VILLAGE OF WINNEBAGO

COMMITTEE OF THE WHOLE

August 19, 2026 at 6:05 PM

108 West Main Street and Virtually

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

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

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

   Discussion and Vote to Allow an Absent Trustee to Vote By Phone or Other Allowable Means.
6. **PUBLIC COMMENT**

   Each speaker is limited to three (3) minutes. A maximum of thirty (30) minutes shall be generally allowed for public comment at each meeting.
7. **APPROVAL OF MINUTES**
   a. Approval of Committee of the Whole Meeting Minutes from August 5, 2026
8. **DISCUSSION**
   a. TotalEnergies Concept Plan
   b. Peak Storage Letter of Credit Extension
   c. Greater Rockford Chamber of Commerce Economic Development Agreement
   d. Long-Term Village Facilities Direction
   e. 6-Month Budget Review
9. **EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)**
10. **NEW BUSINESS**
11. **ADJOURNMENT**

Posted: August 14, 2026 at 3:30 p.m. at 108 W. Main Street, Winnebago, IL
and online at www.villageofwinnebago.com Tel 815.335.2020 **|** Fax 815.415-8491

The Committee of the Whole of the Village of Winnebago, August 5, 2026.

The online meeting link to GoToMeeting was made available to employees and the public to attend remotely.

1. RECORDING OF THE MEETING

The meeting was recorded.

2. CALL TO ORDER

The Committee of the Whole of the Village of Winnebago met in person on August 5, 2026, at 6:10 p.m. with President Franklin J. Eubank, Jr. presiding.

3. ROLL CALL

PRESENT: Trustee Jason Ackerman, Trustee Adam LeFevre, Trustee John Kim and Trustee Mike McKinnon.

ABSENT: Trustee Jeremy Graham and Trustee Duane Springer.

Guests present: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Treasurer Dana Novinson, Public Works Director Chad Insko, Chief Jeff White, Lieutenant Nick Haff, Deputy Clerk Kellie Symonds, Erin Chmielowski, Everett Butzine, Lily Zahn, and Kyle Okubo.

4. ESTABLISHMENT OF A QUORUM

A quorum was established.

5. MEETING GUIDELINES

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

No absent Trustee attended remotely.

6. 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.

No one requested to address the Board.

7. APPROVAL OF MINUTES

a. Approval of Committee of the Whole Meeting Minutes of July 15, 2026

Motion made by Trustee LeFevre, seconded by Trustee Ackerman.

Motion carried on a voice vote.

8. DISCUSSION

a. *Greater Rockford Chamber of Commerce Economic Development Agreement*

Everett Butzine explained the Greater Rockford Area Chamber of Commerce and Economic Development and the possible agreement with the Village. This organization is the joining of the Rockford Chamber of Commerce and Rockford Area Economic Development Council (the Village was a member of this organization) and will include the entire county for those communities that choose to join.

b. *CivicPlus Website, Agenda Management, and Accessibility Platform Migration Discussion.*
Erin Chmielowski explained the CivicPlus website and the upgrade as our present website is aging out. She explained the increased costs and how the Department of Justice has increased accessibility requirements.

c. *Discussion of Entry-Level Police Officer Recruitment*
Chief White explained the issues with finding a new police officer. There are very few acceptable officers in the certified officer pool.
(Trustee Kim left the meeting at 7:18 p.m.)
Chief White will prepare information on the cost of sending a possible candidate to the academy as compared to an officer that is included in the budget.
The Winnebago County Sheriff's Department is covering open shifts when there is no local coverage - their coverage is answering calls, not full-shift coverage.

d. *Discussion Regarding Early Acceptance of Employee Resignations*
If an employee resigns, the supervisor will use their discretion whether the employee leaves immediately or is allowed to work through to the end of the resignation period.

e. *Review of Closed Session Minutes*
Motion made by Trustee LeFevre, seconded by Trustee Ackerman to go into Executive (Closed) Session at 8:02 p.m. to discuss the Closed Session Minutes. Motion carried on the unanimous roll call vote of the three Trustees present.

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

The Board returned to the Committee of the Whole at 8:11 p.m. from Executive (Closed) Session.

10. NEW BUSINESS

None.

11. ADJOURNMENT

Motion to adjourn at 8:11 p.m.

Motion made by Trustee LeFevre, seconded by Trustee Ackerman. Motion carried on a voice vote of those present.

