some time on the field. A village representative would be welcome to throw out the first pitch if they wish.

Thank you for your continued support.

Ryan Rydell
President

PARK USE AGREEMENT
LELAND PARK & PORTER PARK
 Stateline Baseball, Inc.
 January 1, 2018 – December 31, 2020

LIMITED LICENSE GRANTED: For the duration of this agreement, the Village of Roscoe (“Village”) grants the Stateline Baseball, Inc. having its main office at 330 E. Main #600, Rockton, Illinois, Winnebago County, Illinois, an Illinois not-for-profit corporation (hereinafter “Licensee”), the limited license to:

- 1) Operation of youth baseball practices and games as part of Stateline Baseball, Inc. (“Events”) on those Village Parks and Facilities as set forth in the body of this Agreement (“Premises”) at the times and locations as set forth in the attached Exhibit “A”.
- 2) Operate concession services at the times and locations of Events as set forth in the attached Exhibit “A”.
- 3) Use of the Premises at such reasonable times needed by Licensee to maintain the baseball diamonds and fields for play and cleaning of the Premises after play.
- 4) Licensee shall not be permitted to operate or host any for-profit, or adult tournaments outside of those regularly scheduled tournaments hosted for Licensee’s registered and sponsored teams including, but not limited to the Greg Lindmark Foundation Coaches Clincher Softball Games, Mid-Season & Championship tournaments, and the Stateline Thunder RyCOM Classic Tournament.

ARTICLE I
TERM OF AGREEMENT

- A. Term. The initial term of this Agreement shall commence on January 1, 2018 (the “Date of Commencement”) and shall expire after a period of three (3) years, through and including December 31, 2020 (“Date of Expiration”), unless this Agreement is extended or earlier terminated as provided herein.
- B. Extension. At least 90 days prior to the first anniversary date of the agreement (October 2, 2018), and annually thereafter (no later than October 2 of any given year) and with not more than one request per year, the Licensee may submit to the Village a written request for extension of the Agreement. The Village shall review said request, and at its sole discretion, may agree extend, or may deny to extend the term of the agreement as follows:
 1. Should the Village agree to extend the term, or should the Village fail to respond to such request by the Anniversary Date of the agreement, a new full three-year term shall commence upon said anniversary date, thereby establishing the new Date of Expiration at three (3) years from the current Anniversary Date.

2. Should the Village deny a request for extension prior to the initial Date of Expiration or any successive Date of Expiration, the Agreement shall be allowed to expire upon the Date of Expiration as set forth above, and neither the Village, nor the Licensee, shall have any further rights or obligations under the terms of this agreement, other than those specifically set forth herein.
3. A request for extension as set forth in this section may be submitted subject to the terms set forth herein, prior to any Anniversary date occurring prior to Date of Expiration (or any successive Date of Expiration), regardless of whether such a request has been previously requested or previously denied in a past year.

ARTICLE II SCOPE OF USE

Scope of Use; License The limited license granted in this agreement shall extend to the Parks and Facilities owned by the Village of Roscoe (“Premises”), as follows:

A. **Leland Park:**

1. Ball Diamond. The Licensee shall be allowed use of the ball diamonds, dugouts, bleachers, and the immediately adjacent surrounding public areas during those dates and times as set forth in Exhibit “A” of this License, such locations being more specifically illustrated as set forth in Exhibit “B”.
2. Parking. The Licensee shall be allowed shared use of the on-street parking surrounding the park. Parking at this facility is first come first serve, and availability is subject to the public park use.
3. Concessions.
 - a. The Licensee shall be allowed access to, and operation of, the concession related improvements for authorized events, and with such access being exclusive to licensee during those dates and times as set forth in Exhibit “A”.
 - b. 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 and beverages). Appropriate and necessary permits and certificates for food services from the Winnebago County Health Department shall be obtained and exhibited as required prior to serving customers. Licensee shall file copies of said permits with the Village prior to Concession operations.

4. Pavilion. Except for those events specifically identified in this Section, the Licensee's use of the Leland Park facilities does not include, and may not interfere with, the use of the Leland Park Pavilion.

a. *Included Use.*

- i) The Leland Park Pavilion, at no cost or additional charge to Licensee, will be reserved for, and may be used by, Licensee for the enumerated named events specified in this Section.
- ii) Such included use shall be conditioned on the Licensee providing the dates and times of the Named Events (or their successor events) on the annual schedule provided to the Village pursuant to this agreement, no later than March 31 of each year.
- iii) Should Licensee fail to provide the dates of the named events by March 31 of any given year, the Licensee may request the use of the Pavilion in the same manner, and subject to the same conditions and costs as provided for in the "Additional Use" section below.

b. *Named Events:*

- i) Greg Lindmark Foundation Coaches Clincher Softball Games
- ii) Mid-Season & Championship Interleague Tournaments
- iii) Stateline Thunder RyCOM Classic Tournament

- c. *Additional Use.* Subject to availability, blackout dates, and prior scheduling, the Licensee may submit requests to rent the Leland Park Pavilion in such manner, and at such cost, as has been established for the public at large. However, under no circumstances shall Licensee's use of the Leland Park Pavilion exceed 10 days in any given calendar year (including those named events included above).

5. Restroom Facilities.

- a. Licensee is authorized to use the public restroom facilities at Leland Park during such times as the facilities are otherwise open to the Public.
- b. Should, at any time, the Village decide to close, or not provide, such restroom facilities for public use (which shall include Licensee's use of the facilities), the Licensee may request for the installation of temporary public restroom facilities by the Village, with any costs associated with the installation and maintenance of such facilities to be at the sole cost of the Licensee.

B. Porter Park:

1. Ball Diamond. The Licensee shall be allowed use of the ball diamonds, dugouts, bleachers, and the immediately adjacent surrounding public areas during those dates and times as set forth in Exhibit “A” of this License, such locations being more specifically illustrated as set forth in Exhibit “C”.
2. Parking. The Licensee shall be allowed shared use of the public parking facilities at the park, as well as shared use of the on-street parking surrounding the park. Parking at the Porter Cabin parking lot is generally first come first served. However, priority of parking lot usage will be given to the those renting Porter Cabin. Should cabin rental conflict with a scheduled Event of the Licensee, the Village may, at its discretion and authority, rope off parking at the Porter Cabin if there is an event that requires parking during a scheduled event of the Licensee.
3. Coexisting Uses. Licensee shall ensure that the use of the ball diamonds at Porter Park shall not interfere with access and parking for other established uses at Porter Park, including but not limited to Frisbee Golf, and the use of Porter Cabin.
4. Concessions.
 - a. The licensee shall have the right to operate a single mobile concession wagon at Porter Park in support of its authorized Events, during those dates and times as set forth in Exhibit “A”.
 - b. 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 and beverages). Appropriate and necessary permits and certificates for food services from the Winnebago County Health Department shall be obtained, maintained, and exhibited as required prior to serving customers. Licensee, each year, shall file copies of said permits with the Village prior to the start of Concession Operations.
5. Porter Park Cabin.
 - a. Licensee’s use of the Porter Park facilities, do not include, and may not interfere with, the use of the Porter Park Cabin.
 - b. Subject to availability, blackout dates, and any prior scheduling, the Licensee may submit requests to rent the Porter Park Cabin in such manner, and at such cost, as has been established for the public at large. However, rental by Licensee of the Porter Park Cabin shall be limited to 10 days in any given calendar year.

6. Restroom Facilities.

a. *Use of Public Facilities.*

- i) Licensee is authorized to use the public restroom facilities at Porter Park during such times as the facilities are otherwise open to the Public.
- ii) Should, at any time, the Village decide to close, or not provide, such restroom facilities for public use (which shall include Licensee's use of the facilities), the Licensee may request for the installation of temporary public restroom facilities by the Village, with any costs associated with the installation and maintenance of such facilities to be at the sole cost of the Licensee.

b. *Use Porter Park Cabin Restrooms Prohibited.*

- i) The restrooms located inside the Porter Park Cabin are for the sole use of the authorized users of the Porter Park Cabin, and are not open to the general public, nor to the Licensee.
- ii) Licensee shall be responsible for ensuring that participants (including spectators & officials) in its authorized activities understand that such use is prohibited, and to ensure such participants refrain from entering, or interfering with the use of, the Porter Park Cabin.

C. **Non-exclusive Use.** This license shall only be valid for such activities performed on the Premises, relating to and in support of said Events. Licensee acknowledges that Premises are open for public use at all times, except during those Events specifically set forth in Exhibit "A", and that public use shall be restricted only during Events in those locations on the Premises specifically being used for Event operations.

