



VILLAGE OF WINNEBAGO

COMMITTEE OF THE WHOLE

February 05, 2025 at 6:05 PM
108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/856730805>

Or by (Toll Free): 1 877 309 2073 | Access Code: 856-730-805

1. **RECORDING OF THE MEETING**
2. **CALL TO ORDER**
3. **ROLL CALL**
4. **ESTABLISHMENT OF A QUORUM**
5. **MEETING GUIDELINES**

Discussion and Vote to Allow an Absent Trustee to Vote By Phone or Other Allowable Means.

6. **PUBLIC COMMENT**

It is recommended that a written request to address the Village Board by non-members should be submitted via mail, hand delivery, or the Village Website to the Village of Winnebago Office located at 108 West Main Street, Winnebago, Illinois, 61088, by 12:00 Noon on the day of the meeting scheduled by the Village authorities in which the speaker would like to participate. Alternatively, speakers may fill out the form at the meeting to sign up for public comment. Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be allowed for public comment at each meeting.

7. **APPROVAL OF MINUTES**

[a.](#) Approval of Committee of the Whole Meeting Minutes from January 15, 2025

8. **DISCUSSION**

[a.](#) MFT/ O&M Budget Review

[b.](#) 2025 Appropriations- 1st Reading

9. **EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)**

10. **NEW BUSINESS**

11. **ADJOURNMENT**

Posted: January 30, 2025 at 3:00 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491

The Committee of the Whole Village of Winnebago was held on January 15, 2025, at 6:45 p.m.

ROLL CALL: ACKERMAN, KIM, LEFEVRE, MCKINNON, PITNEY, and SMITH – Present

Guests in attendance: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Lieutenant Nick Haff, Chief Jeff White, Public Works Director Chad Insko, Treasurer Dana Novinson, Rachel Windgassen, and Duane Springer

A quorum was established.

#6 PUBLIC COMMENT – No one requested the opportunity to address the Board.

#7 APPROVAL OF MINUTES

A motion was made by MR. MCKINNON, seconded by MR. ACKERMAN to accept the minutes of the November 26, 2024, meeting as presented. Motion carried on a voice vote.

#8 DISCUSSION

Village Administrator Dienberg led a discussion of the proposed budget for the General Fund, Public Works, and, Police for the Calendar Year 2025. It was noted the new layout is much easier to follow. It was suggested that when the budget is placed on the website, hyperlinks could be included to give more specificity.

The funding of park maintenance was discussed.

MR. PITNEY left at 7:31 p.m.

Village Administrator Dienberg thanked the Treasurer and Department Heads for all their help with putting together the budgets.

At the February meeting, the proposed budgets for the other departments will be held.

It was noted that there are many unfunded mandates which have to be budgeted for.

#9 EXECUTIVE SESSION – not needed

#10 NEW BUSINESS – not needed

#11 A motion was made by MR. LEFEVRE, seconded by MR. MCKINNON to adjourn at 7:53 p.m. Motion carried on a voice vote of those present.

UNAPPROVED

Sally Jo Huggins, Village Clerk



Agenda Item Executive Summary

Item Name MFT/O&M BUDGET REVIEW Committee or Board Committee

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The proposed Operations and Maintenance (O/M) and Motor Fuel Tax (MFT) Fund Budgets will be reviewed for Committee Discussion at this meeting. The document reflects a strategic approach to balancing long-term sustainability with critical investments. It emphasizes infrastructure improvements, capital equipment purchases, and succession planning while maintaining strong cash reserves. These reserves are strategically used for one-time expenditures, such as infrastructure and capital investments, while operating expenses are sustainably funded year-over-year. This approach aligns with industry best practices, ensuring that reserves are preserved for non-recurring needs and that the Village remains prepared for unforeseen expenses.

The full budget documents will be provided for your review prior to the meeting. This budget positions the Village for continued financial stability while ensuring service delivery to our residents and supports its long-term growth and planning goals, leveraging reserves responsibly to advance critical priorities without compromising operational sustainability.