UNAPPROVED

Sally Jo Huggins, Village Clerk

Agenda Item Executive Summary

Item Name	TotalEnergies Concept Plan	Committee or Board	Committee

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

TotalEnergies Renewables USA is proposing a 40-acre community solar project, CS Winnebago West, on Parcel 14-09-200-001 in unincorporated Winnebago County immediately adjacent to the Village. The project is currently proposed to proceed through Winnebago County's Special Use Permit process. The Village's Comprehensive Plan identifies the property for future Office/Light Industrial use, and the Village has also discussed planned water and sewer infrastructure in the area.

Village staff first met with TotalEnergies on July 17, 2026, followed by additional discussions with Village and project legal counsel. TotalEnergies will present the concept plan to the Committee of the Whole on August 19, 2026.

The project team is seeking Board direction on the preferred permitting path: (1) continue through Winnebago County, or (2) pursue the project through the Village, including the applicable pre-annexation and Village permitting process.

ATTACHMENTS (PLEASE LIST)

CS Winnebago West – Array Layout, TotalEnergies Presentation,

ACTION REQUESTED

☒For Discussion Only

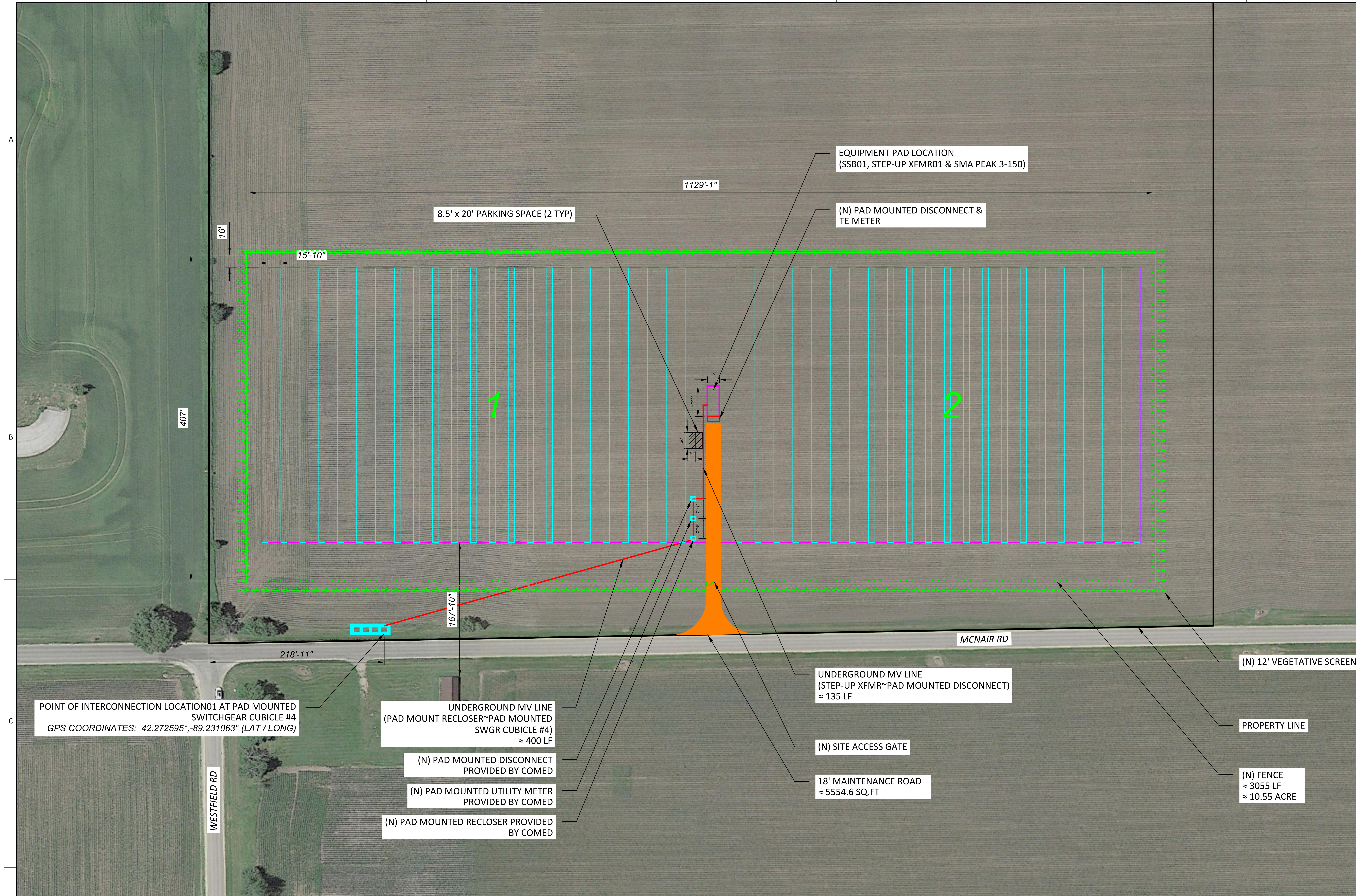
☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Joseph Dienberg, Village Administrator	Date:	8/19/2026