D. **Hours of Operation.**

- 1. Subject to the provisions in this paragraph, the Village Parks are open the Licensee and General Public each day during the following hours: 8:00 am – 10:00 pm
- 2. All games shall be completed by 9:30 p.m., and the baseball diamond and field lights shall be turned off at that time. Provided, however, if a game is in the middle of an inning at 9:30 p.m., players will be allowed to complete that inning before the diamond and field lights are turned off, but under no circumstances shall a game proceed past 10:00 p.m.
- 3. No approved Events, or their supporting services, shall begin prior to 8:00 a.m.

4. Licensee shall cease all concession services no later than 9:30 p.m. so as that licensee may finish cleaning the premises and leave the premises no later than the park closing at 10:00 p.m.

E. Use of Village Picnic Tables.

1. The Village provides picnic tables in its parks for use by the general public. Licensee is permitted non-exclusive, shared (with the general public) use of picnic tables during its authorized events, on a first come, first use basis.
2. Licensee is responsible for ensuring that any use of picnic tables by its participants does not result in damage to the tables, and that, if moved, all tables are returned to their original locations at the conclusion of any authorized activity at which they are used.
3. Picnic tables will not be available for use by Licensee at any of the Village Parks during the Fall Festival Weekend.

ARTICLE III UTILITIES, TRASH REMOVAL

A. Trash Removal.

1. The Village provides public trash receptacles, including one full size dumpster at each Park, in which Licensee may deposit waste generated at the site in relation to its use of the Park facility.
2. The Licensee shall be responsible for picking up all trash and litter on the grounds that is generated by their use of the premises, including the emptying of trash receptacles into the dumpsters placed at the facility.
3. Should Licensee fail to pick up the trash and litter generated by its use of the Park Facilities, Licensee shall be responsible for any costs incurred by the Village in the remediation of the generated refuse, which shall be payable immediately by the Licensee upon presentation by the Village of an itemized invoice of the costs incurred.
4. The Village will provide for one (1) dumpster pickup at each of the Parks per week. Licensee shall be responsible for charges for dumpster pick-ups, that exceed the one dumpster pickup per week limit, and which are necessitated as a result of Licensees use of the facility.

B. Utilities.

1. *Electricity.*

- a. The Village currently provides for the electrical services located in Leland Park, the Leland Park shelter house, and the Porter Park cabin. Electricity is provided for non-commercial uses only.
- b. Should the Village's electrical utility provider determine that the Licensee's use of the Village Parks makes the Village ineligible for electrical service provided under its agreement with the Village, Licensee shall do one of the following:
 - i) Cease any and all commercial, or other activities, as determined solely by the Village's electrical service provider, that cause the Village to be ineligible for reduced or free electricity provided at the Village Parks under the terms of its Agreement with said service provider; or
 - ii) Assume all responsibility for the establishment and payment of electrical utility services at Leland and/or Porter Parks.

2. *Gas.* The Village does not provide for any publicly accessible connection to natural gas utilities at either Porter Park or Leland Park. The use of portable propane units by licensee is permissible, provided that such units meet all local state, and federal regulations, and display proof all required permits and inspections.

3. *Water.*

- a. Licensee may use the public water service provided by the Village at Leland Park, provided that such use is non-commercial, and is directly related to the events permitted under the terms of this license.
- b. The Village does not provide for any publicly accessible connection to water service at Porter Park.

ARTICLE IV SCHEDULING & APPROVAL OF EVENTS

Scheduling Procedures. Licensee's use of Leland Park and Porter Park shall be subject to the scheduling procedures set forth as follows:

- A. Submission of Schedule. On or before March 31 of each year this Agreement remains in effect, Licensee shall provide to the Village a proposed schedule of use for Leland Park and Porter Park. The purpose of the proposed schedule is to provide advance notice to the Village, and final scheduling is subject to any previously scheduled event or activity that has been scheduled prior to Licensees presentation of the schedule to the Village, or any restricted dates that the Village may have in place for any particular park facility.

- B. Information to be Provided. Any schedule or request to reserve dates for Licensee use shall include, at a minimum, the following information:
 - 1. The park and diamond(s) to be used.
 - 2. The date, start time, and end time of the event.
 - 3. A description of the specific event being held at the Park (e.g. Practice, Game, Tournament / Named Event)
 - 4. The name and phone number of an authorized representative who will be on site at the specified event, or a representative who will be available by phone at all times during the specified event, should the Village need to contact a representative of licensee during the event.

- C. Restrictions & Blackout Dates. In order to ensure that the Village's Parks remain available for enjoyment and use by the general public, the following scheduling restrictions shall be followed:
 - 1. Licensee shall not be permitted to use or reserve Porter Park or Porter Park Cabin on any Saturday or Sunday occurring in May, June, July, August, September or October.
 - 2. One Saturday each month of the year, licensee shall be restricted from using or reserving Leland Park or the Leland Park Cabin for Licensee's Events. The selection of the restricted dates shall be at the discretion of the Licensee.
 - 3. *Fall Festival Weekend.* Licensee shall not be permitted to reserve or schedule use of Leland Park during the week prior to, the weekend of, or the week after, the annual Fall Festival event which generally takes place at Leland Park during the 1st or 2nd weekend of September (the dates of the event will be provided to Licensee annually at the time of schedule approval). Licensee will not be permitted to store or have erected any fences or other equipment in Leland Park during this time.

- D. Approval by Village. Once all information has been submitted the schedule will be reviewed by Village Staff to determine Park availability for each of the proposed dates, and, if approved, the event will be added to the official Village Parks calendar. Should there be a scheduling conflict, the Village will notify Licensee, and attempt to identify an alternative for date for the proposed event.
- E. Modifications or Changes to Schedules.
1. In the event of permanent or semi-permanent modifications or changes to the established schedules, Licensee shall provide not less than seven days' advance notice to the Village. This will ensure that events are accurately reflected on the Village's master calendar.
 2. In the case of rain-outs or other unforeseen circumstances, Licensee shall provide scheduling updates to the Village not less than 24 hours before the proposed rescheduled use of the facility, so the Village can verify that there will be no scheduling conflict.

ARTICLE V ANNUAL DONATION & CONTRIBUTION

- A. Use Fee. Licensee shall pay to the Village an annual contribution in the sum of \$1,500.
- B. Payment of said sum shall be made annually on or before March 31 of each year this agreement is in effect.

ARTICLE VI MAINTENANCE AND REPAIR

- A. *Licensee Responsibilities:* Licensee shall, during the term of this Agreement, at its own expense, keep the following park areas and fixtures in good condition and shall repair the same promptly when made necessary by any act or negligence of Licensee, except as otherwise provided herein.
1. Ball diamonds and related improvements
 2. Outfield Fences.
 3. Bleachers.
 4. Cost of the replacement of the lamps installed in field lighting fixtures shall be the responsibility of Licensee.

- B. *Village Responsibilities:* As part of its regular maintenance of the Village Parks for public use and enjoyment, the Village will maintain the following:
1. Field lighting fixtures, including wiring, electronic components, and structural elements.
 2. Mowing and upkeep of grass at Leland and Porter Parks one time per week, in the areas, set forth in the attached Exhibit “B”.
- C. Each party shall be responsible for all material and labor costs associated with their agreed upon duties as set forth in the preceding paragraphs.
1. The selection and use of labor shall comply with all State and Local ordinances, laws and regulation, including, but not limited to, the Illinois Prevailing Wage Act.
 2. Should Licensee refuse or neglect to complete such necessary repairs promptly and adequately, the Village may, but shall not be required to, make or complete the necessary repairs and Licensee shall reimburse the Village for the cost of the repairs.
 3. The selection and installation of all fixtures and lamps shall comply with all local electrical regulations and codes, and shall be approved by the Village prior to their installation or use.

ARTICLE VII ADVERTISING & SIGNAGE

- A. The Licensee shall not install any permanent or temporary signage or advertising on any fixture or facility located within the Village’s Parks, without prior written approval by the Village.

[THIS SPACE INTENTIONALLY LEFT BLANK]

ARTICLE VIII INSURANCE

- A. Required Insurance. The Licensee, for the term of this agreement, shall also carry, in its name, a comprehensive general liability insurance policy with combined policy limit of not less than \$1,000,000.00 per person and per occurrence covering its operations.
- B. All policies shall name the Village as an additional insured 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 License Agreement.
- C. Licensee shall deliver to the Village no later than March 31 of each year this agreement is in effect (or upon any change, amendment or modification of any such policy) a certificate of insurance issued by Licensee's insurance carrier(s) which identifies the Village as an additional insured, and the coverages in effect.
- D. Failure to maintain the required coverage, or to provide the Village with the specified documents, at the times, and under the terms set forth in this Section, shall be considered a breach of this Agreement.