O/M and MFT specifically revolve around the Village's Water System and Road Projects, and include investments in the Village's Critical Infrastructure

ATTACHMENTS (PLEASE LIST)

Budget Documents to be Provided in Advance of Meeting

ACTION REQUESTED

- ☒ For Discussion Only
- ☐ Resolution
- ☐ Ordinance
- ☐ Motion:

MOTION:

Staff: Joey Dienberg, Village Administrator Date: 2/5/2025



Agenda Item Executive Summary

Item Name 2025 Appropriations – 1st Reading Committee or Board Committee

BUDGET IMPACT

Amount:	N/A	Budgeted:	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village of Winnebago is introducing the first reading of its annual Appropriations Ordinance, which establishes the legal spending authority for all municipal funds in the upcoming fiscal year. This ordinance includes nearly \$5,800,000.00 in municipal spending, covering essential services, capital projects, and operational costs across multiple funds, including but not limited to the General Fund, Community Development Fund, and Operations & Maintenance Fund. While the ordinance sets the maximum legal spending authority, the Village is permitted to expend up to 125% of each line item if necessary. However, this flexibility is for unforeseen expenditures/emergencies or additional revenues and is not intended to be utilized in normal operations. The Village remains committed to prudent financial management, ensuring that expenditures remain within reasonable and responsible limits.

The appropriations process is not just a financial exercise – it is a statement of the Village's priorities and a reflection of the community's needs and goals. It ensures that resources are allocated to support public safety, infrastructure improvements, economic development, and core municipal services while maintaining fiscal responsibility. Through careful planning and multiple review sessions, the Village Board has worked to align spending with long-term sustainability and community growth.

A public hearing is scheduled for February 19, allowing residents to provide input before final adoption. As the process continues, the Village Board will refine the ordinance to ensure that the final appropriations reflect both the Village's financial capacity and its commitment to serving the community. The shell Appropriations Ordinance is included, and the budget figures will be provided in advance of the meeting.

ATTACHMENTS (PLEASE LIST)

Draft Appropriations Ordinance

ACTION REQUESTED

- ☒ For Discussion Only
- ☐ Resolution
- ☒ Ordinance
- ☐ Motion:

MOTION:

Staff: Joey Dienberg, Village Administrator Date: 2/5/2025
Dana Novinson, Village Treasurer

ORDINANCE NO. 2025-_____

**AN ORDINANCE APPROPRIATING FOR ALL CORPORATE PURPOSES OF
THE VILLAGE OF WINNEBAGO, WINNEBAGO COUNTY, ILLINOIS, FOR
THE FISCAL YEAR BEGINNING JANUARY 1, 2025 AND ENDING ON
DECEMBER 31, 2025**

BE IT ORDAINED by the President and Board of Trustees of the Village of
Winnebago, Winnebago County, Illinois:

SECTION 1: The following sums of money, or as much thereof as may be authorized by
law, as may be needed or deemed necessary to defray all expenses and liabilities of the
Village, be and are appropriated for the Corporate purpose and objects of said Village
hereinafter specified for the fiscal year commencing on the 1st day of January, 2025, and
ending on the 31st day of December, 2025.

SECTION 2: The appropriation herein made for any purpose shall be regarded as the
maximum amounts to be expended under the respective appropriation accounts and shall
not be construed as a commitment, agreement, obligation, or liability of the Village of
Winnebago, and such appropriation is subject to further approval as to expenditure thereof
by the Village Board of Trustees.

SECTION 3: The amount appropriated for each object and purpose shall be as follows,
with these immediately following pages containing such listing:

SECTION 4: If any section, subdivision, or sentence of this ordinance shall for any reason be held invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of the ordinance.

SECTION 5: A certified copy of this ordinance shall be filed with the County Clerk within thirty (30) days after adoption.

SECTION 6: This ordinance shall be in full force and effect after its passage, approval, and publication, as provided by law.

ADOPTED this _____ day of _____, 2025, pursuant to a roll call vote by the Board of Trustees of the Village of Winnebago, Winnebago County, Illinois.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2025

Franklin J. Eubank, Jr., President of the Board of Trustees
of the Village of Winnebago, Illinois

ATTEST:

Sally Jo Huggins, Village Clerk (seal)

PASSED: _____

APPROVED: _____

FILED: _____

Ordinance itself prepared by: Attorney Mary J. Gaziano, Village Attorney