



VILLAGE OF WINNEBAGO

REGULAR BOARD MEETING AGENDA

Wednesday, May 20, 2026 at 6:00 PM

108 West Main Street and Virtually

To access meeting from any device: <https://global.gotomeeting.com/join/671034949>

Or by (Toll Free): 1 866 899 4679 | Access Code: 671-034-949

This meeting is being recorded

1. RECORDING OF THE MEETING

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL & ESTABLISHMENT OF A QUORUM

5. MEETING GUIDELINES

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

6. DISCLOSURE OF ANY CONFLICT OF INTEREST

7. CHANGES TO AGENDA

8. PUBLIC COMMENT: *Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be generally allowed for public comment at each meeting.*

9. CONSENT AGENDA: *All items on the Consent Agenda denoted with an asterisk (*) are routine in nature and will be enacted in one motion. The Consent Agenda for this meeting includes:*

a. *Approval of Board Trustees Meeting Minutes from May 6, 2026

b. *Approval of Invoices Presented for Payment \$59,348.43

c. *Approval of the correction to the Minutes of Board of Trustees April, 01, 2026

10. PRESIDENT'S REPORT

a. Proclamation Proclaiming May 17-23 2026 National Public Works Week In The Village Of Winnebago

b. Appointment of Member to the Zoning Board of Appeals to Fill Vacancy Created by the Resignation of Riley Pitney

11. TREASURER'S REPORT

- a. Monthly Treasurer's Report (Presented at the second meeting of each month)

12. DEPARTMENT HEAD REPORTS

- a. Administrator Report (*Written reports generally presented at the second meeting of each month*)
- b. Police Chief Report (*Written reports generally presented at the second meeting of each month*)
- c. Public Works Director Report (*Written reports generally presented at the second meeting of each month*)

13. ACTION ITEMS

- a. Place Foundry Presentation
- b. A Resolution Accepting the Bid for the Swift Street Water Main Replacement and Street Improvements Project and Awarding the Contract
- c. A Resolution Authorizing the Village President to Execute an Extension of the School Resource Officer Memorandum of Understanding with Winnebago School District No. 323
- d. An Ordinance Pertaining to Local State of Emergency for the Village of Winnebago
- e. A Resolution Approving the Final Change Order No. 1 For the West Main Street Improvement Projects
- f. A Resolution Approving The Final Pay Application For The West Main Street Improvements Project
- g. A Resolution Approving a Purchase and Sale Agreement for Certain Real Property Located at 106 Kasch Drive
- h. 606 David Drive Surety Bond Issue

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

15. NEW BUSINESS

16. UPCOMING MEETINGS

- a. Board of Trustees Meeting: June 3rd, 2026 Rescheduling Discussion
- b. Committee of the Whole Meeting: June 3rd, 2026 Rescheduling Discussion

17. ADJOURNMENT

**Posted: May 18, 2026 at 4:00 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 | Fax 815.415-8491
/s/ Kellie Symonds, Deputy Clerk**

The Board of Trustees of the Village of Winnebago met in person on May 06, 2026, at 6:01 p.m. with President Franklin J. Eubank, Jr. presiding. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL:

PRESENT: ACKERMAN – KIM–MCKINNON - SPRINGER

ABSENT: GRAHAM - LEFEVRE

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, , Treasurer Dana Novinson, Public Works Director Chad Insko, Stephanie King, Lisa Mund. Officers: Jeff Spelman, Mike Mund, Robert McKneely, Sean Knudtson, Daniel Nichols, Police Chief Jeff White, Lieutenant Nick Haff.

4. ROLL CALL & ESTABLISHMENT OF A QUORUM - A quorum was established.
5. MEETING GUIDELINES: No trustee attended remotely.
6. DISCLOSURE OF ANY CONFLICT OF INTEREST - No conflict of interest was noted.
7. CHANGES TO THE AGENDA – No changes to the agenda.
8. PUBLIC COMMENT – No one requested the opportunity to address the Board.
9. CONSENT AGENDA

A motion was made by MR. KIM, seconded by MR. MCKINNON to approve the Consent Agenda items. The motion carried on a unanimous roll call vote of those present.

- a. *Approval of Minutes of April 15, 2026
- b. *Approval of Invoices Presented for Payment \$ 103,799.06

10. PRESIDENT'S REPORT

- a. President Eubank read the Proclamation proclaiming May 10 – 16 2026 National Police Week in Winnebago, Illinois.

11. TREASURER'S REPORT – Not Included in the packet.

12. DEPARTMENT HEAD REPORTS

- a. Administrator Report –Not Included in the packet.
- b. Police Chief Report – Not Included in the packet
- c. Public Works Director – Not Included in the packet.

13. ACTION ITEMS

- a. Chief White read the following honors being awarded to each officer:
 1. Officer Nichols – Community Policing Award
 2. Officer Knudtson - Community Policing Award, Training & Skills Excellence Award
 3. Officer McNeely – Community Policing Award, Team Excellence & Innovation Award, Training & Skills Excellence Award, and Lifesaving Award
 4. Officer Mund - Community Policing Award, Team Excellence & Innovation Award, Training & Skills Excellence Award, Distinguished Service Award, Lifesaving Award
 5. Officer Spelman - Community Policing Award, Team Excellence & Innovation Award, Training & Skills Excellence Award, Distinguished Service Award, Chief's Award, Lifesaving Award
 6. Lieutenant Haff – Community Policing Award, Team Excellence & Innovation Award, Training & Skills Excellence Award, Distinguished Service Award, Lifesaving Award.

May 6, 2026

Lieutenant Haff read the award for Chief White - Community Policing Award, Team Excellence & Innovation Award, Training & Skills Excellence Award, Distinguished Service Award, Lifesaving Award

President Eubank thanked them all for their service to the Village. The Board honored them with a standing ovation.

- b. A motion was made by MR. KIM seconded by MR. ACKERMAN to adopt Resolution 2026-14R A RESOLUTION DECLARING CERTAIN REAL PROPERTY TO BE SURPLUS AND AUTHORIZING THE SALE OF THE REAL PROPERTY LOCATED AT 106 KASCH DRIVE, WINNEBAGO, ILLINOIS. Motion carried on a unanimous roll call vote of those present.
- c. A motion was made by MR. KIM seconded by MR. SPRINGER to adopt Ordinance 2026-05 AN ORDINANCE ESTABLISHING A PURCHASING POLICY FOR THE VILLAGE OF WINNEBAGO. Motion carried on a unanimous roll call vote of those present.
- d. The Swift Street project is out for bid with the bid opening planned for May 18, 2026.
- e. The Westfield Road Project remains open.

14. EXECUTIVE SESSION – None needed.

15. NEW BUSINESS: None.

16. UPCOMING MEETINGS

The next Board meeting will be held on May 20, 2026, at 6:00 pm, followed by the Committee of the Whole Meeting.

17. ADJOURNMENT

A motion was made by MR. KIM, seconded by MR. ACKERMAN, to adjourn at 6:19 p.m. The motion carried on a voice vote.

APPROVED: MAY 20, 2026

Sally Jo Huggins, Village Clerk

Warrant List

May 20, 2026
Board Meeting

Warrant List

Section 1: Invoices Presented for Approval - \$59,348.43

Section 2: Invoices over \$5,000 - \$35,554.58

** Invoices are available for inspection and review**

SECTION 1:

WARRANT LIST

May 20, 2026

Invoices Presented

For Board Approval

Total Invoices: \$59,348.43

5/15/2026 2:50 PM
 VENDOR SET: 01 Village of Winnebago, IL
 BANK: AP AP BANK
 DATE RANGE: 0/00/0000 THRU 99/99/9999

A/P HISTORY CHECK REPORT

PAGE: 1

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
016055 I-5524258829	AIRGAS USA, LLC D/B/A ENCOMPAS TANK RENTAL ACET/OXY/CAR DIOX	R	5/20/2026	40.65		027198		40.65
000108 I-80235549	BADGER METER INC MONTHLY SERV 1237 METERS APR	R	5/20/2026	1,175.15		027199		1,175.15
000716 I-163032	BALSLEY PRINTING SPRING NEWSLETTER	R	5/20/2026	1,672.54		027200		1,672.54
000609 I-172614 I-175583	CHERRY VALLEY LANDSCAPE CENTER BLADES/REPAIRS SCAG 61" MOWER FERRIS ZERO TURN MOW REPR	R R	5/20/2026 5/20/2026	246.18 356.57		027201 027201		602.75
000367 I-75004590	CITY OF ROCKFORD SAMPLE TESTS APRIL 2026	R	5/20/2026	132.00		027202		132.00
000460 C-Y645263 I-Y898216 I-Y902646	CORE & MAIN LP CM INV X184401 8" ADAPT 1020M GRATE (3) FRAME (2) BEEHIVE GRATES AND RISER	R R R	5/20/2026 5/20/2026 5/20/2026	868.00CR 1,016.28 1,338.43		027203 027203 027203		1,486.71
000038 I-12644	DIAMOND PROPERTY MAINTENANCE, APRIL 2026 OFFICE CLEANING SER	R	5/20/2026	160.00		027204		160.00
DYNEGY I-034560001278 I-61319 04-30-26	DYNEGY ENERGY SERVICES 0 W SOPER 04/02 - 04/30/26 920 FALCONER 04/02 - 04/30/26	R R	5/20/2026 5/20/2026	67.43 164.16		027205 027205		231.59
000024 I-139423 I-139424 I-139425 I-139426 I-139427	FEHR-GRAHAM & ASSOCIATES GEN ENG APRIL 26 26-320 SWIFT ST. WAT MAIN/ST 26-322 PH 02 KASCH DR WAT MAIN 24-1570 PH 04 WESTFIELD ESR 25-1071A WEST MAIN ST WIDE ADM	R R R R R	5/20/2026 5/20/2026 5/20/2026 5/20/2026 5/20/2026	986.50 9,710.00 1,560.00 981.50 2,250.00		027206 027206 027206 027206 027206		15,488.00
000536 I-24632142T087	GILL'S FREEPORT DISPOSAL MAY SERVICE	R	5/20/2026	20,066.58		027207		20,066.58
010634 I-14977590 I-14978669	HACH COMPANY ACCUVAC/ PIPETS / TIPS TENSETTE PIPET 1.0-10 ML (2)	R R	5/20/2026 5/20/2026	1,644.39 1,142.10		027208 027208		2,786.49
000147 I-7406457	HAWKINS, INC. AZONE 15 &HYDROFLOUSILIC ACID	R	5/20/2026	948.73		027209		948.73

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000009	ILLINOIS MUNICIPAL LEAGUE							
I-I-26488	IML MAG. ANNUAL SUBSCRIPTION	R	5/20/2026	30.00		027210		30.00
125	ILLINOIS MUNICIPAL TREASURERS							
I-725	2026 IMTA CONF	R	5/20/2026	299.00		027211		299.00
000525	J & R SUPPLY INC.							
I-2511355-IN	1" CARBIDE DUCTILE TAPPING KIT	R	5/20/2026	140.00		027212		
I-2603336-IN	(2) 2" X 50' DISCHARGE HOSE	R	5/20/2026	130.00		027212		
I-2604867-IN	PVC HOSE / MARKING PNT	R	5/20/2026	237.00		027212		
I-2605248-IN	WATER UPGRADE	R	5/20/2026	3,326.92		027212		3,833.92
000707	LAW OFFICES ANCEL GLINK, P.C.							
I-118872	WINNEBAGO HIGHLANDS	R	5/20/2026	2,012.50		027213		2,012.50
000639	LRS, LLC							
C-2025 PARTIAL MO.	CREDIT FOR 2025 PARTIAL MONTH	R	5/20/2026	44.20CR		027214		
I-PS701452	PORTA POTTY 04/15 - 04/30/26	R	5/20/2026	110.98		027214		66.78
000257	MARK D. OLSON CPA, LTD							
I-1758	2024 AUDIT PREP AUG 10 MDA	R	5/20/2026	3,230.00		027215		3,230.00
000731	MENARDS - CHERRY VALLEY							
I-7493	MISC CLEANING SUPPLIES	R	5/20/2026	154.93		027216		
I-7494	LOCATOR BATTERIES	R	5/20/2026	15.88		027216		
I-7767	COFFE POT - MAILBOX KIT	R	5/20/2026	117.51		027216		288.32
000010	MERIDIAN IMPLEMENT COMPANY							
I-01-221241	HIGH LIFT 61" BLADE BADBOY MOW	R	5/20/2026	63.48		027217		63.48
000415	MERIDIAN NURSERY INC							
I-202605142788	3 B STONE & MISC PLANTS	R	5/20/2026	428.46		027218		428.46
000365	OLSON TREE SERVICE							
I-695	TRIM MULTIPLE LOCATIONS	R	5/20/2026	1,325.00		027219		1,325.00
000733	PEPPER CREEK							
I-42324	CONDOLANCES - HAPPICH	R	5/20/2026	72.00		027220		72.00
001538	ROCK ROAD COMPANIES INC							
I-329056	COLD MIX 0-2 .97 TONS	R	5/20/2026	164.90		027221		164.90
000422	ROCKFORD INFORMATION TECHNOLOG							
I-45290	CLOUD BACKUP INCODESERVER MAY	R	5/20/2026	60.00		027222		
I-45325	CLOUD BACKUP MAY 2026	R	5/20/2026	140.00		027222		
I-45345	MAY 26 REMOTE MGMT SERVER/PCS	R	5/20/2026	285.00		027222		
I-45382	KS CANT PRINT TO XEROX TRAY1	R	5/20/2026	75.00		027222		
I-45383	REPAIR CORR FILES - CK 3 PC'S	R	5/20/2026	213.75		027222		

5/15/2026 2:50 PM
 VENDOR SET: 01 Village of Winnebago, IL
 BANK: AP AP BANK
 DATE RANGE: 0/00/0000 THRU 99/99/9999

A/P HISTORY CHECK REPORT

PAGE: 3

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-45384	XEROX PRINTER ISSUES ALL PC'S	R	5/20/2026	250.00		027222		
I-45546	SOFTWARE SUBSCRIPTION DUO MFA	R	5/20/2026	39.00		027222		1,062.75
000418	SECURITY ALARM							
I-158841	MONITOR/W LEASED RF 5/1-7/31	R	5/20/2026	129.00		027223		129.00
000825	SULLIVAN'S FOODS							
I-APR 2026 STATEMENT	MISC OFFICE SUPPLIES	R	5/20/2026	61.89		027224		61.89
000696	TRANSUNION RISK AND ALTERNATIV							
I-6789125-202604-1	04/01/26 - 04/30/26 SEARCH	R	5/20/2026	159.00		027225		159.00
000067	UNITED LABORATORIES							
I-INV459192	DRAIN MAINTAINER (6) GAL	R	5/20/2026	866.20		027226		866.20
000623	WANLESS BROTHERS MOVING & STOR							
I-9288	MAY MONTHLY RECORD STORAGE	R	5/20/2026	100.00		027227		100.00
000616	XEROX FINANCIAL SERVICES							
I-41980139	06/02/26 - 07/01/26 SERV	R	5/20/2026	364.04		027228		364.04

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	31	59,348.43	0.00	59,348.43
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			31	59,348.43	0.00	59,348.43
BANK: AP		TOTALS:	31	59,348.43	0.00	59,348.43
REPORT TOTALS:			31	59,348.43	0.00	59,348.43

SECTION 2:

WARRANT LIST

May 20, 2026

Invoices Over \$5,000

\$ 35,554.58

These invoices are included in the
Section 1 Warrant List

VENDOR SET: 01 Village of Winnebago, IL

BANK: AP AP BANK

DATE RANGE: 0/00/0000 THRU 99/99/9999

Section 9. Item #b.

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
000024	FEHR-GRAHAM & ASSOCIATES							
I-139423	GEN ENG APRIL 26	R	5/20/2026	986.50		027206		
I-139424	26-320 SWIFT ST. WAT MAIN/ST	R	5/20/2026	9,710.00		027206		
I-139425	26-322 PH 02 KASCH DR WAT MAIN	R	5/20/2026	1,560.00		027206		
I-139426	24-1570 PH 04 WESTFIELD ESR	R	5/20/2026	981.50		027206		
I-139427	25-1071A WEST MAIN ST WIDE ADM	R	5/20/2026	2,250.00		027206		15,488.00
000536	GILL'S FREEPORT DISPOSAL							
I-24632142T087	MAY SERVICE	R	5/20/2026	20,066.58		027207		20,066.58

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	2	35,554.58	0.00	35,554.58
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	
			0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	2	35,554.58	0.00	35,554.58
BANK: AP TOTALS:	2	35,554.58	0.00	35,554.58
REPORT TOTALS:	2	35,554.58	0.00	35,554.58

The Board of Trustees of the Village of Winnebago met in person on April 01, 2026, at 6:00 p.m. with President Franklin J. Eubank, Jr. presiding. The link for the employees and the public to attend remotely was made available through GoToMeeting.

ROLL CALL:

PRESENT: ACKERMAN – GRAHAM – KIM - LEFEVRE–SPRINGER; MCKINNON attending remotely.

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Public Works Director Chad Insko, Police Chief Jeff White, Lieutenant Nick Haff, Deputy Clerk Kellie Symonds, Treasurer Dana Novinson, Intern Kyle Okubo, Greg Estes of Locis.

4. ROLL CALL & ESTABLISHMENT OF A QUORUM - A quorum was established.
5. MEETING GUIDELINES: President Eubank noted Trustee McKinnon was out of town on business and the Board agreed he should fully participate.
6. DISCLOSURE OF ANY CONFLICT OF INTEREST - No conflict of interest was noted.
7. CHANGES TO THE AGENDA – No changes to the agenda.
8. PUBLIC COMMENT – No one requested the opportunity to address the Board.
9. CONSENT AGENDA

A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE to approve the Consent Agenda items. The motion carried on a unanimous roll call vote of those present.

- a. *Approval of Minutes **Board of Trustees** March 18, 2026
- b. *Approval of Invoices Presented for Payment \$3,717.17

10. PRESIDENT’S REPORT – Not included in the packet.
11. TREASURER’S REPORT – Not Included in the packet.
12. DEPARTMENT HEAD REPORTS

- a. Administrator Report –Not Included in the packet.
- b. Police Chief Report – Not Included in the packet
- c. Public Works Director – Not Included in the packet.

13. ACTION ITEMS

- a. A motion was made by MR. LEFEVRE, seconded by MR. ACKERMAN to adopt Ordinance 2026-03 AN ORDINANCE REPEALING ORDINANCE NO. 234 REGARDING THE LICENSING OF COIN-OPERATED MACHINES IN THE VILLAGE OF WINNEBAGO. Motion carried on a unanimous roll call vote.
- b. A motion was made by MR. KIM, seconded by MR. LEFEVRE to adopt Resolution 2026-12R A RESOLUTION APPROVING PARTICIPATION IN THE COMED ENERGY EFFICIENCY PROGRAM FOR LIGHTING IMPROVEMENTS AT THE VILLAGE BASEBALL DIAMOND AND AUTHORIZING EXECUTION OF ASSOCIATED DOCUMENTS. Motion carried on a unanimous roll call vote.
- c. A motion was made by MR. LEFEVRE, seconded by MR. ACKERMAN to adopt Resolution 2026-13R A RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSAL FOR A WATER RATE STUDY FOR THE VILLAGE OF WINNEBAGO. Motion carried on a voice vote.
- d. The Swift Road Project remains open.
- e. The Westfield Road Project remains open.

Board of Trustees
April 1, 2026

14. EXECUTIVE SESSION – None needed.

15. NEW BUSINESS:

President Eubank noted that the advertising North COG uses only the symbol and not the name of the Village. MR. KIM will contact a village resident who does graphic design to design something by adding the village name with the symbol, possibly at no cost.

16. UPCOMING MEETINGS

The next Board meeting will be held on April 15, 2026, at 6:00 pm, followed by the Committee of the Whole Meeting.

17. ADJOURNMENT

A motion was made by MR. GRAHAM, seconded by MR. LEFEVRE, to adjourn at 6:10 p.m. The motion carried on a voice vote.

APPROVED: APRIL 15, 2026

Sally Jo Huggins, Village Clerk

**PROCLAMATION PROCLAIMING MAY 17-23 2026 NATIONAL PUBLIC WORKS
WEEK IN THE VILLAGE OF WINNEBAGO**

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to public health, high quality of life, and well-being of the people of Village of Winnebago; and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in the Village of Winnebago to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week sponsored by the American Public Works Association.

NOW, THEREFORE, I, Franklin J. Eubank Jr., President of the Village of Winnebago, do hereby designate the week of May 17–23, 2026, as National Public Works Week. I urge all citizens to join with representatives of the American Public Works Association and government agencies in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees, and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Dated this 20th day of May 2026

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

Treasurer's Report

May 20, 2026
Board Meeting

Cash Reports

Section 1: Cash Balances as of April 2026
 Credit Card March 2026 Recap
 Bank Reconciliations April 2026
 Bank Reconciliations March 2026

Budget Details

Section 2: Revenue & Expenditures Report –
 As of April 2026

Construction in Progress & other Tracking

Section 3: Large Purchase Tracking
 Grant Tracking
 Village Debt
 Village Revenue

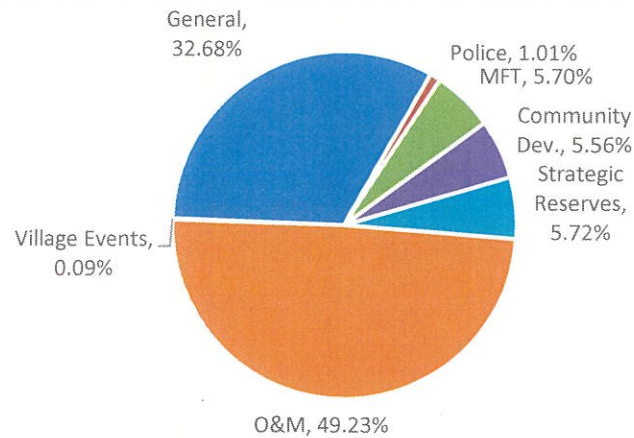
SECTION 1:

CASH REPORTS

Cash Balances as of April 2026
Bank Reconciliations April 2026
Bank Reconciliations March 2026
Credit Card Statement Recap March 2026

Cash Balances April 2026

Section 11. Item #a.



General Fund		Ending Balance
First National Bank	\$	220,026.90
Illinois National Bank	\$	794.08
Illinois Funds - General	\$	1,862,558.38
General subtotal	\$	2,083,379.36
Police		
Illinois Funds-Police	\$	63,924.23
Illinois National Bank	\$	964.24
General subtotal	\$	64,888.47
Motor Fuel Tax Fund		
First National Bank	\$	64,240.38
Illinois Funds	\$	316,808.71
General subtotal	\$	381,049.09
Community Development Fund		
First National Bank	\$	382,490.83
Strategic Reserves		
Illinois Funds	\$	361,566.50
First National	\$	2,500.00
General subtotal	\$	364,066.50
Operations and Maintenance		
First National Bank	\$	331,880.46
First National Holding	\$	250,000.00
Illinois National Bank	\$	1,000.00
Illinois Funds	\$	2,703,335.42
General subtotal	\$	3,286,215.88
Village Events (4th of July)		
First National Bank	\$	6,668.41
Cash subtotals		\$ 6,568,758.54
Grand Total		\$ 6,568,758.54

CARDMEMBER SERVICES COMMUNITY CARD

Monthly Activity

Acct: **7296

MARCH CHARGES
STATEMENT BALANCE DUE:

PAYMENT DUE ON: 4/28/2026

\$3,053.67

Statement Period

03/03/2026 - 04/01/2026

Date	Vendor/Purchase Description	Amount Charged	Account
Kellie Symonds			
3/3/2026	AMZN -binders Pens, Ink, paper clips, rubber bands, adhesive	\$ (146.83)	01-41-659
	AMZN - binders, ink, paper clips, envelope moistener	\$ (222.19)	51-44-659
3/9/2026	Adobe Inc	\$ (95.96)	01-41-593
3/11/2026	AMZN - binder, correction tape, mechanical pencils	\$ (22.69)	01-41-659
3/11/2026	AMZN -mechanical pencils, red binder	\$ (41.23)	51-44-659
3/12/2026	GoToMTG - subscription	\$ (74.28)	01-41-593
3/16/2026	USPS - Postage	\$ (4.89)	01-41-551
3/16/2026	USPS - Postage - Kelley Williamson letter	\$ (11.60)	51-44-551
3/16/2026	AMZN-binders	\$ (34.80)	01-41-659
3/17/2026	MSFT	\$ (14.00)	01-41-593
3/17/2026	MSFT	\$ (32.00)	01-41-593
3/17/2026	MSFT	\$ (24.75)	01-41-593
3/17/2026	MSFT	\$ (262.50)	01-41-593
3/17/2026	MSFT	\$ (69.00)	01-41-593
3/17/2026	MSFT	\$ (24.00)	01-41-593
3/20/2026	AMZN- bond paper	\$ (32.33)	01-41-659
3/23/2026	AMZN - Custom ink stamp	\$ (19.84)	01-41-659
3/24/2026	AMZN - hanging file folders	\$ (47.76)	01-41-659
3/24/2026	AMZN - dry erase board, ink, receipt books, tape	\$ (78.13)	01-41-659
3/30/2026	AMZN - replacement ink	\$ (81.34)	01-41-659
Total Charges on this Card Scheduled to be Paid on 04/16/2026		\$ 1,340.12	
Jeff White			
3/6/2026	AMZN- nameplate	\$ (19.95)	01-43-470
3/9/2026	AMZN-envelopes	\$ (55.90)	01-43-659
3/16/2026	PACKSCREATIONS.COM - hoodies	\$ (280.00)	01-43-470
3/25/2026	INGLASS ENHANCEMENTS - reflective window tint	\$ (190.00)	01-43-658
3/26/2026	BAX T'S & GIFTS -polo shirts	\$ (105.00)	01-43-470
4/1/2026	CIRCLE K-SPRINGFIELD IL - fuel	\$ (48.70)	01-43-655
Total Charges on this Card Scheduled to be Paid on 04/16/2026		\$699.55	
Chad Insko			
3/6/2026	APWA -Chapter Dues	\$ (252.00)	51-44-561
3/9/2026	USPS - Postage	\$ (1.90)	51-44-551
3/12/2026	U OF I WEB PAYMENT herbicide training	\$ (45.00)	51-44-563
3/13/2026	AMERICAN WATER WORKS (AWWA) - Dues	\$ (89.00)	51-44-561
3/16/2026	PROCTORU MEASURE	\$ (12.60)	-
3/16/2026	U OF I WEB PAYMENT - R.O.W. Training	\$ (25.00)	51-44-563
3/30/2026	PROCTORU MEASURE	\$ 12.60	-
Total Charges on this Card Scheduled to be Paid on 04/16/2026		\$ 412.90	
Joseph Dienberg			
3/9/2026	RANCHO LA LEONA	\$ (79.86)	01-41-560
3/13/2026	THE POST with Developer	\$ (50.72)	17-47-658
3/16/2026	CANVA	\$ (300.00)	01-41-593
3/20/2026	THE POST - with prospective developer	\$ (39.07)	17-47-658
3/27/2026	QPFNAI *CHATGPT SUBSCR	\$ (20.00)	01 41 593
3/30/2026	OFFICEMAX - office supplies	\$ (111.45)	01-41-659
		\$ 601.10	

Total Charges Scheduled to be Paid on 04/16/2026

\$ 3,053.67

BANK RECONCILIATION

March 2026

	Fund 99	Fund 01	Fund 01	Fund 01	Fund 15	Fund 17	Fund 24	Fund 51	Fund 90
	Disbursing	General	Police	MFT	Comm Dev	Strategic Reserve	O & M	4th of July	
Bank Balances:									
First National Bank	46,837.40	118,555.15	66,413.94	353,564.16	2,500.00	304,635.17	6,202.36		
Illinois Funds		1,929,060.28	63,380.96	306,207.43	360,448.41	2,649,010.35			
EPAY (INB)		805.90	976.03			999.63			
O & M Holding Account -						250,000.00			
Subtotals	46,837.40	2,048,421.33	64,356.99	372,621.37	353,564.16	362,948.41	3,204,645.15	6,202.36	
Bank Adjustments:									
Disbursing Interest - Feb Interest	(147.31)	147.31							
CORRECTION OF FEB DISBURSING INTEREST	222.89	(222.89)							
Disbursing Interest - Mar Interest	(78.56)	78.56							
Tower Rent March Deposit in Transit	(1,650.00)	412.50			825.00		412.50		50.00
UTV Permit 26-013 Deposit in Transit									
Constellation Jan Inv Transferred 2X	(3,638.24)	3,638.24							
Meter Purchase 02/26/26 @126 S Benton Deposit in Transit									
Sales Tax 1% NHMR Deposit in Transit		(43,814.90)			(945.50)		945.50		
Telecom Tax Deposit in Transit		(442.51)			442.51		43,814.90		
Cannabis Tax Deposit in Transit		(339.92)	339.92						
Police Fines Deposit in Transit		(6.00)	6.00						
IMRF 3/11/26	(6,974.85)								
IMRF 3/25/26	(6,900.68)								
IMRF Outstanding Mar Variance	(0.08)								
TYPO 941 Transfer Cash corrected Q1 04/08/26	5.00	(5.00)							
IMRF Mar Fractions Mar GL / Apr Bank JE 7603 inMar	0.08	(0.08)							
NICOR Transfer from Wrg Acct 02/07/26		78.17					(78.17)		
NICOR Transfer above was incorrectly moved from Gen To OM		78.17					(78.17)		
26921	(29.50)								
26986	(68.49)								
Outstanding Checks Jan 2026	(4,917.48)								
Outstanding Checks Mar 2026	(2,845.24)								
Four Rivers Duplicate Pmt	64.43								
IPBC Apr Billing	(19,879.37)								
Mars Payments - Deposits in Transit							469.94		
Cash Payments - Deposits in Transit							203.00		
IVR Payment - Deposits in Transit							80.38		
IVR Payment - Deposits in Transit							129.93		
Web Payments - Deposits in Transit							912.60		
Web Payments - Deposits in Transit							43.22		
General Ledger Beginning Balance	-	2,008,022.98	64,702.91	372,621.37	353,886.17	362,948.41	3,251,500.78	6,252.36	
G/L Adjustments:									
State was overpaid 5.00 - JE 7672 will be reversed when they refund the \$5.00									
G/L Final Adjusted Balance	-	2,008,022.98	64,702.91	372,621.37	353,886.17	362,948.41	3,251,500.78	6,252.36	
18									

encies

Section 11. Item #a.

BANK RECONCILIATION

April 2026

	Fund 99	Fund 01	Fund 01	Fund 01	Fund 15	Fund 17	Fund 24	Fund 51	Fund 90
	Disbursing	General	Police	MFT	Comm Dev	Strategic Reserve	O & M	4th of July	
Bank Balances:									
First National Bank	18,158.20	220,026.90	64,240.38	382,490.83	2,500.00	331,880.46	6,668.41		
Illinois Funds		1,862,558.38	63,924.23	316,808.71	361,566.50	2,703,335.42			
EPAY (INB)		794.08	964.24			1,000.00			
O & M Holding Account -						250,000.00			
Subtotals	18,158.20	2,083,379.36	64,888.47	381,049.09	382,490.83	364,066.50	3,286,215.88	6,668.41	
Bank Adjustments:									
Disbursing Interest -Apr Interest	(96.79)	96.79							
Disbursing Interest -Mar Interest	(78.56)	78.56							
Susan Mendoza Video Gaming - Bank Posting Error									
Building Permit 26-25 Deposit in Transit 04/30/26									
Comcast inv 202604152782 Processed Incorrectly Bank	(2.31)	2.31							
Nicor Deposit in Transit 04/27/26 inv	125.73								
Nicor Deposit in Transit 04/27/26 inv	62.72								
Sales Tax 1% NHMR Deposit in Transit									
Cannabis Tax Deposit in Transit APR		(34,225.42)							
Police Fines Deposit in Transit APR		(406.01)							
		(16.00)							
IMRF Apr Fractions Apr GL / May Bank	0.13	(0.13)							
IMRF 4/8/26	(7,107.07)								
IMRF 4/22/26	(7,384.12)								
IMRF Fractions Outstanding	(0.13)								
26921	(29.50)								
26986	(68.49)								
Outstanding Checks Mar 2026	(1,283.24)								
Outstanding Checks Apr 2026	(2,361.00)								
Four Rivers Duplicate Pmt	64.43								
Mars Payments - Deposits in Transit									
Web Payments - Deposits in Transit									
	(0.00)	2,048,909.46	65,310.48	381,049.09	382,566.41	364,066.50	3,320,883.56	6,668.41	
General Ledger Beginning Balance	-	2,048,909.46	65,310.48	381,049.09	382,566.41	364,066.50	3,320,883.56	6,668.41	
G/L Adjustments:									
G/L Final Adjusted Balance	-	2,048,909.46	65,310.48	381,049.09	382,566.41	364,066.50	3,320,883.56	6,668.41	
19	(0.00)	-	-	-	-	-	-	-	-

19 pencies

Section 11. Item #a.