ARTICLE IX INDEMNIFICATION

- A. Licensee shall indemnify and hold harmless the Village, and its elected officials, assigns, officers, agents, and employees from and against all liabilities, losses, damages, costs, expenses, actions, claims and demands whatsoever, including reasonable attorney's fees, suffered by or asserted against the other party which result directly or indirectly from any intentional, negligent, willful, reckless or wrongful act or omission of the other Licensee, its employees, representatives, agents, users, or participants, under the Agreement, or from any breach of its representations and warranties herein, provided that, upon receiving notice or knowledge or any claim, event or loss for which indemnity is sought hereunder, the indemnified party shall tender the matter to the defending party and cooperate with its defenses as that party may reasonable request, and permit the defending party to defend, try, settle, or appeal such matter as the defending party shall determine. After tender and acceptance of defense have occurred, the indemnitor shall not be responsible for further defense costs or further attorney's fees. These obligations shall not be construed as having the effect of waiving any immunity from civil liability which 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.

ARTICLE X
SCOPE OF VILLAGE INVOLVEMENT

- A. 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.
- B. 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.
- C. The Licensee further acknowledges that the neither the Village or its elected officials have entered into any agreement, written or oral, with the Licensee for work performed or to be performed on the Premises, including any work or supporting activities for the Event and that the Licensee will not hold the Village responsible or liable for any costs associated with such work or work contracted for by third parties. ANY AGREEMENT FOR SERVICES WITH THE VILLAGE OF ROSCOE MUST BE IN WRITING AND AUTHORIZED BY VILLAGE RESOLUTION.
- D. 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 worker's compensation insurance for its entire staff, and proof of said insurance shall be provided to the Village.

ARTICLE XI
ANNUAL SUBMITTAL OF ORGANIZATION INFORMATION:

- A. On or before March 31 each year this Agreement remains in effect, or upon request of the Village, or upon any change or amendment to the information contained therein, Licensee shall provide to the Village the following documents relating to Licensee's corporate organization:
 - 1. The name, address, and corporate registration number of the legal entity that is the Licensee.
 - 2. The name, address, and phone number for each of Licensee's Officers and Board of Directors.
 - 3. If organization is Charitable, a copy of its IRS Form 990 and its Charitable Organization Annual Report on file with the Illinois Attorney General.
 - 4. A corporate resolution designating the Licensee's primary point of contact, if the primary point of contact is other than the organization's president.

- B. Failure to provide the Village with the documents as required by this Section shall be considered a breach of this Agreement.
- C. The not-for-profit and charitable status of the Licensee shall be considered material to this agreement. Failure to maintain, and keep in good standing, such status with the State of Illinois or any other regulatory entity, shall be considered a breach of this agreement, and cause for its termination.

ARTICLE XII DEFAULT

In the event that either party shall fail to abide by any of the terms and conditions of this Agreement, the non-defaulting party may give the other party written notice of the breach or breaches. Such notice shall be personally delivered or mailed by first class mail, postage prepaid to each party at the following addresses:

IF TO THE VILLAGE:

Village of Roscoe
ATTN: Village Administrator
10631 Main Street, Box 283
Roscoe, IL 61073

With a copy to:

Village of Roscoe
ATTN: Village President
10631 Main Street, Box 283
Roscoe, IL 61073

IF TO LICENSEE:

Stateline Baseball, Inc.
330 E. Main #600
Rockton, IL 61072

In the event of such written notice, the defaulting party shall be allowed 15 days from receipt of such notice to cure the breach or breaches specified therein or, if the breach cannot be cured in 15 days, but is curable with 45 days, and the breaching party commences the cure within said 15 days and shall diligently work to cure said breach without delay and does actually cure such breach within 45 days of the notice. If the defaulting party does not timely so cure the specified breaches, the non-defaulting party may declare this Agreement terminated and pursue all such remedies as are available to it in law or equity, including without limitation injunctive relief, as appropriate.

ARTICLE XIII
MISCELLANEOUS PROVISIONS:

- A. Non-Assignable. This Agreement is not transferable and is not assignable.
- B. Applicable Laws. Licensee shall observe all laws, ordinances and regulations applicable to their operation hereunder and shall promptly pay, when due, all sales, employment and other taxes properly levied upon it or its operation.
- C. Force Majeure. No party to this Agreement shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including, but not limited to, fire, storm, flood, earthquake, explosion, accidents, war, public insurrection, public disorders, sabotage, lockouts, labor disputes, labor shortages, strikes, riots or acts of God.
- D. Waiver. Failure or delay on the part of either party to exercise a right, power, privilege or remedy under this Agreement shall not constitute a waiver thereof. No modification or waiver by either party of any provision shall be deemed to have been made unless in writing.
- E. Severability. The provisions of this Agreement shall be severable and the invalidity of any provision, or portion thereof, shall not affect the enforceability of the remaining provisions.
- F. Authorized Signatures/Effectiveness. The persons signing this Agreement shall have all legal authority and power in their respective capacities to bind Licensee and the Village, and the Agreement shall not be effective until fully executed and delivered to all parties.
- G. Entire Agreement and Amendments. This Agreement constitutes the entire understanding between the parties and supersedes all previous agreements or negotiations on the subject matter herein, whether written or oral, and shall not be modified or amended except by written agreement duly executed by the parties.
- H. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties, their heirs, successors and assigns.
- I. No Joint Venture or Partnership: Licensee and the Village acknowledge that this Agreement 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 Agreement or the uses arises therefrom are the sole responsibility of Licensee.

LICENSEE:

Stateline Baseball, Inc.

an Illinois not-for-profit corporation

By: _____

Name: _____

Title: _____

Date: _____

LICENSOR:

The Village of Roscoe, Illinois

an Illinois municipal corporation

By: _____

Name: David A. Krienke

Title: Village President

Attest: _____

Name: Lori Taylor

Title: Village Clerk

Approved June 19, 2018

[Resolution: 2018-R28]

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 12.

Agenda Item: Discussion and Recommendation of Renewal of Stateline Fastpitch a/k/a Stateline Sports

Date: 4/10/2024 rev. 05/17/2024

Meeting: Village Board – May 21, 2024

Prepared by: Janel Reidinger/Joe Kurlinkus

Department: Admin

Overview/Background Information

In 2018, the Village entered into an agreement with Stateline Fastpitch for the organizations use of the Village's Swanson Park to operate Stateline's youth baseball program. To ensure stability in their programming plans, the agreement is for 3-years, with provisions for the team to request a new three-year agreement from the Village each year. Essentially, if approved, this provides the organization with an additional 1-year extension after each year, resulting in a continuous 3-year agreement. Should the Village choose not to approve an agreement, the team would have 3-years to find a new location for its programming. The Organization has not requested an extension for the past few years, which has resulted in the agreement expiring at the end of 2024. They are requesting that an additional 3-year agreement be approved.

Key Issues

Current Agreement expires 12/31/2024
Renewal term will be through December 2027.

Fiscal Note/Budget Impact

Stateline Fastpitch a/k/a Stateline Sports paid \$3,500 on 11/23/2023

Prior Legislative Actions

Resolution 2022-R21 Agreement with Stateline Fastpitch Softball for use of Swanson Park approved 3/15/2022
Motion to Approve tabled at May 07, 2024 Village Board Meeting.

Action Required/Recommendation

Approval of a 3-year agreement with Stateline Fastpitch Softball for the use of Swanson Park.

Attachments

Resolution 2024-R25
Extension Request Letter
Original 2018 Agreement

**VILLAGE OF ROSCOE, ILLINOIS
RESOLUTION NO. 2024-R25**

A RESOLUTION APPROVING THE EXTENSION OF THE VILLAGE’S AGREEMENT WITH STATELINE FASTPITCH SOFTBALL, INC. FOR THE USE OF SWANSON PARK.

WHEREAS, the Village of Roscoe has previously entered into an agreement (“Agreement”) with the **Stateline Fastpitch Softball, Inc (“SFS”)** and, dated January 1, 2018, for the use of **Swanson Park** for certain uses associated with sports activities in the Park; and

WHEREAS, said Agreement provides for the Village Board to annually review the agreement and to make the determination as to the desirability of renewing the agreement for a new three-year term commencing upon the January 1 of the year following the date of the renewal request, therefore, provided that a request is made and approved each year, extending the current term for one additional year.

WHEREAS, the Village has received a request from **SFS** requesting a renewal to be effective as of January 1, 2024, and has reviewed the contributions made to the Village parks by **SFS**, as well as the role that the organization has in providing youth athletics in the Village of Roscoe; and

WHEREAS, the President and Board of Trustees of the Village of Roscoe find that it is in the best interests of the Village of Roscoe, and its residents, to renew the Agreement for an additional three years, to be effective as of January 1, 2024.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Village of Roscoe, that the Village President, on behalf of the Village of Roscoe, is authorized to sign a three year extension of the Village’s agreement with **Stateline Fastpitch Softball, Inc** for the use of **Swanson Park**, which shall supersede the previous term of the agreement, and with such new term to commence on the effective date of **January 1, 2024**, and to expire on **December 31, 2027**, subject to future review and renewals as set forth in said Agreement.