N

1 ARRAY LAYOUT
SCALE: 1/64" = 1'-0"

NOTES (TRACKER):

1. LAT/LONG: 42.273308°, -89.230441°
2. 100 MPH WIND ZONE (ASCE 7-16) CATEGORY I, EXPOSURE C
3. SNOWLOAD 25 PSF, ELEVATION 880'
4. FOUNDATION ARE DRIVEN POST
5. FOUNDATION DEPTH: 8'
6. ALL TREES WITHIN ARRAY BOUNDARY, AND THOSE WHICH SHADE THE ARRAY WITHIN THE PROPERTY, NEED TO BE REMOVED PRIOR TO INSTALLATION
7. MINIMUM PANEL HEIGHT FROM GRADE: 4.5'
8. GALVANIZATION REQUIRED: G90

LEGEND:

- PROPOSED EQUIPMENT PAD LOCATION
- PROPOSED POINT OF INTERCONNECTION
- NEW FENCE LINE
- PROPOSED UNDERGROUND MV LINE
- PROPOSED UNDERGROUND DC LINE
- EXISTING OVERHEAD MV LINE
- NEW OVERHEAD MV LINE
- EXISTING UTILITY POLE
- NEW UTILITY POLE

PROJECT DEVELOPER

TotalEnergies

TOTALENERGIES RENEWABLES, USA
1201 LOUISIANA STREET, SUITE 1800
77002 - HOUSTON - USA

ENGINEER'S STAMP

ILLINOIS COMMUNITY SOLAR
VOCK WINNEBAGO 1

WEST STATE ROAD,
WINNEBAGO TOWNSHIP, IL 61088

ARRAY LAYOUT

REVISIONS

REV	DESIGN #	DESCRIPTION	DATE	DB	CB
A	-	PROPOSAL	11-15-23	AP	JL
B	-	NEW SITE INFO	11-22-24	SC	JL
C	-	1950KWAC SYSTEM	02-28-25	HG	JL
D	-	1650 KWAC SYSTEM	04-04-25	SC	JL
E	-	CHANGE TO PAD MOUNTED EQUIPMENTS & CHANGE MODULE TYPE TO CSI 615	10-28-25	HG	MM

1P NEXTRACKER ROW SUMMARY	
QUANTITY	ROW LENGTH
45	87

PROJECT 12528

0 ½" 1"
IF BAR IS NOT ONE INCH, DRAWING IS NOT TO SCALE
PLOT TO 24" X 36" PAPER SIZE

SHEET

AL1

DISCLAIMER

THE PROPOSED ARRAY LAYOUT SHOWN IS DESIGNED TO FIT EXISTING CONDITIONS AS THEY ARE DESCRIBED ON THIS DRAWING. LAYOUT AND QUANTITIES ARE SUBJECT TO CHANGE BASED ON TOTALENERGIES VERIFICATION OF ACTUAL SITE CONDITIONS.

SYSTEM TYPE	SOLAR SWITCHBOARD	ARRAY / BLOCK	CS6.2-66TB-615 (MODULE QTY)	STRING QTY.29 M/S	36 INPUT CB (W/13STR)	36 INPUT CB (W/12STR)	SHP_150_US_21	KW (DC)	KW (AC)	KVA	STEP-UP XFMR	GCR	TILT (°)	AZIMUTH (°)	PVSYST AZIMUTH (°)	AVERAGE DC RUN (CB-INV)
TRACKER	SSB01	1-2	3915	135	3	8	11	2407.725	1650	1650	2000	0.33	0	180	0	375