Bank Correction 05/13/26

Bank Trans 05/15/25

Bank Trans 05/14/25

Bank Trans 05/14/25

Posted 05/01/26

Cash Transfer 04/30/26

Cash Transfer 04/30/26

Cash Transfer 05/01/26

SECTION 2:

BUDGET DETAILS

Revenue & Expenditures Report April 2026

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

Section 11. Item #a.

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
FUND- 01 -GENERAL FUND					
=====					
REVENUES					
=====					
01-300 CORPORATE TAX W/C	341,622.00	0.00	0.00	0.00	341,622.00
01-303 AUDIT TAX W/C	300.00	0.00	0.00	0.00	300.00
01-304 POLICE TAX W/C	202,981.00	0.00	0.00	0.00	202,981.00
01-305 IMRF W/C TAX	300.00	0.00	0.00	0.00	300.00
01-306 REVENUE RECAPTURE	1,645.60	0.00	0.00	0.00	1,645.60
01-308 TORT JUDGEMENT-LIAB INS W/C	300.00	0.00	0.00	0.00	300.00
01-309 ROAD BRIDGE TRANSFER IN W/C	14,924.73	0.00	0.00	0.00	14,924.73
01-315 COM ED UTILITY TAX	100,000.00	8,548.25	35,447.66	35.45	64,552.34
01-328 HEAVY LOAD PERMITS	470.00	0.00	0.00	0.00	470.00
01-341 INCOME TAX/LGDF	529,788.00	55,553.49	186,202.10	35.15	343,585.90
01-342 PPRT - REPLACEMENT TAX	30,000.00	2,624.32	9,244.18	30.81	20,755.82
01-343 IGA WHS RESOURCE OFFICER	97,000.00	25,664.45	50,106.78	51.66	46,893.22
01-344 POLICE GRANTS	0.00	0.00	0.00	0.00	0.00
01-345 SALES & RELATED TAX /MT	682,392.17	49,062.27	229,306.87	33.60	453,085.30
01-346 CANNABIS	4,733.40	406.01	1,563.66	33.03	3,169.74
01-347 POLICE TRAINING/CONF REIMBURS	0.00	0.00	0.00	0.00	0.00
01-348 POLICE SALARY REIMBRSMNT ILEAS	0.00	0.00	0.00	0.00	0.00
01-349 LOCAL USE TAX	12,730.20	2,082.98	8,892.96	69.86	3,837.24
01-350 POLICE ADMIN. TOWING FINES	2,000.00	500.00	2,000.00	100.00	0.00
01-351 POLICE FINES	10,000.00	1,132.00	3,292.59	32.93	6,707.41
01-353 DUI FINES/SPEC VEHICLE	2,200.00	16.00	52.00	2.36	2,148.00
01-370 OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
01-371 GRANTS	0.00	0.00	0.00	0.00	0.00
01-375 ROCK 39 ADMIN	0.00	0.00	582.09	0.00 (	582.09)
01-381 INTEREST	80,000.00	6,611.82	27,102.49	33.88	52,897.51
01-382 VERIZON WATER TOWER RENT	4,950.00	412.50	1,650.00	33.33	3,300.00
01-385 VEHICLE/EQUIPMENT SALES	0.00	0.00	0.00	0.00	0.00
01-388 MISC INCOME	100.00	0.00	5.00	5.00	95.00
01-389 EXCISE TAX	25,000.00	2,174.29	8,753.14	35.01	16,246.86
01-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	2,143,437.10	154,788.38	564,201.52	26.32	1,579,235.58
=====	=====	=====	=====	=====	=====

EXPENDITURES

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GENERAL ADMINISTRATIVE

01-41-421 OFFICE SALARIES	0.00	0.00	916.31	0.00 (	916.31)
01-41-426 DEPUTY CLERK	52,070.03	3,411.74	13,408.21	25.75	38,661.82
01-41-427 TREASURER	57,330.00	4,389.00	17,461.50	30.46	39,868.50

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-41-429 VILLAGE ADMINISTRATOR	33,999.97	2,564.62	9,949.60	29.26	24,050.37
01-41-431 ELECTED OFFICIALS	33,600.00	2,800.00	11,200.00	33.33	22,400.00
01-41-451 HEALTH INSURANCE	20,000.00	0.00	6,485.48	32.43	13,514.52
01-41-452 HEALTH INS. DEDUCTIBLE REIMBUR	2,000.00	0.00	0.00	0.00	2,000.00
01-41-453 IDES/UNEMPLOYMENT INSURANCE	475.00	202.93	202.93	42.72	272.07
01-41-461 ADM SOCIAL SECURITY	10,974.00	816.25	3,282.04	29.91	7,691.96
01-41-463 ADM MEDICARE	2,566.50	190.92	767.68	29.91	1,798.82
01-41-465 IMRF BENEFITS	13,575.90	795.15	3,201.58	23.58	10,374.32
01-41-512 OFFICE & COMPUTER EQUIPMENT	5,000.00	0.00	1,359.68	27.19	3,640.32
01-41-521 GEOGRAPHIC INFO SYSTEM	2,000.00	499.32	1,497.96	74.90	502.04
01-41-529 IT SERVICES	16,100.00	624.00	2,380.00	14.78	13,720.00
01-41-530 PROFESSIONAL SERVICES	11,000.00	0.00	0.00	0.00	11,000.00
01-41-531 AUDIT	28,700.00	0.00	0.00	0.00	28,700.00
01-41-532 ENGINEERING	6,200.00	204.00	2,579.75	41.61	3,620.25
01-41-533 LEGAL	27,500.00	0.00	0.00	0.00	27,500.00
01-41-534 LEXIPOL	9,000.00	0.00	0.00	0.00	9,000.00
01-41-551 POSTAGE	1,000.00	4.89	54.33	5.43	945.67
01-41-552 TELEPHONE & INTERNET	5,500.00	203.73	1,557.54	28.32	3,942.46
01-41-554 PUBLISHING/ADVERTISEMENTS	750.00	0.00	0.00	0.00	750.00
01-41-560 EMPLOYEE WELFARE	750.00	79.86	131.09	17.48	618.91
01-41-561 PROFESSIONAL ASSOC/MEMBERSHIP	1,950.00	30.00	659.80	33.84	1,290.20
01-41-562 TRAVEL EXPENSES	1,300.00	0.00	95.85	7.37	1,204.15
01-41-563 TRAINING/TUITION	3,210.00	0.00	372.22	11.60	2,837.78
01-41-564 CONFERENCES	6,410.00	0.00	372.96	5.82	6,037.04
01-41-565 VILLAGE WEBSITE	8,800.00	0.00	8,784.07	99.82	15.93
01-41-566 CODIFICATION OF ORDINANCES	25,000.00	0.00	0.00	0.00	25,000.00
01-41-593 EQUIP/SOFTWARE MAINT/LEASE	28,000.00	1,218.33	6,886.41	24.59	21,113.59
01-41-594 RISK MANAGMENT DUES/FEES	10,600.00	0.00	0.00	0.00	10,600.00
01-41-595 IML RISK MNG CLAIMS HAIL 2020	0.00	0.00	0.00	0.00	0.00
01-41-653 BUILDING WATER USAGE	400.00	21.59	61.46	15.37	338.54
01-41-658 MISC. EXPENSES	300.00	0.00	0.00	0.00	300.00
01-41-659 OFFICE EXPENSE	6,500.00	635.07	3,010.70	46.32	3,489.30
01-41-660 PRINTING	500.00	0.00	0.00	0.00	500.00
01-41-661 OFFICE MAINTENANCE	4,000.00	292.50	1,055.63	26.39	2,944.37
01-41-702 PROPERTY TAX REFUNDS	950.00	0.00	0.00	0.00	950.00
01-41-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	0.00	0.00	0.00	0.00
01-41-832 CONTINGENCY	42,781.80	0.00	0.00	0.00	42,781.80
01-41-833 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-41-950 BANK FEES/CHARGES	300.00	11.82	47.30	15.77	252.70
01-41-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL ADMINISTRATIVE	481,093.20	18,995.72	97,782.08	20.32	383,311.12

STREET DEPARTMENT

01-42-422 PUBLIC WORKS ASSISTANT	0.00	0.00	0.00	0.00	0.00
01-42-423 PART-TIME WAGES	2,984.31	0.00	0.00	0.00	2,984.31
01-42-424 SUPERVISOR STREETS/FLEETS	75,058.82	5,781.78	22,909.27	30.52	52,149.55
01-42-428 PUBLIC WORKS WAGES	111,956.87	8,833.55	34,864.30	31.14	77,092.57
01-42-451 HEALTH INSURANCE	24,000.00	0.00	7,301.12	30.42	16,698.88
01-42-452 HEALTH INS. DEDUCTIBLE REIMBUR	3,000.00	0.00	0.00	0.00	3,000.00
01-42-453 IDES/UNEMPLOYMENT INSURANCE	330.00	249.75	249.75	75.68	80.25

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

Section 11. Item #a.

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-42-461 ADM SOCIAL SECURITY	11,780.00	906.17	3,582.05	30.41	8,197.95
01-42-463 ADM MEDICARE	2,755.00	211.93	837.77	30.41	1,917.23
01-42-465 IMRF BENEFITS	14,573.00	1,121.02	4,431.31	30.41	10,141.69
01-42-470 UNIFORMS	1,500.00	0.00	0.00	0.00	1,500.00
01-42-510 MAINT. SERVICE - GROUNDS	4,000.00	1,529.74	1,581.65	39.54	2,418.35
01-42-511 MAINT. SERVICE-BUILDING	20,000.00	866.20	2,310.99	11.55	17,689.01
01-42-512 OFFICE & COMPUTER EQUIPMENT	2,500.00	0.00	0.00	0.00	2,500.00
01-42-513 MAINT. SERVICE-VEHICLES	15,000.00	0.00	1,694.07	11.29	13,305.93
01-42-514 MAINT. SERVICE-STREET	95,000.00	3,173.31	12,421.04	13.07	82,578.96
01-42-515 MAINT. SERVICE-SIDEWALKS	50,000.00	3,036.11	3,036.11	6.07	46,963.89
01-42-518 MAINT. SERVICE -EQUIPMENT	20,000.00	309.66	6,014.40	30.07	13,985.60
01-42-520 STREET PROJECT	300,000.00	545.97	545.97	0.18	299,454.03
01-42-521 GEOGRAPHIC INF SYS	0.00	0.00	0.00	0.00	0.00
01-42-529 IT SERVICES	500.00	0.00	0.00	0.00	500.00
01-42-530 PROFESSIONAL SERVICES	1,200.00	0.00	965.25	80.44	234.75
01-42-532 ENGINEERING	10,000.00	0.00	2,676.25	26.76	7,323.75
01-42-535 TREE REMOVAL/TRIMMING	10,000.00	0.00	0.00	0.00	10,000.00
01-42-537 ENGINEERING - STREET PROJECTS	30,000.00	2,250.00	4,000.00	13.33	26,000.00
01-42-552 TELEPHONE & INTERNET	4,000.00	87.74	1,573.04	39.33	2,426.96
01-42-561 DUES/MEMBERSHIPS/SUBSCRIP	0.00	0.00	0.00	0.00	0.00
01-42-576 COM ED / STREET LIGHTS	46,000.00	0.00	10,825.48	23.53	35,174.52
01-42-593 EQUIP/SOFTWARE MAINT/LEASE	0.00	0.00	0.00	0.00	0.00
01-42-594 RISK MANAGMENT DUES FEES	13,800.00	0.00	0.00	0.00	13,800.00
01-42-599 STORM WATER MAINTENANCE	2,500.00	2,004.00	2,639.40	105.58	(139.40)
01-42-651 OPERATING SUPPLIES	8,000.00	986.19	2,605.84	32.57	5,394.16
01-42-655 FUEL/GREASE/OIL	16,000.00	1,292.01	4,104.19	25.65	11,895.81
01-42-658 MISC.EXPENSES	300.00	0.00	0.00	0.00	300.00
01-42-659 OFFICE EXPENSE	500.00	154.93	154.93	30.99	345.07
01-42-830 SMALL EQUIP. PURCHASE OR RENTA	7,500.00	0.00	661.38	8.82	6,838.62
01-42-831 LARGE EQUIP. PURCHASE-FIXED AS	20,000.00	0.00	0.00	0.00	20,000.00
01-42-832 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-833 STREET SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-42-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL STREET DEPARTMENT	924,738.00	33,340.06	131,985.56	14.27	792,752.44

POLICE

01-43-421 OFFICE SALARIES	0.00	0.00	0.00	0.00	0.00
01-43-422 POLICE CHIEF	114,419.76	8,759.60	34,849.80	30.46	79,569.96
01-43-423 PART-TIME OFFICERS	11,663.40	898.56	2,317.60	19.87	9,345.80
01-43-424 FULL-TIME OFFICERS	366,902.70	30,278.38	119,609.35	32.60	247,293.35
01-43-425 POLICE OVERTIME	15,000.00	2,228.36	5,984.83	39.90	9,015.17
01-43-427 SCHOOL RESOURCE OFFICER	83,013.84	6,651.75	25,680.25	30.93	57,333.59
01-43-451 HEALTH INSURANCE	142,000.00	0.00	45,819.36	32.27	96,180.64
01-43-452 HEALTH INS. DEDUCTIBLE REIMBUR	4,000.00	0.00	0.00	0.00	4,000.00
01-43-453 IDES/UNEMPLOYMENT INSURANCE	1,055.00	758.77	758.77	71.92	296.23
01-43-461 ADM SOCIAL SECURITY	36,642.00	3,026.64	11,683.45	31.89	24,958.55
01-43-463 ADM MEDICARE	8,569.50	707.85	2,732.43	31.89	5,837.07
01-43-465 IMRF BENEFITS	45,329.70	3,675.31	14,275.70	31.49	31,054.00
01-43-470 QUARTERMASTER/UNIFORMS	6,500.00	404.95	1,324.64	20.38	5,175.36
01-43-471 VESTS	1,300.00	0.00	1,252.75	96.37	47.25

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
01-43-512 OFFICE & COMPUTER EQUIPMENT	5,000.00	0.00	0.00	0.00	5,000.00
01-43-513 IGA-RECORDS MANAGEMENT SFTWRE	5,630.00	0.00	5,434.00	96.52	196.00
01-43-514 A/V COMMUNICATIONS	24,000.00	0.00	6,288.00	26.20	17,712.00
01-43-516 POLICE GARAGE MAINTENANCE	2,000.00	0.00	513.38	25.67	1,486.62
01-43-520 SQUAD CAR MAINTENANCE (ALL)	10,000.00	3,322.09	3,899.09	38.99	6,100.91
01-43-521 GEOGRAPHIC INFO SYSTEM	0.00	0.00	0.00	0.00	0.00
01-43-523 SQD 120 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-525 SQD 117 MAINTENANCE	0.00	0.00	0.00	0.00	0.00
01-43-529 IT SERVICES	2,200.00	0.00	50.00	2.27	2,150.00
01-43-530 PROFESSIONAL SERVICES	600.00	0.00	205.00	34.17	395.00
01-43-531 911 DISPATCH SERVICES	21,500.00	5,249.93	10,499.86	48.84	11,000.14
01-43-533 LEGAL	12,000.00	2,350.71	2,848.21	23.74	9,151.79
01-43-534 LEXIPOL	5,400.00	0.00	0.00	0.00	5,400.00
01-43-540 NEW HIRE PHYSICAL/PSYCH EXAMS	1,500.00	0.00	0.00	0.00	1,500.00
01-43-551 POSTAGE	250.00	0.00	6.08	2.43	243.92
01-43-552 TELEPHONE & INTERNET	3,800.00	166.66	1,402.30	36.90	2,397.70
01-43-553 CELL PHONES	4,400.00	237.56	950.48	21.60	3,449.52
01-43-561 PROFESSIONAL ASSOC/MEMBERSHIP	560.00	0.00	100.00	17.86	460.00
01-43-562 TRAVEL EXPENSES	350.00	0.00	102.95	29.41	247.05
01-43-563 TRAINING/TUITION	8,000.00	800.00	2,452.46	30.66	5,547.54
01-43-593 EQUIP/SOFTWARE MAINT/LEASE	5,400.00	195.10	966.54	17.90	4,433.46
01-43-594 RISK MANAGEMENT DUES/FEES	33,000.00	0.00	0.00	0.00	33,000.00
01-43-653 POLICE GARAGE WATER USAGE	250.00	10.38	40.81	16.32	209.19
01-43-655 FUEL/GREASE/OIL	18,000.00	2,070.97	6,523.52	36.24	11,476.48
01-43-658 MISC. EXPENSES	1,500.00	340.00	340.00	22.67	1,160.00
01-43-659 OFFICE EXPENSE	300.00	55.90	77.06	25.69	222.94
01-43-660 PRINTING	300.00	0.00	47.98	15.99	252.02
01-43-830 SMALL EQUIP. PURCH OR RENTAL	10,150.00	0.00	1,440.25	14.19	8,709.75
01-43-831 LARGE EQUIP. PURCH-FIXED ASSET	0.00	0.00	0.00	0.00	0.00
01-43-832 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
01-43-950 BANK FEES/CHARGES	120.00	11.79	48.05	40.04	71.95
01-43-953 GRANTS	0.00	0.00	0.00	0.00	0.00
01-43-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL POLICE	1,012,605.90	72,201.26	310,524.95	30.67	702,080.95

TOTAL EXPENDITURES	2,418,437.10	124,537.04	540,292.59	22.34	1,878,144.51
REVENUES OVER/(UNDER) EXPENDITURES	(275,000.00)	30,251.34	23,908.93	(298,908.93)	

FUND- 15 -MFT FUND

REVENUES

15-343 MOTOR FUEL TAX	63,327.60	4,409.97	21,000.90	33.16	42,326.70
15-346 TRANSPORTATION RENEWAL FUND	70,971.60	5,217.65	23,322.10	32.86	47,649.50
15-350 REBUILD IL BOND FUND GRANT	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
15-381 INTEREST	16,000.00	1,136.10	4,363.28	27.27	11,636.72
15-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	150,299.20	10,763.72	48,686.28	32.39	101,612.92
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EXPENDITURES

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MFT

15-46-501 MISC EXPENSE	0.00	0.00	0.00	0.00	0.00
15-46-502 ENGINEERING - MFT	65,000.00	981.50	4,034.75	6.21	60,965.25
15-46-576 COM ED **	0.00	0.00	0.00	0.00	0.00
15-46-850 MFT ROAD PROJECT	425,000.00	0.00	0.00	0.00	425,000.00
15-46-950 BANK FEES/CHARGES	0.00	0.00	0.00	0.00	0.00
TOTAL MFT	490,000.00	981.50	4,034.75	0.82	485,965.25

TOTAL EXPENDITURES	490,000.00	981.50	4,034.75	0.82	485,965.25
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REVENUES OVER/(UNDER) EXPENDITURES	(339,700.80)	9,782.22	44,651.53	(384,352.33)	
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FUND- 17 -COMMUNITY DEV FUND

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REVENUES

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17-307 DEVELOPMENT ESCROW	40,000.00	0.00	0.00	0.00	40,000.00
17-329 PERMITS/INSPECTION FEES	20,000.00	705.00	2,435.00	12.18	17,565.00
17-330 CODE ENFORCEMENT FINES	0.00	0.00	0.00	0.00	0.00
17-331 ZONING FEES	2,500.00	0.00	0.00	0.00	2,500.00
17-332 PERMITS - SOLICITORS	0.00	0.00	300.00	0.00 (	300.00)
17-371 GRANTS	0.00	0.00	0.00	0.00	0.00
17-381 INTEREST	9,000.00	893.58	3,486.92	38.74	5,513.08
17-382 VERIZON WATER TOWER RENT	9,900.00	825.00	3,300.00	33.33	6,600.00
17-385 LIGHTED DIAMOND FEES	500.00	0.00	0.00	0.00	500.00
17-386 UTV REGISTRATION FEES	0.00	0.00	0.00	0.00	0.00
17-387 FRANCHISE FEES	13,000.00	2,295.94	4,716.82	36.28	8,283.18
17-388 MISC INCOME	0.00	200.00	1,400.00	0.00 (	1,400.00)
17-389 EXCISE TAX	5,000.00	434.86	1,750.64	35.01	3,249.36
17-390 LIQUOR LICENSE FEES	14,250.00	14,875.00	20,250.00	142.11 (	6,000.00)
17-391 GAMING LICENSE FEE	8,500.00	6,750.00	6,750.00	79.41	1,750.00
17-392 VIDEO GAMING	90,000.00	7,305.58	29,836.37	33.15	60,163.63
17-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00

TOTAL REVENUES	212,650.00	34,284.96	74,235.75	34.91	138,424.25
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VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
EXPENDITURES					
COMMUNITY DEVELOPMENT					
17-47-421 OFFICE SALARIES	26,475.00	1,641.13	6,528.43	24.66	19,946.57
17-47-422 CODE ENFORCEMENT OFFICER	12,480.00	1,920.00	3,840.00	30.77	8,640.00
17-47-423 BUILDING INSPECTOR	13,000.00	2,000.00	4,000.00	30.77	9,000.00
17-47-424 ELECTRICAL INSPECTOR	4,725.00	375.00	1,500.00	31.75	3,225.00
17-47-429 VILLAGE ADMINISTRATOR	32,999.97	2,563.84	9,946.59	30.14	23,053.38
17-47-450 CODE ENFORCEMENT FINE COSTS	0.00	0.00	0.00	0.00	0.00
17-47-451 HEALTH INSURANCE	11,000.00	0.00	3,471.36	31.56	7,528.64
17-47-452 HEALTH INS. DEDUCTIBLE REIMBUR	750.00	0.00	0.00	0.00	750.00
17-47-453 IDES/UNEMPLOYMENT INSURANCE	225.00	80.68	80.68	35.86	144.32
17-47-461 ADM SOCIAL SECURITY	3,980.40	283.97	1,114.48	28.00	2,865.92
17-47-463 ADM MEDICARE	930.90	66.41	260.65	28.00	670.25
17-47-465 IMRF BENEFITS	3,400.00	229.91	886.19	26.06	2,513.81
17-47-512 OFFICE & COMPUTER EQUIPMENT	250.00	0.00	0.00	0.00	250.00
17-47-529 IT SERVICES	350.00	0.00	0.00	0.00	350.00
17-47-530 PROFESSIONAL SERVICES	5,000.00	0.00	108.00	2.16	4,892.00
17-47-532 ENGINEERING	8,000.00	782.50	1,715.25	21.44	6,284.75
17-47-533 LEGAL	13,000.00	0.00	125.00	0.96	12,875.00
17-47-536 ENGINEERING - ESCROW REIMBURS	0.00	0.00	0.00	0.00	0.00
17-47-551 POSTAGE	200.00	0.00	28.11	14.06	171.89
17-47-554 PUBLISHING/ADVERTISEMENTS	2,000.00	0.00	0.00	0.00	2,000.00
17-47-561 PROFESSIONAL ASSOC/MEMBERSHIPS	3,000.00	625.00	1,250.00	41.67	1,750.00
17-47-576 COM ED **	2,200.00	59.08	208.38	9.47	1,991.62
17-47-593 EQUIP/SOFTWARE MAINT/LEASE	3,800.00	0.00	480.46	12.64	3,319.54
17-47-658 MISC. EXPENSES	500.00	89.79	89.79	17.96	410.21
17-47-659 OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
17-47-660 PRINTING	3,800.00	0.00	69.00	1.82	3,731.00
17-47-701 COMMUNITY DEVELOPMENT	100,000.00	0.00	0.00	0.00	100,000.00
17-47-706 PROPERTY TAX PAYABLE	1,400.00	0.00	0.00	0.00	1,400.00
17-47-800 MAINTENANCE SERVICE PARKS	3,500.00	0.00	0.00	0.00	3,500.00
17-47-832 PARK EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
17-47-900 PRESIDENTIAL CONTINGENCY	1,200.00	0.00	0.00	0.00	1,200.00
17-47-911 COMMUNITY EXPENSES	1,400.00	66.78	66.78	4.77	1,333.22
17-47-912 COMMUNITY PROJECTS	0.00	0.00	0.00	0.00	0.00
17-47-950 BANK FEES/CHARGES	3,000.30	172.15	777.60	25.92	2,222.70
17-47-953 GRANTS	0.00	0.00	0.00	0.00	0.00
17-47-959 TRANSFER OUT	10,000.00	0.00	0.00	0.00	10,000.00
17-47-998 DEVELOPMENT ESCROW REFUND	40,000.00	0.00	0.00	0.00	40,000.00
TOTAL COMMUNITY DEVELOPMENT	312,566.57	10,956.24	36,546.75	11.69	276,019.82

TOTAL EXPENDITURES	312,566.57	10,956.24	36,546.75	11.69	276,019.82
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REVENUES OVER/(UNDER) EXPENDITURES	(99,916.57)	23,328.72	37,679.00	(137,595.57)
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VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
FUND- 19 -MFT WINNEBAGO RD PROJ					
=====					
EXPENDITURES					
=====					
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00
FUND- 24 -STRATEGIC RESERVE CAPITAL					
=====					
REVENUES					
=====					
24-381 INTEREST	12,000.00	1,118.09	4,475.76	37.30	7,524.24
24-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	12,000.00	1,118.09	4,475.76	37.30	7,524.24
=====					
EXPENDITURES					
=====					
STRATEGIC RESERVES					
24-45-530 PROFESSIONAL FEES	30,000.00	0.00	0.00	0.00	30,000.00
24-45-950 BANK FEES/CHARGES	0.00	0.00	0.00	0.00	0.00
24-45-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL STRATEGIC RESERVES	30,000.00	0.00	0.00	0.00	30,000.00
TOTAL EXPENDITURES	30,000.00	0.00	0.00	0.00	30,000.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	(18,000.00)	1,118.09	4,475.76		(22,475.76)

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

PAGE

Section 11. Item #a.

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
FUND- 41 -SWEEP (FORMER GO BOND)					
=====					
REVENUES					
=====					
41-305 GO BOND TAX W/C	0.00	0.00	0.00	0.00	0.00
41-381 INTEREST	0.00	0.00	0.00	0.00	0.00
41-385 AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00	0.00
41-388 MISC INCOME	0.00	0.00	0.00	0.00	0.00
41-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
=====					
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00
=====					
EXPENDITURES					
=====					
BOND - O & M					
41-44-658 MISC. EXPENSES	0.00	0.00	0.00	0.00	0.00
41-44-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
TOTAL BOND - O & M	0.00	0.00	0.00	0.00	0.00
=====					
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
=====					
REVENUES OVER/(UNDER) EXPENDITURES	0.00	0.00	0.00		0.00
=====					
FUND- 51 -OPERATION & MAINTENANCE					
=====					
REVENUES					
=====					
51-344 GRANTS	0.00	0.00	0.00	0.00	0.00
51-345 SALES TAX (1%)	500,103.29	34,225.42	163,365.25	32.67	336,738.04
51-361 WATER SALES	342,858.98	25,179.40	107,074.81	31.23	235,784.17
51-362 CAPITAL CHARGES	498,212.45	36,192.73	154,438.06	31.00	343,774.39
51-363 GARBAGE CHARGES	247,129.70	19,312.32	81,991.28	33.18	165,138.42
51-364 PRE-PAID WATER/SEWER	500.00	329.72	125.46	25.09	625.46
51-365 WATER FIXED ADMIN CHARGES	197,403.60	15,954.17	67,599.31	34.24	129,804.29
51-367 WATER HOOK-UP FEE	0.00	0.00	0.00	0.00	0.00
51-368 SEWER HOOK-UP FEE	0.00	0.00	0.00	0.00	0.00
51-373 ROCK 39 EQUIPMENT	5,000.00	0.00	4,237.92	84.76	762.08
51-374 ROCK 39 IGA	74,265.64	0.00	17,924.86	24.14	56,340.78
51-375 ROCK 39 FUEL/MILEAGE REIMB.	14,245.41	0.00	3,525.14	24.75	10,720.27

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

PAGE

Section 11. Item #a.

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-376 RECAPTURE FEES	18,000.00	0.00	0.00	0.00	18,000.00
51-381 INTEREST	100,000.00	9,115.03	35,312.38	35.31	64,687.62
51-382 VERIZON WATER TOWER RENT	4,950.00	412.50	1,650.00	33.33	3,300.00
51-385 VEHICLE/EQUIPMENT SALES	0.00	0.00	0.00	0.00	0.00
51-388 MISC INCOME	0.00	0.00	200.00	0.00 (	200.00)
51-390 LOSS ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00	0.00
51-393 METER SALES	0.00	0.00	945.50	0.00 (	945.50)
51-395 UTIL INCOME/SHUT OFF NOTICE	2,000.00	410.34	3,330.97	166.55 (	1,330.97)
51-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
 TOTAL REVENUES	 2,004,669.07	 140,472.19	 641,470.02	 32.00	 1,363,199.05

EXPENDITURES

O & M

51-44-421 OFFICE SALARIES	80,273.06	5,853.48	22,411.95	27.92	57,861.11
51-44-422 ROCK 39 SALARY	0.00	0.00	0.00	0.00	0.00
51-44-423 PART-TIME WAGES	6,963.39	0.00	0.00	0.00	6,963.39
51-44-425 METER READER/LAB ASSISTANT	0.00	0.00	0.00	0.00	0.00
51-44-426 DIRECTOR PUBLIC WORKS	85,814.82	6,601.14	26,247.39	30.59	59,567.43
51-44-428 PUBLIC WORKS WAGES	107,948.73	8,560.41	33,751.65	31.27	74,197.08
51-44-429 VILLAGE ADMINISTRATOR	33,000.00	2,563.84	9,946.59	30.14	23,053.41
51-44-451 HEALTH INSURANCE	25,000.00	0.00	7,867.60	31.47	17,132.40
51-44-452 HEALTH INS. DEDUCTIBLE REIMBUR	3,000.00	0.00	0.00	0.00	3,000.00
51-44-453 IDES/UNEMPLOYMENT INSURANCE	650.00	406.50	406.50	62.54	243.50
51-44-461 ADM SOCIAL SECURITY	19,468.00	1,461.86	5,726.04	29.41	13,741.96
51-44-463 ADM MEDICARE	4,553.00	341.91	1,339.18	29.41	3,213.82
51-44-465 IMRF BENEFITS	24,083.80	1,808.48	7,083.71	29.41	17,000.09
51-44-466 PENSION EXPENSE-GASB 68	0.00	0.00	0.00	0.00	0.00
51-44-470 UNIFORMS	1,500.00	299.92	299.92	19.99	1,200.08
51-44-512 OFFICE & COMPUTER EQUIPMENT	7,000.00	0.00	0.00	0.00	7,000.00
51-44-519 MAINTENANCE SERVICE - EQUIPTME	35,000.00	0.00	822.02	2.35	34,177.98
51-44-521 GEOGRAPHIC INFO SYSTEMS	2,000.00	499.32	499.32	24.97	1,500.68
51-44-529 IT SERVICES	1,500.00	0.00	0.00	0.00	1,500.00
51-44-530 PROFESSIONAL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00
51-44-531 SPECIAL AUDIT	0.00	0.00	2.17	0.00 (	2.17)
51-44-532 ENGINEERING	35,000.00	11,270.00	20,738.75	59.25	14,261.25
51-44-533 CELLULAR METER MONTHLY FEES	17,000.00	1,175.15	4,700.60	27.65	12,299.40
51-44-534 LEGAL	2,000.00	0.00	0.00	0.00	2,000.00
51-44-539 WATER UPGRADE ENGINEERING	75,000.00	0.00	5,400.00	7.20	69,600.00
51-44-540 PRE-EMPLOYMENT PHYSICAL	340.00	0.00	0.00	0.00	340.00
51-44-541 METER UPGRADE	10,000.00	470.61	4,778.58	47.79	5,221.42
51-44-542 WATER UPGRADE	950,000.00	79,020.64	78,609.71	8.27	871,390.29
51-44-543 ALARM SYS./TELEPHONE/INTERNET	8,500.00	259.44	2,899.89	34.12	5,600.11
51-44-544 IEPA LOAN -WATER TOWER	98,000.00	0.00	48,969.92	49.97	49,030.08
51-44-551 POSTAGE	11,000.00	763.50	3,386.18	30.78	7,613.82