[SIGNATURE PAGE TO FOLLOW]

2024-R25				
1 st Read:				
PASSED BY ROLL CALL VOTE ON:				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

APPROVED MAY 21, 2024:

ATTEST:

VILLAGE PRESIDENT

VILLAGE CLERK



November 15, 2023

Scott L. Sanders
Village Administrator
Village of Roscoe
10631 Village Hall

Roscoe, Illinois 61073

Reference: Roscoe Swanson Park Partnership

Dear Mr. Sanders,

I hope this letter finds you well. On behalf of Stateline Sports Group and its Board of Directors, I am writing to express our sincere appreciation for the fruitful partnership we have enjoyed with the Village of Roscoe, particularly in relation to our use of Roscoe Swanson Park. It is with great enthusiasm that we request an extension of our current agreement.

To demonstrate our continued commitment and support for this invaluable partnership, we have enclosed our donation check in the amount of \$3,500.00, in accordance with the terms of our existing agreement dated March 31st.

As we embark on our 16th season of hosting youth softball games at Swanson Park, we reflect on the significant milestones we have achieved together. This past season alone witnessed over 1,000 youth games being played at the park, potentially contributing to a positive economic impact on the village. We take pride in our ongoing involvement with the "Stars of Tomorrow" recreational league, where young girls aged 8 to 15 participate throughout the summer, followed by the fall league extending up to Halloween weekend.

Furthermore, we are pleased to inform you of our coordination with Andrew Walters, Athletic Director at Hononegah High School, who will be utilizing the park for practice and games.

Having taken on the role of head coach at Hononegah, I will ensure that you receive all the necessary information for seamless collaboration. It's worth noting that both Rock Valley College and Beloit College have also utilized Swanson Park when their school facilities were unavailable, and they have expressed their willingness to provide recommendations to the Roscoe Village Board upon request. Notably, Stateline Sports Group continues to offer the use of our diamonds to these educational institutions without charge, as we consider it a part of our civic responsibility to contribute in any way we can.

In addition to our annual donation of \$3,500.00, our Board has made an extra contribution of \$500.00 to the Village of Roscoe parks division throughout the year, hoping it will be of assistance in some small way. Moreover, we have covered park utility invoices totaling \$1,617.48, demonstrating our commitment to supporting the park's infrastructure and maintenance.

In the spirit of continued collaboration, we are currently in the process of scheduling a fall clean-up at the park within the next few weeks, reaffirming our dedication to preserving the park's beauty and functionality.

We are truly grateful for the trust and partnership that has developed over the years, and we look forward to many more seasons of shared success. Please rest assured that we will strive to maintain our role as responsible stewards of Roscoe Swanson Park.

Once again, thank you for your support and cooperation. We eagerly anticipate your positive response and the opportunity to continue our collaborative efforts.

Best Regards,

Stateline Sports Group Board of Directors

Denny McKinney
Mike Marszalec
Matt McKay
Michael Pearce
Ashley Spohr
Vinnie Caiozzo
Julie Christensen
Karla Thomas

Stateline Sports Group Inc
7939 Burden Rd
Machesney Park, IL 61115
8153125143

Blackhawk
70-7185/2759
61115

008681

Item # 12.

11/15/2023

PAY TO THE
ORDER OF

Village Of Roscoe

\$ **3,500.00

Three thousand five hundred and 00/100***** DOLLARS

Village Of Roscoe
10631 Main St
Roscoe, IL 61073

Carley Patmythes
AUTHORIZED SIGNATURE

MP

MEMO

Swanson Park Rental

⑈008681⑈ ⑆275971854⑆ 20095147⑈

Stateline Sports Group Inc

008681

11/15/2023

Village Of Roscoe

Swanson Park Rental

3,500.00

Blackhawk

Swanson Park Rental

3,500.00

PARK USE AGREEMENT – SWANSON PARK

Stateline Fastpitch Softball, Inc
January 1, 2018 – December 31, 2020

Item # 12.

LIMITED LICENSE GRANTED: For the duration of this agreement, and subject to its terms and conditions, the Village of Roscoe (“Village”) grants Stateline Fastpitch Softball, Inc. having its main office at PO Box 525 Roscoe, Illinois 61073, Roscoe, Illinois, Winnebago County, Illinois, an Illinois not-for-profit corporation (hereinafter “Licensee”), the limited license to conduct the following Authorized Activities:

- 1) Exclusive operation of youth softball practices and games for, and as, Stateline Fastpitch Softball, Inc., and the operation of softball practices and games of Third-Party Authorized Users as specifically identified in this agreement (“Events”), at the Village’s Swanson Park located at 5444 Swanson Rd, Roscoe, Illinois 61073.
- 2) Exclusive use and operation of the concession facility located within the park.
- 3) Authority to operate or host youth softball tournaments at the Park, which shall specifically include the hosting of youth softball tournaments in which for-profit teams are, or may be, participants.
- 4) Use of the Premises at such reasonable times needed by Licensee to maintain the softball diamonds and fields for play and cleaning of the Premises after play.

ARTICLE I TERM OF AGREEMENT

- A. Term. The initial term of this Agreement shall commence on January 1, 2018 (the “Date of Commencement”) and shall expire after a period of three (3) years, through and including December 31, 2020 (“Date of Expiration”), unless this Agreement is extended or earlier terminated as provided herein.
- B. Extension. At least 90 days prior to the first anniversary date of the agreement (no later than October 2, 2018), and annually thereafter (no later than October 2 of any given year) and with not more than one request per year, the Licensee may submit to the Village a written request for extension of the Agreement. The Village shall review said request, and at its sole discretion, may agree extend, or may deny to extend the term of the agreement as follows:
 1. Should the Village agree to extend the term, or should the Village fail to respond to such request by the Anniversary Date of the agreement, a new full three-year term shall commence upon said anniversary date, thereby establishing the new Date of Expiration at three (3) years from the current Anniversary Date.
 2. Should the Village deny a request for extension prior to the initial Date of Expiration or any successive Date of Expiration, the Agreement shall be allowed to

expire upon the Date of Expiration as set forth above, and neither the Village, nor the Licensee, shall have any further rights or obligations under the terms of this agreement, other than those specifically set forth herein.

3. A request for extension as set forth in this section may be submitted subject to the terms set forth herein, prior to any Anniversary date occurring prior to Date of Expiration (or any successive Date of Expiration), regardless of whether such a request has been previously requested or previously denied in a past year.

ARTICLE II SCOPE OF USE

Scope of Use; License The limited license granted in this agreement shall extend to the Parks and Facilities owned by the Village of Roscoe (“Premises”), as follows:

A. Swanson Park:

1. *Operating Season:* Licensees use of Swanson Park for the events and activities permitted under the terms of this agreement shall be authorized from March 1 through November 30 of each year this agreement is in effect.
2. *Ball Diamond.* The Licensee shall be allowed use of the ball diamonds, dugouts, bleachers, and the immediately adjacent surrounding public areas during those dates and times used for Authorized Activities, with such locations being more specifically illustrated as set forth in Exhibit “B”.
3. *Parking.* The Licensee shall be allowed the non-exclusive shared use of designated portions of the parking facility located at the Village of Roscoe Public Works Building. Parking at this facility is first come first serve, and availability is subject to public park use. Permissible areas of said parking facility that are available for use under the terms of this agreement are designated and indicated on the illustration attached hereto as Exhibit “C”, and incorporated herein by reference.
4. *Office Facilities.* Licensee shall have the exclusive use of the office space at Swanson Park during the term of this agreement.
5. *Concessions.*
 - a. The Licensee shall be allowed access to, and operation of, the concession related improvements during Licensees authorized events, with such access being exclusive to Licensee.
 - b. 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 and beverages). Appropriate and necessary permits and

certificates for food services from the Winnebago County Health Department shall be obtained, maintained, and exhibited as required prior to serving customers. Licensee, each year, shall file copies of said permits with the Village prior to the start of Concession Operations.

- c. Alcohol shall not be sold or served at any activity covered under this Agreement.
- 6. *Playground Facility.* Licensee's use of the Swanson Park facilities, does not include exclusive use of, and may not interfere with the public use of, the Swanson Park Playground. The playground shall be open to the general public at all times, free of charge.

B. Hours of Operation.

- 1. Subject to the terms of this Agreement, Swanson Park is open for use by the Licensee for authorized activities from 8:00 am to 10:00pm each day. All use of the park facilities, including field lighting, shall cease prior to 10:00 pm.
- 2. Licensee shall cease all concession services no later than 9:30 p.m. so as that licensee may finish cleaning the premises and leave the premises no later than the park closing at 10:00 p.m.

**ARTICLE III
PROPERTY TAX, UTILITIES, TRASH, RESTROOM FACILITIES:**

A. Property Tax. As a publicly owned, publicly used parcel, Swanson Park has been granted a Property Tax exemption, and the property is not assessed for such on an annual basis.