TotalEnergies

Community Solar Project – Winnebago IL

TotalEnergies Renewables

08/19/2026

Project Team

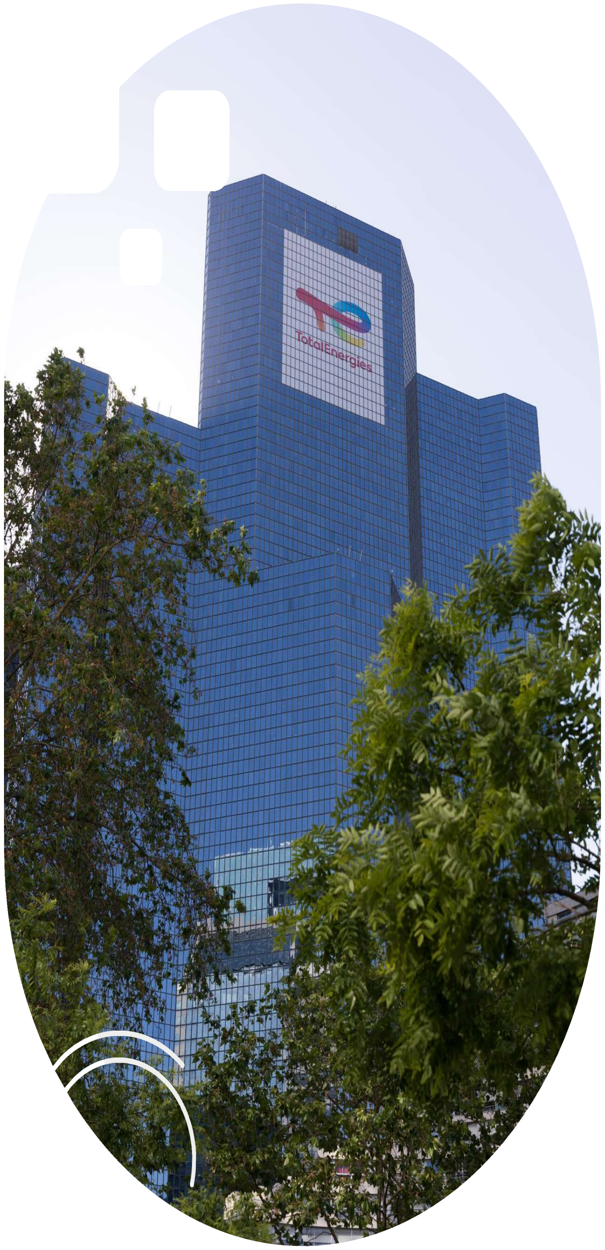
- **TotalEnergies, Developer**

Shantanu Pai, Project Development Manager

- **Legal**

Seth Uphoff, Counsel

TotalEnergies Company Overview



Over 100 years in the business

Founded in **1924** to play a key role in the oil and gas industry.

A global integrated energy company

Committed to provide as many people as possible with energy that is more reliable, more affordable and more sustainable.

Active in about 120 countries

With more than 100,000 employees, TotalEnergies places sustainability at the heart of its strategy, its projects and its operations.

Anchored on a two-pillar multi-energy strategy

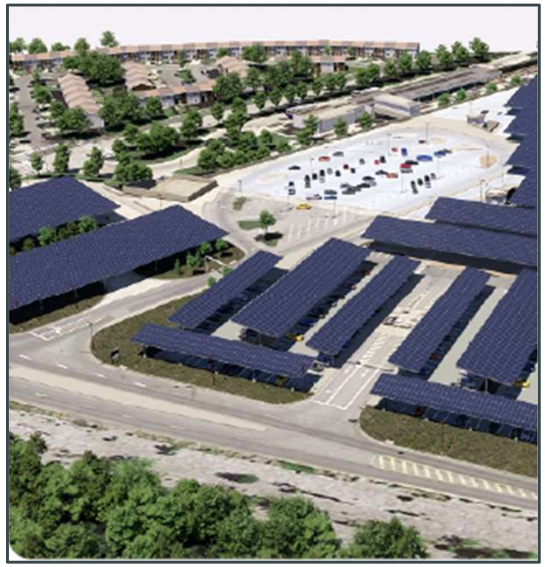
The Company plans to increase its energy production by +4% per year between 2024 and 2030.