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
51-44-552 CELL PHONES	2,500.00	198.62	555.08	22.20	1,944.92
51-44-554 PUBLISHING/ADVERTISEMENTS	1,200.00	0.00	0.00	0.00	1,200.00
51-44-561 PROFESSIONAL ASSOC/MEMBERSHIPS	900.00	341.00	341.00	37.89	559.00
51-44-562 TRAVEL EXPENSES	300.00	0.00	0.00	0.00	300.00
51-44-563 TRAINING/TUITION	3,500.00	250.00	877.00	25.06	2,623.00
51-44-571 NI GAS / WELLS	2,400.00	0.00	1,086.89	45.29	1,313.11
51-44-573 GARBAGE	240,577.55	20,024.72	80,070.44	33.28	160,507.11
51-44-576 COM ED **	30,000.00	291.17	6,098.33	20.33	23,901.67
51-44-579 WATER ANALYSIS	5,500.00	348.00	1,882.00	34.22	3,618.00
51-44-580 EPA PERMIT FEES	3,500.00	0.00	390.00	11.14	3,110.00
51-44-593 EQUIP/SOFTWARE MAINT/LEASE	25,000.00	0.00	1,721.79	6.89	23,278.21
51-44-594 RISK MANAGEMENT DUES/FEES	19,800.00	0.00	0.00	0.00	19,800.00
51-44-651 OPERATING SUPPLIES/MISC. EXPEN	49,000.00	4,528.22	10,477.83	21.38	38,522.17
51-44-653 BUILDING WATER USAGE	1,000.00	43.66	191.44	19.14	808.56
51-44-654 WATER DEPOSIT REFUND EXPENSE	0.00	0.00	0.00	0.00	0.00
51-44-655 FUEL/GREASE/OIL	17,000.00	1,292.02	5,042.80	29.66	11,957.20
51-44-656 CHEMICALS	7,000.00	2,206.33	3,134.75	44.78	3,865.25
51-44-658 MISC EXPENSE	1,000.00	0.00	19.99	2.00	980.01
51-44-659 OFFICE EXPENSE	10,000.00	263.42	492.00	4.92	9,508.00
51-44-660 PRINTING	1,500.00	0.00	498.00	33.20	1,002.00
51-44-702 FOUR RIVERS SAN. AUTH. IGA	421,700.00	0.00	180,307.91	42.76	241,392.09
51-44-703 RECAPTURE FEES	18,000.00	0.00	0.00	0.00	18,000.00
51-44-829 ROCK 39 EQUIPMENT PURCHASES	5,000.00	0.00	0.00	0.00	5,000.00
51-44-830 SMALL EQUIP. PURCHASE OR RENTA	17,000.00	240.39	966.73	5.69	16,033.27
51-44-831 LARGE EQUIP. PURCHASE-FIXED AS	0.00	0.00	0.00	0.00	0.00
51-44-832 ASSETS CAPITALIZED	0.00	0.00	0.00	0.00	0.00
51-44-833 CONTINGENCY	108,696.72	0.00	0.00	0.00	108,696.72
51-44-834 EQUIPMENT SINKING FUND	0.00	0.00	0.00	0.00	0.00
51-44-950 BANK FEES/CHARGES	45,000.00	4,378.17	20,125.70	44.72	24,874.30
51-44-951 DEPRECIATION EXPENSE	260,000.00	0.00	0.00	0.00	260,000.00
51-44-953 GRANTS	0.00	0.00	0.00	0.00	0.00
51-44-959 TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
51-44-999 SPECIAL ITEM EXPENSE	0.00	0.00	0.00	0.00	0.00
TOTAL O & M	2,943,169.07	155,761.92	600,167.35	20.39	2,343,001.72

TOTAL EXPENDITURES	2,943,169.07	155,761.92	600,167.35	20.39	2,343,001.72
	=====	=====	=====	=====	=====

REVENUES OVER/(UNDER) EXPENDITURES	(938,500.00)	(15,289.73)	41,302.67		(979,802.67)
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FUND- 90 -VILLAGE EVENTS

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REVENUES

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90-350 DONATIONS	0.00	100.00	300.00	0.00	(300.00)
90-351 FUNDRAISERS	0.00	0.00	0.00	0.00	0.00
90-352 MERCHANDISE SALES	0.00	0.00	0.00	0.00	0.00

VILLAGE OF WINNEBAGO
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: APRIL 30TH, 2026

33.33% OF FISCAL YEAR

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
90-353 FESTIVAL SALES	0.00	0.00	0.00	0.00	0.00
90-381 INTEREST	0.00	16.05	63.54	0.00 (	63.54)
90-382 VENDOR FEES	0.00	0.00	0.00	0.00	0.00
90-386 UTV REGISTRATION FEES	0.00	300.00	1,150.00	0.00 (	1,150.00)
90-387 SPONSOR ADS	0.00	0.00	0.00	0.00	0.00
90-388 MISC. INCOME	0.00	0.00	0.00	0.00	0.00
90-399 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	0.00	416.05	1,513.54	0.00 (	1,513.54)
	=====	=====	=====	=====	=====
EXPENDITURES					
=====					
<u>FOURTH OF JULY</u>					
90-48-423 FESTIVAL LABOR	0.00	0.00	0.00	0.00	0.00
90-48-530 SECURITY	0.00	0.00	0.00	0.00	0.00
90-48-554 PUBLISHING/ADVERTISING	0.00	0.00	0.00	0.00	0.00
90-48-560 ENTERTAINMENT	0.00	0.00	0.00	0.00	0.00
90-48-572 MERCHANDISE	0.00	0.00	0.00	0.00	0.00
90-48-651 OPERATIONS/ MISC SUPPLIES	0.00	0.00	0.00	0.00	0.00
90-48-655 CONCESSIONS	0.00	0.00	0.00	0.00	0.00
90-48-658 MISC EXPENSES	0.00	0.00	0.00	0.00	0.00
90-48-915 VENDOR TICKET SALES	0.00	0.00	0.00	0.00	0.00
90-48-916 FIREWORKS	0.00	0.00	9,710.00	0.00 (	9,710.00)
TOTAL FOURTH OF JULY	0.00	0.00	9,710.00	0.00 (	9,710.00)
TOTAL EXPENDITURES	0.00	0.00	9,710.00	0.00 (	9,710.00)
	=====	=====	=====	=====	=====
REVENUES OVER/(UNDER) EXPENDITURES	0.00	416.05 (	8,196.46)		8,196.46

CONSTRUCTION IN PROGRESS

Large Purchase Tracking – Unavailable this
month

Grant Tracking

Village Debt

Village Revenue

Grant Applications/Progress Tracking

APRIL 2026

Grant Title	Status	Vendor	Total	Rec'd	Notes
Safe Routes to School Grant Application Resolution 2025-24R Dated 08/13/25	In Progress	Fehr- Graham Grant Preparation	\$ 7,300.00		Grant Application Submitted by Fehr Graham

Fehr- Graham Invoices Received to Date \$7300.00 as of 12/31/25

Village of Winnebago Debt Tracking

2026	IL EPA	Four Rivers Sanitation Authority			YTD
Pmt Due :	Jan/Jul	Jan/Jul	Feb/Aug	Jun/Dec	
Pmt Amt:	\$ 48,969.92	\$ 139,392.82	\$ 40,915.09	\$ 30,495.44	
Month	Water Tower	Fuller Creek Phase C	Fuller Creek Phase D&F	Future Costs	Total All Debt
Jan	\$ 803,205.43	\$ 3,117,834.84	\$ 979,460.55	\$ 824,229.58	\$ 5,724,730.40
Feb	\$ 803,205.43	\$ 3,117,834.84	\$ 947,164.71	\$ 824,229.58	\$ 5,692,434.56
Mar	\$ 803,205.43	\$ 3,117,834.84	\$ 947,164.71	\$ 824,229.58	\$ 5,692,434.56
Apr	\$ 803,205.43	\$ 3,117,834.84	\$ 947,164.71	\$ 824,229.58	\$ 5,692,434.56
May					
Jun					
Jul					
Aug					
Sep					
Oct					
Nov					
Dec					

VILLAGE REVENUE

PROPERTY TAX						
01-300 Through 01-309						
	2026	2025	2024	2023	2022	2021
Dec		3,283	0	6,002	216	39
Nov		4,576	5,823		2,130	8,432
Oct		4,717	7,803	7,886	7,155	4,483
Sept		201,327	204,860	182,135	176,432	152,573
Aug		27,226	23,012	28,878	25,134	38,013
July		5,171	3,723	8,878	6,945	15,588
Jun		206,311	238,482	202,307	230,268	206,348
May		88,940	36,617	61,703	22,662	37,575
Apr	0	0	0			
Mar	0	0	0			
Feb	0	0	0			
Jan	0	1,012	0			
Actual	0	542,563	520,319	497,789	470,942	463,051
Projected	0	NOTES: Per W/C - Property Tax pmt for Nov w/b rec in Dec				
Budgeted	562,073	Dec Distribution includes annual interest \$1156.34				
Bdgt vs Act.	0.00%					

HEAVY LOAD PERMITS						
01-328						
	2026	2025	2024	2023	2022	2021
Dec		0	0			300
Nov		0	75			
Oct		0	0	125	300	
Sept		375	75		225	
Aug		0	175		175	125
July		0	0		280	200
Jun		25	0		235	75
May		170	0		75	375
Apr	0	170	195			
Mar	0	0	25	50	150	
Feb	0	0		180		
Jan	0	0		25	125	125
Actual	0	740	545	380	1,565	1,200
Projected	470	NOTES: Single trip or 120 day permits for heavy vehicles				
Budgeted	470					
Bdgt vs Act.	0.00%					

PPRT						
01-342						
	2026	2025	2024	2023	2022	2021
Dec		4,155	1,770	2,949	5,034	2,084
Nov		0				
Oct		5,244	5,658	9,502	15,372	10,042
Sept		0				
Aug		870	1,384	1,848	1,303	766
July		5,065	7,419	11,463	11,413	6,027
Jun		0				
May		7,026	8,292	14,179	15,851	8,271
Apr	2,624	1,837	3,430	8,739	11,839	6,418
Mar	1,589	1,936	3,845	5,501	10,015	1,374
Feb	0	0				
Jan	5,031	4,698	6,521	11,104	7,647	3,802
Actual	9,244	30,833	38,319	65,286	78,474	38,784
Projected	27,733	NOTES: Projected Amount Calculated based on IML Projections for CY26				
Budgeted	30,000					
Bdgt vs Act.	30.81%					

COMED UTILITY TAX						
01-315						
	2026	2025	2024	2023	2022	2021
Dec		2,683	4,614	7,888	8,321	8,068
Nov		13,809	10,156	7,682	7,703	8,546
Oct		9,994	10,944	9,534	15,151	11,009
Sept		11,381	10,709	11,258	5,852	11,263
Aug		10,606	18,914	11,139	11,194	11,259
July		8,033	3,438	9,753	11,387	11,330
Jun		7,276	12,270	6,882	8,411	8,048
May		7,363	6,866	7,067	7,970	7,565
Apr	8,548	8,879	9,780	8,027	8,467	8,380
Mar	8,893	2,758	2,910	8,684	9,106	9,570
Feb	9,703	9,092	10,087	9,313	9,999	9,436
Jan	8,304	9,333	8,645	21,950	9,827	10,254
Actual	35,448	101,207	109,334	119,176	113,390	114,728
Projected	106,343	NOTES: Projected Calculated based on Monthly Average - Steady Year Over Year Decrease Attributed to Increased Solar Permits				
Budgeted	100,000					
Bdgt vs Act.	35.45%					

INCOME TAX/LGDF						
01-341						
	2026	2025	2024	2023	2022	2021
Dec		29,695	25,748	26,963	26,945	22,499
Nov		32,441	32,985	34,318	30,031	25,372
Oct		56,593	54,947	50,948	47,425	44,259
Sept		26,179	25,732	26,357	25,904	24,355
Aug		30,696	32,777	29,038	23,836	23,062
July		53,558	49,056	44,182	46,279	41,072
Jun		31,906	33,720	33,162	27,414	45,783
May		92,001	78,678	70,722	93,322	52,181
Apr	55,553	51,567	45,531	41,240	46,252	38,199
Mar	29,870	28,161	28,839	25,624	21,650	23,957
Feb	44,821	43,889	44,370	43,264	49,949	34,761
Jan	55,957	53,726	46,891	43,756	40,058	32,879
Actual	186,202	530,413	499,272	469,574	479,064	408,380
Projected	529,788	NOTES: Projected Amount Calculated based on IML Projections for CY26				
Budgeted	529,788					
Bdgt vs Act.	35.15%					

SALES TAX						
01-345						
	2026	2025	2024	2023	2022	2021
Dec		51,374	48,992	52,253	52,369	42,096
Nov		59,213	52,595	50,731	56,826	44,401
Oct		57,628	43,860	54,558	56,100	47,725
Sept		56,205	48,760	53,731	62,622	44,810
Aug		65,175	50,622	52,807	58,635	44,877
July		50,908	45,868	49,785	53,719	40,868
Jun		59,274	44,850	45,726	53,690	41,314
May		46,573	40,709	39,074	40,789	29,964
Apr	49,062	46,398	41,373	39,869	39,130	34,610
Mar	60,330	52,291	51,478	53,237	49,512	31,926
Feb	58,341	55,907	48,093	48,626	44,321	29,689
Jan	61,573	55,201	51,239	51,786	46,372	33,941
Actual	229,307	656,146	568,439	592,182	614,085	466,222
Projected	687,921	NOTES: Projected Calculated based on Monthly Average				
Budgeted	682,392					
Bdgt vs Act.	33.60%					

VILLAGE REVENUE

Page 2

CANNABIS						
01-346						
	2026	2025	2024	2023	2022	2021
Dec		263	369	360	358	339
Nov		342	361	366	385	401
Oct		354	375	360	349	459
Sept		370	362	350	380	386
Aug		348	389	397	474	324
July		385	391	373	339	363
Jun		431	384	362	409	412
May		362	423	355	409	355
Apr	406	367	441	420	453	351
Mar	340	397	415	364	432	272
Feb	355	388	412	372	408	276
Jan	463	414	371	373	415	343
Actual	1,564	4,421	4,694	4,452	4,811	
Projected	4,528	NOTES: Projected Amount Calculated based on IML Projections for CY26				
Budgeted	4,733					
Bdgt vs Act	33.03%					

LOCAL USE TAX						
01-349						
	2026	2025	2024	2023	2022	2021
Dec		2,149	9,544	9,908	10,543	9,631
Nov		2,503	8,233	8,927	9,376	9,660
Oct		2,416	8,477	9,412	9,027	9,152
Sept		2,651	8,249	6,679	10,343	9,827
Aug		2,901	8,550	8,897	9,169	8,622
July		2,130	8,860	8,996	8,042	9,367
Jun		1,910	9,964	10,751	10,042	10,310
May		1,447	8,202	8,692	8,561	8,065
Apr	2,083	1,458	7,295	9,433	8,868	9,045
Mar	2,744	11,913	12,190	13,474	13,373	18,448
Feb	1,731	9,476	10,502	11,139	10,550	13,073
Jan	2,335	5,447	10,053	10,567	8,980	12,268
Actual	8,893	46,401	110,119	116,875	116,874	127,468
Projected	13,201	NOTES: Projected Amount Calculated based on IML Projections for CY26				
Budgeted	12,730					
Bdgt vs Act.	69.86%					

POLICE FINES - Winnebago Co						
01-351 and 01-353						
	2026	2025	2024	2023	2022	2021
Dec		550	931	164	926	1,817
Nov		341	814	1,568	1,065	1,738
Oct		400	907	2,966	649	885
Sept		1,026	907	1,363	458	1,111
Aug		747	756	1,507	649	449
July		899	1,061	2,535	846	1,412
Jun		859	1,190	1,743	261	412
May		351	2,150	572	1,553	128
Apr	1,148	1,447	1,109	106	1,246	1,505
Mar	906	1,050	982	836	460	169
Feb	817	637	518	334	365	253
Jan	474	774	245	1,696	469	1,324
Actual	3,345	9,080	11,569	15,390	8,946	11,202
Projected	10,034	NOTES: Projected Calculated based on Monthly Average				
Budgeted	12,200					
Bdgt vs Act.	27.41%					

EXCISE TAX (TELECOMMUNICATIONS)						
01-389 and 17-389						
	2026	2025	2024	2023	2022	2021
Dec		2,649	2,648	2,939	3,979	2,965
Nov		2,530	2,571	3,242	3,112	2,848
Oct		2,523	2,441	2,778	2,954	2,803
Sept		2,682	2,727	3,038	2,841	3,033
Aug		2,586	2,510	3,044	2,682	2,929
July		2,450	2,457	2,818	2,713	2,837
Jun		2,723	3,032	3,210	2,946	2,891
May		2,405	2,663	2,894	2,452	2,806
Apr	2,609	2,512	2,899	2,965	2,783	2,518
Mar	2,655	2,578	3,270	3,155	2,932	2,715
Feb	2,573	2,463	2,948	2,997	2,806	2,915
Jan	2,666	2,448	2,796	2,978	2,887	3,015
Actual	10,504	30,549	32,963	36,059	35,086	34,275
Projected	31,511		Police	Com Dev		
Budgeted	30,000		8753.15	1,751		
Bdgt vs Act.	35.01%					

MFT (MOTOR FUEL TAX)						
15-343						
	2026	2025	2024	2023	2022	2021
Dec		5,663	5,922	6,292	5,674	6,366
Nov		5,302	5,608	5,340	5,675	5,743
Oct		5,682	5,695	5,984	6,014	6,169
Sept		6,047	5,914	5,511	5,620	6,570
Aug		5,592	5,670	5,766	6,027	5,992
July		5,184	5,779	5,874	6,301	6,101
Jun		4,925	5,119	5,656	6,084	5,888
May		5,066	5,207	5,538	6,021	5,989
Apr	4,410	5,036	4,770	4,751	6,026	5,074
Mar	5,302	5,462	5,261	4,655	3,784	4,675
Feb	5,537	5,191	4,891	4,905	6,202	4,987
Jan	5,752	5,492	6,173	6,755	6,863	6,309
Actual	21,001	64,640	66,008	67,028	70,291	69,861
Projected	64,004	NOTES: Projected Amount Calculated based on IML Projections for CY26				
Budgeted	63,328					
Bdgt vs Act.	33.16%					

TRF (TRANSPORTATION RENEWAL FUND)						
15-346						
	2026	2025	2024	2023	2022	2021
Dec		5,811	5,953	5,901	4,358	4,517
Nov		5,881	5,679	5,045	4,305	4,133
Oct		6,078	5,765	5,589	4,492	4,552
Sept		6,311	5,955	5,411	4,540	4,619
Aug		5,686	5,488	4,726	4,554	4,327
July		5,756	5,505	5,154	4,505	4,308
Jun		5,762	5,155	4,962	4,354	4,245
May		5,561	5,367	4,907	4,384	4,226
Apr	5,218	5,044	4,838	4,393	4,297	3,706
Mar	5,936	5,700	5,194	4,765	3,498	3,799
Feb	6,018	5,579	4,910	4,294	4,346	3,987
Jan	6,150	5,548	5,302	4,720	4,669	3,985
Actual	23,322	68,718	65,111	59,867	52,303	50,404
Projected	71,560	NOTES: Projected Amount Calculated based on IML Projections for CY25				
Budgeted	70,972					
Bdgt vs Act.	32.86%					

VILLAGE REVENUE

Page 3

VIDEO GAMING						
17-392						
	2026	2025	2024	2023	2022	2021
Dec		8,496	6,913	6,697	5,464	5,319
Nov		7,452	7,452	6,875	5,647	4,736
Oct		6,902	8,090	7,134	5,008	5,114
Sept		6,585	7,579	6,587	6,092	4,673
Aug		6,915	8,229	6,329	5,574	5,442
July		8,562	8,102	5,180	5,158	4,528
Jun		8,367	7,514	7,258	5,436	4,791
May		7,670	6,915	9,098	5,390	4,397
Apr	7,306	6,555	6,569	4,933	4,422	3,552
Mar	7,945	5,678	6,719	6,196	4,983	2,061
Feb	7,501	8,246	5,954	4,669	5,224	1,775
Jan	7,084	7,787	6,963	4,533	4,377	0
Actual	29,836	89,216	86,999	75,487	62,776	46,388
Projected	89,509	NOTES: Projected Calculated based on Monthly Average				
Budgeted	90,000					
Bdgt vs Act.	33.15%					

SALES TAX 1%						
51-345						
	2026	2025	2024	2023	2022	2021
Dec		38,922	35,762	38,046	38,493	30,409
Nov		43,487	39,951	39,292	43,052	32,348
Oct		42,432	32,493	39,007	43,183	32,546
Sept		39,688	38,038	40,358	49,674	32,263
Aug		48,433	38,710	40,872	45,368	31,665
July		37,068	34,058	36,614	40,358	27,624
Jun		42,270	33,720	33,874	39,561	28,890
May		32,726	29,507	28,165	30,033	20,584
Apr	34,225	33,417	29,388	30,116	26,274	22,599
Mar	43,815	39,316	38,180	38,095	37,605	20,761
Feb	41,971	40,395	36,761	37,025	34,000	19,183
Jan	43,354	42,715	37,989	38,685	32,282	21,192
Actual	163,365	480,869	424,556	440,149	459,883	320,065
Projected	490,096	NOTES: Projected Calculated based on Monthly Average				
Budgeted	500,103					
Bdgt vs Act.	32.67%					

GENERAL FUND MONTHLY TOTALS						
	2026	2025	2024	2023	2022	2021
Dec	0	93,686	103,260	107,549	87,982	108,809
Nov	0	106,976	105,265	107,433	91,228	82,238
Oct	0	126,702	137,217	146,677	125,449	95,689
Sept	0	96,614	101,412	108,167	93,674	83,832
Aug	0	115,322	107,171	107,468	91,966	107,357
July	0	117,489	127,370	134,172	112,064	86,673
Jun	0	104,219	100,092	103,145	108,834	69,915
May	0	145,832	142,984	169,428	109,582	79,705
Apr	122,034	110,943	110,693	117,793	99,522	84,277
Mar	107,327	102,973	110,089	107,170	88,262	78,870
Feb	118,340	116,437	115,891	118,034	90,151	80,308
Jan	136,804	126,516	142,540	113,893	96,626	86,740
Actual	484,506	1,363,709	1,403,985	1,440,930	1,195,339	1,044,415
Projected	1,411,527					
Budgeted	1,964,387					
Bdgt vs Act.						

	WATER SALES		ADMIN		CAPITAL	
	51-361		51-365		51-362	
	2026	2025	2026	2025	2026	2025
Dec		27,223		16,972		39,608
Nov		33,018		15,749		46,077
Oct		29,598		16,824		41,648
Sep		26,561		15,952		38,457
Aug		36,446		17,487		50,293
Jul		29,329		16,245		41,852
Jun		33,970		16,906		48,555
May		25,250		16,942		36,902
Apr	25,179	24,071	15,964	16,077	36,194	35,147
Mar	28,957	23,846	18,530	16,371	41,076	34,925
Feb	28,979	33,186	16,476	16,022	41,724	49,333
Jan	23,946	22,474	16,627	15,553	35,423	35,134
Actual	107,061	344,974	67,597	197,098	154,416	497,930
Projected	321,184	344,974	202,792	197,098	463,249	497,930
Budgeted	342,859	290,080	197,403	181,552	498,212	495,800
Bdgt vs Act.	31.23%	1.189237	0.3424333	1.0856308	0.309941	1.004297

GENERAL FISCAL PROJECTIONS						
	2021	2022	2023	2024	2025	2026
Actual	1,044,415	1,195,339	1,440,930	1,403,985	1,363,709	484,506
Projected						
Budgeted						1,907,972
Bdgt vs Act						25.39%

O&M FISCAL PROJECTIONS						
	2021	2022	2023	2024	2025	2026
Actual	1,245,270	1,393,570	1,421,986	1,405,083	1,520,871	492,440
Projected						0
Budgeted						1,538,578
Bdgt vs Act						32.01%

General Administration

- Prepared board materials and meeting packets for the Zoning Board, Village Board, and Committee of the Whole throughout the month.
- Participated in discussions regarding the transition from Comcast to Silo Communications for Village internet services.
- Attended Various ILCMA Committee Meetings that I serve on, including the Summer Conference Planning Committee and the Committee for Professional Conduct
- Oversight Utility Billing Processes.
- Attended Meeting with the Pecatonica Prairie Path Commission regarding communication about upcoming Com-Ed Project.
- Worked with Local Resident on concepts for an Updated Village Logo.
- Hosted Quarterly WIPC Meeting
- Attended Quarterly PSAP Meeting

Budget/Capital Improvement Plan

- Worked with the Director of Public Works on preparing RFP for Water Rate Study, which will provide a foundation for O&M Capital Planning
- Conducted Quarterly Budget Reviews with Department Heads

Community Development

- Hosted Monthly Development Team meeting reviewing all active developments in the Village with the Village Building Official, Engineer, Director of Public Works, Deputy Clerk, FRSA, Win-Bur-Sew Chief.
- Participated in regional economic development and professional association meetings including collaboration with the Rockford Area Chamber on various development priorities.
- Reviewed Proposals for the Comprehensive Plan and UDO Update, and corresponded with the various firms that submitted proposals.
- Met/Spoke with:
 - A national homebuilder pursuing a large-scale residential development opportunities on vacant parcels.
 - Tap on Benton
 - Wake zone Roasting Co
 - A Health and Wellness type of consultant interested in a parcel in the downtown corridor.
 - A Worldwide Commercial Real Estate Broker for the Marketing of Village Owned Property.
 - A National Auto Parts Retailer
 - Various owners of local properties on behalf of companies interested in said properties.
- Coordinated the completion of a Phase II Environmental Study regarding Bud's Automotive
- Coordinated with the Village Engineer, Village Attorney and special counsel to continue negotiations for the potential sale of Village-owned property, including infrastructure review and appraisal considerations.
- Worked with Community Development Intern to create an internal development database of properties and development contacts.

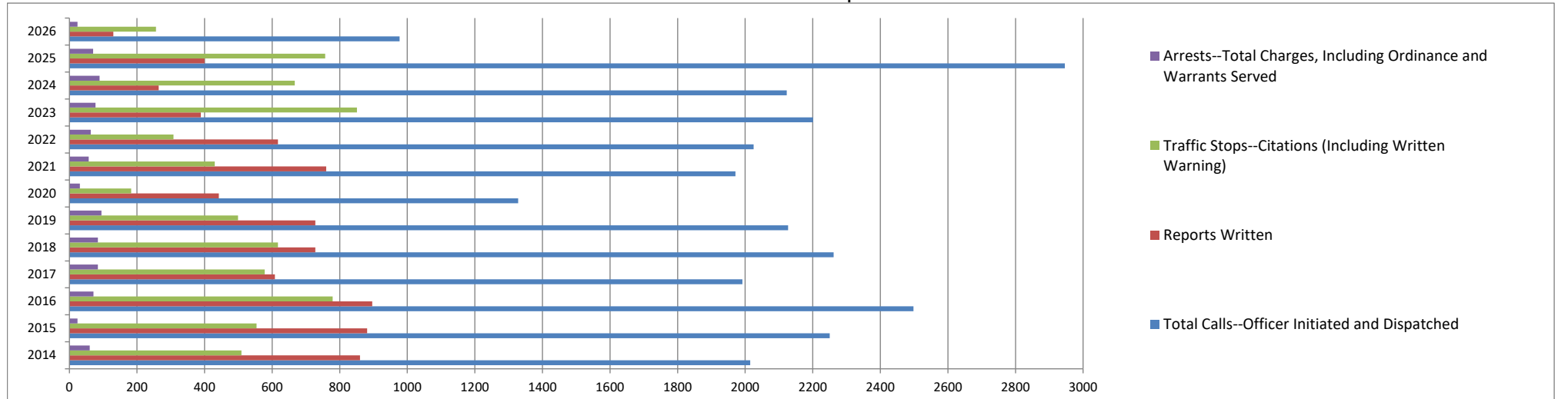
**Winnebago Police Department
2023/2024/2025/2026 Calls and Offenses**

Section 12. Item #b.

Offense Type	Jan-26	Feb-26	Mar-25	Apr-26	May-25	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total 2026	Total 2025	Total 2024	Total 2023
Aggravated Battery (including Agg. Domestic)	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	2
Armed Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assault (Includes Aggravated Offense)	0	0	0	1	0	0	0	0	0	0	0	0	1	2	2	2
Battery	0	0	11	0	0	0	0	0	0	0	0	0	11	4	2	7
Burglary/Burglary from Vehicle	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0
Criminal Damage to Property	0	0	0	1	0	0	0	0	0	0	0	0	1	9	8	8
Criminal Damage to State Supported Property	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
DUI Alcohol / Drugs Includes Agg. DUI	0	0	0	0	0	0	0	0	0	0	0	0	0	3	1	7
Disorderly Conduct	0	2	0	0	0	0	0	0	0	0	0	0	2	14	14	14
Fleeing to Elude (Aggravated)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4
Domestic Trouble/Domestic Battery/OP Violation /Vio.Stalking Order	3	4	5	4	0	0	0	0	0	0	0	0	16	25	13	29
Hit and Run	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4	2
Home Invasion	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
ID Theft / Forgery / Decept. Prac.	4	0	0	0	0	0	0	0	0	0	0	0	4	7	9	11
Illegal Consumption / Minor in Possession of Alcohol	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Possession of Cannabis (Manu./Deliver)	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4	8
Possession of Controlled Substance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Possession of Drug Paraphernalia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Reckless Conduct	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reckless Discharge of a Firearm	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reckless / Negligent Driving	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1
Residential Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Resisting Obstructing Peace Officer	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	4
School Bus Arm Violation	2	2	0	0	0	0	0	0	0	0	0	0	4	0	0	2
Sexual Abuse/Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	0
Suicide Attempt / Threat of Suicide / Mental Health Call	0	3	1	2	0	0	0	0	0	0	0	0	6	13	25	28
Suspended/Revoked Driver's License/Registration	1	5	3	3	0	0	0	0	0	0	0	0	12	46	94	29
No Valid Driver's License	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2	4
Theft of Vehicle (Recover Stolen)	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	2
Theft Over \$500 / Retail Theft	2	0	0	1	0	0	0	0	0	0	0	1	4	3	1	1
Theft Under \$500.00 / Retail Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	11	12	23
Unlawful Use of Weapon (Aggravated)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Violation of Bail Bond	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Warrant Service	0	1	1	0	0	0	0	0	0	0	0	0	2	6	5	10

*Report does not reflect all calls, all reports written, or all arrests

Calls for Service / Reports Written



Winnebago Police Department

Traffic Speed Sign Data: April 2026

Location	Average Speed	Max Speed	Car Count
N. Elida Street	26.25	92	169781
W. McNair Road	26.39	66	23724
Winnebago High School			
Cunningham Road	32.13	81	78464
E. McNair Road	43.10	18721	88

These numbers also include first responders responding to calls for service

These numbers also include radar interference between in-car and stationary radar units

Police radar systems are useful tools for monitoring vehicle speeds, but **they're not foolproof**—especially when multiple radar units are operating near each other. Interference between radar signals can cause **false or inaccurate readings**, such as speeds being recorded from the wrong vehicle or no vehicle at all.

This is exactly why **trained police officers are essential** when it comes to using radar for enforcement. A radar sign or unmanned unit simply displays or collects speed data—but it **cannot distinguish between vehicles**, identify the source of a speed reading, or confirm its accuracy.

A police radar unit can give false readings due to **interference from another radar unit**—this is commonly referred to as **co-channel interference** or **mutual interference**. Here's how that happens in simple terms:

1. Same or Similar Frequencies

Police radar units typically operate on specific frequency bands (like X, K, or Ka bands). If two radar units are operating on the same or close frequencies in the same area, their signals can mix. One radar might accidentally **receive the signal** from the other unit instead of its own reflected signal.

2. Signal Confusion

Radar units measure speed by sending out a signal and calculating the Doppler shift in the signal that bounces back from a moving vehicle. If the radar receives a signal **from another radar unit**, it might interpret that signal as a reflected signal—causing it to show a **false speed reading**, even if there's no vehicle moving at that speed.

3. "Shadowing" and "Ghosting" Effects

Interference might cause the radar to display:

Shadowing: Detecting a vehicle behind the target vehicle, which may not exist or may be moving at a different speed.

Ghosting: Showing a speed reading when no vehicle is present—just the result of the interfering signal.

4. Mobile vs. Stationary Radars

This is more common when **two radar-equipped vehicles are near each other**—say, two patrol cars parked near one another or passing each other with radars on. The moving radar might pick up the stationary radar's signal or vice versa. In some cases, this adds all the signals together resulting in a high number that is not accurate.

A trained officer, on the other hand:

- Visually confirms** which vehicle is speeding before acting.

- Can **spot and disregard false readings** caused by interference or unusual conditions.

- Regularly tests the calibration of the radar to ensure it's working properly.

- Documents their observations and provides credible, court-admissible evidence.

This is why tickets are not issued based on radar sign readings alone—those devices are for public awareness or traffic studies, not enforcement. Only a trained officer using a tested, calibrated and properly operated radar unit can issue a valid citation.

In short, the human element is what ensures speed enforcement is accurate, fair, and legally sound.

Section 12. Item #b.

Total from previous Years	\$ 109,500.00
Grand Total	\$111,000.00



Agenda Item Executive Summary

Item Name Place Foundry Presentation Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

Representatives from Place Foundry will attend the meeting to provide a presentation and participate in an interview regarding their proposal for the Village of Winnebago Comprehensive Plan and Unified Development Ordinance (UDO) update project. Representatives from Fehr Graham and Sosnowski Szeto will also be present as part of the project team to discuss planning, engineering, infrastructure, and municipal law components of the proposal. The presentation will provide the Board an opportunity to review the team's qualifications, project approach, and experience related to comprehensive planning, zoning and development ordinances, downtown revitalization, corridor planning, and annexation strategy planning.