- 1. At any time, should a determination be made that Licensee's use of Swanson Park makes the Village ineligible for the Property Tax exemption, Licensee shall assume all responsibility for the payment of said Property Tax assessment.
- 2. Should such an assessment occur, the Village will notify the Licensee of such, and Licensee shall pay the full amount of the assessed property tax for the Village to hold in escrow. The Village will then be responsible for making said payment directly to the Treasurer of the County of Winnebago.

B. Trash Removal.

- 1. The Village will provide public trash receptacles, including one (1) full size dumpster to be located at Swanson Park, in which Licensee may deposit waste generated at the site in relation to its use of the Park facility.

2. The Licensee shall be responsible for picking up all trash and litter on the grounds that is generated by their use of the premises, including the emptying of trash receptacles into the dumpsters placed at the facility.
 3. Should Licensee fail to pick up the trash and litter generated by its use of the Park Facilities, Licensee shall be responsible for any costs incurred by the Village in the remediation of the generated refuse, which shall be payable immediately by the Licensee upon presentation by the Village of an itemized invoice of the costs incurred.
 4. The Village will provide for one (1) dumpster pickup at Swanson Park per week. Licensee shall be responsible for charges for dumpster pick-ups, that exceed the one dumpster pickup per week limit, and which are necessitated as a result of Licensees use of the facility.
- C. Utilities. Licensee shall pay for, and be responsible for all costs associated with heat, water, electricity and any and all public utility services for Swanson Park during the term of this Agreement and shall maintain such accounts in its name. Provided however, that if the Village receives utilities without charge for Swanson Park and has not exhausted said free utilities on its other uses, the utilities for Swanson Park shall be included in such free service at no cost to Licensee.
1. Should the Village be eligible for free utilities at Swanson Park, Licensee shall provide all necessary documentation requested by the utility provider, to establish and maintain eligibility for free utilities.
 2. At any time, should a utility provider determine that Licensee's use of Swanson Park, makes the Village ineligible for reduced cost, or free utility services, Licensee shall assume all responsibility for the establishment and payment of utility service at Swanson Park, as set forth above.
- D. Restroom Facilities. Licensee is permitted to use the public restroom facilities at Swanson Park during its authorized use of the Park. However, any time the facilities are open for use by Licensee, the Licensee shall also allow the general public full use of the restroom facilities at no cost or charge to such public users.

ARTICLE IV SCHEDULING & APPROVAL OF EVENTS

- A. Scheduling Procedures. Licensee's shall have exclusive use of Swanson Park during the term of this agreement and shall be allowed to schedule authorized events subject to the terms of this agreement, and any applicable provisions of the Village of Roscoe Code of

Ordinances, including, but not limited to, provisions requiring the issuance of special events permits.

- B. Third Party Authorized Park Users. This agreement specifically contemplates use of Swanson Park by not-for-profit, recreational youth sporting teams. Therefore, in addition to Licensee's authorized use of the Park, Licensee's scheduling of Swanson Park for events and activities of third parties, when occurring under the auspices of this agreement, shall be limited to the following organizations:

1. Hononegah High School (District 207)
2. Harlem High School (District 122)
3. Rock Valley College (District 511)
4. South Beloit High School (District 320)

ARTICLE V ANNUAL DONATION & CONTRIBUTION

- A. Use Fee. Licensee shall pay to the Village an annual contribution in the sum of \$3,500.
- B. Payment of said sum shall be made annually on or before March 31 of each year this agreement is in effect.

ARTICLE VI MAINTENANCE AND REPAIR

- A. Licensee's Responsibilities:
1. Licensee shall, during the term of this Agreement, and at its own expense, keep the premises and equipment in a clean and sanitary condition at all times.
 2. Licensee shall be responsible for all mowing and field maintenance.
 3. Licensee shall keep the following park areas and fixtures in good condition and shall repair the same promptly when made necessary by any act or negligence of Licensee, Licensee's guests, agents, or invitees, except as otherwise provided herein.
 - a. Ball diamonds and related improvements
 - b. Outfield Fences.
 - c. Bleachers.
 - d. Cost of the replacement of the lamps installed in field lighting fixtures shall be the responsibility of Licensee.
 - e. Routine maintenance of concession facilities.

4. Should Licensee refuse or neglect to complete such necessary repairs promptly and adequately, the Village may, but shall not be required to, make or complete the necessary repairs and Licensee shall reimburse the Village for the cost of the repairs.
 5. Upon completion of the operating season, Licensee shall return the premises to the Village in the same condition as when Licensee originally commenced their use, reasonable wear and tear expected. Any of the Village's equipment used by Licensee shall be cleaned and maintained by Licensee. Routine repairs to said equipment shall be the responsibility of Licensee.
 6. Licensee shall not make any alterations on or additions to any facility without first procuring the written approval of the Village Board of Trustees. The Village shall respond to a request by Licensee to make alterations or additions within 21 days after a request is made, and the failure of the Village to respond to such a request, in the allotted time shall be treated as a denial of said request.
 7. Existing Village owned equipment in concession building including freezers and refrigerators are available for Licensee's use, in as is condition. In the event of equipment failure, or should such equipment not be up to the required standards of the Licensee, the Licensee may request that the Village remove said equipment and Licensee may replace such equipment subject to the terms of this agreement, at the sole cost of the Licensee. Any equipment purchased or replaced by Licensee as provided for in this paragraph, shall remain the property of Licensee, and Licensee shall assume all responsibility for the maintenance and operation of such equipment.
- B. Village Responsibilities: As part of its regular maintenance of Swanson Park for public use and enjoyment, the Village will maintain the following:
1. Field lighting fixtures, including wiring, electric ballasts, electronic components, and structural elements (but not including light bulbs or lamps).
 2. Replacement of mechanical, electric and plumbing at the facilities upon the non-reparable failure of the same.
- C. Each party shall be responsible for all material and labor costs associated with their agreed upon duties as set forth in the preceding paragraphs.
- D. The selection and use of labor shall comply with all State and Local ordinances, laws and regulation, including, but not limited to, the Illinois Prevailing Wage Act.
- E. The selection and installation of all fixtures and lamps shall comply with all local electrical regulations and codes, and shall be approved by the Village prior to their installation or use.

ARTICLE VII ADVERTISING & SIGNAGE

- A. Approval of Signage. Licensee shall have the right to erect advertising signage upon the ball diamond outfield fences, and at such other locations at Swanson Park as may be approved by the Village, subject to the following conditions:
1. Licensee shall obtain Village approval prior to erecting any signage. The Village shall act on a request for signage within two weeks of receipt of such request provided that Licensee's request is submitted not less than one week prior to the next Village Board meeting. Should the Village fail to approve, deny, or otherwise act upon a properly submitted request within the two-week period, the request shall be considered approved.
 2. All signage shall be of an appropriate subject matter, and nature for an intended viewing audience consisting of children and families.
 3. Signage containing subject matter, which at the Village's sole discretion is not appropriate for viewing by children and families, or which is adult themed in nature, including, but not limited to, advertisements of alcohol, or tobacco products, shall be denied.

ARTICLE VIII INSURANCE

- A. Required Insurance. The Licensee, for the term of this agreement, shall also carry, in its name, a comprehensive general liability insurance policy with combined policy limit of not less than \$1,000,000.00 per person and per occurrence, and a comprehensive automobile liability policy covering its operations, with combined policy limits of not less than \$1,000,000.00 per person and occurrence.
- B. All policies shall name the Village as an additional insured 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 License Agreement.
- C. Licensee shall deliver to the Village no later than March 31 of each year this agreement is in effect (or upon any change, amendment or modification of any such policy) a certificate of insurance issued by Licensee's insurance carrier(s) which identifies the Village as an additional insured, and the coverages in effect.
- D. Failure to maintain the required coverage, or to provide the Village with the specified documents, at the times, and under the terms set forth in this Section, shall be considered a breach of this Agreement.

ARTICLE IX INDEMNIFICATION

- A. Licensee shall indemnify and hold harmless the Village, and its elected officials, assigns, officers, agents, and employees from and against all liabilities, losses, damages, costs, expenses, actions, claims and demands whatsoever, including reasonable attorney's fees, suffered by or asserted against the other party which result directly or indirectly from any intentional, negligent, willful, reckless or wrongful act or omission of the Licensee, its employees, representatives or agents, users, participants, or third party users under the Agreement, or from any breach of its representations and warranties herein, provided that, upon receiving notice or knowledge of any claim, event or loss for which indemnity is sought hereunder, the indemnified party shall tender the matter to the defending party and cooperate with its defenses as that party may reasonably request, and permit the defending party to defend, try, settle, or appeal such matter as the defending party shall determine. After tender and acceptance of defense have occurred, the indemnitor shall not be responsible for further defense costs or further attorney's fees. These obligations shall not be construed as having the effect of waiving any immunity from civil liability which 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.