Total's Existing Successful Experience

JFK Airport, NY

12MWp with storage

Under construction



Washington Metro Transit Authority , DC

10MWp

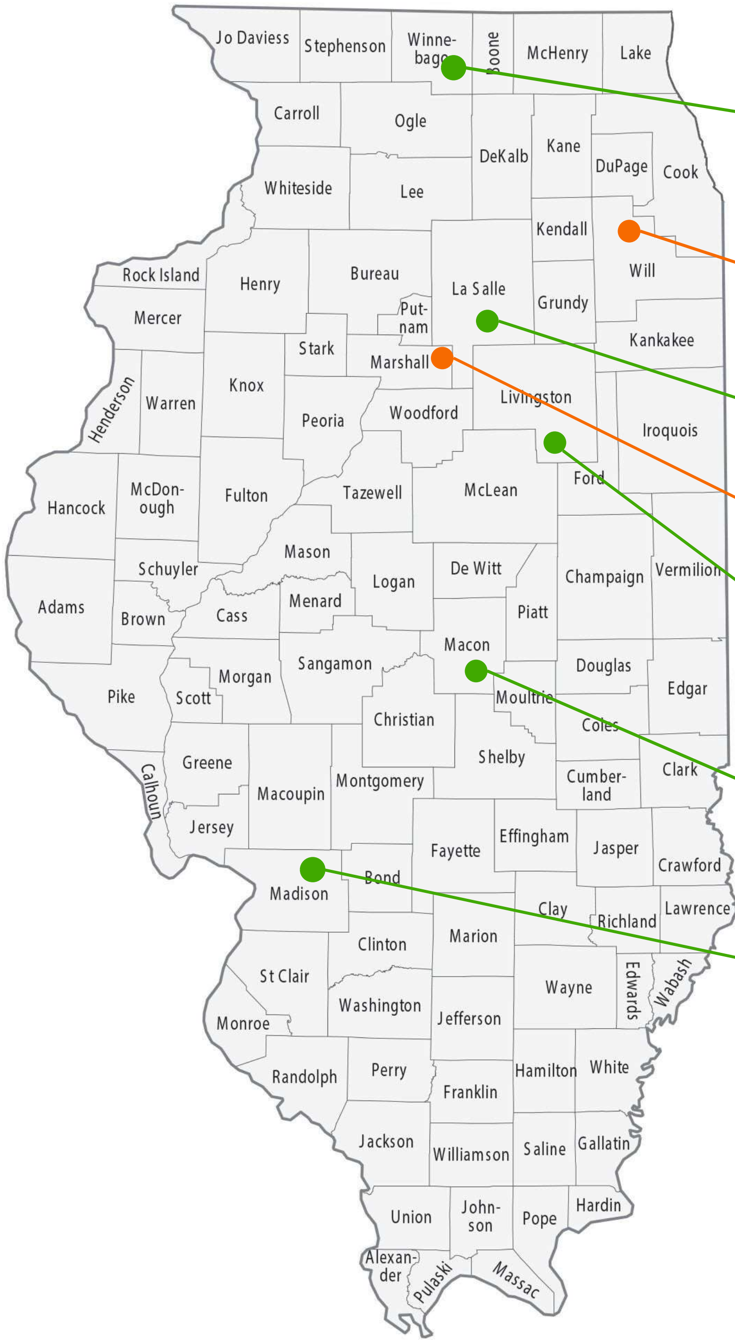
Under construction

City of Urbana, IL

5MWp

In operation since 2020

Total's Existing Pipeline in IL



Winnebago County :
- 10 MW (2 projects)
- 1.7 MW (1 project)

Will County : 5 MW (1 Project)

LaSalle County : 24 MW (6 Projects)

Marshall County : 8 MW (2 Projects)