ATTACHMENTS (PLEASE LIST)

Proposal

ACTION REQUESTED

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

MOTION:

Staff: Joseph Dienberg, Village Administrator Date: 5/20/2026

VILLAGE OF WINNEBAGO

COMPREHENSIVE PLAN & UDO PROPOSAL

April 9, 2026

PLACE
foundry

Submitted to:
Joseph Dienberg,
Village Administrator
Village of Winnebago, Illinois
108 West Main Street
Winnebago, IL 61088

Submitted by:
David A. Sidney
Place Foundry PLLC
1700 N Alpine Rd.,
Suite 101
Rockford, IL 61107

April 9, 2026

Joseph Dienberg, Village Administrator

Village of Winnebago, Illinois
108 West Main Street
Winnebago, IL 61088

Dear Mr. Dienberg,

Most communities arrive at a Comprehensive Plan update without a clear picture of what they're trying to become. Winnebago is different. Your 2025 Strategic Plan named the red tape, the corridors that need investment, TIF, downtown, and the Willingham Subdivision directly. That kind of candor is exactly where good planning starts — and exactly where a well-written Comprehensive Plan and UDO become the foundation for becoming the place your own Strategic Plan describes.

We have reviewed the Strategic Plan, the 2007 Comprehensive Plan, and the 2019 UDO. We have examined the Route 20 corridor, the Winnebago Corners opportunity, the Willingham Subdivision, and the annexation boundary north of Route 20. We understand Winnebago's goals — and the specific challenges it faces. Corridor lot depths, fragmented ownership, a downtown that requires its own regulatory framework, and an annexation strategy based on infrastructure realities rather than optimistic projections. The UDO has a functional structure that needs a co-authored rewrite — not because it was poorly intended, but because it was developed without a guiding Comprehensive Plan.

Place Foundry is based in Rockford. Winnebago is a neighbor, not a distant client. We understand the active development in this market, the infrastructure constraints that influence growth in Winnebago County, and the planning decisions that have succeeded and those that haven't. Every project we undertake begins with a single question: Imagine if Winnebago, Illinois, were known for... That question — posed to residents, business owners, young people, and landowners — creates a community identity that a land use survey never can. A Comprehensive Plan built on that foundation doesn't sit on a shelf. Instead, it becomes a tool the Village uses every time it talks to a developer, recruits a business, or explains itself to the next generation of residents.

Three things distinguish this proposal.

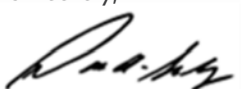
First, Aaron Szeto of Sosnowski Szeto co-authors the UDO with us from Day 1 — not as a reviewer before adoption, but as a drafting partner through every phase. His partner Roxanne Sosnowski has practiced municipal law in this region for twenty-two years and drafted UDOs for Winnebago County and McHenry County. Where the existing UDO needs immediate attention, Aaron delivers amendment language the Village can act on within the first sixty days.

Second, Fehr Graham is Winnebago's existing Village engineer. Seth Gronewold, PE and Luke Ziegler know this Village's infrastructure from the inside. That knowledge shapes the annexation framework and growth strategy from Day 1.

Third, the people named in this proposal are the people who will do this work. We do not consider a project finished when the Village Board votes yes. We consider it finished when something gets built.

Winnebago is already a place worth investing in. This project is about making sure the plan and the regulations say so — and then making sure something gets built.

Sincerely,



David A. Sidney, Managing Principal

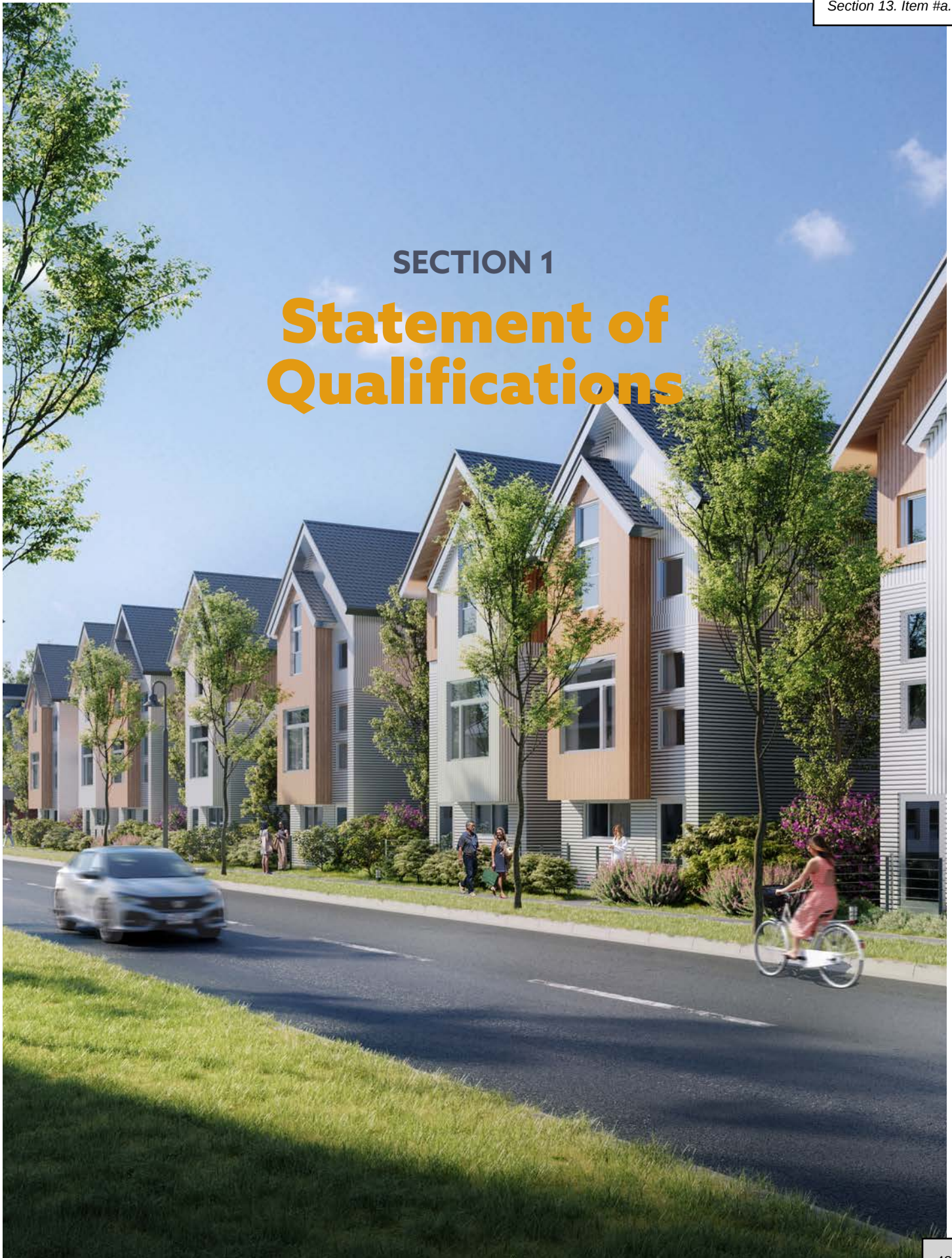
Place Foundry PLLC
815-248-0520 | dsidney@theplacefoundry.com

Table of Contents

03	COVER LETTER From David A. Sidney — April 9, 2026
06	SECTION 1 STATEMENT OF QUALIFICATIONS 1.1 Who We Are 1.2 Relevant Project Experience 1.3 Project Team
33	SECTION 2 WORK PLAN 2.1 Understanding Winnebago 2.2 Our Approach 2.3 Phases 1–5: Scope of Work
50	SECTION 3 PROJECT TIMELINE & BUDGET
57	SECTION 4 REFERENCES
61	APPENDIX Required Forms

SECTION 1

Statement of Qualifications



1.1 The Project Team

Place Foundry and Fehr Graham are working partners — sharing clients and market knowledge across northern Illinois, including Winnebago. Sosnowski Szeto joins this project with twenty-two years of local government law experience in this region, a drafting record that includes UDOs for Winnebago and McHenry Counties, and relationships with the officials who will adopt this work. What this team offers is not coordination — it's integration. Planning, municipal law, and civil engineering working from the same assumptions on Day 1, producing a plan and a UDO that are legally defensible, infrastructure-ready, and built to be implemented.s that reach the ground.

Place Foundry PLLC — Planning & Development

Founded in Rockford in 2021, Place Foundry is an integrated place development firm. We combine comprehensive planning, economic development strategy, architecture, and design into a single practice — because planning, regulation, and community identity don't work in isolation. Our mission is simple: help communities become places where people want to live, work, visit, and invest.

Integrated from Day 1 —
not assembled at the end.

Sosnowski Szeto, LLP — Municipal Law & Ordinance Drafting

Legal counsel and UDO co-author. Founded in 2017, Sosnowski Szeto has practiced local government law across Winnebago, Boone, Ogle, DeKalb, and Stephenson Counties for twenty-two years. Attorney Sosnowski has drafted UDOs for Winnebago County and McHenry County. Both partners serve on the Illinois Municipal League Home Rule Committee.

Fehr Graham — Engineering & Infrastructure

Engineering partner and Winnebago's existing Village engineer. Fehr Graham is a 250-person firm with 12 offices across Illinois, Iowa, and Wisconsin — ranked #60 on the Zweig Group Hot Firm list in 2025. Seth Gronewold, PE serves as Principal on the Winnebago account. Luke Ziegler designed the Clayton Court water main and leads the Village's annual MFT resurfacing program

WHAT DISTINGUISHES THE PLACE FOUNDRY TEAM

Place Foundry was built on a conviction: that planning fails communities when it treats land use, economic development, infrastructure, and community identity as separate problems handed off between separate specialists. We built this firm to hold all of those things together — with candor about what is actually buildable, grace in how we work with communities through hard decisions, strategic clarity about what matters most, and optimism about what becomes possible when a place knows its own story. Five things set this team apart on this engagement.

Planning, law, and engineering working together from Day 1. Aaron Szeto of Sosnowski Szeto is not a reviewer we bring in before adoption. He co-authors the UDO with us — his legal judgment is built into the drafting process from the first framework document through the final adoption ordinances. That means the regulations are legally sound from the first draft, not patched at the end. Where provisions in the existing UDO need attention before the full rewrite is complete, Aaron prepares interim amendment language the Village can act on immediately — delivering tangible legal value within the first sixty days.

An infrastructure partner with institutional knowledge of Winnebago. Fehr Graham serves as Winnebago's existing Village engineer. Seth Gronewold, PE, and Luke Ziegler have completed direct infrastructure work in the Village — Seth as Principal on the Winnebago account, Luke as the designer of the Clayton Court water main project. Stormwater management, road network capacity, utility extensions: these are the physical constraints and opportunities that determine where Winnebago can grow and how the community gets connected. The annexation framework is built around what the Village can realistically achieve — not just what the pipes and roads can technically support.

A senior team that stays with the work. David Sidney. Jeff Macke. Mark Schaer. Shawn Ager. Michelle Sidney. Aaron Szeto. Seth Gronewold. These are the people who will be in Winnebago from kickoff through Village Board adoption. David Sidney will be present at every Steering Committee meeting and every public hearing. There are no hand-offs to junior staff after award.

Plans that reach the ribbon-cutting. David Sidney authored the City of Rockford's 2015 Comprehensive Plan. Nearly a decade later, it continues to guide development decisions across two mayoral administrations. That longevity comes from grounding every recommendation in market reality and ensuring the regulatory framework is in place to support implementation from Day 1. It is the standard we bring to every engagement — and the standard we will bring to Winnebago.

Place visioning and community brand development that creates a story worth telling. Place Foundry's planning work produces two outcomes: a land-use plan and a community identity. The place visioning methodology — built around the question Imagine if Winnebago, Illinois were known for... — gives the Village a narrative framework it can use immediately. Internally, it aligns staff and elected officials around a shared direction. Externally, it gives Winnebago a confident voice in the regional conversation — something to say to a prospective developer, a relocating family, or a business evaluating whether to put down roots. The plan and the story are built together, from the same engagement process, so one reinforces the other.

About Place Foundry

Place Foundry is an advisory, consulting, and design firm. Our mission is to transform places, businesses, and communities into magnetic destinations.

Place Foundry works with property owners, municipalities, and economic development organizations to implement place development strategies that create places where people want to live, visit, and invest.

With thoughtful guidance, places transform underperforming land and buildings into magnetic destinations for commerce, housing, learning, and healthy living. Through our interdisciplinary team of place strategists, designers, and implementors, we provide you with analytics and design practices so that your project can become and sustain itself as a magnetic destination. When places have a strategy, they come alive, and that strategy helps communities get on the growth track and stay there.

Our services are grouped into four categories that reflect our core areas of expertise:

PLANNING AND DESIGN

We help you determine the identity, character, and anchors that will work to transform your under-performing property into a magnetic destination. This includes site development due diligence, entitlements, and master planning. We also evaluate and model existing structures to determine how to reposition assets for the highest and best use.

STAKEHOLDER ENGAGEMENT

Engaging internal and external stakeholders in your project is critical for long-term success. Therefore, we will develop and execute an engagement plan that leads to project buy-in and support from key stakeholders and the broader community. We'll also establish virtual and live experiences to communicate your Place Blueprint and seek participant feedback.

CAPITAL INVESTMENT PLANNING

Vision must be funded for it to become transformational. The high-altitude proforma developed at the outset of our process expands into underwriting proformas that will attract capital and investors to your project.

STORYTELLING

The essence of a place is the starting point for attracting and retaining businesses and people to live, visit, and invest. Plus, how your brand looks, your story, and you're being heard are critical for being a magnetic destination. We will help you map your place story and create the visual brand and graphic assets so your project audience grows and cultivates a sense of belonging.



Sosnowski Szeto, LLP is a local government law firm founded in 2017. The firm's five attorneys have practiced municipal law for twenty-two years across Winnebago, Boone, Ogle, DeKalb, and Stephenson Counties. Attorneys Roxanne Sosnowski and Aaron Szeto both serve on the Illinois Municipal League Home Rule Committee.

The firm advises local governments on the full range of municipal practice: general governance, zoning and land use, annexation, Tax Increment Financing, economic development, public finance, labor and employment, real estate, litigation, and ordinance drafting. On this project, Attorneys Sosnowski and Szeto serve as UDO co-authors — working alongside Place Foundry from Phase 1 through adoption, not as outside reviewers brought in at the end.

Attorney Sosnowski has drafted unified development ordinances for Winnebago County and McHenry County and has participated in comprehensive plan updates for the Village of Poplar Grove, City of Byron, and Village of Cherry Valley. The firm has also completed a zoning code update for the City of South Beloit. Attorneys assigned to this project are Roxanne M. Sosnowski, Aaron N. Szeto, and Eric Miller.

RECOGNITION

- Attorney Sosnowski: Emerging Lawyer (2015, 2016); Leading Lawyer (2017–2019); Women in Business finalist, Stateline Area Chamber of Commerce (2019)
- Attorney Szeto: Leading Lawyer (2017–2019); Best Real Estate Attorney finalist, Rockford Register Star (2018)
- Both partners serve on the Illinois Municipal League Home Rule Committee

DIRECTLY RELEVANT PRACTICE AREAS

- Zoning and land use — routine counsel to Zoning Boards of Appeals and Planning Commissions; map amendments, variances, special use permits
- Annexation — process, implementation, and drafting of annexation agreements
- Tax Increment Financing — creation and maintenance of TIF districts
- Ordinance and resolution drafting — over twenty years of practical, concise municipal drafting
- Economic development — business attraction, intergovernmental agreements, public finance
- Open Meetings Act, FOIA, Gift Ban, and Ethics Act — routine compliance counsel
- Administrative hearings — experience as hearing officers and municipal prosecutors



Business Organization

History

Fehr Graham was founded in September 1973 by professional engineers Allen Fehr and Joseph Graham. The firm was established by the merger of these two individuals' practices established in 1965 and 1962, respectively. Today, we proudly serve our valued clients from 12 office locations: Aurora, Champaign, East Peoria, Freeport, Rockford, Rochelle, and Springfield, Illinois; Cedar Rapids, Manchester and West Union, Iowa; and Monroe and Sheboygan, Wisconsin.

Professional Staff

Our staff of 250 is comprised of a wide range of experts, including professional engineers, landscape architects, professional geologists, environmental scientists, safety professionals, engineers-in-training, professional land surveyors, community planners and development specialists, engineering and environmental technicians, field inspectors, grant writers, and support technicians and assistants. Our staff has hands-on experience and applicable registrations and licenses in their areas of discipline.

Organization

Fehr Graham is a Limited Liability Company led by Kyle Saunders. Trilon Group owns Fehr Graham.



ZWEIG GROUP
HOT FIRM



No. 60 in 2025
No. 83 in 2024
No. 54 in 2023
No. 76 in 2022

ENR TOP 500



No. 435 in 2025
No. 474 in 2024
No. 471 in 2023
No. 494 in 2022

ENR MIDWEST
TOP DESIGN FIRM

No. 58 in 2025
No. 60 in 2024

Office Locations

ILLINOIS

Aurora

230 Woodlawn Avenue
Aurora, IL 60506

Champaign

1610 Broadmoor Drive
Champaign, IL 61821

East Peoria

140 East Washington Street
East Peoria, IL 61611

Freeport

101 West Stephenson Street
Freeport, IL 61032

Rochelle

515 Lincoln Highway
Rochelle, IL 61068

Rockford

200 Prairie Street, Suite 208
Rockford, IL 61107

Springfield

2160 South Sixth Street, Suite D-1
Springfield, IL 62703

IOWA

Cedar Rapids

200 5th Avenue SE, Suite 100
Cedar Rapids, IA 52401

Manchester

221 East Main Street, Suite 301
Manchester, IA 52057

West Union

128 South Vine Street
West Union, IA 52175

WISCONSIN

Monroe

1107 16th Avenue
Monroe, WI 53566

Sheboygan

909 North 8th Street, Suite 101
Sheboygan, WI 53081

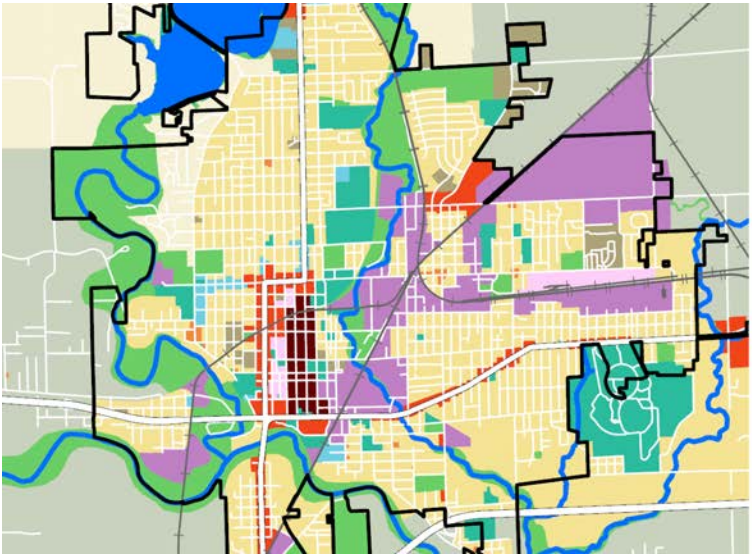


1.2 Relevant Project Experience

The seven following profiles are not a portfolio — they are a direct answer to what Winnebago needs. Each project reflects a specific challenge that this engagement will require Place Foundry to solve. Every project listed is active or recently completed. Every client reference is available.

Danville 2050 Comprehensive Plan

Transformative Strategic Planning for Post-Industrial Renaissance



FUTURE LAND USE CLASSIFICATION

Rural and Rural Residential	Corridor Commercial
Suburban Residential Neighborhood	Neighborhood Commercial
Traditional Residential Neighborhood	Institutional
Urban Residential Neighborhood	Parks and Open Space
Mixed Use	Office and Business Park
Industrial	Sports Tourism
Downtown	

City of Danville, Illinois

Timeline: October 2024 - Present

Status: Phase 3 In Progress

Population: 28,663

Client Reference

Logan Cronk
Community Development
Administrator
City of Danville, Illinois
217-431-2286
lcronk@cityofdanville.org

Project Phases

Phase 1: Project Initiation
(OCT-DEC 2024)

Phase 2: Existing Conditions
(NOV 2024-FEB 2025)

Phase 3: Vision & Goal Setting
(MAR-MAY 2025)

Phase 4: Plan Development
(MAY-DEC 2025)

Phase 5: Review & Adoption
(JAN)

Innovation Elements

- Ambassador Program for grassroots engagement
- Interactive digital StoryMap platform
- Implementation-focused deliverables

PROJECT OVERVIEW

Leading the transformative Danville 2050 Comprehensive Plan for this strategically located post-industrial community addressing housing crisis, economic diversification, and regional collaboration. Our innovative planning process employs specialized Ambassador Program engagement strategies to capture diverse perspectives while building on Danville's healthcare investments, growing logistics sector, and rich assets.

CHALLENGE & APPROACH

Danville represents a critical case study for post-industrial manufacturing communities navigating demographic shifts, economic transformation, and housing market pressures. Our data-driven placemaking approach balances visionary thinking with pragmatic implementation, creating authentic community ownership while addressing revitalization, stabilization, connectivity, and strategic development.

KEY SERVICES PROVIDED

- Comprehensive existing conditions analysis and demographic trend assessment
- Innovative Ambassador Program for inclusive community engagement
- Economic development and housing market strategy development
- Downtown revitalization and corridor development planning
- Multi-modal transportation and connectivity framework
- Implementation strategy with measurable outcomes and timelines

Current Results (Phase 3 Completion):

- Strong community engagement momentum with authentic ownership development
- Early implementation projects demonstrating measurable transformation
- Creative housing solutions including upper-story conversions and adaptive reuse
- Regional partnership development within multi-community context

Lynch Road Corridor/District Plan

Section 13. Item #a.

Danville, Illinois

Timeline: December 2023 to April 2024

Status: Completed

Client Reference

Logan Cronk
Community Development
Administrator
City of Danville, Illinois
217-431-2286
lcronk@cityofdanville.org



PROJECT OVERVIEW

In December 2023, the City of Danville engaged Place Foundry to develop a comprehensive Place Map report for the 21.3-acre Lynch Road Site along I-74. This strategic planning initiative established a clear vision for transforming primarily agricultural land into a distinctive commercial destination. Through rigorous market analysis, urban design best practices, and placemaking principles, the report identified the site's significant potential to become a commercial anchor that enhances quality of life and stimulates economic growth.

CHALLENGE & APPROACH

The Lynch Road Site presented both opportunity and complexity—while its strategic corridor location attracted over 650,000 visits in 2023, the project required careful consideration of environmental vulnerabilities including flood and heat risks, local socioeconomic factors, and the need to create meaningful community connections. Place Foundry conducted extensive demographic research, environmental risk assessment, and market analysis to inform a resilient development strategy that balanced commercial viability with community benefit through a thoughtful mix of attractions, lodging, and green spaces.

KEY SERVICES PROVIDED

- Market and demographic analysis to establish the site's commercial potential and target audience
- Urban design and placemaking recommendations emphasizing human-scale design, accessibility, and open space amenities
- Economic feasibility studies examining multiple redevelopment scenarios with projected 11-13% internal rates of return
- Infrastructure improvement and entitlement strategies identifying implementation pathways for both municipal investment and private development

Riverside Commons District Plan

Section 13. Item #a.



Loves Park, Illinois

Timeline: August 2022 - Present

Status: Phase 1 Planning Completed, Phase 2 Implementation Ongoing

Client Reference

Nathan Bruck
City of Loves Park, Illinois
100 Heart Boulevard
Loves Park, Illinois 61111
Phone: 815-654-5033

PROJECT OVERVIEW

Providing placemaking consulting services to The Parks Chamber of Commerce, the joint chamber for Loves Park and Machesney Park, IL. The project is part of "Placemaking in the Parks," a five-year strategy focused on creating magnetic destinations across six distinct districts in these communities.

CHALLENGE & APPROACH

The project focuses on challenging prevailing trends of single-use development and enhancing pedestrian and transit-oriented experiences in these suburban, automobile-oriented communities. The Riverside Commons Blueprint, completed in April 2023, serves as the first district plan within the broader five-year strategy.

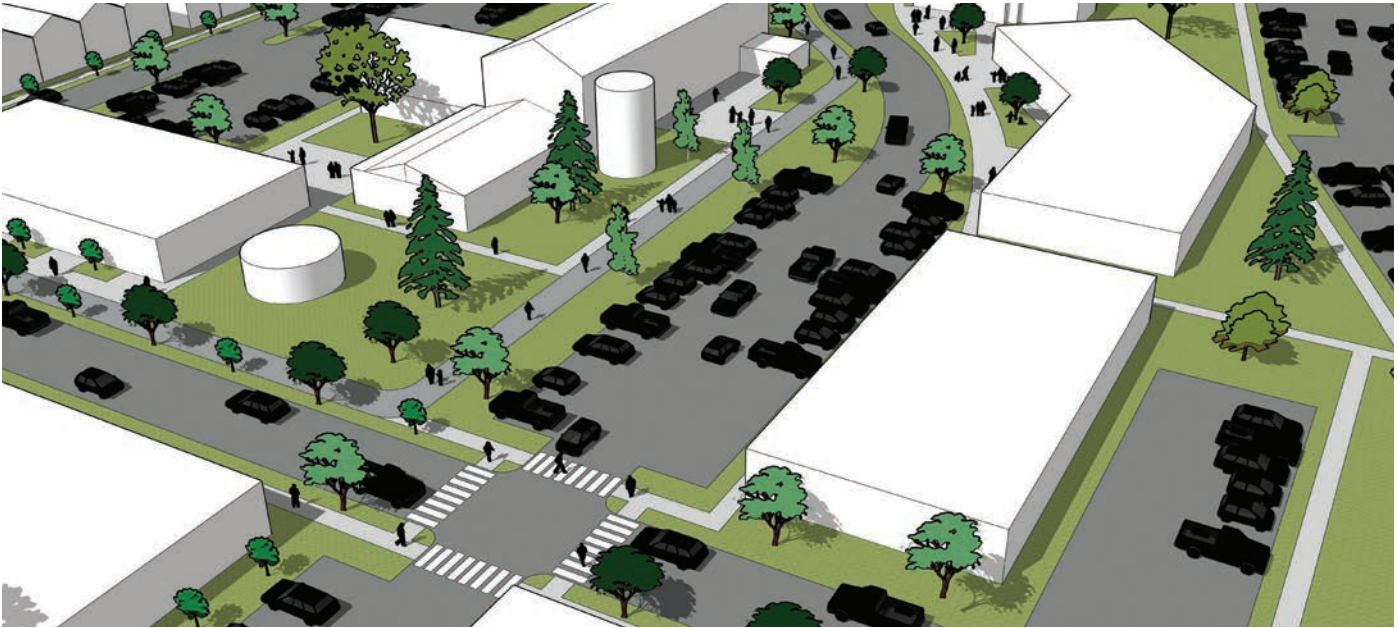
KEY SERVICES PROVIDED

- Marketplace research to identify key consumer trends and demand for future retail attraction
- Integration of marketplace findings with demographic and policy conditions
- Development of multiple land use scenarios with visualizations
- Cost estimates and potential funding strategies
- Stakeholder engagement with property owners, business leaders, and officials
- Convening of the Box Market Implementation Work Group



I-39/CherryVale Corridor/District Plan

Section 13. Item #a.



Cherry Valley, Illinois

Timeline: 2023-2024

Status: Completed

Client Reference

Jim E. Claeysen
Village Administrator
Village of Cherry Valley
806 E State St A
Cherry Valley, IL 61016

PROJECT OVERVIEW

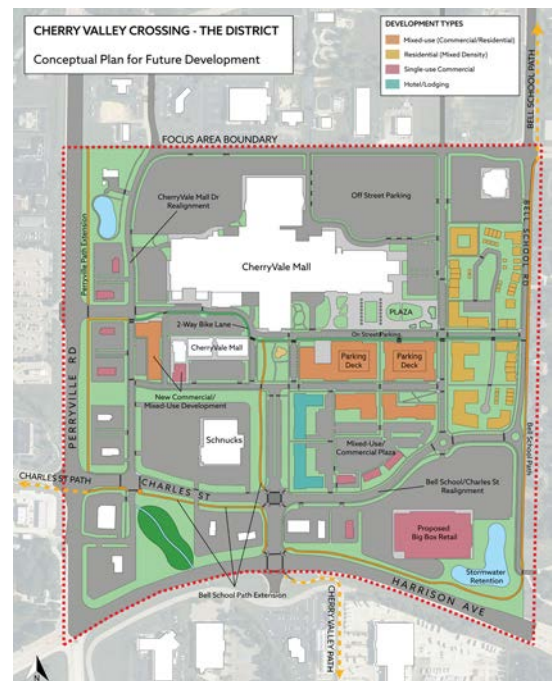
Developed a transformative vision plan for Cherry Valley's I-39/CherryVale Mall corridor, focusing on two key areas: The District and Swanson Farms. The plan reimagines the corridor as a regional hub for commerce, entrepreneurship, and outdoor recreation while building upon existing retail strengths.

CHALLENGE & APPROACH

The project aimed to create a comprehensive vision for introducing new mixed-use development, recreational amenities, and housing options to transform the area into a vibrant 24/7 neighborhood. Our approach included thorough market analysis, design guidelines, and implementation strategies tailored to the corridor's unique characteristics.

KEY SERVICES PROVIDED

- Comprehensive market and demographic analysis
- Development of detailed phasing strategies
- Creation of implementation frameworks
- Design guidelines and standards
- Public space and connectivity planning
- Economic development strategy
- Detailed cost/benefit analysis



Main Street District Plan

Section 13. Item #a.



Village of Roscoe, Illinois

Timeline: 2024-2025

Status: Completed

Client Reference

Carol Gustafson,
Village President
Village of Roscoe
10631 Main Street
Roscoe, IL 61073

PROJECT OVERVIEW

We created a comprehensive blueprint to revitalize and enhance Roscoe's downtown core, transforming it into a vibrant, walkable village center. The project built upon the 2024 Place Map Report findings to address key challenges, including lack of density, limited growth in visitor base, housing market pressures, and restrictive zoning policies.

CHALLENGE & APPROACH

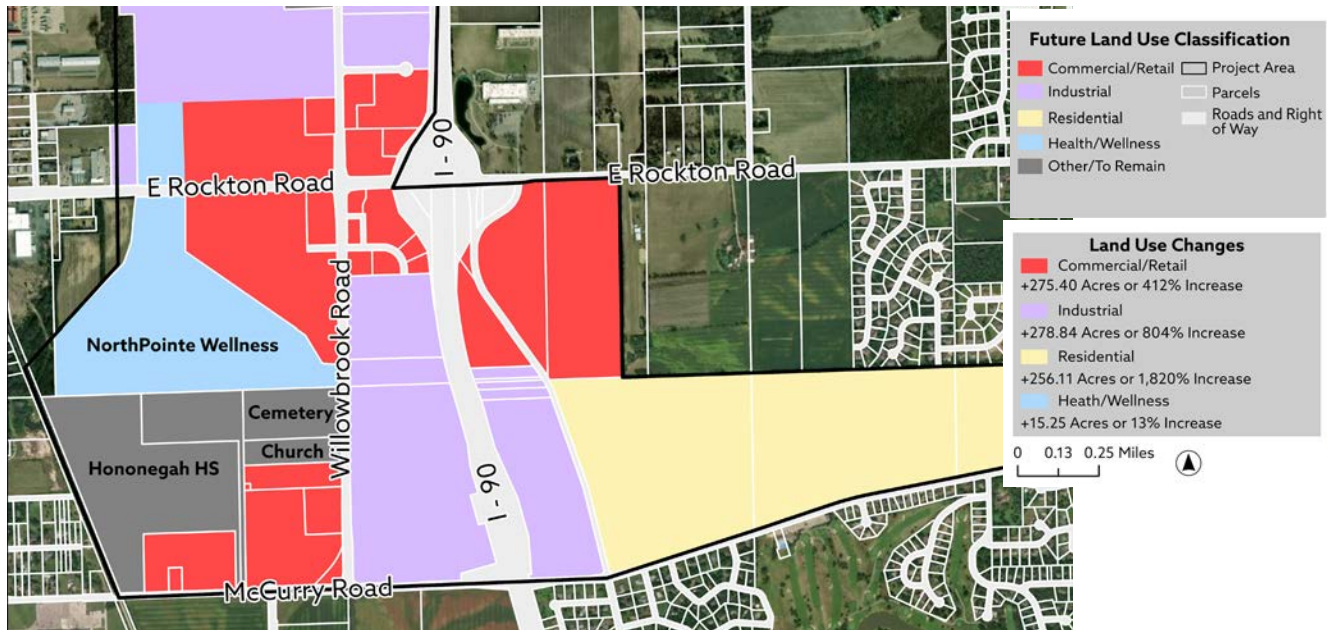
Roscoe's downtown required a transformative framework to overcome barriers to growth while maintaining community character. Place Foundry created a phased implementation strategy spanning immediate (0-2 years), mid-term (3-6 years), and long-term (7+ years) horizons, establishing two distinct zoning districts—Main Street Core and Edge Districts—to guide appropriate development intensity. Our approach integrated mixed-use development frameworks, public space activation strategies, and form-based design guidelines to create a cohesive vision that balances economic vitality with quality of life.