ARTICLE X SCOPE OF VILLAGE INVOLVEMENT

- A. 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 authorized uses.
- B. 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's use of Village Facilities are the sole responsibility of Licensee.
- C. Licensee acknowledges that the granting of this License does not create, nor should it be construed as, a Lease or any other property right.
- D. The Licensee further acknowledges that 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 authorized activities and that the Licensee will not hold the Village responsible or liable for any costs associated with such work or work contracted for by third parties. ANY AGREEMENT FOR SERVICES WITH THE VILLAGE OF ROSCOE MUST BE IN WRITING AND AUTHORIZED BY VILLAGE RESOLUTION.

- E. 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.

ARTICLE XI
ANNUAL SUBMITTAL OF ORGANIZATION INFORMATION

- A. On or before March 31 each year this Agreement remains in effect, or upon request of the Village, or upon any change or amendment to the information contained therein, Licensee shall provide to the Village the following documents relating to Licensee's corporate organization:
1. The name, address, and corporate registration number of the legal entity that is the Licensee.
 2. The name, address, and phone number for each of Licensee's Officers and Board of Directors.
 3. The name, address, and phone number of any individual who has been provided by Licensee, keys or other means of access to the Facility.
 4. If organization is Charitable, a copy of its IRS Form 990 and its Charitable Organization Annual Report on file with the Illinois Attorney General.
 5. A corporate resolution designating the Licensee's primary point of contact, if the primary point of contact is other than the organization's president.
- B. Failure to provide the Village with the documents as required by this Section shall be considered a breach of this Agreement.
- C. The not-for-profit and charitable status of the Licensee shall be considered material to this agreement. Failure to maintain, and keep in good standing, such status with the State of Illinois or any other regulatory entity, shall be considered a breach of this agreement, and cause for its termination.

ARTICLE XII DEFAULT

In the event that either party shall fail to abide by any of the terms and conditions of this Agreement, the non-defaulting party may give the other party written notice of the breach or breaches. Such notice shall be personally delivered or mailed by first class mail, postage prepaid to each party at the following addresses:

If to the Village:

Village Administrator
Village of Roscoe
10631 Main Street, Box 283
Roscoe, IL 61073

With a copy to:

Village President
Village of Roscoe
10631 Main Street, Box 283
Roscoe, IL 61073

If to Licensee:

Stateline Fastpitch Softball, Inc.
PO Box 525
Roscoe, IL 61073

In the event of such written notice, the defaulting party shall be allowed 15 days from receipt of such notice to cure the breach or breaches specified therein or, if the breach cannot be cured in 15 days, but is curable with 45 days, and the breaching party commences the cure within said 15 days and shall diligently work to cure said breach without delay and does actually cure such breach within 45 days of the notice. If the defaulting party does not timely so cure the specified breaches, the non-defaulting party may declare this Agreement terminated and pursue all such remedies as are available to it in law or equity, including without limitation injunctive relief, as appropriate.

ARTICLE XIII MISCELLANEOUS PROVISIONS

- A. Non-Assignable. This Agreement is not transferable and is not assignable.
- B. Applicable Laws. Licensee shall observe all laws, ordinances and regulations applicable to their operation hereunder and shall promptly pay, when due, all sales, employment and other taxes properly levied upon it or its operation.
- C. Force Majeure. No party to this Agreement shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including, but not limited to, fire, storm, flood, earthquake, explosion, accidents, war, public insurrection, public disorders, sabotage, lockouts, labor disputes, labor shortages, strikes, riots or acts of God.
- D. Waiver. Failure or delay on the part of either party to exercise a right, power, privilege or remedy under this Agreement shall not constitute a waiver thereof. No modification or waiver by either party of any provision shall be deemed to have been made unless in writing.
- E. Severability. The provisions of this Agreement shall be severable and the invalidity of any provision, or portion thereof, shall not affect the enforceability of the remaining provisions.
- F. Authorized Signatures/Effectiveness. The persons signing this Agreement shall have all legal authority and power in their respective capacities to bind Licensee and the Village, and the Agreement shall not be effective until fully executed and delivered to all parties.
- G. Entire Agreement and Amendments. This Agreement constitutes the entire understanding between the parties and supersedes all previous agreements or negotiations on the subject matter herein, whether written or oral, and shall not be modified or amended except by written agreement duly executed by the parties.
- H. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the parties, their heirs, successors and assigns.
- I. No Joint Venture or Partnership: Licensee and the Village acknowledge that this Agreement 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 Agreement or the uses arises therefrom are the sole responsibility of Licensee.

[SIGNATURE PAGE TO FOLLOW]

LICENSEE:

Stateline Fastpitch Softball, Inc.
an Illinois not-for-profit corporation

By: _____

Name: _____

Title: _____

Date: _____

LICENSOR:

The Village of Roscoe, Illinois
an Illinois municipal corporation

By: _____

Name: David A. Krienke

Title: Village President

Attest: _____

Name: Lori Taylor

Title: Village Clerk

Approved June 19, 2018
[Resolution: 2018-R29]



2024 Banner Sponsors

2024 Stadium Dugout Sponsor Banners

4'x8' Dugout Banner Sponsors



**BILDERBACK
AUTO PARTS INC.**

1592 Fischer Rd
South Beloit, IL

815-389-3247
1,500 CARS AND 100,000 USED PARTS
IN STOCK



ROCK RIVER DOOR COMPANY

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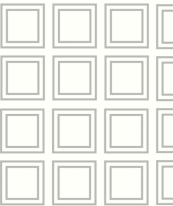
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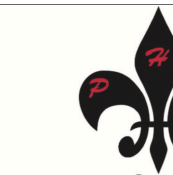
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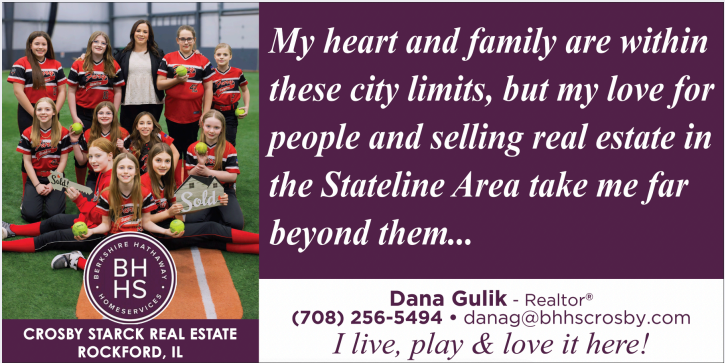


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MY DASHBOARD | PROGRAM RESOURCES

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



VILLAGE OF
ROSCOE

Item # 13.

Agenda Item: Special Event Permit for the VFW Post 2955 Memorial Day Parade.

Date: May 17, 2024

Meeting: Village Board – May 21, 2024

Prepared by: Josef Kurlinkus

Department: Community Development

Overview/Background Information

On March 14, 2024 VFW Post 2955 submitted an application to hold a Memorial Day Parade to take place on Main Street in the Village of Roscoe. Due to the low turnout of participants at last year's parade (and subsequent feedback received by the Village), community development officer Wilder met with members of the VFW Parade committee to discuss ways to modify the parade route for it to better fit the number of participants expected. At their meeting on March 20, the committee was told that in order for the parade to continue with street along main street, they needed to have their participant list finalized by April 20, so that plans for the closures and police security could be completed and approved by the Board. As of the April date, the VFW was unable to confirm or provide a list of the participants, and was provided a letter letting them know that the parade would not be able to proceed along main street.

This week, the Village received notice that in spite of the denial of the larger parade route, the VFW still intends to have a parade along Main Street, necessitating this item being brought to the Board on short notice. The list of participants we have been provided includes (in addition to the members of the VFW themselves – e.g color guard): A squad car, a contingent from the Harlem Roscoe Fire Department, the Roscoe middle school marching band, 3 vehicles from local businesses, an unknown number of students from two martial arts academies. When I met with them earlier this week, I was informed that they are unsure of other participants because they have distributed sign-up sheets to the public, and others may show up on the day of the parade.

The Village has suggested (originally at the March 20 meeting – and again when I met with them this week) that because of the low number of participants, that instead of a parade along Main Street, that VFW Post 2955 instead have a more solemn procession beginning at Leland Park, and concluding with a ceremony at the Roscoe Cemetery. After discussing the issue with Chief Hawley, due the number of resources needed to proceed with any street closures along main street, and low number of participants in the parade we still recommend this originally suggested course of action. Please note, the VFW Post 2955 has informed us that they are not interested in the smaller, more solemn procession, but that they intend to proceed with their original route.

Key Issues

- Determine the route/location of the procession.
- Determine the staffing requirements for the event.

Fiscal Note/Budget Impact

All costs associated with police presence and street closures.

Prior Legislative Actions

None.