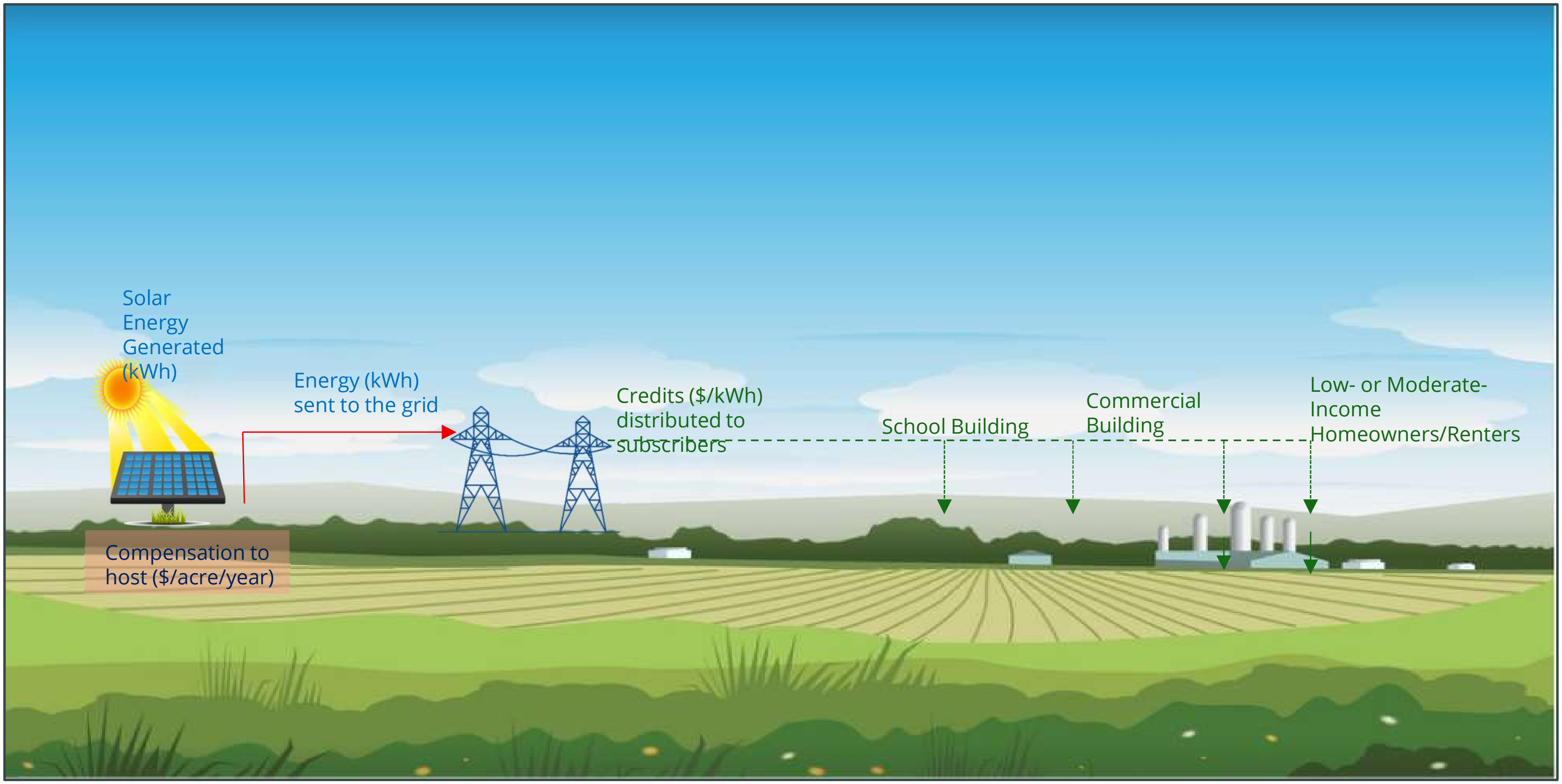
Livingston County : 32 MW (7 projects)

Macon County : 3.3 MW (1 Project)

Madison County : 7.4 MW (2 Projects)

- **Total Pipeline of 91 MW (22 projects)**
- *18 projects starting construction*
- *4 projects under Development*