KEY SERVICES PROVIDED

- Comprehensive market and demographic analysis
- Downtown/Main Street Master Plan
- Creation of two distinct zoning districts (Main Street Core and Edge Districts)
- Business District Alliance Framework Plan
- Development of phased implementation strategy (0-2, 3-6, 7+ years)
- Comprehensive design guidelines and standards
- Immediate Public space activation strategies and projects
- Mixed-use development framework
- Economic development strategy

I-90 & Rockton Corridor/District Plan

Section 13. Item #a.



Village of Roscoe, Illinois

Timeline: 2024-2025

Status: Completed

Client Reference

Carol Gustafson,
Village President
Village of Roscoe
10631 Main Street
Roscoe, IL 61073

PROJECT OVERVIEW

The Village of Roscoe seeks to transform the Rockton Road corridor from a pass-through stop into a regional destination. Positioned at the I-90 interchange, the corridor offers exceptional accessibility and untapped economic potential. This initiative leverages strong demographics, high traffic volumes, and recent infrastructure improvements to attract investment and create a vibrant mixed-use environment.

CHALLENGE & APPROACH

The corridor currently functions as a brief stop for interstate travelers, missing opportunities to capture visitor spending and provide local employment. Apply a placemaking strategy that integrates market analysis, land use planning, and community engagement to create a destination that serves travelers, residents, and regional visitors. Recommendations focus on mixed-use development, infrastructure readiness, and strategic partnerships

KEY SERVICES PROVIDED

- Marketplace research to identify key consumer trends and demand for future retail attraction
- Integration of marketplace findings with demographic and policy conditions
- Development of multiple land use scenarios with visualizations
- Land Use Development Strategy
- Economic Development Strategy
- Cost estimates and potential funding strategies
- Stakeholder engagement with property owners, business leaders, and officials



Fehr Graham serves as longtime Pingree Grove Village Engineer

PINGREE GROVE, ILLINOIS

In 2000, 271 people lived in the Village of Pingree Grove, Illinois. By 2018, the community about 48 miles northwest of Chicago had grown to 8,976 residents, fueled in part by the Cambridge Lakes residential development. Growth has continued at a rapid pace, with the population now approaching 12,000 residents. Contractors continue to build hundreds of homes each year, with the latest development adding 1,000 homes. In 2018, the Village Board hired Fehr Graham to serve as the municipal engineer.

We worked with the Village to review facility plans for the water and wastewater treatment plants, complete private development plan reviews and construction observation, maintain and repair roads, update infrastructure maps and inspect bridges. We have also completed the Phase 1 and Phase 2 Engineering efforts for a roundabout replacement in the heart of the Village.

Fehr Graham supports the Village's staff in a flexible, on-call capacity, contributing to reviews and inspections during peak-demand periods and project specific needs. We provide reviews and inspections that cater to diverse project requirements, ensuring swift and effective evaluations. We scrutinize stormwater management reports and permits, and facilitate endorsements and approvals to align with the Village's stormwater ordinance. We oversee site development, ensuring work adheres to erosion control, mass grading and stormwater infrastructure standards. Fehr Graham completes periodic inspections to stormwater detention basins, contributing to a proactive monitoring and accurate compliance reporting.



CLIENT CONTACT

Amber Kubiak
Village President
847.464.5533
akubiak@pingreegrove.org

PERIOD OF SERVICES

October 2018 to Present

CONTRACT VALUE

Various

PROJECT TEAM

PRINCIPAL

Seth Gronewold, PE

PROJECT MANAGER

Brock Sutton, PE

PROJECT ENGINEER

Luke Ziegler

AT A GLANCE

- » Prepared design plans for water and wastewater treatment plants.
- » Completed Illinois Department of Transportation reporting updates.
- » Completed Phase I and Phase II roadway designs.
- » Designed annual street maintenance and repairs.
- » Completed bridge inspections.
- » Updated utility infrastructure maps.
- » Reviewed private development plans and platting.
- » Observed private development construction.



City Engineer pushes innovation, change

SOUTH BELOIT, ILLINOIS

Fehr Graham serves as the City Engineer in South Beloit, Illinois. Our team works with City officials to review permit applications and improve street and sanitary sewer infrastructure. We complete subdivision plats and City map updates and provide safety services. Fehr Graham also reviews subdivision plats and plans for development within City limits.

One of our substantial projects was the design and oversight of improvements at Oak Grove and Doner Drive. This project was significant because it used various funding sources, including Illinois Department of Transportation (IDOT) Economic Development program dollars. The project also abutted Illinois Route 2, so there was additional coordination required IDOT. Our team coordinated with the contractors to ensure the project was completed efficiently and to standards.

Fehr Graham supports the City’s staff in a flexible, on-call capacity. We help with reviews and inspections during peak demand. Our team manages workload fluctuations driven by variables like internal staff availability, construction volumes and project complexities, ensuring consistent and reliable review and inspection services. We evaluate traffic studies and give guidance on development-related traffic concerns.



SOUTH BELOIT

CLIENT CONTACT
Tom Fitzgerald
Mayor
815.503.2691
t.fitzgerald@southbeloit.org

PERIOD OF SERVICES
January 2013 to Present

CONTRACT VALUE
Various

PROJECT TEAM

BRANCH MANAGER
Tyler Nelson, PE

SENIOR PROJECT MANAGER
Ross Grimes, PG

PROJECT MANAGER
Brandon Boggs

ENGINEER
Garrett Flores

- AT A GLANCE**
- » Brownfields work plan.
 - » Street maintenance and reconstruction design engineering.
 - » Structural design.
 - » Sludge discharge permitting.
 - » Americans with Disabilities Act improvements.
 - » Various permit reviews.
 - » Illinois Environmental Protection Agency MS4 permitting.
 - » City map updates.
 - » Site development reviews.
 - » Subdivision platting.
 - » Professional safety services.
 - » Floodway and floodplain modeling.
 - » Sanitary sewer design.
 - » Wastewater design.

What Winnebago needs	Place Foundry live experience
Comprehensive plan Long-range community vision & policy framework	Comprehensive plans — multiple active municipalities Currently leading or recently completed comp plan updates integrating land use, housing, mobility, and economic development. Active
Route 20 corridor Corridor study, access management & land use	Highway corridor planning & small area studies Direct experience with arterial corridor studies — balancing regional mobility, commercial access, and adjacent neighborhood character. Active
Downtown district Revitalization strategy & design standards	Downtown master plans & market activation Multi-community downtown plans combining market analysis, streetscape design, programming, and code-ready design standards. Active
TIF / BDD Tax increment & business district financing	TIF district creation & business district planning Supported municipalities through TIF eligibility studies, redevelopment plan drafting, and business district designation through public hearing. Recently completed
Annexation Boundary expansion & pre-annexation planning	Annexation studies & pre-development planning Experience with annexation feasibility, service extension analysis, and pre-annexation agreements coordinated with legal and engineering partners. Recently completed
Plan → policy Zoning code & ordinance implementation	Zoning updates, overlays & ordinance drafting Translating adopted plans into enforceable code — form-based overlays, use table revisions, corridor overlays — with legal partners integrated from day one. Active
District placemaking Identity, activation & community engagement	Destination branding & placemaking strategy Place Foundry's core practice — district naming, wayfinding, programming frameworks, and activation strategies that make plans real to communities. Active

Every project listed is active or recently completed. Every client reference is available.

1.3 Project Team

Place Foundry, Fehr Graham, and Sosnowski Szeto operate as an integrated project team. These are not sub-consultants assembled for this proposal — they are partners we work with regularly on planning, corridor, revitalization, and regulatory projects across northern Illinois. The people named below will carry this engagement from kickoff through Village Board adoption.

PLACE FOUNDRY

David Sidney
Managing Principal

Jeff Macke
Place Director

Shawn Ager
Place Analyst

Mark Schaer
Place Strategist

Michelle Sidney
Creative Director

SOSNOWSKI SZETO

Municipal Law & Ordinance Drafting

Aaron Szeto
Municipal Law

Roxanne Sosnowski
Municipal Law

Eric Miller
Ordinance Drafting

FEHR GRAHAM

Engineering & Infrastructure

Seth Gronewold, PE
Engineering & Planning

Luke Ziegler
Infrastructure Planning

*The people named above are the people who will do this work —
from kickoff through Village Board adoption.*



DAVID A. SIDNEY

MANAGING PRINCIPAL | PLANNING & DEVELOPMENT STUDIO

David brings over 18 years of experience transforming downtown visions into reality through his work in urban planning and community development. His proven track record includes successful downtown initiatives in communities like Roscoe and Cherry Valley, where he helped preserve historic character while fostering economic growth. David's background in private sector consulting, municipal planning, and non-profit leadership ensures recommendations balance ambition with achievability.

AREAS OF EXPERTISE

Strategic Planning

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

Community Engagement

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

Development/Redevelopment

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

RELEVANT PROJECT EXPERIENCE

- Downtown Roscoe Master Plan, Village of Roscoe, IL
- Downtown Rockford Strategic Action Plan, Rockford, IL, City of Rockford*
- Danville 2050 Comprehensive Plan, Danville, IL, City of Danville
- City of Rockford 2020 Implementation Plan, Rockford, IL, City of Rockford*
- Cherry Valley Crossings, Cherry Valley, IL, Village of Cherry Valley
- Riverside Commons Placemaking Blueprint, Loves Park & Machesney Park, IL, The Parks Chamber of Commerce
- South Avon Development, Rockford, IL, Rockford Housing Development Corporation
- Prairie Hill Development, Rockford,

- IL, CMM Associates
- Brewhouse District, Rockford, IL, K&K Associates
- Prairie Street Brewhouse Development Plan, Rockford, IL, K&K Associates*
- Miracle Mile Mixed Use Infill Development Plan, Rockford, IL, Miracle Mile Business District Association*
- Winnebago County Unified Development Plan and Ordinance, Winnebago County, IL, County of Winnebago*
- Adaptive Reuse Study, Sterling, IL, City of Sterling*

**Projects completed before working with Place Foundry*

EDUCATION

- Bachelor of Urban & Regional Planning, University of Illinois at Urbana-Champaign (2005)
- Master of Urban Planning, University of Illinois at Urbana-Champaign (2006)



JEFF MACKE, PE, CFM

PLACE DIRECTOR

As Place Director with Place Foundry, Jeff leads infrastructure planning and technical analysis for urban development initiatives. He brings 14 years of engineering and project management expertise to Place Foundry's planning and development portfolio. His current projects include the City of Danville Comprehensive Plan and Roscoe Economic Development Strategy. Previously, he led significant regional initiatives like the Rockford Stormwater Master Plan and Cedar Rapids Flood Control System.

AREAS OF EXPERTISE

Infrastructure Planning

- Stormwater Management
- Flood Mitigation Analysis
- Green Infrastructure Design
- Municipal Infrastructure Planning
- Development Impact Studies

Technical Analysis

- Hydrologic/Hydraulic Modeling
- Infrastructure Assessment

- Cost-Benefit Analysis

Technical Analysis Cont

- Grant Application Development
- Regulatory Compliance

Project Management

- Client Relations
- Public Engagement
- Municipal Coordination
- Construction Administration
- Project Documentation

RELEVANT PROJECT EXPERIENCE

- Danville 2050 Comprehensive Plan, City of Danville
- I-90 & Rockton Road Corridor Development Feasibility Study, Village of Roscoe, IL
- Cedar Rapids E Ave Basin, Cedar Rapids IA, Lead design of 40 acre-foot flood mitigation basin*
- Rockford Park District Levings Lake Stormwater Wetland Design, Rockford IL, Rockford Park District*
- Washington Stormwater Master Plan, City of Washington, IL*
- Freeport Stormwater Master Plan, Freeport IL, City of Freeport*
- Nevada IA Green Infrastructure Design, Nevada IA, City of Nevada*
- Keith Creek Flood Study, Rockford IL, City of Rockford*
- Rockford Stormwater Master Plan, Rockford IL, City of Rockford*

**Projects completed before working with Place Foundry*

EDUCATION

- Bachelor of Science in Civil Engineering, Valparaiso University (2009)

PROFESSIONAL REGISTRATIONS

- Professional Engineer (PE)
- Certified Floodplain Manager (CFM)



SHAWN AGER

PLACE ANALYST

Section 13. Item #a.

Shawn is a Place Analyst who plays a crucial role at Place Foundry focusing on data-informed analysis and research that enhances growth, urban form, accessibility, and livability. Since 2024, Shawn has practiced geographical information systems (GIS), market analysis, and community engagement support. He brings fresh analytical perspectives combined with practical experience in municipal planning, having worked with the City of Janesville on water and forestry planning studies, and helped the Village of Roscoe, Illinois economic development strategy for I-90 and Rockton Road.

AREAS OF EXPERTISE

Geographical Information Systems (GIS)

- Collecting, managing, analyzing, and modeling geographic/spatial data
- Maps and graphs creation using ArcGIS Pro and ArcGIS Online
- Build, analyze, and update databases for municipal planning

Market Analysis & Economic Geography

- Demographic and economic data analysis
- Market research methodologies and trend identification
- Economic development opportunity assessment

Community Engagement Support

- Public workshop facilitation and coordination
- Educational outreach and presentation development
- Visual communication and graphic design for public engagement

RELEVANT PROJECT EXPERIENCE

- City of Danville, Illinois 2050 Comprehensive Plan | Market Analysis and Data Visualization
- Rockford Park District Sports Facilities | Market Analysis and Master Planning
- University of Wisconsin Whitewater Housing and Campus Planning Support*

**Projects completed before working with Place Foundry*

EDUCATION

- Bachelor's Degree in Geography with Emphasis in Geology, University of Wisconsin Whitewater (2025)
- Spanish Minor and GIS Certificate

TECHNICAL SKILLS

GIS Software: ArcGIS Pro, ArcGIS Online, Story Maps, Sketchup

Programming: R Statistical Programming

Office Applications: Microsoft Office Suite

Languages: Spanish (conversational)

Specialized: Topology management, database development, demographic analysis, market research tools



MARK SCHAER

PLACE STRATEGIST

Mark is a Place Strategist for Place Foundry. He plays a crucial role in moving our client visions forward to ground-breaking and ribbon cutting ceremonies. With a background in housing development and site selection, Mark ensures our market analysis, master plans, and design become a reality. Mark is currently assisting our private property owners/developers and municipal clients in retail recruitment, housing developer engagement, and funding strategies.

AREAS OF EXPERTISE

Real Estate Analysis & Financial Modeling

- Market research and demographic trend analysis
- Development underwriting and pro forma creation
- Rent setting, tax analysis, and cap rate evaluation

Development Strategy & Site Selection

- Strategic planning for multifamily and mixed-use projects
- Site feasibility studies and acquisition sourcing
- Coordination of market strategy across multiple states

Project Coordination & Due Diligence

- Managing documentation for large-scale transactions
- Pipeline reporting and investment committee presentations
- Collaboration with cross-functional teams for project execution

RELEVANT PROJECT EXPERIENCE

- Cherry Valley Crossings District Plan | Market Analysis, Retailer Recruitment, and Developer Engagement Strategy
- Riverside Commons | Market Analysis, Retailer Recruitment, and Developer Engagement Strategy
- I-90 & Rockton Road Corridor | Market Analysis and Developer Engagement Strategy

EDUCATION

- MBA, Real Estate Specialization – University of Wisconsin-Madison
- BS, Marketing; Minor in Public Relations – University of Illinois at Urbana-Champaign

TECHNICAL SKILLS

Financial Modeling & Research: Microsoft Excel, LandVision, CoStar, LoopNet, Crexi, Placer.ai, ArcGIS

Visualization: Adobe Creative Suite, Sketchup

Office Applications: Microsoft Office 365 Suite



MICHELLE SIDNEY

CREATIVE DIRECTOR

Michelle will develop engagement and communication materials that make technical concepts accessible to community members. Her expertise in visual storytelling will ensure the plan's identity elements resonate with corridor communities. Michelle will create materials that build understanding and support throughout the planning process.

AREAS OF EXPERTISE

Design

- Adobe Creative Suite Expert
- Web Design
- Print Design & Production
- Photography & Visual Documentation
- Typography & Brand Standards
- Presentation Design (PowerPoint, branded templates)
- Marketing Collateral Development

Marketing

- Social Media Strategy & Content Creation
- Newsletter Development & Distribution
- Email Marketing & Campaigns

Visual Storytelling

- Place Identity & Branding
- Signage & Wayfinding Design
- Infographic Design & Data Visualization

RELEVANT PROJECT EXPERIENCE

- Downtown Roscoe Master Plan, Village of Roscoe IL
- Cherry Valley Crossings, Village of Cherry Valley, IL
- Riverside Commons Blueprint, Rockford IL, The Parks Chamber of Commerce
- South Avon Development, Rockford, IL, Rockford Housing Development Corporation
- Prairie Hill Development, Rockford, IL, CMM Associates
- Fairchild and Vermilion Corridor Development Feasibility Study, City of Danville, IL
- Lynch Road Corridor Development Feasibility Study, City of Danville IL

EDUCATION

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



6735 VISTAGREEN WAY, SUITE 300
ROCKFORD, ILLINOIS 61107
(815) 900-7272

Aaron N. Szeto



- Areas of Practice:**
- Municipal Law
 - Traffic/DUI Prosecution
 - Zoning and Land Use Law
 - Real Estate Development and Transactions
 - Commercial Transactions
 - Public Finance
 - Business and Corporate Formations

Experience: Aaron N. Szeto has been practicing law since 2004. Mr. Szeto concentrates his practice in the areas of municipal law, traffic/DUI prosecution, zoning and land use law, real estate development and transactions, public finance and business and corporate formations. Within his municipal practice, Mr. Szeto advises public clients on general municipal law matters as well as zoning and land use matters. Mr. Szeto has extensive experience in structuring and negotiating annexation/ development agreements and sales tax rebate agreements. He further advises public clients on the implementation and use of complex special taxing districts (e.g. Tax Increment Financing, Special Service Areas, Special Assessments, and Business Districts) as a mechanism for spurring development and fostering economic growth within municipalities. Mr. Szeto routinely attends municipal board meetings and Zoning Board of Appeals hearings as corporate counsel. Mr. Szeto has experience helping new businesses and corporations take the steps needed for formation.

- Education:**
- J.D., Northern Illinois University College of Law, Cum Laude, (2004)
 - B.S., University of Illinois at Urbana-Champaign (2000)
- Admissions:**
- Illinois (2004)
- Affiliations**
- Illinois Municipal League
 - Illinois Bar Association
 - Winnebago County Bar Association



6735 VISTAGREEN WAY, SUITE 300
 ROCKFORD, ILLINOIS 61107
 (815) 900-7272

Roxanne M. Sosnowski



Areas of Practice:

- Municipal Law
- Traffic/DUI Prosecution
- Zoning and Land Use Law
- Labor and Employment Law

Experience:

Roxanne Sosnowski focuses her practice in the areas of municipal law, traffic/DUI prosecution, zoning and land use law, labor and employment, commercial real estate and business and corporate formations. Within this practice, Attorney Sosnowski represents management interests in virtually all aspects of the employment relationship with their employees, including counseling employers with respect to the hiring process, discipline, and separation of their employees, negotiating collective bargaining agreements, handling grievances and arbitrations and if necessary, the representation of employers in connection with litigated disputes. She has represented employers in a wide variety of matters before state courts and administrative agencies. Attorney Sosnowski also serves as counsel for the following local governments: City of South Beloit, Village of Rockton, Village of Poplar Grove, Village of Cherry Valley, City of Freeport, City of Byron, Forest Preserves of Winnebago County, Boone County Fire Protection District #1, and the Stateline Mass Transit District serving as general counsel on day-to-day governance matters.

Education:

- J.D., Northern Illinois University College of Law, Cum Laude, (2004)
- B.A., Northern Illinois University (2001)

Admissions:

- Illinois (2004)
- United States District Court - Northern District of Illinois – General Bar (2005)

Affiliations

- Illinois Municipal League – Home Rule Attorney Committee
- International Municipal Attorneys Association
- Illinois Local Government Lawyers Association
- Illinois Bar Association
- Winnebago County Bar Association



6735 VISTAGREEN WAY, SUITE 300
ROCKFORD, ILLINOIS 61107
(815) 900-7272

Eric J. Miller



Areas of Practice:

- Traffic/DUI Prosecution
- Municipal Law
- Civil and Commercial Litigation
- Real Estate

Experience:

Eric Miller focuses his practice in the areas of civil and commercial litigation, municipal law, real estate, and traffic/DUI prosecution. Within this practice, Mr. Miller represents municipalities by serving as the municipal prosecutor for traffic and DUI matters and other municipal civil and commercial litigation matters in addition to serving as general counsel on day-to-day governance matters. Mr. Miller has experience with real estate matters and routinely assists and counsels sellers and buyers of residential and commercial property through the entire real estate transaction process.

Education:

J.D., University of Illinois-Chicago College of Law (f/k/a The John Marshall Law School), 2004
B.A., University of Wisconsin-Madison, Political Science, 2001
B.A., University of Wisconsin-Madison, Economics, 2001

Admissions:

IL – November 2004
Northern District of IL – General and Trial Bar – November 2004
7th Circuit Court of Appeals - 2017
6th Circuit Court of Appeals – 2017

Affiliations:

American Bar Association
ILGLA

Seth W. Gronewold, PE

Principal



EDUCATION

B.S. in Civil Engineering
Bradley University, 2015

PROFESSIONAL LICENSES

Professional Engineer
Illinois #062-071468
Iowa #25539
Wisconsin #47315-6
Texas #135738
Michigan #6201311561
Florida #99994

CERTIFICATION

NBIS Program Manager
Illinois #01064
Iowa
Wisconsin

PROFESSIONAL ASSOCIATION

Illinois Section of American Water Works Association

Seth Gronewold serves as a Municipal Engineer for many Fehr Graham governmental clients. He is experienced in drinking water systems and treatment, project funding and budgeting, and construction management. Seth designs roads, sanitary sewer systems, stormwater improvements and culverts. He plays a pivotal role in field operations, design considerations and project management. His experience extends to hydraulics, grading plans, site designs, structural design, and highway and utility engineering. Whether a large-scale transformation or small-scale enhancement, Seth provides comprehensive oversight, ensuring successful outcomes for our clients.

MERCY WAY AND LYFORD ROAD DESIGN

City of Rockford, Illinois

Seth served as Project Design Lead for 1.5 miles of road for a 256-acre medical development. He helped with several aspects of the project, including road design, signalized intersection improvements, water main design, sanitary sewer design, box culvert design, roundabout design and stormwater management design. He worked with the Illinois Department of Transportation because the agency helped fund the project and provided design approval.

WELL NO. 34 WATER TREATMENT PLANT DESIGN AND CONSTRUCTION

City of Rockford, Illinois

Seth was the Project Manager for the design and construction of the Well No. 34 Water Treatment Plant. This facility was designed to treat radium-laden water using a horizontal pressure filter and chemical injection of hydrous manganese oxide. Along with overseeing project design, permitting, bidding and construction, Seth was responsible for coordinating funding assistance through the Illinois Environmental Protection Agency State Revolving Fund loan for the project.

GENERAL MUNICIPAL ENGINEERING SERVICES

- City of Loves Park, Illinois
- City of Rockford Water, Illinois
- City of South Beloit, Illinois
- Village of Durand, Illinois
- Village of Forreston, Illinois
- Village of Pingree Grove, Illinois
- Village of Roscoe, Illinois
- Village of Winnebago, Illinois

DEEP WELL NO. 19 WELL HOUSE AND TRANSMISSION MAIN DESIGN SERVICES

Crystal Lake Public Works Department | Crystal Lake, Illinois

LEAD SERVICE LINE REPLACEMENT PROGRAM DESIGN AND CONSTRUCTION SERVICES

City of Rockford Water Department, Illinois

MADISON STREET RECONSTRUCTION - DESIGN AND CONSTRUCTION

City of Rockford, Illinois

WATER TREATMENT PLANT NO. 2 AND WELL NO. 3 DESIGN AND CONSTRUCTION

Village of Pingree Grove, Illinois

CLARENCE HICKS MEMORIAL SPORTS PARK DESIGN AND CONSTRUCTION

Rockford Park District | Rockford, IL

PHASE III WATER MAIN REPLACEMENT DESIGN

Village of Forreston, Illinois

Lukas Ziegler

Project Engineer



EDUCATION

B.S. in Environmental Engineering
University of Wisconsin-Platteville, 2021

CERTIFICATION

Illinois Department of Transportation
Documentation of Contract Quantities
#22-20109, 2022

Luke Ziegler partners with municipal clients to plan, design and deliver infrastructure projects that strengthen their communities. He serves as a trusted extension of staff, stepping in as an on-call engineer when needed and helping clients navigate decisions, regulations and construction with confidence. Known for his collaborative approach and practical solutions, Luke builds lasting relationships while keeping projects moving forward.

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (EPA) WATER MAIN REPLACEMENT

Village of Forreston, Illinois

Luke designed, bid and supported construction for approximately 4,800 feet of water main throughout the Village. He evaluated alignment options, coordinated with the Illinois EPA to secure construction and operating permits, and worked closely with the contractor to ensure compliance with plans and permit requirements. He also completed preliminary planning for a third phase, which includes replacing an additional 2,800 feet of water main within the Illinois Department of Transportation (IDOT) right of way.

INFLOW AND INFILTRATION MONITORING

Village of Forreston, Illinois

Luke led data collection and reporting for an inflow and infiltration (I&I) study for the Village's sanitary sewer collection system. He worked with Village staff and Fehr Graham field crews to identify flow meter locations, supported monitoring efforts and analyzed data to evaluate system performance. He compiled findings into a final report and presented results to the Village Board.

CLAYTON COURT WATER MAIN LOOPING

Village of Winnebago, Illinois

Luke designed approximately 1,000 feet of water main installed by directional bore methods to improve flow and pressure in the village's southwest quadrant. He coordinated with the Illinois EPA to obtain permits and worked with village staff to determine the most effective alignment.

LOCAL STREETS RESURFACING DESIGN AND CONSTRUCTION

City of Oregon, Illinois

Luke led design, bidding and construction services for approximately 6,000 feet of roadway resurfacing. He collaborated with city staff to meet local standards and worked with the contractor to ensure construction aligned with project plans.

DESIGN, BIDDING AND CONSTRUCTION SERVICES

Motor Fuel Tax (MFT) Roadway Resurfacing Projects

- City of Oregon, Illinois – 2025, 2026
- Village of Forreston, Illinois – 2025, 2026
- Village of Roscoe, Illinois – 2022
- Village of Winnebago, Illinois – 2023, 2024, 2025, 2026

SECTION 2

Work Plan



2.0 Understanding Winnebago

Winnebago is not trying to become something it isn't. It is trying to become more fully what it already is — a community with agricultural roots, a walkable historic downtown, residential neighborhoods that families chose deliberately, and corridors with real development potential that Route 20 and regional growth pressure are steadily building toward. Population 2,903. Located just west of Rockford in Winnebago County. Connected to the region but not defined by it — Winnebago has its own character, its own economy, and its own priorities.

In 2025, Village leadership invested in a Strategic Plan. That was not a routine exercise. It was a genuine community process that surfaced four priority areas, produced specific and measurable goals, and named the work that needed to happen next. We have read that plan carefully. It shapes everything in this proposal. Here is what we understand about what this engagement needs to accomplish.

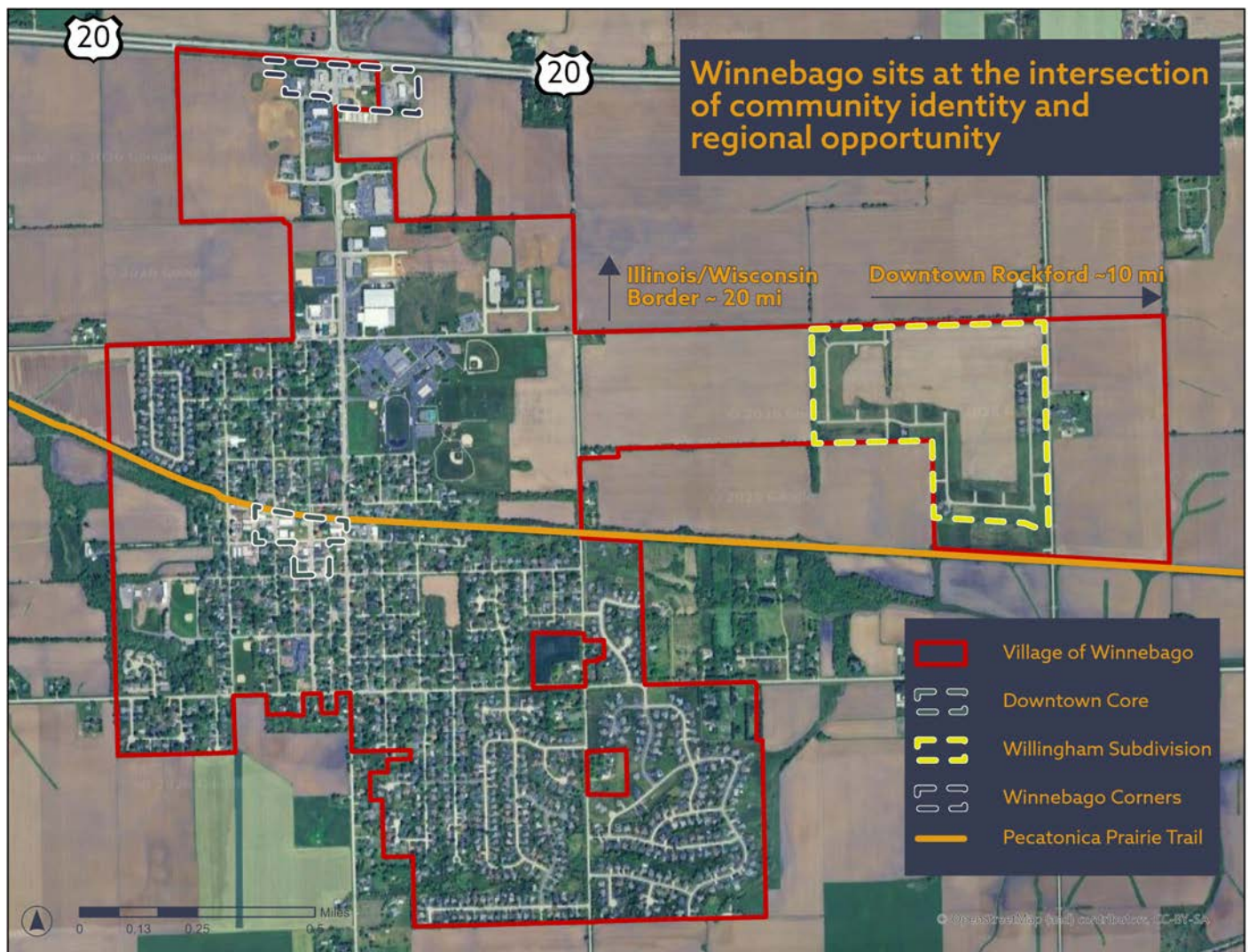
The Strategic Plan identified the work.

This project delivers it. Every scope element in this proposal maps directly to a goal your leadership identified as High or Medium priority: UDO modernization for the red tape goal, downtown zoning district for the investment and recruitment goal, TIF feasibility for all three candidate areas, and the annexation strategy for growth management. This is not a generic planning process. It is the implementation track for decisions Winnebago has already made.

The Strategic Plan explicitly called for updating the Comprehensive Plan and the UDO — to reduce regulatory red tape, streamline development processes, and ensure design standards are producing the outcomes the Village actually wants. This engagement is not a routine update. It is the implementation phase the Strategic Plan was pointing toward.

Downtown needs its own policy framework.

Downtown Winnebago's greatest asset may also be its best-kept secret: a walkable, historic commercial core surrounded by residential neighborhoods that are already doing what other communities spend decades trying to create. The existing UDO has no downtown zoning district. The 2007 Comprehensive Plan identified downtown visibility from Elida Street as a longstanding challenge. Nearly twenty years later, the opportunity is to stop describing it as a challenge and start building the regulatory and investment environment that turns it into an asset. A strong downtown element in the Comprehensive Plan — paired with a dedicated downtown zoning district in the UDO — gives the Village the tools to make that happen.



Route 20 and Winnebago Corners are the primary growth opportunity – and Winnebago Corners is not a failed development. It is an underdeveloped one, and there is a meaningful difference.

The corridor has real physical limitations. Lot depths are shallow. Access points are controlled. Highway setbacks reduce buildable area. Ownership is fragmented. But the corridor visibility, the regional growth pressure along Route 20, and the proximity to Rockford all point toward real investment potential. What has been missing is a clear signal to developers about what the Village wants to see built there, backed by zoning that makes it achievable. Place Foundry's work on the I-39/CherryVale corridor – with nearly identical physical constraints – produced a \$487.6 million development framework because the strategy was built around the constraints rather than around what the map wished were true. That is the approach Winnebago's Route 20 opportunity requires.