Action Required/Recommendation*Item # 13.*

Approve a permit to allow a procession without street closures from Leland Park to the Roscoe Cemetery.

Attachments

Special Event - Parade Application

Parade Route

Denial Letter

Participant List(s)

Signup Flyer



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:

VFW Post 2955 ~~Memorial~~ Memorial Day
PARADE

Nature of Event:

PARADE

Location of Event: ROSCOE IL Projected Attendance: _____

Address of Organizer: VFW POST 2955 Phone Number: 815 623 7663

Event Date(s): 5/27/24

Event Hours: 10:00 AM am/pm until _____ am/pm

Setup/Assembly Date: 5/27 Start Time: 10:00 am/pm

Dismantle Date: _____ am/pm Completion Time: _____ am/pm

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

START SET UP TIME 9:30 AM MAIN + BRIDGE ST
PARADE START TIME 10:00 AM

Will this event require use of fireworks?

☐ Yes

☒ No

Will this event require street closures

☒ Yes

☐ No

Will alcohol be served?

☐ Yes

☒ No

Will signage be posted?

☐ Yes

☒ No

Will food be served?

☐ Yes

☒ No

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

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



Special Event
Application Form

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

Name: Ruben Hernandez Phone Number: 210 275 1490
Email: _____

Additional Comments:

UFW Post 2955 Commander Ruben Hernandez

Applicant Signature: _____

Date: _____

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

OFFICIAL USE ONLY

Date Filed: _____

Village Administrator: _____ Date: _____
Signature

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

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

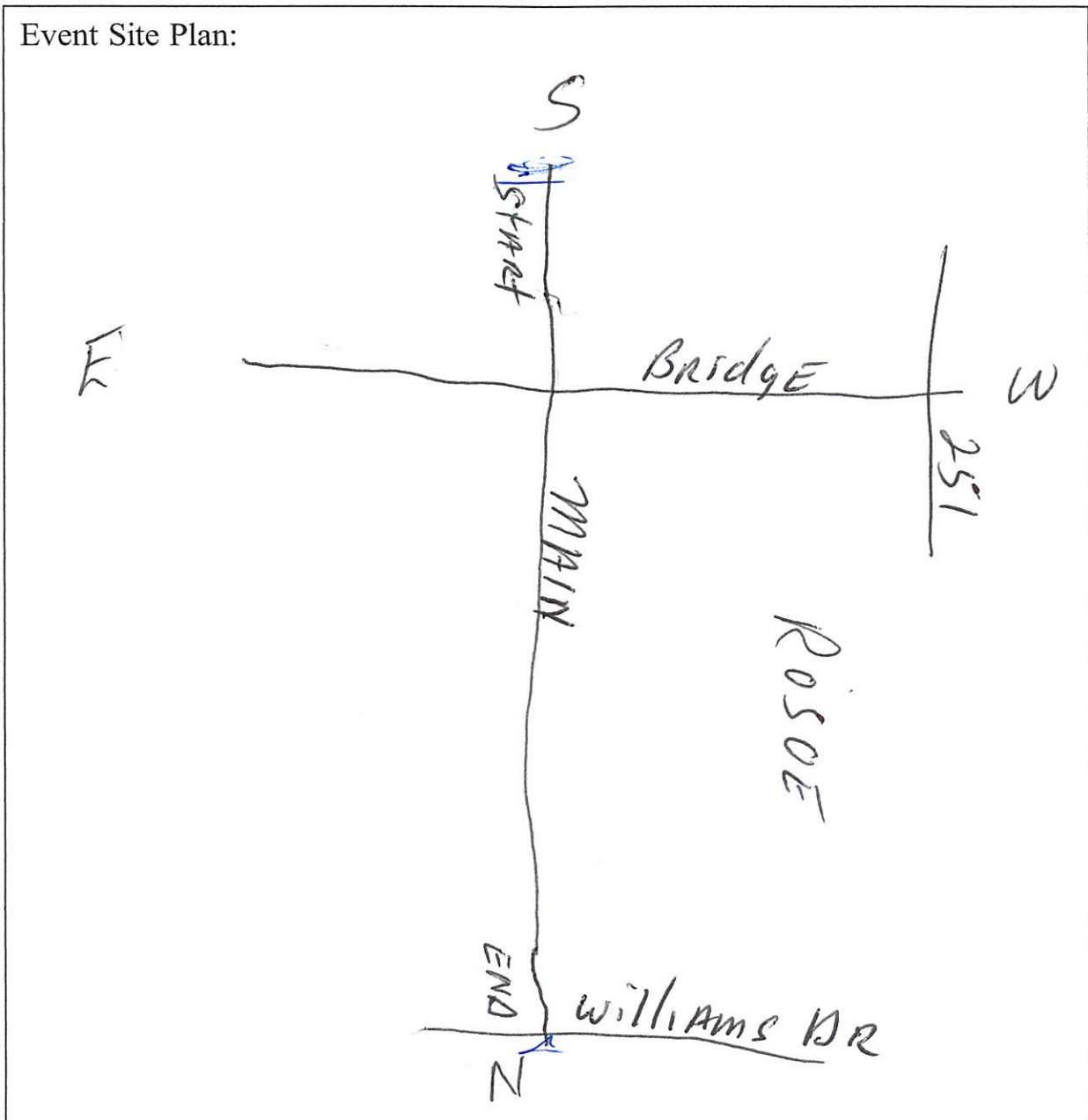
Receipt

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

Special Event
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
Hold Harmless Agreement

I, RUBEN HERNANDEZ VFW 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 MEMORIAL DAY PARADE

to be held 5/27/24

Signed this 14 day of MARCH, 20 24

Ruben Hernandez
Name

1329 W. 2nd St, Roscoe, IL 61073
Address

Ruben Hernandez
Signature

Bill G
Witness



CERTIFICATE OF LIABILITY INSURANCE

Item # 13.
DATE (MM/DD/YYYY)
07/13/2023

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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 Gateway City Insurers LLC d/b/a Gateway Insurance 9302 Gravois Rd St Louis MO 63123	CONTACT NAME: Brad W & Christina D Beineke PHONE (A/C, No, Ext): 314-631-5111 FAX (A/C, No): 314-631-5115 E-MAIL ADDRESS: brad@gatewaycanhelp.com &/or christina@gatewaycanhelp.com
INSURED Roscoe VFW Post #2955 11385 2nd St Roscoe IL 61073	INSURER(S) AFFORDING COVERAGE INSURER A: U.S. Insurance Company of America INSURER B: Markel Insurance Company 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 SUBR INSR 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	X	20IL0000103BOP	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 see Liquor below \$	
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		20IL0000103BOP	08/01/2023	08/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTIONS	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		NO COVERAGE			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 <input checked="" type="checkbox"/> Y N/A	MWC0171938	08/01/2023	08/01/2024	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000	
A	Liquor Liability @ 11385 2nd St Roscoe IL 61073	X	20IL0000103BOP	08/01/2023	08/01/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000	

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

A Fraternal, Veterans, non-profit, philanthropic organization fund raising for the benevolence of Veterans, their families and the Community.
The additional insured or certificate holder is listed below. Our office is happy to provide you with certificates of Insurance anytime. Thank you!
The additional insured is listed for General Liability and Liquor Liability.

CERTIFICATE HOLDER

CANCELLATION

Veterans of Foreign Wars of the United States 406 W 34th St Kansas City MO 64111	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 Brad W. Beineke
--	--



Special Event Insurance Certificate

Insurance Requirement Example:

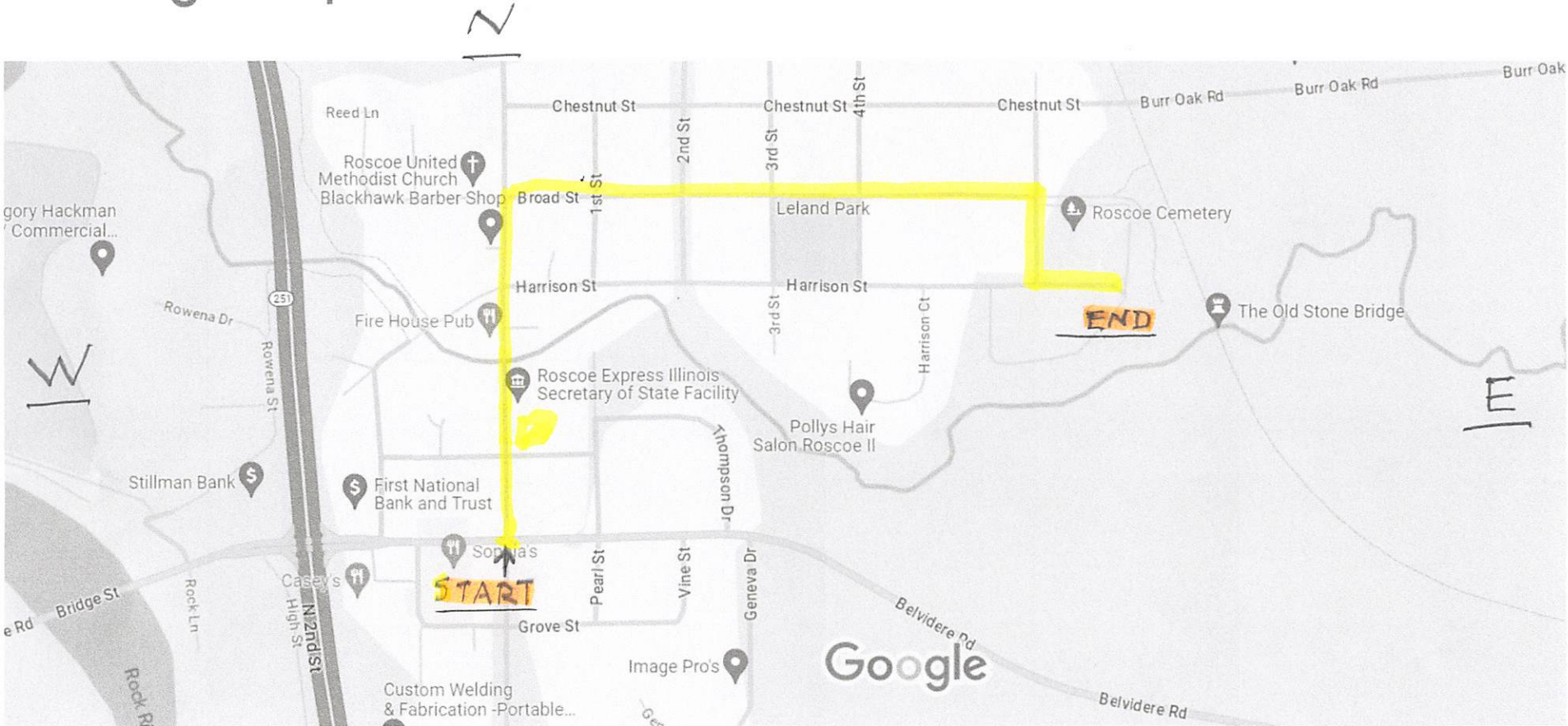
CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 8/3/2021				
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER Spectrum Insurance Agency Inc. 5301 E State St, Suite 201 Rockford IL 61108	CONTACT NAME: Bonnie Arrington PHONE (A/C No, Ext): 815-988-5318 FAX (A/C No): 815-977-7408 E-MAIL: barrington@spectrumagency.com ADDRESS: barrington@spectrumagency.com INSURER(S) AFFORDING COVERAGE INSURER A: Philadelphia Insurance Co NAIC # 18025 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:					
INSURED Keep Northern Illinois Beautiful Inc. 4665 Hydraulic Road Rockford IL 61109	KEEPER-01 INSURER A: Philadelphia Insurance Co NAIC # 18025 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:					
COVERAGES CERTIFICATE NUMBER: 1537788079 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.						
INSUR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE: <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <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 ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (EA accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	Y				EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER
	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			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-contributory basis.						
CERTIFICATE HOLDER				CANCELLATION		
Village of Roscoe 10631 Main Street Roscoe IL 61073				SHOULD ANY OF THE ABOVE THE EXPIRATION DATE T ACCORDANCE WITH THE POL AUTHORIZED REPRESENTATIVE <i>Bonnie Arrington</i>		

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

Include event name, date and the following language: The Village of Roscoe, its elected and appointed officials, officers, employees, agents and representatives are listed as additional insureds on a primary non-contributory basis.

Google Maps



Map data ©2024 500 ft

RECEIVED MAY 16 2024

Carol Gustafson
President
Stephanie Johnston
Clerk
Mark D. Olson
Treasurer



TRU Item # 13.
William Babcock
Stacy Mallicoat
Susan Petty
Justin Plock
Michael Sima
Michael Wright

April 23, 2024

Roscoe VFW Post 2955
Attn: Ruben Hernandez
11385 2nd Street
Roscoe, IL 61073

Re: VFW Post 2955 Memorial Day Parade Application

Dear Commander Hernandez

Thank you for submitting your application for the VFW Post 2955 Memorial Day Parade. As discussed at our meeting on March 20, 2024, the Village received extensive feedback from village residents about the 2023 parade. Unfortunately, the feedback highlighted that the event did not fully meet the community's expectations, illustrating the complexities involved in organizing and executing a parade of this scale.

We recognize the extensive planning and resources required to successfully orchestrate such an event. To ensure the safety and enjoyment of our residents, it is crucial to allow adequate time for coordination with multiple village departments, including police, fire, and public works, and often includes engaging external agencies for additional support. With the event date approaching in less than five weeks, and without a completed list of participants, there is insufficient time for our teams to develop and implement the necessary safety measures. Therefore, we regret to inform you that the Village of Roscoe must decline your application to host the Memorial Day parade scheduled for May 27, 2024.

The Village remains supportive of the Roscoe VFW Post 2955 and appreciates the honor and recognition you bring to our local veterans. As an alternative, we encourage you to hold a Memorial Day ceremony at the Roscoe Cemetery, which has been a solemn and fitting tribute in the past. Should you require any assistance from the Village for this type of ceremony or have other concerns, please do not hesitate to reach out.

Thank you for your understanding and continued dedication to our community.

Warm regards,

Vic Wilder
Village of Roscoe
Community Events Coordinator
vwilder@villageofroscoe.com / 815-623-2829

- Squad Car
- Honor Guard
- Veteran marching
- Cupcake Truck & Trunk
- Roscoe Middle School Band
- Equal Martial Arts
- Ready Repair
- FCA
- XL Contingent
- HONOR Robotics
- ~~Atkins~~
- Karate Place
- Ruben's Gladiator Truck
- Jeep-
- Jeep Wrangler VFW

- * 1 Police - Squad car
- * Honor Guard
- * Veterans
- * Auxiliary
- * Harlem Roscoe Fire
- * Excel martial Arts

↳ * Band

- * Ready Repair
- * FCA
- * XL Contracting
- * Hono Robotics
- * VAL - TRAILER (END)

~~MAINT~~



VETERANS OF FOREIGN WARS.

Memorial Day

Remember & Honor

VFW Post 2955 is seeking entries to participate in our
annual Memorial Day Parade

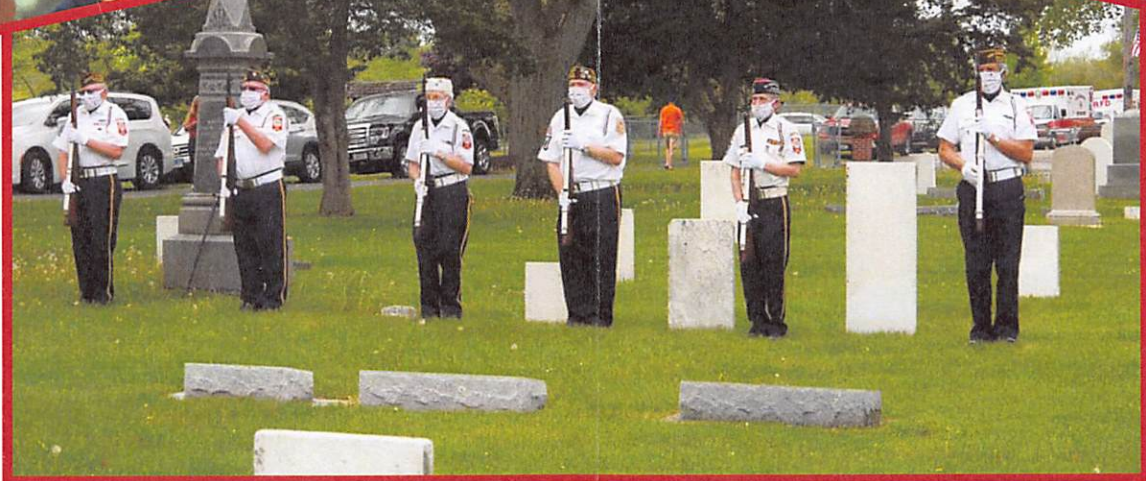
Monday, May 27, 2024

Participants Lineup at 9:00 am / Main Street & Bridge Street

Parade Starts at 10:00am

If you have a group, club, or team that would be
interested in participating in the parade,

please contact Roscoe VFW Post 2955 at 815-623-7663



VFW Post 2955 Memorial Day Parade Registration

Organization Name: _____

Contact Name: _____

Address: _____

Phone: _____ Email: _____

Entry Description: _____

Send completed registration form to:

Email: vfw2955parade@gmail.com

OR

VFW Post 2955, 11385 2nd Street, Roscoe, IL 61073 Phone: 815-623-7663

Must be received by 4/30/2024