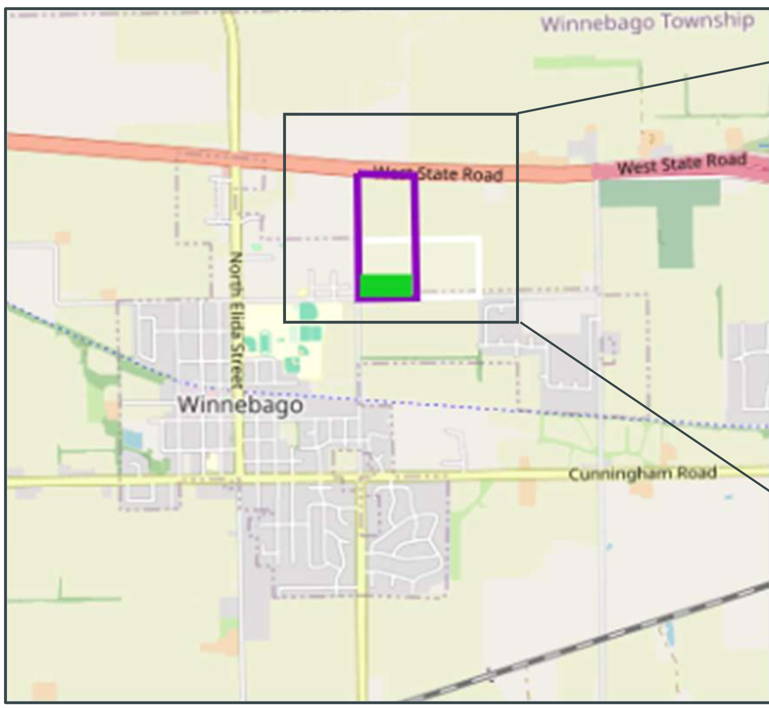
How does Community Solar Work?



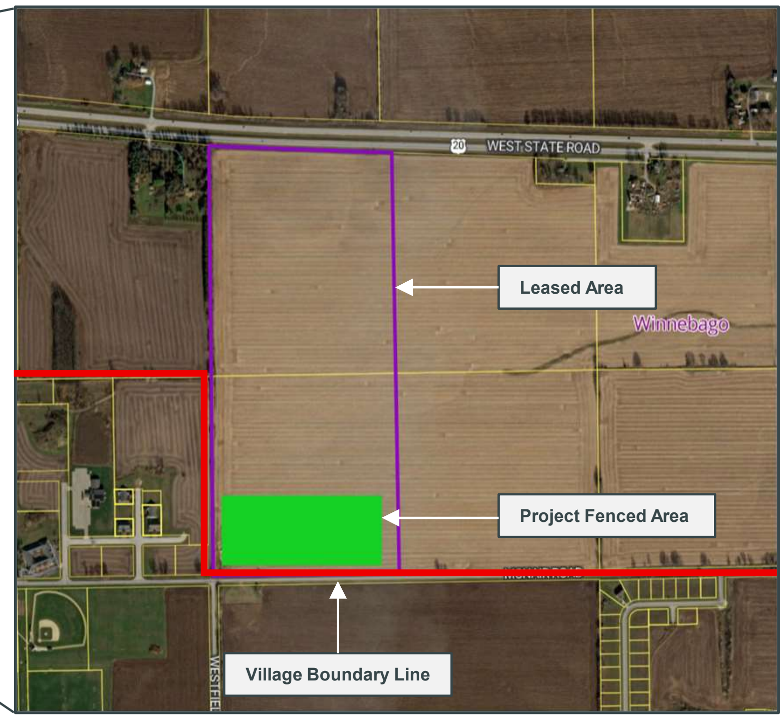
Project Location

TotalEnergies

- Located on a parcel in Winnebago County (AG Zoned)
  - Northeast of the intersection of McNair Rd and Westfield Rd
- Solar project totaling 1.7 MW and total footprint of 12 acres.
- The solar farm will generate enough electricity for over 250 homes in Illinois