Annexation strategy requires an infrastructure foundation, not advisory language.

The Strategic Plan flagged annexation north of Route 20 as a medium-priority long-term goal. That strategy has to be built on Fehr Graham's direct knowledge of the Village's water system, stormwater infrastructure, and road network – and written as formal, adoptable policy with infrastructure service capacity benchmarks and pre-annexation agreement standards.

The 2019 UDO is a starting point — and an honest diagnostic.

The 2019 UDO gives this engagement a solid foundation — an article structure, an established district framework, and a zoning map that staff administers daily. That is a genuine advantage over starting from scratch. It also gives us a clear diagnostic starting point: a document built without a Comprehensive Plan as its guide, and already showing the gaps you would expect from that origin. The goal is not to discard what works. It is to improve what doesn't — with provisions specifically written for Winnebago, legally current, and aligned with the Comprehensive Plan being developed alongside them. The evaluation work in Phase 1 is not theoretical — we know what we are looking for. The goal is not to discard what works, but to replace what does not with provisions that are specifically written for Winnebago, legally current, and aligned with the Comprehensive Plan being developed alongside them.

Winnebago needs a story — not just a plan.

The Strategic Plan called for branding and communications as a community priority. That is not a marketing task — it is a planning task. A community that cannot articulate what it is becoming cannot attract the residents, businesses, and investors it needs to get there. This engagement will answer the question: Imagine if Winnebago, Illinois were known for... The answer becomes the narrative foundation for everything — the downtown strategy, the economic development framework, the annexation vision, and the Village's ongoing communications with residents and the region. Fehr Graham's infrastructure analysis tells us how much Winnebago can grow. The place visioning work tells us what it should become.

2.1 Our Approach



Two documents. One integrated process. Fourteen months.

ILLINOIS DIVISION 12 COMPLIANCE

Your Comprehensive Plan will satisfy all requirements of Illinois Municipal Code Division 12 (65 ILCS 5/11-12) — all required plan elements, the official map, and basic subdivision standards. Our team maintains a Division 12 compliance checklist throughout the drafting process, ensuring every required element is addressed before the document reaches public hearing.

On this project, both documents develop together. The UDO compliance audit begins in Phase 1. The UDO Framework Document is drafted alongside the Key Recommendations Memo in Phase 3. Draft ordinance language is written while the Comprehensive Plan elements are being developed in Phase 4.

When the Plan is ready for adoption, the UDO is ready too. The result is two aligned documents, adopted in the same process, in sixteen months.

This is not simply a scheduling efficiency. It changes what the documents can accomplish. When the planning and legal teams work in parallel from the beginning, policy decisions in the Comprehensive Plan are immediately tested against regulatory feasibility.

Development standards in the UDO are written to implement specific plan recommendations rather than be adapted from generic templates. The downtown zoning district is designed in tandem with the downtown plan element — so the two documents reinforce each other rather than creating gaps that the development community will find.

PHASE 1 KICK-OFF & EXISTING CONDITIONS | MONTHS 1-3

The first three months establish the foundation on which everything else builds. Place Foundry arrives at kickoff having already studied the 2007 Comprehensive Plan, the 2019 UDO, the 2025 Strategic Plan, and all available regional data. We do not use the kickoff meeting to get oriented. We use it to confirm our understanding and identify the gaps only local knowledge can fill.

1.1 Staff Coordination & Data Collection

Coordination meeting with Village Administrator and staff to review scope, timeline, deliverables, and data needs. GIS data, past plans, current UDO, 2025 Strategic Plan, capital improvement plans, and infrastructure reports requested. Place Foundry establishes a standing staff communication cadence from Day 1: bi-weekly check-in calls with the Village Administrator, monthly written progress reports, and a 10-business-day commitment on all draft document reviews. Seth Gronewold and Luke Ziegler conduct an infrastructure data review in parallel — water system capacity, stormwater network, road conditions, and existing CIP — to establish the engineering baseline for the annexation and growth analysis.

1.2 Staff Kick-Off Meeting & Study Area Tour

Face-to-face kick-off with Village Administrator, key staff, and department heads. Study area tour conducted — Winnebago Corners at Route 20, downtown Main Street and Elida Street corridor, Willingham Subdivision, annexation boundary areas north of Route 20, and key infrastructure facilities. The study area tour is not optional. There is no substitute for walking the ground.

1.3 Department Heads Meeting

Meeting with Public Works, Police, Building and Zoning, and other relevant departments. Infrastructure capacity constraints, code enforcement challenges, permitting bottlenecks, and operational priorities documented. These inputs feed directly into the UDO's development standards and review procedures.

1.4 Steering Committee Formation & Meeting #1

Place Foundry assists Village staff in forming the Comprehensive Plan Steering Committee. Recommended composition: Village Board representative, Zoning Board representative, business community member, resident at-large, CUSD #323 representative, and Park District representative. The Steering Committee is the Village's primary policy advisory body throughout the engagement. Meeting #1 covers project introduction, roles, process overview, and schedule.

1.5 Planning & Zoning Commission Presentation #1

Project introduction to the Planning and Zoning Commission. A Commission exercise surfaces initial planning concerns and regulatory priorities from the body that administers the UDO. Findings documented and carried into UDO evaluation work.

1.6 UDO Evaluation & Improvement Review

Thorough evaluation of the 2019 UDO — identifying what is working well, what the Strategic Plan flagged for improvement, and what needs updating. Coverage includes all articles, zoning regulations, and subdivision regulations. Addresses: red tape reduction, streamlined review procedures, sign code under Reed v. Gilbert (2015), annexation framework, and subdivision regulation improvements. This memo becomes the UDO improvement roadmap for Phases 3 through 5.

1.7 Priority Amendment Memo

Aaron Szeto + Place Foundry

Where the evaluation identifies provisions warranting attention before the full rewrite is complete, Aaron Szeto and Place Foundry prepare a Priority Amendment Memo with draft ordinance language the Village can act on now. Delivers tangible legal value within the first sixty days of the engagement.

1.8 Existing Conditions Memo

Shawn Ager Lead

Comprehensive analysis covering: demographic trends and 20-year population projections, existing land use inventory and map, transportation network assessment, infrastructure capacity review, economic conditions and commercial market analysis including Route 20 and Elida Street corridor constraints, parks and facilities inventory, and thorough review of all prior plans including the 2007 Comprehensive Plan, 2019 UDO, 2025 Strategic Plan, and regional documents.

1.9 Staff Review & Discussion

All three memos delivered to Village staff for review. Comments incorporated before public engagement activities begin. Priority Amendment Memo advanced to the Planning and Zoning Commission if staff confirms immediate action is warranted.

Key Deliverables – Phase 1

- Existing Conditions Memo
- UDO Evaluation & Improvement Memo – all articles including subdivision regulations (*Place Foundry + Aaron Szeto*)
- Priority Amendment Memo – draft ordinance language for provisions warranting interim action (*Aaron Szeto + Place Foundry*)
- Steering Committee Meeting #1 Summary
- Planning & Zoning Commission Meeting #1 Summary

Winnebago is a community with genuine pride in what it is and clear opinions about what it wants to become. Our engagement approach reflects that. Rather than running every resident through the same survey and calling it engagement, we use three parallel streams — digital tools that are always on, targeted events designed for specific Winnebago audiences, and focused stakeholder sessions that go deep with the people who most directly shape the Village’s future. The result is an engagement record that is broad, specific, and genuinely representative of who Winnebago is.

STREAM 1 — ALWAYS ON | Digital & Ongoing Tools

These tools run from kickoff through adoption — continuously gathering input, hosting project materials, and keeping residents informed between formal meetings. They reach the people who will never attend a Tuesday night public meeting but have just as much at stake in the outcome.

2.1 Project Website

Live at kickoff. Hosts all engagement tools, meeting materials, draft documents, and project updates throughout the sixteen-month engagement. The website is not a static information page — it is an active participation channel, updated after every milestone and promoted through Village communications throughout the process.

2.2 Online Community Survey

Distributed through the Village website, social media, CUSD #323 network, Chamber of Commerce contacts, and direct mail to property owners. Results analyzed and reported before the Community Visioning Workshop so public meeting time is spent on dialogue, not data collection that could have happened online.

2.3 Interactive Map-Based Engagement Platform

Residents identify geographic issues, assets, and opportunities by placing pins on a digital map of the Village. The composite map directly informs the Future Land Use Map, the downtown element, and the annexation strategy — connecting resident place knowledge to specific policy decisions.

2.4 ‘Winnebago Looks Forward’ Visual Preference Survey

Residents react to images of real places — actual downtown streetscapes, Route 20 commercial corridor types, housing styles, gateway concepts, and park designs. Produces direct, visual evidence of what Winnebago residents want their community to look like, feeding design policies and UDO development standards in ways a written survey never can.

STREAM 2 — REACHING WINNEBAGO WHERE IT LIVES | Community & Demographic Events

Winnebago is already a community that shows up. The goal of Stream 2 is not to replace that instinct — it is to reach the voices that standard planning formats don’t naturally draw out. Older residents who carry institutional memory. Children and families who will live with these decisions longest. Agricultural landowners who control the land that determines the Village’s growth boundary. Young people who need to see themselves in the plan. Each activity is designed specifically for its audience, in a format and setting where they are already comfortable.

2.5 ‘Imagine If Winnebago Were Known For...’ Place Visioning Session

A facilitated community visioning exercise built around a single generative question: Imagine if Winnebago, Illinois were known for... Conducted in small groups with residents, business owners, young people, and community leaders, this session surfaces the community’s aspirational identity — the story it wants to tell the world. Results are synthesized into

a Place Narrative that informs the Comprehensive Plan’s vision statement, economic development framework, and downtown strategy, and gives the Village a communications foundation it can use immediately. This is not a marketing exercise. It is the foundation of a plan people will defend and implement because they helped write the story.

2.6 'Winnebago Then & Now' History Night at the Library

Partnering with the Winnebago Public Library's Local History Room — a named community anchor in the 2007 Comprehensive Plan — and the Winnebago History Writers group, this September evening event brings long-term residents together around historic photos of the Village paired with current images of the same locations. Attendees place sticky notes on maps indicating what they want to preserve and what they want to change. This format reaches older and long-term residents who carry the deepest institutional knowledge about what makes Winnebago distinctive and who are least likely to participate through digital tools or standard public meeting formats. Their perspective on the Village's identity and character is foundational to the vision the Comprehensive Plan must articulate.

2.7 'Dream Winnebago' Kids Art Contest — CUSD #323

In partnership with Winnebago Community Unit School District #323, elementary and middle school students are invited to draw or write their vision of Winnebago in 2045. What does their town look like when they grow up? Winning entries are displayed prominently at Village Hall and incorporated visually into the final Comprehensive Plan document. Submissions accepted September through October; display and recognition event in November. This activity reaches young children and their families — a demographic almost entirely absent from traditional planning engagement — and produces genuinely aspirational input that reflects the community's next generation. Parents who see their child's artwork in the Comprehensive Plan become invested advocates for its implementation.

2.8 Youth Engagement Session — Winnebago High School

One dedicated facilitated session with Winnebago High School students. Their input gets a named section in the Comprehensive Plan — not a footnote, not a sidebar. Coordinated alongside the Dream Winnebago Kids Art Contest to create a complete K-12 engagement arc: elementary voices captured through visual storytelling, high school voices captured through facilitated dialogue about the community they want to inherit.

2.9 'Farmers & Future' Agricultural Landowner Roundtable

Agriculture represents over 33% of Winnebago's planning area, and agricultural landowners control the land that will determine the Village's annexation and growth strategy for the next generation. Yet farmers almost never attend public planning meetings — the format, the timing, and the setting do not work for them. Place Foundry hosts a dedicated, informal roundtable in late October or early November — post-harvest, when agricultural landowners have time — at a farm, the Winnebago Farm Bureau, or the grain elevator. The conversation focuses on annexation area boundaries, infrastructure extension, agricultural preservation policies, and the growth boundary framework. These landowners deserve a dedicated seat at the table, and their input shapes the annexation chapter in ways no other engagement activity can replicate.

2.10 Community Visioning Workshop — Public Meeting #1

All-community in-person workshop open to all residents, business owners, and stakeholders. Exercises include large-group SWOC analysis drawing on engagement findings from Streams 1 and 2, small-group mapping of assets and opportunities, visual preference voting, and facilitated discussion of the Village's top priorities. The findings from the Place Visioning Session, History Night, and Agricultural Roundtable are presented back to the full community here — making every participant's voice visible. David Sidney facilitates.

STREAM 3 — TARGETED STAKEHOLDER SESSIONS | *Deep Dives with Key Voices*

Stream 3 goes deep with the people who most directly shape Winnebago's development future — business owners, property owners, prospective developers, and the stakeholders whose decisions determine whether the plan's recommendations reach the ground. These are not public meetings. They are targeted conversations that produce the specific, candid input that public forums rarely generate.

2.11 Stakeholder Interviews and Focus Groups

Targeted conversations with: agricultural and residential landowners in annexation areas; downtown business and building owners; Chamber of Commerce leadership; prospective developers and brokers active in the Route 20 corridor; CUSD #323 and Park District leadership; adjacent community representatives; and civic organizations. Interview notes are summarized and reported to Village staff — confidentially where requested. These conversations surface the candid concerns and aspirations that rarely appear in public meeting comment periods.

2.12 Business Community Workshop — Winnebago is Open for Business'

A targeted session for business owners, property owners, landowners, and developer contacts. Topics include Winnebago Corners development potential, regulatory barriers to investment, downtown redevelopment opportunities, and the economic development framework taking shape in the Comprehensive Plan. Structured as a working session — not a presentation — so participants leave having shaped the plan rather than having been briefed on it.

2.13 'What Works / What Doesn't' Downtown Walking Audit

A 90-minute field session with downtown business and property owners. Place Foundry walks the Main Street and Elida Street corridor documenting the street experience from a customer, tenant, and developer perspective — sidewalk conditions, visibility, parking, signage, storefronts, and public space quality. Findings feed directly into the downtown plan element and the new downtown zoning district standards in the UDO. Residents and property owners who walk this audit with us become informed, invested participants in the downtown strategy.

Key Deliverables — Phase 2

- Project Website
(live at kickoff through adoption)
- Online Survey Results Summary
- Map-Based Engagement Summary
with annotated Village map
- 'Winnebago Looks Forward' Visual
Preference Survey Results
- 'Imagine If Winnebago Were Known For...'
Place Narrative — community identity
foundation
- 'Winnebago Then & Now' History Night
Summary — long-term resident input
- 'Dream Winnebago' Kids Art Contest
Submissions — displayed at Village Hall,
incorporated into final Comp Plan
- Youth Engagement Session Summary —
named section in Comprehensive Plan
- 'Farmers & Future' Agricultural Roundtable
Notes — annexation and growth
boundary input
- Stakeholder Interview Notes
(confidential to staff)
- Business Community Workshop Summary
- Downtown Walking Audit Field Notes
- Public Engagement Summary —
Key Themes & Takeaways across all
three streams

PHASE 3 VISION, GOALS & KEY RECOMMENDATIONS | MONTHS 6-8

Before a single plan chapter is written, the Village needs to confirm its direction. Phase 3 produces two documents — the Key Recommendations Memo and the UDO Framework Document — that give Village staff, the Steering Committee, the Planning and Zoning Commission, and the Village Board a clear picture of where the plan is heading before significant resources are committed to full document production. If there are policy disagreements, this is where they surface.

3.1 Vision Statement & Goals

Synthesis of all engagement findings into a Vision Statement and Goals organized around five to seven plan focus areas. Goals are explicitly aligned with the four Strategic Priority Areas from the 2025 Strategic Plan. The Comprehensive Plan implements what the Strategic Plan set in motion. That continuity of direction is made explicit in the document.

3.2 Key Recommendations Memo

A focused pre-draft document covering: Future Land Use Framework and Draft Future Land Use Map; downtown land use and character recommendations including specific redevelopment opportunity sites — the former Bud's Automotive site, downtown parking, gateway parcels; Route 20 / Winnebago Corners development strategy grounded in the corridor's physical constraints; residential land use policies and Willingham Subdivision buildout; annexation strategy framework with infrastructure capacity analysis from Seth Gronewold and Luke Ziegler at Fehr Graham; economic development framework including TIF district feasibility; and transportation priorities including Pecatonica Prairie Path integration.

3.3 UDO Framework Document

The structural blueprint for the revised UDO. Covers: proposed district structure including the new downtown zoning district; use table reorganization approach; development standards framework; sign code rewrite approach for Reed v. Gilbert compliance; annexation agreement framework; and variance and appeals procedure structure. Sosnowski Szeto leads the legal framework. Place Foundry leads policy content.

3.4 Staff Review & Discussion

Both documents delivered to Village staff for review. Staff comments integrated before Steering Committee and Planning and Zoning Commission presentations.

3.5 Steering Committee Meeting #2

Key Recommendations Memo and UDO Framework presented to the Steering Committee for feedback. Policy decisions documented and confirmed before full drafting begins.

3.6 Planning & Zoning Commission Presentation #2

Presentation of the Vision Statement, Goals, Key Recommendations Memo, and UDO Framework Document. Commission deliberation documented and carried into the draft UDO structure.

3.7 Village Board Progress Briefing #1

A mid-process briefing ensuring the Village Board is informed and supportive before full document drafting begins. Village Board input at this stage prevents costly revisions late in the process. Directly addresses the RFP's requirement for coordination with the Village Board throughout the process.

Key Deliverables — Phase 3

- Vision Statement & Goals
- Key Recommendations Memo with Draft Future Land Use Map
- UDO Framework Document (Place Foundry + Sosnowski Szeto)
- Steering Committee Meeting #2 Summary
- Planning & Zoning Commission Meeting #2 Summary
- Village Board Progress Briefing #1 Summary

PHASE 4 DRAFT COMPREHENSIVE PLAN & DRAFT UDO | MONTHS 8-12

This is the dual-track heart of the engagement. The Comprehensive Plan and the UDO are drafted in parallel, reviewed together at the 50% and 90% milestones, and legally certified before the adoption process begins. The work in Phases 1 through 3 makes this phase productive — by the time full drafting begins, the community's direction is confirmed and the team is building documents the Village has already agreed to.

4.1 Comprehensive Plan Elements

Full draft plan prepared element by element, grounded in the Key Recommendations Memo and community engagement findings. Elements include:

- Community Background & Context — history, demographics, regional setting, Rockford MSA relationship
- Land Use & Development — Future Land Use Map, place types, infill and redevelopment policies for downtown and Route 20 corridor
- Downtown Winnebago — character definition, redevelopment vision, opportunity sites (former Bud's Automotive, parking, gateway parcels), gateway strategy, parking framework, pedestrian connectivity
- Economic Development — Route 20 / Winnebago Corners strategy grounded in corridor constraints; TIF district policy framework; business attraction and retention; incentive tools aligned with the 2025 Strategic Plan
- Housing — housing diversity policies, Willingham Subdivision buildout framework, missing middle housing opportunities
- Transportation & Infrastructure — roadway network recommendations, Pecatonica Prairie Path integration, infrastructure capacity analysis for annexation areas (Seth Gronewold and Luke Ziegler, Fehr Graham)
- Community Facilities & Services — parks, schools, Village Hall / Police / Community Center planning, Park District and CUSD #323 coordination
- Annexation Strategy — logical growth area identification north of Route 20, formal adoptable policy language, pre-annexation agreement standards, TIF contiguity analysis, infrastructure service capacity benchmarks
- Implementation — prioritized action matrix with timeframes, responsible parties, and funding sources; regulatory action checklist tying each recommendation to a specific UDO article

4.2 Revised UDO — All Articles

Place Foundry and Aaron Szeto co-author the revised UDO, building on the 2019 foundation and the improvement roadmap developed in Phase 1.

Key components:

- Article Restructure and Modernization — reorganized for staff usability, modern formatting with graphics and tables, plain-language descriptions. Shawn Ager leads format modernization
- Downtown Zoning District — new district for Winnebago's historic downtown character; permitted and special uses, form-based design standards, sign allowances, parking flexibility
- Sign Code Rewrite — content-neutral framework consistent with Reed v. Gilbert (2015). Aaron Szeto leads
- Use Table Modernization — reorganized, graphically enhanced, plain-language descriptions, updated use categories
- Annexation Framework Update — pre-annexation agreement standards, infrastructure adequacy thresholds, contiguity requirements
- Development Standards — updated parking, landscaping, buffering, lighting, design standards; complete streets language integrated
- Missing Middle Housing Provisions — flexible residential standards accommodating duplexes, triplexes, cottage courts, and ADUs
- Review Procedures — streamlined site plan review, special use permit, variance, rezoning, and subdivision procedures addressing the Strategic Plan's 'red tape' priority
- Enforcement Provisions — clear, updated procedures aligned with current Illinois law
- Variance & Appeals Procedures — updated for Illinois Municipal Code consistency. Aaron Szeto leads

4.3 Staff Review — 50% Draft

50% draft of both documents delivered to Village staff and Aaron Szeto for legal review simultaneously. Comments documented and incorporated before 90% draft begins.

4.4 Village Board Progress Briefing #2

50% draft overview presented to the Village Board. Ensures the Village Board is fully informed on Comprehensive Plan policies and the UDO framework before public meetings begin.

4.5 Steering Committee Meeting #3

50% draft overview presented to the Steering Committee. Key policy decisions confirmed or adjusted before final draft development.

4.6 Public Meeting #2 — Draft Comprehensive Plan Review

Community open house at accessible Village location with varied time option. Display boards and summary sheets provided for Village staff to conduct additional informational sessions independently.

4.7 Public Meeting #3 — Draft UDO Review

Focused public meeting on the draft UDO. Aaron Szeto present for legal and regulatory questions. Feedback documented and incorporated.

4.8 P&Z Commission Workshop #1 — Draft Comprehensive Plan

A working session — not a presentation. Commission deliberates on draft Comprehensive Plan elements, with particular attention to land use policies, the Future Land Use Map, the downtown element, and the annexation strategy.

4.9 P&Z Commission Workshop #2 — Draft UDO

A working session on the draft UDO. Downtown zoning district, use table, sign code, and review procedures receive focused attention. Aaron Szeto present for all legal questions.

4.10 90% Draft & Legal Review

90% draft of both documents delivered to Village staff and Aaron Szeto for final legal review and QA/QC simultaneously. A legal review memo is prepared confirming compliance and flagging any remaining issues before the adoption process begins.

4.11 Steering Committee Meeting #4

Final policy direction confirmed before the adoption process begins. The Steering Committee reviews both documents in near-final form.

Key Deliverables — Phase 4

- Draft Comprehensive Plan (50% and 90%)
- Draft UDO (50% and 90%)
- Legal Review Memo —
90% Milestone (Sosnowski Szeto)
- Village Board Progress Briefing #2
Summary
- Public Meeting #2 Summary —
Draft Comprehensive Plan
- Public Meeting #3 Summary — Draft UDO
- Planning & Zoning Commission Workshop
Summaries (#1 and #2)
- Steering Committee Meeting Summaries
(#3 and #4)

PHASE 5 FINAL DOCUMENTS & ADOPTION | MONTHS 12-16

The adoption process is not a formality. It is the culmination of sixteen months of community engagement, policy development, and regulatory drafting — and it needs to be managed as carefully as any other phase of the work. Place Foundry and Aaron Szeto are present at every hearing. Every presentation is prepared. Every question from a commissioner or a Village Board member has an answer ready. And when the Village Board votes yes — when Winnebago's Comprehensive Plan and UDO are officially adopted — that moment is not the finish line for us. It is the starting gun. The ribbon-cutting is still ahead.

5.1 Final Comprehensive Plan

Revised to incorporate all staff, commission, and public comment from Phase 4. User-friendly, visually compelling, print-ready PDF and editable source files. An interactive web-based version — StoryMap or equivalent — keeps the plan a living document long after adoption. All GIS data compiled during the planning process delivered to Village staff.

5.2 Final UDO

Fully revised and legally certified. Print-ready PDF and editable Word source files formatted for ongoing Village staff amendment. Graphics, tables, and clear section navigation throughout — a document staff can use daily, not interpret at every turn.

5.3 Adoption Ordinances

Adoption ordinance for the Comprehensive Plan and adoption ordinance for the UDO prepared and reviewed by Aaron Szeto. Both ordinances ready for introduction at the same Village Board meeting, or sequenced per Village preference and Illinois statutory requirements.

5.4 P&Z Commission Public Hearing — Comprehensive Plan

Project team presents the final draft Comprehensive

Plan at a duly noticed public hearing per Illinois statutory requirements. Final revisions prepared for Village Board consideration based on the hearing record. David Sidney presents.

5.5 P&Z Commission Public Hearing — UDO

Project team presents the final draft UDO at a duly noticed public hearing. Aaron Szeto present throughout to address legal questions from commissioners and the public.

5.6 Village Board Presentation & Adoption

Final Comprehensive Plan and UDO presented to the Village Board for consideration and adoption. Presentation materials prepared by Place Foundry. David Sidney and Aaron Szeto present.

5.7 Final Document Delivery

Comprehensive Plan: print-ready PDF, editable source files, GIS data, interactive web-based version. UDO: print-ready PDF, editable Word files for ongoing staff amendment. All engagement summaries, survey data, meeting records, and interim deliverables archived and delivered to the Village.

Key Deliverables – Phase 5

- Final Comprehensive Plan (PDF + editable source files + GIS data)
- Final UDO (PDF + editable Word files)
- Interactive Web-Based Comprehensive Plan
- Adoption Ordinances – Comprehensive Plan and UDO (Sosnowski Szeto)
- Planning & Zoning Commission Hearing Summaries
- Village Board Presentation Materials
- Complete project archive – all engagement summaries, survey data, and interim deliverables

SECTION 3

Project Timeline & Budget



3.1 Project Timeline

The following schedule spans sixteen months from Notice to Proceed, estimated at July 2026 based on the RFP's Village Board selection date of June 3, 2026. The Comprehensive Plan and UDO tracks run in parallel throughout — both begin in Phase 1 and reach every major milestone together.

The schedule below reflects Place Foundry's recommended pace for a focused, well-managed engagement. At kickoff, the project team and Village Administrator will confirm specific milestone dates based on Village Board and Planning and Zoning Commission meeting calendars, staff availability, and any priorities that have shifted between proposal submission and Notice to Proceed. Place Foundry builds schedule flexibility into every engagement — if a review cycle takes longer than expected or a public meeting surfaces issues requiring additional work, we adjust without compromising the quality of either document.

PROJECT SCHEDULE **VILLAGE OF WINNEBAGO COMPREHENSIVE PLAN & UDO**

July 2026 - October 2027

	PHASE 1 — FOUNDATION		PHASE 2 — ENGAGEMENT			PHASE 3 — FRAMEWORK	
TASK / DELIVERABLE	Jul '26	Aug '26	Sep '26	Oct '26	Nov '26	Dec '26	Jan '27
PHASE 1 — KICKOFF & EXISTING CONDITIONS							
Kickoff meeting & study area tour							
Infrastrure data review (Gronewold + Ziegler)							
Existing Conditions Memo							
UDO Evaluation & Improvement Memo (PF + Szeto)							
Priority Amendment Memo (Aaron Szeto)							
Steering Committee Meeting #1							
P&Z Commission Presentation #1							
PHASE 2 — PUBLIC & STAKEHOLDER ENGAGEMENT							
Project website + online survey							
Visual Preference Survey							
History Night / Kids Art Content / Ag Roundtable							
Youth Engagement Session							
Stakeholder Interviews (up to 8)							
Community Visioning Workshop - Public Meeting #1							
Business Community Workshop							
PHASE 3 — VISION, GOALS & KEY RECOMMENDATIONS							
Vision Statement & Goals							
Key Recommendations Memo + Draft FLUM							
UDO Framework Document (PF + Sosnowski Szeto)							
Steering Committee Meeting #2							
P&Z Commission Presentation #2							
Village Board Briefing #1							

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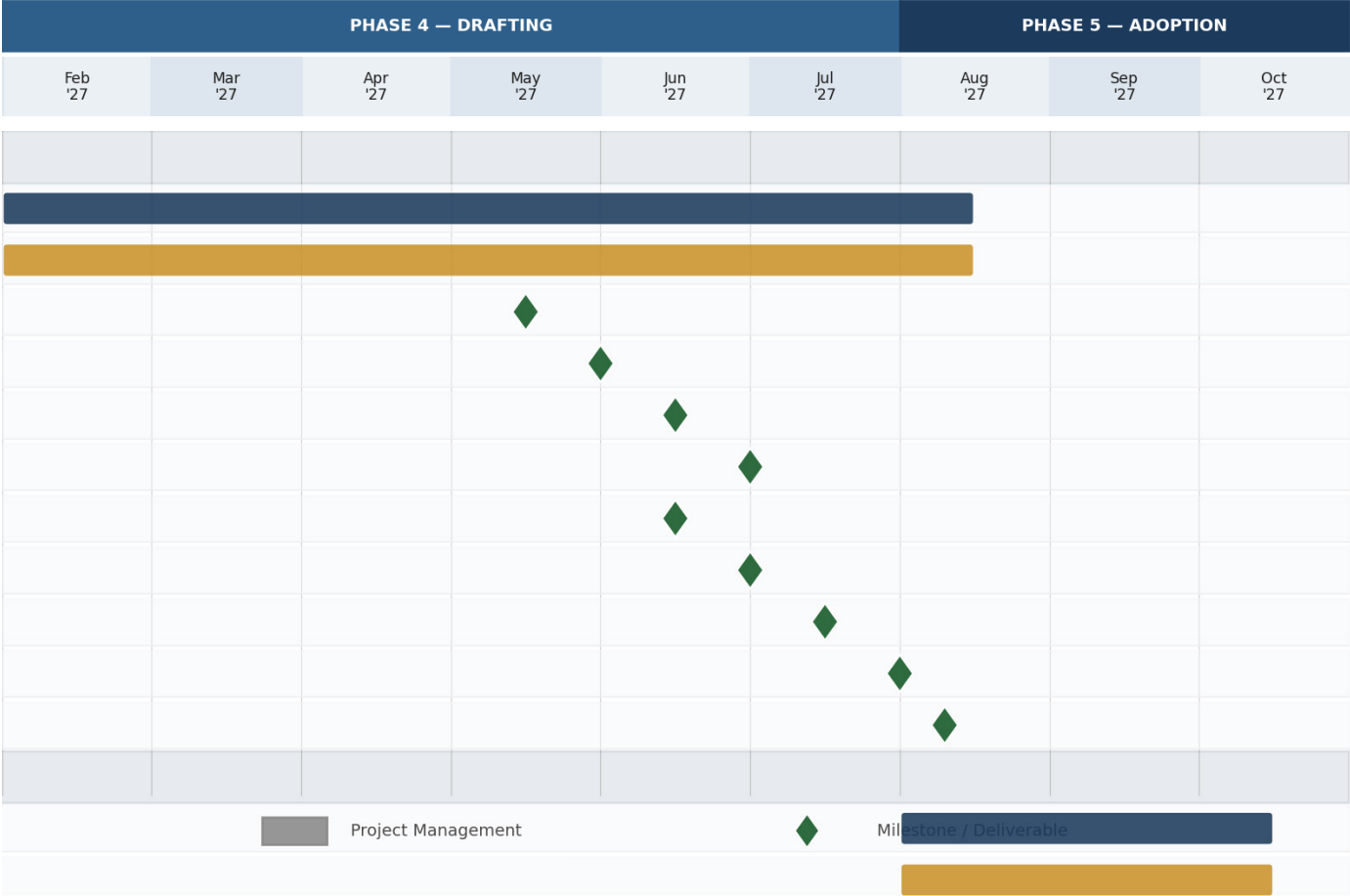
PROJECT SCHEDULE CONTINUED

VILLAGE OF WINNEBAGO COMPREHENSIVE PLAN & UDO

July 2026 - October 2027

	PHASE 1 — FOUNDATION		PHASE 2 — ENGAGEMENT			PHASE 3 — FRAMEWORK	
TASK / DELIVERABLE	Jul '26	Aug '26	Sep '26	Oct '26	Nov '26	Dec '26	Jan '27
PHASE 4 — DRAFT COMPREHENSIVE PLAN & DRAFT UDO							
Draft Comp Plan - all chapters							
Draft UDO - all articles (PF+Aaron Szeto)							
50% Draft Delivery & Staff Review							
Steering Committee Meeting #3							
Public Meeting #2 - Draft Comp Plan							
P&Z Workshop #1 - Draft Comp Plan							
Public Meeting #3 - Draft UDO							
P&Z Workshop #2 - Draft UDO							
Village Board Briefing #2							
90% Draft + Legal Review (Sosnowski Szeto)							
Steering Committee Meeting #4							
PHASE 5 — FINAL DOCUMENTS & ADOPTION							
Final Comp Plan Production	LEGEND:		Comprehensive Plan			UDO	
Final UDO Production (PF + Sosnowski Szeto)							
Adoption Ordinances (Aaron Szeto)							
P&Z Public Hearing - Comp Plan							
P&Z Public Hearing - UDO							
Village Board Presentation & Adoption							

Schedule subject to refinement at kickoff based on Village Board and Planning & Zoning Commission calendar.



3.2: Cost Proposal

Place Foundry proposes a not-to-exceed fee of **\$130,000** for the combined Comprehensive Plan and UDO update, including all professional services for Phases 1 through 5, all community engagement, legal counsel through Sosnowski Szeto, and infrastructure analysis through Fehr Graham. No reimbursable expenses are billed separately. All sub-consultant services are included in the not-to-exceed total.

PROJECT BUDGET BY PHASE

Phase	Fee
Phase 1 — Kick-Off & Existing Conditions	\$16,000
Phase 2 — Public & Stakeholder Engagement	\$14,000
Phase 3 — Vision, Goals & Key Recommendations	\$15,000
Phase 4 — Draft Comprehensive Plan & Draft UDO	\$66,000
Phase 5 — Final Documents & Adoption	\$19,000
Total Not-to-Exceed Amount	\$130,000

HOURLY RATES

Position	Title/Firm	Hourly Rate
David Sidney	Managing Principal — Place Foundry PLLC	\$145/hr
Jeff Macke, PE, CFM	Place Director — Place Foundry PLLC	\$135/hr
Mark Schaer	Place Strategist — Place Foundry PLLC	\$125/hr
Shawn Ager	Place Analyst — Place Foundry PLLC	\$115/hr
Michelle Sidney	Creative Director — Place Foundry PLLC	\$115/hr

The completed RFP Exhibit A Pricing Sheet is included as Appendix A.

SECTION 4

References & Testimonials

The four references below represent engagements where Place Foundry delivered work directly comparable to what Winnebago's RFP requires. Every reference listed is active or recently completed. Every contact has been notified that they may be called.

REFERENCE 1 CITY OF DANVILLE, ILLINOIS

Project: Danville 2050 Comprehensive Plan + Lynch Road Corridor Market & Development Analysis

Scope: Comprehensive plan with economic development component, annexation strategy, TIF district feasibility framework, corridor redevelopment analysis

Timeline: October 2024–Present (Comprehensive Plan) / December 2023–April 2024 (Lynch Road)

Place Foundry Lead: Jeff Macke, Project Manager

Contact: Logan Cronk, Community Development Administrator

Phone: 217-431-2286

Email: lcronk@cityofdanville.org

Logan Cronk can speak to Jeff Macke's project management, Place Foundry's delivery discipline, and how the team integrates economic development strategy and annexation analysis into a comprehensive planning process. The Danville engagement is the most direct analog to what Winnebago needs – a comp plan that reaches into the financial feasibility and regulatory frameworks that determine whether the plan's recommendations actually get built.

REFERENCE 2 VILLAGE OF CHERRY VALLEY, ILLINOIS

Project: Cherry Valley Crossings I-39/CherryVale Corridor Plan + Village-Wide Comprehensive Plan

Scope: Highway corridor vision plan, TIF/BDD funding mechanism, economic development strategy, comprehensive plan integrating corridor blueprint into adopted policy

Timeline: 2023–Present

Place Foundry Lead: David Sidney / Mark Schaar

Contact: Jim Claeysen, Village Administrator

Phone: 815-332-1270

Email: JClaeysen@cherryvalley.org

Jim Claeysen can speak to how Place Foundry manages a complex economic development planning engagement – from corridor vision through TIF framework development to adopted comprehensive plan policy. The Cherry Valley work is the direct precedent for Winnebago Corners: a Route 20 equivalent corridor with fragmented ownership, highway setback constraints, and a community that needed both a vision and a financial mechanism to make it real.

REFERENCE 3 VILLAGE OF ROSCOE, ILLINOIS

Project: Main Street District Plan + I-90/Rockton Road Corridor Development Feasibility Study

Scope: Downtown revitalization blueprint, two new zoning districts with design guidelines, phased implementation strategy, highway corridor development feasibility

Timeline: 2023–Present

Place Foundry Lead: David Sidney (Main Street District) / Jeff Macke (I-90 Corridor)

Contact: Carol Gustafson, Village President

Phone: 815-623-2829

Email: cgustafson@villageofroscoe.com

Carol Gustafson can speak to Place Foundry's work on both a downtown district plan and a highway corridor feasibility study — the two components most directly relevant to Winnebago's downtown element and Route 20 strategy. The Roscoe Main Street District Plan is the clearest existing example of Place Foundry creating the kind of downtown zoning district and design standards framework that Winnebago's RFP explicitly requires.

REFERENCE 4 CITY OF LOVES PARK, ILLINOIS

Project: Riverside Commons District Plan — Placemaking in the Parks

Scope: District placemaking strategy, marketplace research, land use scenarios, stakeholder engagement, implementation work group facilitation

Timeline: August 2022–Present

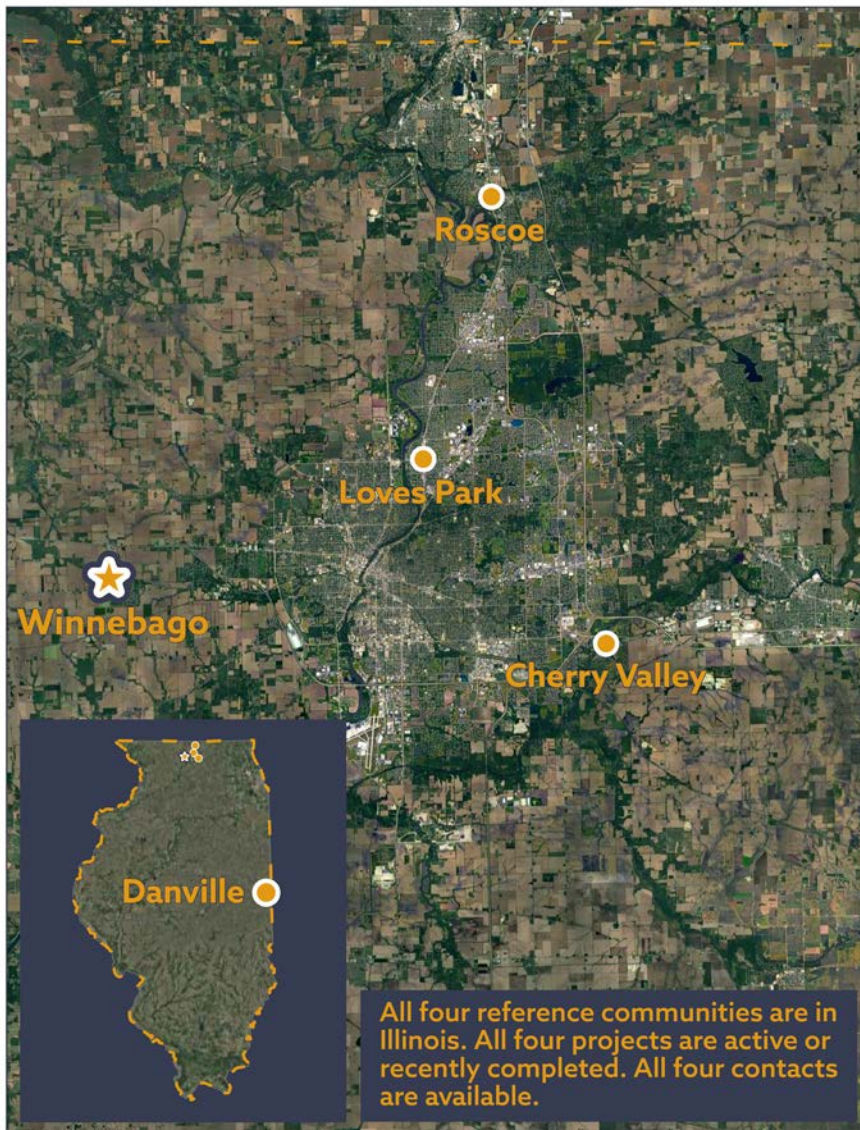
Place Foundry Lead: David Sidney

Contact: Nathan Bruck, Economic Development/Planning Manager

Phone: 815-491-8963

Email: NathanBruck@CityofLovesPark.com

Nathan Bruck can speak to Place Foundry's long-term implementation partnership model — this engagement has been active for over three years because Place Foundry stays with the work until something gets built, not until the document gets adopted. For Winnebago, whose Strategic Plan emphasized implementation and whose community wants to see results — not just plans — Nathan's perspective on how Place Foundry operates after adoption is directly relevant.



A NOTE ON HOW WE WORK

Place Foundry does not consider a project finished when the Village Board votes yes. The references listed are not historical relationships — they are active partnerships. Logan Cronk, Jim Claeysen, Carol Gustafson, and Nathan Bruck are not former clients. They are current clients who can describe, in real time, what it is like to work with this team.

That is the standard we bring to Winnebago. The Comprehensive Plan and UDO this engagement produces will be documents the Village uses for fifteen to twenty years. The relationship this engagement builds should last at least as long.

APPENDIX

Required Forms

EXHIBIT A — PROPOSAL PRICING

EXHIBIT A**PROPOSAL PRICING**

The following Proposal Pricing Sheet must be completed and returned with the submitted full proposal.

All costs shall be not-to-exceed and shall include all labor, materials, travel, meetings, public engagement activities, document preparation, and other expenses necessary to complete the work as described in the Request for Proposals.

OPTION 1 – COMPREHENSIVE PLAN UPDATE ONLY

Total Not-to-Exceed Cost for Comprehensive Plan Update: \$ _____

OPTION 2 – UNIFIED DEVELOPMENT ORDINANCE UPDATE ONLY

Total Not-to-Exceed Cost for Unified Development Ordinance Update: \$ _____

OPTION 3 – COMBINED COMPREHENSIVE PLAN & UDO UPDATE

Total Not-to-Exceed Cost for Combined Comprehensive Plan and Unified Development Ordinance Update:

\$ \$130,000

COST BREAKDOWN (FOR COMBINED OPTION ONLY)

For informational purposes, please identify how the combined cost is allocated:

- Comprehensive Plan Portion: \$ 79,000
- UDO Plan Portion: \$ \$51,000

(Total must equal the combined cost listed above.)

PROPOSER:

Place Foundry PLLC

Address:

[Insert Name of Company]

1700 N. Alpine Road,

Ste 101

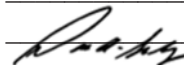
Rockford, IL 61107

Illinois

State of Incorporation or Organization:

(Certified Professional Design Firm)

Signature:



Name of Person Signing:

David A. Sidney

Title of Person Signing:

Managing Principal

Dated Signed:

April 9, 2026

PLACE
foundry

Place Foundry PLLC
1700 N Alpine Rd.,
Suite 101
Rockford, IL 61107



Agenda Item Executive Summary

Item Name A Resolution Accepting the Bid for the Swift Street Water Main Replacement and Street Improvements Project and Awarding the Contract _____ Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The attached resolution authorizes the Village of Winnebago to accept the lowest responsible bid and award the contract for the Swift Street Water Main Replacement and Street Improvements Project. The project includes replacement of aging water main infrastructure, roadway widening, curb and gutter improvements, and ADA -compliant sidewalk improvements along Swift Street between Soper Street and Cunningham Road.

The Village previously approved a Professional Services Agreement with Fehr Graham for engineering design and bid administration services related to this project. Bids were publicly opened on May 18, 2026, and the resolution authorizes the Village President to execute all necessary contract documents for completion of the project. Funding for the project will be provided through the appropriate Village funds as approved in the budget.

ATTACHMENTS (PLEASE LIST)

Resolution, Bid Tabulation, Engineer Recommendation Letter

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__R, A RESOLUTION ACCEPTING THE BID FOR THE SWIFT STREET WATER MAIN REPLACEMENT AND STREET IMPROVEMENTS PROJECT AND AWARDING THE CONTRACT TO _____

Staff: Joey Dienberg, Village Administrator Date: 5/20/2026

RESOLUTION NO. 2026- __R

A RESOLUTION ACCEPTING THE BID FOR THE SWIFT STREET WATER MAIN REPLACEMENT AND STREET IMPROVEMENTS PROJECT AND AWARDING THE CONTRACT TO _____

WHEREAS, the Village of Winnebago has identified the need for water main replacement and associated roadway improvements along Swift Street as part of its ongoing infrastructure improvement efforts; and

WHEREAS, the Village Board previously approved Resolution 2026-04R on January 21, 2026, Authorizing a Professional Services Agreement with Fehr Graham for engineering design and bid administration services for the Swift Street Water Main Replacement and Street Improvements Project; and

WHEREAS, the Swift Street Water Main Replacement and Street Improvements Project generally includes water main replacement, roadway widening, curb and gutter improvements, and ADA-compliant sidewalk improvements along Swift Street between Soper Street and Cunningham Road; and

WHEREAS, the Village, through its engineering consultant Fehr Graham, solicited and received bids for the completion of said project; and

WHEREAS, bids were publicly opened on May 18, 2026, and the lowest responsible bid was submitted by _____ in the amount of _____, as set forth in the bid tabulation attached hereto as Exhibit A; and

WHEREAS, this project shall be funded through the appropriate Village fund or funds as approved in the Village budget.

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

SECTION I: BID ACCEPTANCE

The Village of Winnebago hereby accepts the bid of _____ Inc in the amount of _____ for the Swift Street Water Main Replacement and Street Improvements Project, subject to all contract requirements and specifications.

SECTION II: AUTHORIZATION TO EXECUTE DOCUMENTS

The Village President is hereby authorized to execute all necessary documents to award and complete the contract with _____ for the purposes set forth herein.

SECTION III: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED this _____ day of _____, 2026

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

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED:

APPROVED:

PUBLISHED IN

PAMPHLET FORM:



Agenda Item Executive Summary

Item Name A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN EXTENSION OF THE SCHOOL RESOURCE OFFICER MEMORANDUM OF UNDERSTANDING WITH WINNEBAGO COMMUNITY UNIT SCHOOL DISTRICT NO. 323 Committee or Board Village Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Winnebago Community School District #323 seeks to renew the School Resource Officer (SRO) Program for an additional 3 years, through the 2028-2029 school year. The Memorandum of Understanding currently in place ends at the end of the 2025-2026 school year. Minimal alterations to the current MOU have been made to accurately depict the costs associated with the renewal of the program, such as the SRO salary and fringe benefits package which have increased over the years. The current MOU included costs for the purchase of a police vehicle and equipment upfitting for use in the program. This 3-year renewal would not include further vehicle costs due to the low mileage on the current SRO vehicle but would include fuel and maintenance costs associated with the SRO vehicle.

After Board and legal approval, the new MOU will be submitted to the School District for review.

ATTACHMENTS (PLEASE LIST)

Resolution, Draft MOU

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION NO. 2025-___R, A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN EXTENSION OF THE SCHOOL RESOURCE OFFICER MEMORANDUM OF UNDERSTANDING WITH WINNEBAGO COMMUNITY UNIT SCHOOL DISTRICT NO. 323

Staff: Chief of Police Jeff White Date: 05/15/2026

RESOLUTION NO. 2026- __R

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN EXTENSION OF THE SCHOOL RESOURCE OFFICER MEMORANDUM OF UNDERSTANDING WITH WINNEBAGO COMMUNITY UNIT SCHOOL DISTRICT NO. 323

WHEREAS, the Village of Winnebago (“Village”) and Winnebago Community Unit School District No. 323 (“School District”) previously entered into a School Resource Officer (“SRO”) Memorandum of Understanding (“MOU”) for the provision of School Resource Officer services within the School District; and

WHEREAS, the current MOU is set to expire at the conclusion of the 2025-2026 school year; and

WHEREAS, the School District has expressed its desire to continue the SRO Program for an additional three (3) years through the conclusion of the 2028-2029 school year; and

WHEREAS, the Village Board finds that the continuation of the SRO Officer Program serves an important public purpose by promoting safety, communication, and collaboration between the Village and the School District; and

WHEREAS, the proposed extension of the MOU requires minimal revisions from the current agreement in order to accurately reflect updated costs associated with the continuation of the program, including adjustments to the SRO salary and fringe benefit package; and

WHEREAS, the current MOU included costs associated with the purchase and upfitting of a police vehicle for use within the SRO Program, and the proposed extension does not include additional vehicle costs due to the low mileage and continued usability of the current School Resource Officer vehicle; and

WHEREAS, the Village and School District have prepared an extension of the existing MOU, attached hereto as Exhibit “A” and incorporated herein by reference; and

WHEREAS, the Village Board finds it to be in the best interests of the Village to authorize execution of the MOU extension in substantially the form attached hereto as Exhibit “A”; and

WHEREAS, the Village acknowledges that the School District Board of Education must separately review and approve the MOU extension prior to execution; and

WHEREAS, any substantial modifications to the MOU following review by the School District Board shall be brought back before the Village Board for further consideration and approval.

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

SECTION I: AUTHORIZATION TO EXECUTE AGREEMENT

The Village President is hereby authorized and directed to execute the extension of the School Resource Officer Memorandum of Understanding, in substantially the form attached hereto as Exhibit "A," subject to review and approval by the School District Board of Education.

SECTION II: AUTHORIZATION TO EXECUTE DOCUMENTS

In the event any substantial changes are made to the attached Memorandum of Understanding following review by the School District Board, the revised agreement shall be returned to the Village Board for further review and approval prior to execution.

SECTION III: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED this _____ day of _____, 2026

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

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED:

APPROVED:

PUBLISHED IN

PAMPHLET FORM:

**Memorandum of Understanding Between
The Village of Winnebago and
The Board of Education of Winnebago Community Unit School District No. 323
For The School Resource Officer Program**

This Memorandum of Understanding (“MOU”) (hereinafter “MOU” or “Agreement”) is entered into this ____ day of _____, 20__ by and between the Village of Winnebago, Winnebago County, Illinois (“Village”), an Illinois Municipal Corporation, and the Board of Education of Winnebago Community Unit School District No. 323, Winnebago County, Illinois (“School District” or “District”), an Illinois Public School District (collectively the “Parties”). The Village and the School District recognize the benefits of the School Resource Officer Program to the citizens of the Village of Winnebago and particularly to the students of the School District located within the jurisdiction of the Village. The goal of this understanding is to provide policing and community-oriented services to the School District.

WITNESSETH:

1. **WHEREAS**, society expects schools to meet the needs of youth that range far beyond their education, so that community resources, such as law enforcement, must reach into the schools to provide expertise in dealing with youth involvement in crime, alcohol, and other drugs; and
2. **WHEREAS**, the school setting provides the police department with an educational environment to offer preventive programs in deterring youth from involvement in crime, alcohol, and other drugs; and
3. **WHEREAS**, through a School Resource Officer Program, community resources can be coordinated and focused within an ideal setting for education; and
4. **WHEREAS**, the primary goal of a School Resource Officer is the prevention of crime and the reduction of delinquency; and
5. **WHEREAS**, a School Resource Officer is primarily a law enforcement officer with full arrest powers; and
6. **WHEREAS**, it is necessary and desirable to continue and to define a School Resource Officer Program for Winnebago Community Unit School District No. 323; and

7. **WHEREAS**, a properly organized and conducted School Resource Officer Program will result in decreases in school incidents involving violations of the law.
8. **WHEREAS**, the School District does not have a police force; and
9. **WHEREAS**, the School District desires to have a School Resource Officer (“SRO”) available at its schools during the school year; and
10. **WHEREAS**, the Village and the School District agree and understand that the SRO is an employee of the Village of Winnebago; and
11. **WHEREAS**, both the Village and the School District desire to enter into this agreement for the hiring and posting of a School Resource Officer.

NOW, THEREFORE, in consideration of the terms herein set forth and the mutual covenants, agreements, and obligations of the Parties herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Incorporation of Recitals:** The foregoing recitals are incorporated into and made a part of this Agreement as if fully set forth herein.
2. **Parties:** This Agreement is entered into by and between the School District and the Village.
3. **Purpose:** The purpose of the School Resource Officer Program (hereinafter referred to as “Program”) is to provide a safe learning environment; help reduce school violence; improve school-law enforcement collaboration; and improve perception and relations between students, staff, and law enforcement officers. The purpose of this agreement, in addition to establishing the Program is to define the duties and responsibilities of the Village and School District in the operation of a Program at the School District.
4. **Term:** The term of this agreement shall be for the 2026-2027 school year and continuing through the 2028-2029 school year.
5. **Personnel:** The Chief of Police and the Village shall assign a police officer to the School District. Nothing in this agreement shall be construed to alter the authority of the Police Chief to select, assign, and supervise police officers and the duties in the School Resource Officer Program. The Police Chief will consult with the Superintendent or designee in selection of the School Resource Officer(s).

6. **Chain of Command:** Any police officer assigned to the School Resource Officer Program will report to the Police Chief or his/her designee
7. **Works Days:** The police officer assigned to the School Resource Program shall be available for a minimum of 180 days of duty in the schools of the District for the school year as outlined in the annual school calendar.
8. **Hours of Employment:**
 -) The School Resource Officer (SRO) position is an hourly position. The workday will consist of 8 hours including a one half-hour lunch period. School Resource Officer(s) shall work a minimum of 40 hours per week, reporting to dispatch and the School District at 8:00 AM. and ending at 4:00 P.M., Monday through Friday during the school year. The police officer, if required to work a special event, will work the event as well as the regular school day. It is understood that the typical schedule and pay period for a police officer in the Village is 84 hours every two weeks.
 -) At a minimum, the School Resource Officer will work all home high school football games, all boys' high school basketball games, Prom, and the Homecoming Dance.
 -) The School Resource Officer may be requested to work at other events as requested by school administration in the District and, if these events are outside of the regular workday as mentioned in paragraphs 8a and 8b of this agreement, the SRO will be compensated 100% by the School District and this will likely be at an overtime rate.
 -) The SRO will report to the police station or as directed by the Chief of Police or his/her designee at scheduled times during summer break.
9. **Time Keeping:** SROs shall advise dispatch of when the SRO starts the day and when the SRO ends the day. Currently, these times will be logged through the Computer Aided Dispatch (CAD) system, which are available to the Chief of Police at all times. If this CAD system is no longer in existence or able to be utilized, the Chief of Police shall institute a time keeping system that is sufficient to provide accurate time of when the SRO starts the day and ends the day and these records shall be available to the School District upon request by the School District Superintendent or his/her designee.
10. **Holidays:** The SRO must account for 84 hours for each pay period. The Winnebago School District has several holidays and other non-school days in excess of those granted to Village Employees by the Village Board. The SRO is expected to work those days, unless with the written authorization of their supervisor, the SRO takes vacation, personal

leave, or sick leave. When working those days school is not in session, SROs may report to the school (with the permission of the building principal) to perform administrative duties, attend training, or see their supervisor for an assignment.

11. **Work Schedules:** The SRO assigned shall prepare a monthly schedule at least 10 days prior to the first of the month indicating days required to work, hours, extra-curricular duties, institute days, assignments that require time beyond their normal shift, holidays, vacation, or personal days. These schedules shall be provided to the school principal(s). A copy of these schedules will receive prior approval from the officer's supervisor or in the event of any emergency shall advise their supervisor as soon as possible.
12. **Absences:** The SRO shall notify the School District Superintendent and the Winnebago Police Department as to any days in which they are not available by reason of illness or for any other reason. The Winnebago Police Department will use its best efforts to fill any absences with available staff when the School District requests an officer to replace the SRO with adequate notice.
13. **Uniform and Equipment:** The School Resource Officer will normally wear the seasonal police uniform, designated Winnebago Police clothing with emblem or patch displayed, or business attire on few occasions. At a minimum, the SROs attire will display clothing or equipment, which clearly identifies the SRO as a Winnebago Police Officer. Exceptions can be made for special projects or extreme weather/environmental conditions. When attending extracurricular activities, athletic events, and dances, the officer shall wear his/her police uniform unless specifically requested to be in plain clothes. In either case, the SRO shall carry the required minimum equipment as specified in the Policy and Procedure manual. SROs not in uniform shall keep their firearm concealed at all times and have the official Police 1.0. visible on their person. When not in uniform, the SRO shall have the SRO's assigned ballistic vest readily available. SROs shall check out and utilize their assigned squad car for the workday.
14. **Responsibilities of the School District:** The District shall provide to the SRO the following materials and facilities, which are deemed necessary to the performance of the SRO program:
 -) A private office or area at each school within the District, furnished with a desk and office furniture, including a secure cabinet, to conduct matters of confidential business and shall be provided access to student records, if necessary.
 -) The District shall provide the books, handout material, or other materials necessary to support the SRO's teaching curriculum.

-) The SRO shall not be expected or asked to detain or take into physical custody any student who has only violated District Policies or to enforce District Policies. The SRO will not discipline students pursuant to any District Policies, including the District's Code of Conduct. All disciplinary authority lies within the District. It shall be understood and agreed that the SRO, as a law enforcement officer, can only detain or take into physical custody those students for whom there is a reasonable suspicion or probable cause that they have committed a criminal offense. The SRO shall not be used for regular assigned lunchroom duties, hall monitoring, or other monitoring duties.
- 15. Supervision:** As specialists assigned to outside schools, SROs have a unique situation in that they report to school administrators for day-to-day assignments. However, SROs shall report to the Police Chief or his/her designee as their immediate supervisor. School officials with problems or concerns with the SRO shall address these concerns with the Police Chief.
- 16. Discipline:** As a sworn member of the Winnebago Police Department, SROs are subject to the Rules and Regulations of the police department, and the sole responsibility for discipline lies with the Chief of Police. External complaints against SROs shall be handled in accordance with the established Village procedure.
- 17. Officer Evaluation:** School officials shall meet with the Winnebago Police Chief and SRO at least annually to review the SRO's performance. In addition, any new expectations for the SRO will be shared with the SRO as a result of this meeting. The review with expectations shall be summarized and documented. The SRO shall be provided with the document for reference in reaching future performance objectives. If objectives are not being met, an officer may be removed if requested by the Winnebago School District. The officer may be removed at any time by mutual agreement of both parties.
- 18. Certificate/Waiver:** For any SRO working in such capacity in 2022 or thereafter, to comply with 105 ILCS 5/10-20.68 of the Illinois School Code, the Village shall provide to the District a certificate of completion, or approved waiver, issued by the Illinois Law Enforcement Training Standards Board under Section 10.22 of the Illinois Police Training Act indicating that the subject officer has completed the requisite course of instruction in the applicable subject areas within one year of assignment, or has prior experience and training that satisfies this requirement.

- 19. Conformance with Policy and Procedure:** While recognized as a specialty assignment, the SRO is a sworn police officer with all the rights and responsibilities of that office. SROs are required to conform to all sections of the Winnebago Policy and Procedure Manual. Specifically, officers will obey the policies regarding report completion, evidence handling, and juvenile procedures.
- 20. Incidents:** Incidents that occur on school premises or off school grounds that are directly related to the school and require police intervention shall be investigated by the School Resource Officer assigned. For incidents that originate on school property after the school day, a patrol officer will take the initial report, and a supervisor will refer the incident to the assigned SRO for follow-up investigation. For serious incidents reported after school, an immediate investigation will be initiated and followed up by a patrol officer. A supervisor may require the assigned SRO to return to work to assist/take over the investigation. Assistance may also be requested from the Sheriff's Detectives or State Police Investigation Unit.

The SRO shall prepare normal police investigation and incident reports and complete all investigations in accordance with law enforcement standards. Investigations and interviews will be in accordance with Winnebago Police Department Policy, legal requirements, and School Board policy.

All incidents that require police action and involve students will be shared with the appropriate school staff/faculty per the Reciprocal Reporting Agreement whether the incident took place at school or not.

The Reciprocal Reporting Agreement directs the Principal to report when a student may have committed a criminal offense on school grounds, off school grounds, at school-sponsored activities or against school personnel. A criminal offense could be as simple as Disorderly Conduct that would be committed if a Student did something that alarmed and disturbed another. The SRO will investigate all cases involving students as victims or suspects in criminal activity except in cases normally handled by a school administrator. School discipline stays as school discipline unless outside history or prior in-school discipline shows a need for police involvement to assist the school or student.

- 21. Search and Seizure:** The designated SRO is a person with legitimate educational interest in safety, order and discipline. If the SRO has a reasonable suspicion of school or legal violation, he may act under the principal's authority. The authority is designated to other officers when the SRO cannot be present.

- 22. Guidance Counseling:** The SRO will serve as an advisor for students with problems in which violations of the law are involved. The SRO shall not engage in guidance counseling activities and shall refer any students who may require guidance counseling to the school administration.
- 23. Communication:** The SRO shall serve as a liaison between the school and the local law enforcement agency to promote effective communication. The SRO will work in conjunction with school personnel to make referrals to appropriate community agencies . The SRO will serve as a consultant to the school in matters of law enforcement and juvenile procedures.
- 24. Presentations:** The SRO will be available for talks on law enforcement and safety matters.
- 25. School Discipline Rules:** The SRO will enforce school disciplinary rules and refer students to the designated disciplinarian at the school when necessary. The parties acknowledge and agree that the District maintains responsibility and authority to have control and supervision over its schools and maintain discipline in its schools and on school property or property leased for school purposes. The District's authority extends to all activities connected with the school program, including all extracurricular activities. Notwithstanding the foregoing, to the extent any action or inaction by a student is a possible violation of federal, state or local laws and/or ordinances, the Village shall have the authority to investigate the matter and if warranted, pursue charges and/or issue citations.
- 26. Child Abuse or Neglect:** The SRO shall act as required by law including reporting and investigating any information regarding abused or neglected children which comes to the attention of the SRO in the course of the SRO's duties as the SRO. This responsibility does not negate the need for school personnel to report to DCFS or any other reporting agency as that specific employee may be required to do by policy or law as a mandatory reporting employee.
- 27. School Records and Non-Disclosure:** The Village and the District recognize that the Family Educational Rights and Privacy Act (20 U.S.C. 1232g, et seq.) ("FERPA") and the Illinois School Students Records Act (105 ILCS 10 et seq.) ("ISSRA") imposes substantial limitations upon the circumstances under which student record information may be disclosed to persons who are not the student's parents/guardians or employees of the District. This Agreement shall be construed only so as to permit lawful disclosure by the District of student record information to the police officers assigned to the District by the Village. The SRO(s) shall abide by all applicable laws, regulations, and rules

concerning restrictions on disclosures and re-disclosure of student record information pursuant to ISSRA and FERPA, and the District shall not violate nor direct the SRO to violate ISSRA, FERPA, or District rules regarding disclosure and re-disclosure. In addition to the rules, regulations, policies, and procedures of the District regarding disclosure of school record information pursuant to FERPA and ISSRA, expressly included is the Reciprocal Reporting guidelines established pursuant to Section 5/10-20.14 of the School Code (105 ILCS 5/10-20.14) and the Reciprocal Reporting Agreement between the District and the Village.

28. **Activity Reports:** The SRO shall record activities on forms and/or devices provided by the Village of Winnebago Police Department. Essential Police reports necessary for filing insurance claims must be completed as soon as possible.
29. **Traffic Control Duties:** The SRO will be responsible for directing traffic for students exiting at the end of the school day at Winnebago High School/Winnebago Middle School. If the SRO is unavailable or unable to perform this task, the SRO will be responsible for notifying the appropriate Winnebago High School or Middle School personnel and the on-duty Winnebago Police Supervisor for that shift, so that a patrol officer may be assigned to this detail.
30. **Coordinating Committee:** The Village and School District shall establish a Coordinating Committee to meet and discuss any problems and to coordinate and revise the SRO Program. The committee shall include Chief of Police or designee, Superintendent of the School District or designee, and such other personnel as the parties may agree should be involved in these meetings.
31. **Cost Reimbursement:** The School District shall reimburse the Village within thirty days of billing for all costs expended by the Village with reference to the SRO, including wages and fringe benefits.
32. **Compensation:** The compensation to the SRO, including wages and fringe benefits, shall be paid by the Village of Winnebago and reimbursed to the Village by the School District, as detailed in Appendix A which is made a part of this agreement.
33. **Liability:** Each party shall be liable for the acts of its own officers and employees. Each party does hereby agree to and does hereby indemnify and hold harmless the other party from any acts or omissions of its officers or employees which may give rise to any liability or claims of liability, damages, actions, or judgements with respect to the operation of the School Resource Program. Each party shall maintain policies of general liability insurance to cover its obligations in this regard.

34. **Amendments:** This agreement may be modified by the mutual agreement of the parties in writing.
35. **Termination:** Either party may terminate this Agreement at any time with sixty (60) days written notice.

IN WITNESS WHEREOF, the undersigned Parties hereby place their hand and seal on the dates hereinafter set forth.

**Board of Education of Winnebago
Community Unit School District No. 323**

Village of Winnebago Board

By: _____
President

By: _____
President

Attest: _____
Secretary

Attest: _____
Secretary

Date: _____

Date: _____

APPENDIX A

Pursuant to Paragraph 32 entitled *Compensation* of the MOU, the parties agree to the following compensation terms:

- . Other than as specified in paragraph 3 below, the amount payable by the District for the SRO for the 2026-2027 school year will not exceed \$86,000.
- . The parties agree that for the 2027-2028 school year, this MOU shall be adjusted to reflect any actual increase or decrease in the personnel costs incurred by the Village of Winnebago in its performance under this MOU by reason of adjustments made to salaries, fringe benefits, and squad car maintenance/fuel costs. In no event will the District's costs exceed five (5) per cent from the prior year.
- . In order to continue coverage when the assigned SRO is on vacation or otherwise not available for duty, pursuant to Paragraph 8 entitled *Hours of Employment*, specifically 8c, in this agreement, overtime may be necessary to hire back another officer or the SRO for coverage. In the event this is necessary for the 2026-2027 school year, such overtime costs payable by the District shall not exceed \$1,710.30, which is 30 hours of overtime for the year at the overtime rate of \$57.01 per hour. In the event overtime is necessary with said continued coverage for the 2027-2028 school year, said overtime amount shall be the set 30 hours of overtime for the year at a minimum amount of \$58.96 per hour, but may be negotiated between the District and the Village as the base hourly rate may have changed from year to year.
- . Costs for such services shall be billed at least quarterly, and payment shall be made within 45 days of the date of invoice.



Agenda Item Executive Summary

Item Name AN ORDINANCE PERTAINING TO LOCAL STATE OF EMERGENCY Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

This ordinance allows the Village President to declare a state of emergency due to excruciating circumstance such as the eminent threats of physical unrest, natural disasters, and manmade calamities such as the leak of a major gas main. The declaration of a state of emergency by the Village President shall last for seven days or until the next regular or special Board of Trustees meeting, whichever comes first unless the declaration is terminated by the Village President due to the civil emergency no longer existing.

The powers granted to the Village President include actions reasonably necessary to respond to the emergency such as implementing a curfew along with the temporarily discontinuing the sale of firearms and liquor within the Village.

To enact state of local emergency the Village President is required to write under oath the nature of the emergency and reasoning for the declaration based on the definitions in this ordinance.

ATTACHMENTS (PLEASE LIST)

Ordinance

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE ORDINANCE 2026-__, AN ORDINANCE PERTAINING TO LOCAL STATE OF EMERGENCY

Staff: Kyle Okubo, Community Development Intern Date: 5/20/2026

ORDINANCE NO. 2026- _____

AN ORDINANCE PERTAINING TO LOCAL STATE OF EMERGENCY

FOR THE VILLAGE OF WINNEBAGO

WHEREAS, the Village of Winnebago, is a non-home rule unit of government; and

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/11-1-6, provides for the declaration of a state of emergency and the grant of extraordinary authority to the Village President by the corporate authorities; and

WHEREAS, the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, further provides for emergency local disaster declaration by the principal executive officer or his or her interim emergency successor; and,

WHEREAS, the Village now desires to provide for the exercise of extraordinary powers by executive order during a state of emergency within the Village.

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

SECTION I

The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

SECTION II: DEFINITIONS

The following words, terms and phrases, when used in this Section, shall have the meanings ascribed to them in this Subsection, except where the context clearly indicates a different meaning:

Emergency: (1) A riot or unlawful assembly characterized by the use of actual force or violence or any threat to use force if accompanied by immediate power to execute by three or more persons acting together without authority of law; or (2) Any natural disaster, epidemic, or manmade calamity, including outbreak of disease, flood, conflagration, cyclone, tornado, earthquake or explosion, or eminent threat of any of those events within the corporate limits of the Village, resulting in or threatening the death or injury of persons or the destruction of property to such an extent that extraordinary measures must be taken to protect the public health, safety and welfare.

Curfew: a prohibition against any person walking, running, loitering, standing or motoring upon any alley, street, highway, public property or vacant premises within the corporate limits of the Village except officials of any governmental unit and persons officially designated to duty with reference to said civil emergency.

SECTION III: DECLARATION OF EMERGENCY

Whenever an emergency, as defined in SECTION II exists, the Village President is authorized to declare the existence of a Local State of Emergency by means of a written *declaration* of the Village President, under oath, setting forth the facts which constitute the emergency, describing the nature of the emergency and declaring that a Local State of Emergency exists in accordance with the definitions set forth in this Section. This declaration must be filed with the municipal clerk as soon as practicable after issuance.

SECTION IV: CURFEW

After proclamation of a Local State of Emergency by the Village President, he or she may order a general curfew applicable to such geographical areas of the Village or to the Village as a whole, as he or she deems reasonable and advisable, and applicable during such hours of the day or night as he or she deems necessary in the interest of the public safety and welfare.

SECTION V: EXECUTIVE ORDERS

After the proclamation of a Local State of Emergency, the Village President may also, in the interest of public safety and welfare, and to address these issues caused threatened by the emergency, make take any or all of the following actions by executive order during the state of emergency:

- 1) All actions reasonably necessary to respond to the emergency;
- 2) Approve previously appropriated expenditures of the Village for the purpose of continuing the operations of the municipality;
- 3) In the event the Local State of Emergency extends beyond the current fiscal year and a new budget has not been approved, the Village President shall be authorized to approve new spending by the Village during the existence of the Local State of Emergency;
- 4) Order the closing of all retail liquor stores, including taverns and private clubs or portions thereof wherein the consumption of intoxicating liquor and beer is permitted;
- 5) Order the discontinuance of the sale of alcoholic liquor by any wholesaler or retailer;
- 6) Order the discontinuance of selling, distributing or giving away gasoline or other liquid flammable or combustible products in any container other than a gasoline tank properly affixed to a motor vehicle;
- 7) Order the discontinuance of selling, distributing, dispensing or giving away of any firearms or ammunition of any character whatsoever.

SECTION VI: DURATION OF EMERGENCY

The declaration herein authorized shall be effective for a period of up to seven (7) days or until the adjournment of the next regular or special meeting of the Board of Trustees of the Village, whichever comes first, unless sooner terminated by a proclamation of the Village President, or, his or her interim emergency successor, indicating that the civil emergency no longer exists. The Village President or his or her interim emergency successor, shall have the power to re-proclaim the existence of an emergency at the end of each seven-day period during the time said emergency exists.

SECTION VII: NOTICE OF EMERGENCY

Upon issuing the proclamation herein authorized, the municipal clerk shall notify the news media situated within the Village, and shall cause at least four copies of the proclamation *declaring* the existence of the emergency and any curfew to be posted at the following places within the Village: the Village hall, the police station, the post office, and in the area of any curfew.

SECTION VIII: VIOLATIONS

Any person violating the provisions of this Section or executive orders issued pursuant hereto shall be guilty of an offense against the Village and shall be fined not less than Seventy-Five Dollars (\$75.00) and not more than Seven Hundred Fifty Dollars (\$750.00) for each offense. Each day that a violation occurs shall constitute a separate offense.

SECTION IX: EFFECTS ON OTHER ORDINANCES

Effect on other ordinances. Nothing contained in this Section shall be construed to impair the powers contained in this Code, giving powers to the police and fire departments, but shall be construed together with existing ordinances now in effect for the safety and welfare of the citizens of the Village.

SECTION X: SEVERABILITY

If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION XI: REPEAL OF CONFLICTING PROVISIONS

Repeal of Conflicting Provisions. All ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

SECTION XII: PUBLICATION

The clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

PASSED THIS _____ day of _____, 2026.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

ABSENT: _____

APPROVED this _____ day of _____, 2026

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

ATTEST:

Sally Jo Huggins, Clerk



Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING FINAL CHANGE ORDER NO. 1 FOR THE WEST MAIN STREET IMPROVEMENTS PROJECT Committee or Board Board

BUDGET IMPACT

Amount:	244,497.58	Budgeted:	N/A
List what fund:	General Fund		

EXECUTIVE SUMMARY

The attached Final Change Order No. 1 for the West Main Street Improvements Project finalizes all project quantities and reflects actual installed work quantities for the completed project. The project included roadway widening, pavement resurfacing, sidewalk and curb improvements, drainage structure adjustments, pavement markings, and related infrastructure enhancements along West Main Street.

The change order includes both increases and decreases to contract quantities based on field conditions and final measurements. Additional work items included water valve adjustments, HMA pavement patching, and revised pavement striping quantities. Several original contract items were completed below estimated quantities, helping offset portions of the additional work performed.

The total additions associated with the change order equal \$58,022.58, while total deductions equal \$53,768.00, resulting in a net contract increase of \$4,254.58, or approximately 1.77% above the original awarded contract amount. The final adjusted contract amount is \$244,497.58. The Village Engineer has reviewed the final quantities and recommends approval of Final Change Order No. 1.

ATTACHMENTS (PLEASE LIST)

Resolution, Final Change Order No. 1

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__R, A RESOLUTION APPROVING THE FINAL PAY APPLICATION FOR THE WEST MAIN STREET IMPROVEMENTS PROJECT

Staff: Joseph Dienberg, Village Administrator Date: 5/20/2026

RESOLUTION NO. 2026- __R

A RESOLUTION APPROVING FINAL CHANGE ORDER NO. 1 FOR THE WEST MAIN STREET IMPROVEMENTS PROJECT

WHEREAS, the Village Board previously approved Resolution 2026-07R at its February 18, 2026 meeting, accepting the bid and awarding the contract for the West Main Street Improvements Project to Civil Constructors, Inc. d/b/a Helm Civil in the amount of Two Hundred Forty Thousand Two Hundred Forty-Three Dollars and No Cents (\$240,243.00); and

WHEREAS, the Village of Winnebago completed the West Main Street Improvements Project, which included roadway widening, pavement resurfacing, sidewalk improvements, drainage improvements, curb and gutter work, and related infrastructure improvements within the Village; and

WHEREAS, during the course of construction, final field measurements and quantities resulted in both increases and decreases to various contract items necessary to finalize the project quantities and reflect actual installed work; and

WHEREAS, Final Change Order No. 1 includes additional work items and quantity adjustments including, but not limited to, additional sidewalk improvements, HMA surface course quantities, water valve adjustments, pavement patching, and pavement striping, while several original bid quantities were reduced or eliminated; and

WHEREAS, the Illinois Department of Transportation Request for Approval of Change of Plans identifies total additions in the amount of Fifty-Eight Thousand Twenty-Two Dollars and Fifty-Eight Cents (\$58,022.58) and total deductions in the amount of Fifty-Three Thousand Seven Hundred Sixty-Eight Dollars and No Cents (\$53,768.00), resulting in a net contract increase of Four Thousand Two Hundred Fifty-Four Dollars and Fifty-Eight Cents (\$4,254.58), representing approximately 1.77% of the original contract amount; and

WHEREAS, the final adjusted contract amount for the project is Two Hundred Forty-Four Thousand Four Hundred Ninety-Seven Dollars and Fifty-Eight Cents (\$244,497.58); and

WHEREAS, Fehr Graham, the Village Engineer, has reviewed and recommended approval of Final Change Order No. 1; and

WHEREAS, Final Change Order No. 1, including the Illinois Department of Transportation Request for Approval of Change of Plans, is attached hereto and incorporated herein as Exhibit "A".

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

SECTION I: APPROVAL OF FINAL PAY APPLICATION

Final Change Order No. 1 for the West Main Street Improvements Project, attached hereto as Exhibit “A”, is hereby approved, increasing the contract amount by Four Thousand Two Hundred Fifty-Four Dollars and Fifty-Eight Cents (\$4,254.58), for a final adjusted contract amount of Two Hundred Forty-Four Thousand Four Hundred Ninety-Seven Dollars and Fifty-Eight Cents (\$244,497.58).

SECTION II: AUTHORIZATION TO PROCESS PAYMENT

The Village President, Village Clerk, and Village staff are hereby authorized to execute all documents and take all actions necessary to implement and process Final Change Order No. 1 consistent with this Resolution.

SECTION III: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED this _____ day of _____, 2026

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

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED: _____

APPROVED: _____

**PUBLISHED IN
PAMPHLET FORM:** _____



Request for Approval of Change of Plans

Local Public Agency Village of Winnebago	County Winnebago	Route W. Main Street	Section Number N/A
Request Number 1	☒ Final		
Contractor Civil Constructors, Inc dba Helm Civil			
Address 2283 Business Route 20 East	City Freeport	State IL	Zip Code 61032
Date 05/15/26			

I recommend that this Addition be made to the above contract.

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
Earth Excavation	CY	37	\$44.0000	D	\$0.0000	\$1,628.0000
Approach Pavement Removal	SY	3300	\$1.2000	D	\$0.0000	\$3,960.0000
Sidewalk Removal	SF	75	\$2.0000	A	\$150.0000	\$0.0000
Comb. Curb & Gutter Removal	LF	15	\$16.0000	A	\$240.0000	\$0.0000
Aggregate Base Repair	CY	45	\$78.0000	D	\$0.0000	\$3,510.0000
HMA Surface Course, IL-9.5, Mix D, N50	TON	176.91	\$99.0000	A	\$17,514.0900	\$0.0000
Bituminous Materials, Tack Coat	LB	359.98	\$0.6000	A	\$215.9880	\$0.0000
Bituminous Materials, Prime Coat	LB	2100	\$0.6000	D	\$0.0000	\$1,260.0000
Aggregate Base Course, Type B, 12"	SY	400	\$17.0000	D	\$0.0000	\$6,800.0000
Parking Blocks	EA	9	\$500.0000	D	\$0.0000	\$4,500.0000
Thermoplastic Pavement Marking, Line, 4"	LF	700	\$3.5000	D	\$0.0000	\$2,450.0000
Thermoplastic Pavement Marking, Line, 6"	LF	50	\$8.0000	D	\$0.0000	\$400.0000
Thermoplastic Pavement Marking, Line, 24"	LF	110	\$16.0000	D	\$0.0000	\$1,760.0000
Thermoplastic Pavement Marking, Letter & Symbol	SF	36	\$20.0000	D	\$0.0000	\$720.0000
Parkway Restoration	LS	1	\$8,280.0000	D	\$0.0000	\$8,280.0000
Concrete Gutter	LF	15	\$16.5000	A	\$247.5000	\$0.0000
Inlets To Be Adjusted	EA	3	\$1,500.0000	D	\$0.0000	\$4,500.0000
Manholes To Be Adjusted	EA	3	\$900.0000	D	\$0.0000	\$2,700.0000
Manhole, Type A, 6'-Dia., Type 1 Frame, Open Lid	EA	1	\$5,500.0000	D	\$0.0000	\$5,500.0000
Inlet, Type A, 4'-Dia., Type 1 Frame and Open Lid	EA	1	\$3,100.0000	D	\$0.0000	\$3,100.0000
Combination Curb & Gutter, Type B-6.18	LF	10	\$48.0000	A	\$480.0000	\$0.0000
PCC Sidewalk, 5"	SF	1530	\$13.0000	A	\$19,890.0000	\$0.0000
Detectable Warnings	SF	30	\$45.0000	A	\$1,350.0000	\$0.0000
Inlet & Pipe Protection	EA	12	\$225.0000	D	\$0.0000	\$2,700.0000

Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
					\$0.0000	\$0.0000
Water Valve Adjustments	EA	4	\$800.0000	A	\$3,200.0000	\$0.0000
HMA Pavement Patching	SY	94	\$125.0000	A	\$11,750.0000	\$0.0000
Striping - 4" Paint	LF	700	\$2.0000	A	\$1,400.0000	\$0.0000
Striping - 6" Paint	LF	50	\$2.5000	A	\$125.0000	\$0.0000
Striping - 24" Paint	LF	110	\$10.0000	A	\$1,100.0000	\$0.0000
Striping - L&S Paint	SF	36	\$10.0000	A	\$360.0000	\$0.0000
Total Changes					\$58,022.58	\$53,768.00

Add Row

Total Net Change	\$4,254.58
Amount of Original Contract	\$240,243.00
Amount of Previous Change Orders	\$0.00
Amount of adjusted/final contract	\$244,497.58

Total net addition to date \$4,254.58 which is 1.77% of the contract price.

State fully the nature and reason for the change

To finalize all quantities installed/constructed.

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- ☐ The Local Public Agency has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- ☒ The Local Public Agency has determined that the change is germane to the original contract as signed.
- ☐ The Local Public Agency has determined that this change is in the best interest of the Local Public Agency and is authorized by law.

Prepared By

Title of Preparer

Luke Ziegler

Project Engineer

Submitted/Approved

Local Public Agency Signature & Date

BY:

Title:

For a Road District project County Engineer signature required.

~~County Engineer/Superintendent of Highways Signature & Date~~

~~Approved:~~

~~Illinois Department of Transportation~~

~~Regional Engineer Signature & Date~~

~~ISOT Department Use Only~~

~~Received Location Received Date Additional Location?~~

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~~WMFT Entry By Entry Date~~

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Agenda Item Executive Summary

Item Name A RESOLUTION APPROVING THE FINAL PAY APPLICATION FOR THE WEST MAIN STREET IMPROVEMENTS PROJECT Committee or Board Board

BUDGET IMPACT

Amount:	244,497.58	Budgeted:	N/A
List what fund:	General Fund		

EXECUTIVE SUMMARY

The attached final pay application from Helm Civil requests final payment in the amount of \$244,497.58 for the completed West Main Street Improvements Project. The project included roadway widening, pavement removal and replacement, sidewalk and curb improvements, drainage structure adjustments, pavement markings, and related infrastructure enhancements along West Main Street.

Final project quantities and associated work were reviewed and incorporated into Final Change Order No. 1, which resulted in a net contract increase of \$4,254.58, or approximately 1.77% above the original contract amount approved by the Village Board under Resolution 2026-07R. The final adjusted contract amount totals \$244,497.58. Additional work included water valve adjustments, pavement patching, and revised pavement striping quantities, while several original contract quantities were completed below estimated amounts and helped offset portions of the additional work performed.

All work associated with the project has been completed, and the Village Engineer has reviewed the final quantities and recommends approval of the contractor's final pay application.

ATTACHMENTS (PLEASE LIST)

Resolution, Invoice, Engineer's Payment Estimate

ACTION REQUESTED

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

MOTION: I MOVE TO APPROVE RESOLUTION 2026-__R, A RESOLUTION APPROVING THE FINAL PAY APPLICATION FOR THE WEST MAIN STREET IMPROVEMENTS PROJECT

Staff: Joseph Dienberg, Village Administrator Date: 5/20/2026

RESOLUTION NO. 2026- __R**A RESOLUTION APPROVING THE FINAL PAY APPLICATION NO. 1 FOR THE
WEST MAIN STREET IMPROVEMENTS PROJECT**

WHEREAS, the Village Board previously approved Resolution 2026-07R at its February 18, 2026 meeting, accepting the bid and awarding the contract for the West Main Street Improvements Project to Civil Constructors, Inc. d/b/a Helm Civil in the amount of Two Hundred Forty Thousand Two Hundred Forty-Three Dollars and No Cents (\$240,243.00); and

WHEREAS, the Village of Winnebago completed the West Main Street Improvements Project, which included roadway widening, pavement resurfacing, sidewalk improvements, drainage improvements, curb and gutter work, and related infrastructure improvements within the Village; and

WHEREAS, the contractor has completed the work associated with the project in accordance with the contract documents, approved field adjustments, and final measured quantities; and

WHEREAS, the Illinois Department of Transportation Engineer's Payment Estimate identified final completed quantities and approved additional work items including water valve adjustments, HMA pavement patching, and pavement striping, resulting in a final contract amount of Two Hundred Forty-Four Thousand Four Hundred Ninety-Seven Dollars and Fifty-Eight Cents (\$244,497.58); and

WHEREAS, while several contract items were completed below estimated quantities, helping offset portions of the additional work performed, the final contract amount reflects a net increase of Four Thousand Two Hundred Fifty-Four Dollars and Fifty-Eight Cents (\$4,254.58) above the original awarded contract amount; and

WHEREAS, Fehr Graham, the Village Engineer, has reviewed the final quantities and recommends approval of the Final Pay Application No. 1 and final payment to the contractor; and

WHEREAS, the Final Pay Application No. 1 and Illinois Department of Transportation Engineer's Payment Estimate are attached hereto and incorporated herein as Exhibit "A".

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

SECTION I: APPROVAL OF FINAL PAY APPLICATION

The Final Pay Application No. 1 for the West Main Street Improvements Project, submitted by Civil Constructors, Inc. d/b/a Helm Civil, in the amount of Two Hundred Forty-Four Thousand Four Hundred Ninety-Seven Dollars and Fifty-Eight Cents (\$244,497.58), attached hereto as Exhibit “A”, is hereby approved.

SECTION II: AUTHORIZATION TO PROCESS PAYMENT

The Village President, Village Clerk, and Village staff are hereby authorized to execute all documents and take all actions necessary to process payment consistent with this Resolution.

SECTION III: EFFECTIVE DATE

This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

APPROVED this _____ day of _____, 2026

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

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED:

APPROVED:

PUBLISHED IN

PAMPHLET FORM:



Engineer's Payment Estimate

Local Public Agency	County	Route(s) (Street/Road)	Section Number
Village of Winnebago	Winnebago	W. Main Street	N/A

Estimate 1

☒ Final

Payable to Name

Civil Constructors, Inc dba Helm Civil

Address

2283 Business Route 20 East, Freeport, IL 61032

Date From

04/01/26

Date To

05/15/26

Pay Items	Unit of Meas.	Awarded		Approved Change in Plans		Completed to Date		
		Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Earth Excavation	CY	185	\$8,140.00		37	148	\$44.0000	\$6,512.0000
Concrete Washout	EA	1	\$600.00			1	\$600.0000	\$600.0000
Pavement Removal, Full Depth	SY	25	\$275.00			25	\$11.0000	\$275.0000
HMA Surface Removal, 2"	SY	2850	\$14,820.00			2850	\$5.2000	\$14,820.0000
Driveway Pavement Removal	SF	3300	\$3,960.00		3300	0	\$1.2000	
Sidewalk Removal	SF	350	\$700.00	75		425	\$2.0000	\$850.0000
Combination Curb & Gutter Removal	LF	35	\$560.00	15		50	\$16.0000	\$800.0000
Aggregate Base Repair	CY	135	\$10,530.00		45	90	\$78.0000	\$7,020.0000
HMA Surface Course, Mix "D", N50	TON	520	\$51,480.00	176.91		696.91	\$99.0000	\$68,994.0900
PCC Driveway Pavement, 8"	SF	275	\$2,887.50			275	\$10.5000	\$2,887.5000
Bituminous Materials (Tack)	LB	830	\$498.00	359.98		1189.98	\$0.6000	\$713.9880
Bituminous Materials (Prime)	LB	2100	\$1,260.00		2100	0	\$0.6000	
Aggregate Base Course, Type B, 12" (CA-6)	SY	1150	\$19,550.00		400	750	\$17.0000	\$12,750.0000
Concrete Parking Blocks	EA	9	\$4,500.00		9	0	\$500.0000	
Thermoplastic Pavement Marking - Line, 4"	LF	700	\$2,450.00		700	0	\$3.5000	
Thermoplastic Pavement Marking - Line, 6"	LF	50	\$400.00		50	0	\$8.0000	

Local Public Agency

County

Route(s) (Street/Road)

Section Number

Village of Winnebago

Winnebago

W. Main Street

N/A

Pay Items	Meas.	Quantity	Values	Added	Deducted	Quantity	Unit Price	Value
Thermoplastic Pavement Marking - Line, 24"	LF	110	\$1,760.00		110	0	\$16.0000	
Thermoplastic Pavement Marking - Letters & Symbols	SF	36	\$720.00		36	0	\$20.0000	
Mobilization	LS	1	\$38,000.00			1	\$38,000.0000	\$38,000.0000
Traffic Control and Protection, Special	LS	1	\$7,800.00			1	\$7,800.0000	\$7,800.0000
Parkway Restoration	LS	1	\$8,280.00		1	0	\$8,280.0000	
Concrete Gutter	LF	585	\$9,652.50	15		600	\$16.5000	\$9,900.0000
Inlets to be Adjusted	EA	5	\$7,500.00		3	2	\$1,500.0000	\$3,000.0000
Sanitary Manholes to be Adjusted	EA	4	\$8,400.00			4	\$2,100.0000	\$8,400.0000
Manhole to be Adjusted	EA	3	\$2,700.00		3	0	\$900.0000	
Manhole, Type A, 6'-Dia., Type 1 Frame and Open Lid	EA	1	\$5,500.00		1	0	\$5,500.0000	
Inlet, Type A, 4'-Dia., Type 1 Frame and Open Lid	EA	1	\$3,100.00		1	0	\$3,100.0000	
Combination Curb & Gutter, Type B-6.18	LF	250	\$12,000.00	10		260	\$48.0000	\$12,480.0000
PCC Sidewalk, 5"	SF	590	\$7,670.00	1530		2120	\$13.0000	\$27,560.0000
Detectable Warnings	SF	25	\$1,125.00	30		55	\$45.0000	\$2,475.0000
Inlet and Pipe Protection	EA	13	\$2,925.00		12	1	\$225.0000	\$225.0000
Parking Sign and Post	EA	1	\$500.00			1	\$500.0000	\$500.0000
Water Valve Adjustments	EA	0		4		4	\$800.0000	\$3,200.0000
HMA Pavement Patching	SY	0		94		94	\$125.0000	\$11,750.0000
Striping - 4" Paint	LF	0		700		700	\$2.0000	\$1,400.0000
Striping - 6" Paint	LF	0		50		50	\$2.5000	\$125.0000
Striping - 24" Paint	LF	0		110		110	\$10.0000	\$1,100.0000
Striping - L&S Paint	SF	0		36		36	\$10.0000	\$360.0000
Total			\$240,243.00				Total	\$244,497.58

Local Public Agency	County	Route(s) (Street/Road)	Section Number
Village of Winnebago	Winnebago	W. Main Street	N/A

Miscellaneous Extras and Credits		Values	
		Total Miscellaneous Extras and Credits	
		Total Value of Completed Work	\$244,497.58
		Deduct Retainage	\$0.00
		Balance Due of Completed Work	\$244,497.58
Miscellaneous Debits		Values	
		Total Miscellaneous Debits	
		Net Cost of Section	
		Previous Payments	
		Net Amount Due	

- ☐ The Local Public Agency (LPA) certifies that the above pay estimate quantities do not require submission to the Department of Transportation of a Change in Plans (BLR 13210).
- ☐ The LPA certifies that a Change in Plans (BLR 13210) has been submitted to, and approved by the Department of Transportation as required for the above quantities.
- ☐ The LPA is under agreements of understanding and has completed the required paperwork and documentation, with submissions made per the agreement.

Local Public Agency	County	Route(s) (Street/Road)	Section Number
Village of Winnebago	Winnebago	W. Main Street	N/A

Resident Engineer Signature & Date

Luke Ziegler May 15, 2026

Prepared by	Title
Luke Ziegler	Project Engineer

Local Agency Signature & Date

Regional Engineer Signature & Date

IDOT Department Use Only

Received Location	Received Date	Additional Location?
		☐
WMFT Entry By	Entry Date	



2283 Route 20 East
P.O. Box 750
Freeport, IL 61032

INVOICE NO. 24134

PM: Alex Daughenbaugh

SOLD TO:
Village of Winnebago
108 W Main Street

Winnebago, IL 61088

PLEASE REFERENCE INVOICE NO. ON PAYMENTS

INVOICE DATE		JOB NO.		JOB NAME		
05/12/26		6220.2026		West Main Street Improvements		
DESCRIPTION	CONTRACT	UNIT	QTY	UNIT	CONTRACT	AMOUNT
	QTY		COMPLETE	PRICE	AMOUNT	COMPLETE
EARTH EXCAVATION	185	CY	148	\$44.00	\$ 8,140.00	\$ 6,512.00
CONCRETE WASHOUT	1	EA	1	\$600.00	\$ 600.00	\$ 600.00
PAV REM, FULL DEPTH	25	SY	25	\$11.00	\$ 275.00	\$ 275.00
HMA SURF REM 2	2850	SY	2850	\$5.20	\$ 14,820.00	\$ 14,820.00
APPROACH PAVEMENT REM	3300	SF	0	\$1.20	\$ 3,960.00	\$ -
SIDEWALK REM	350	SF	425	\$2.00	\$ 700.00	\$ 850.00
COMB CURB GUTTER REM	35	LF	50	\$16.00	\$ 560.00	\$ 800.00
AGG BASE REPAIR	135	CY	90	\$78.00	\$ 10,530.00	\$ 7,020.00
HMA SC IL-9.5 D N50	520	TON	696.91	\$99.00	\$ 51,480.00	\$ 68,994.09
PCC DRIVEWAY,8	275	SF	275	\$10.50	\$ 2,887.50	\$ 2,887.50
BIT MATLS TACK CT	830	LB	1189.98	\$0.60	\$ 498.00	\$ 713.99
BIT MATLS PR CT	2100	LB	0	\$0.60	\$ 1,260.00	\$ -
AGG BASE CSE B 12	1150	SY	750	\$17.00	\$ 19,550.00	\$ 12,750.00
PARKING BLKS	9	EA	0	\$500.00	\$ 4,500.00	\$ -
THPL PVT MK LINE 4	700	LF	0	\$3.50	\$ 2,450.00	\$ -
THPL PVT MK LINE 6	50	LF	0	\$8.00	\$ 400.00	\$ -
THPL PVT MK LINE 24	110	LF	0	\$16.00	\$ 1,760.00	\$ -
THPL PVT MK LTR & SYM	36	SF	0	\$20.00	\$ 720.00	\$ -
MOBILIZATION	1	LSUM	1	\$38,000.00	\$ 38,000.00	\$ 38,000.00
TRAF CONT & PROT SPL	1	LSUM	1	\$7,800.00	\$ 7,800.00	\$ 7,800.00
PARKWAY RESTORATION	1	LSUM	0	\$8,280.00	\$ 8,280.00	\$ -
CONCRETE GUTTER	585	SF	600	\$16.50	\$ 9,652.50	\$ 9,900.00
INLETS ADJUST	5	EA	2	\$1,500.00	\$ 7,500.00	\$ 3,000.00
SANITARY MANHOLE ADJ	4	EA	4	\$2,100.00	\$ 8,400.00	\$ 8,400.00
MANHOLE ADJ	3	EA	0	\$900.00	\$ 2,700.00	\$ -
MAN TA 6 DIA T1F OL	1	EA	0	\$5,500.00	\$ 5,500.00	\$ -
INLETS TA T1F OL	1	EA	0	\$3,100.00	\$ 3,100.00	\$ -
COMB CC&G TB6.18	250	LF	260	\$48.00	\$ 12,000.00	\$ 12,480.00
PC CONC SIDEWALK 5	590	SF	2120	\$13.00	\$ 7,670.00	\$ 27,560.00
DETECTABLE WARNINGS	25	SF	55	\$45.00	\$ 1,125.00	\$ 2,475.00
INLET & PIPE PROTECT	13	EA	1	\$225.00	\$ 2,925.00	\$ 225.00
PRKING SIGN AND POST	1	EA	1	\$500.00	\$ 500.00	\$ 500.00
CHANGE ORDER ITEMS						
WATER VALVE ADJUSTS	0	EA	4	\$800.00		\$ 3,200.00
HMA PAVEMENT PATCHING	0	SY	94	\$125.00		\$ 11,750.00
STRIPING - 4" PAINT	0	LF	700	\$2.00		\$ 1,400.00
STRIPING - 6" PAINT	0	LF	50	\$2.50		\$ 125.00
STRIPING - 24" PAINT	0	LF	110	\$10.00		\$ 1,100.00
STRIPING - L&S PAINT	0	SF	36	\$10.00		\$ 360.00

ORIGINAL CONTRACT AMOUNT:					\$	240,243.00
CURRENT CONTRACT AMOUNT:					\$	244,497.58
CHANGE ORDERS:					Pay Request 1 Subtotal: \$ 244,497.58	
#1: WATER VALVE ADJUSTMENTS					\$	800.00
#2: HMA PAVEMENT PATCHING					\$	11,750.00
#3: PAVEMENT MARKINGS - PAINT					\$	2,985.00
					\$	15,535.00
TOTAL COMPLETED AND STORED TO DATE:					\$	244,497.58
10% RETAINAGE:					PROJECT COMPLETE	
TOTAL LESS RETAINAGE:					NA	
LESS PREVIOUS AMOUNT PAID:					\$	-
CURRENT PAYMENT DUE THIS REQUEST:					\$	244,497.58
TOTAL:					\$	244,497.58



Agenda Item Executive Summary

Item Name A Resolution Approving a Purchase and Sale Agreement for Certain Real Property Located at 106 Kasch Drive Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The attached resolution authorizes the sale of approximately 10.19 acres located at 106 Kasch Drive for future industrial development purposes. The agreement includes standard due diligence, rezoning, inspection, and closing provisions related to the proposed property sale.

ATTACHMENTS (PLEASE LIST)

Resolution

ACTION REQUESTED

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

MOTION:

Staff: Joseph Dienberg, Village Administrator Date: 5/20/2026



Agenda Item Executive Summary

Item Name 606 David Drive Surety Bond Issue Committee or Board Board

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The Village received a surety bond related to driveway work completed within the public right-of-way at 606 David Drive. The contractor who performed the work has been working with the Village Attorney regarding deficiencies associated with the project. The driveway has experienced failure less than one year after completion. The Village Attorney will provide an update to the Board regarding the status of discussions with the contractor and potential next steps.

ATTACHMENTS (PLEASE LIST)

None

ACTION REQUESTED

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

MOTION:

Staff: Joseph Dienberg, Village Administrator Date: 5/20/2026