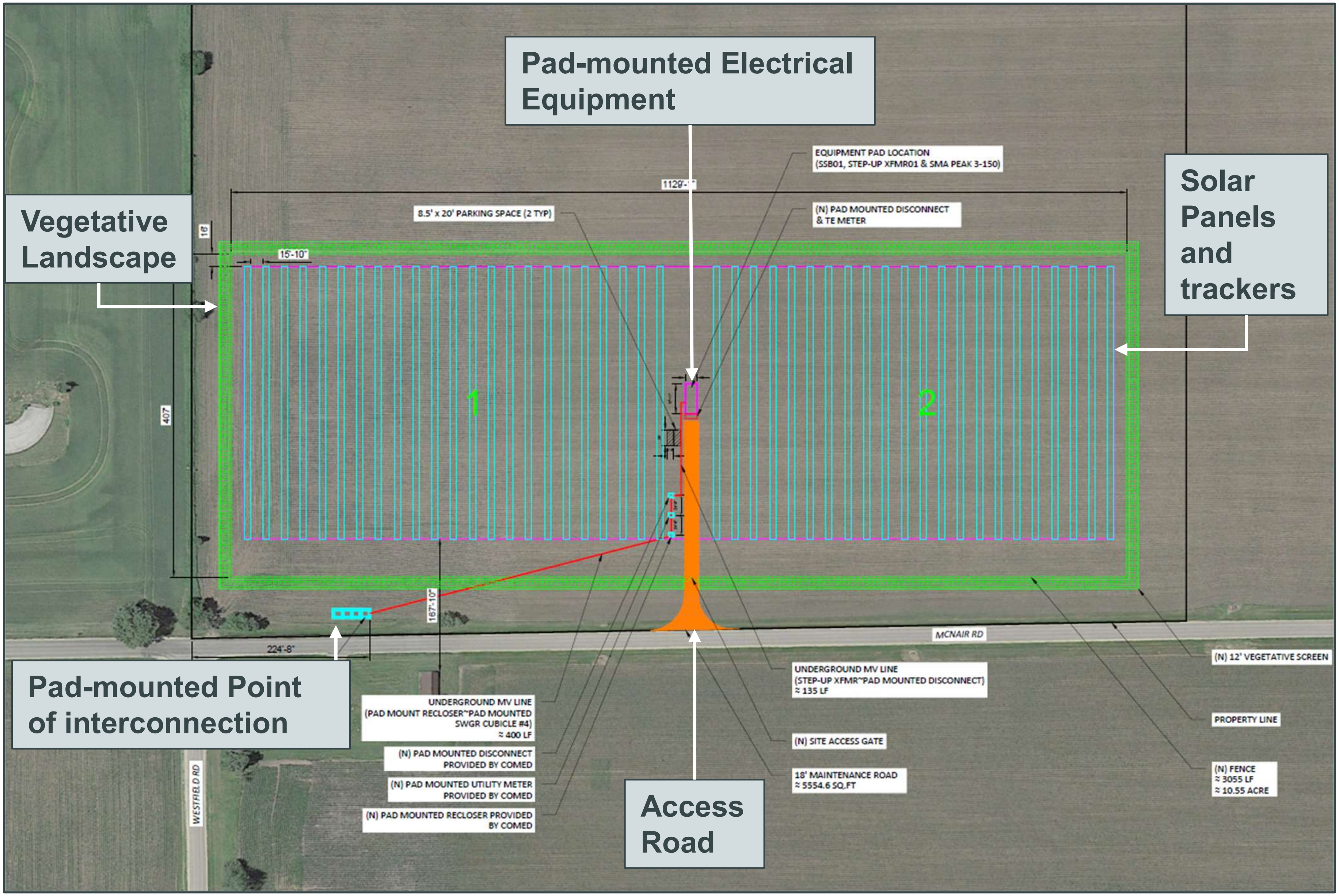


Project Location



Parcel View

Site Plan



TotalEnergies

Vegetative Screening Example

**This image is for illustrative purposes only and depicts a rendering from a different project.*

Decommissioning Plan

TotalEnergies

Remove all facility related equipment and material above and below grade

Restore agricultural lands to their former state.

Financial Assurance Bond ($220k) posted to cover all Facility Decommissioning costs ensuring no cost is borne by County, village or Landowner

Component	Typical Mode of Disposal
Solar Panels	*Salvage, recycle or dispose off appropriately*
Transformers	*Salvage for reuse or recycle for scrap*
Inverters	*Salvage for reuse or recycle for scrap*
Steel racks and mounts	*Salvage for reuse or recycle for scrap*
Fencing	*Salvage for reuse or recycle for scrap*
Cabling	*Salvage for reuse or recycle*
Concrete Foundation	*Crush and recycle as granular material*
Granular Material	*Reuse or dispose off appropriately*
Miscellaneous non-recyclable materials	*Dispose off appropriately*

Economic Benefits of the Project

TotalEnergies

	Current AG Use over 40 yrs	Project over 40 years
Winnebago Village	$16k	$27k
Winnebago Fire Department	$15k	$26k
Winnebago Park District	$2k	$4k
Winnebago School District	$114k	$196k
Winnebago Township Road	$3k	$6k
Winnebago Library	$4k	$6k
Others	$29k	$50K
Total	**$183K**	**$315k**

Overall Benefits of the Project

TotalEnergies

- **Electric bill savings for Residents and Small businesses**
  Community solar subscribers receive a discount on their energy bills
- **Fees and review authority stays with the Village**
  SUP application fees, building permit fees, and decommissioning assurance bond are paid locally, while the Village retains ordinance oversight.
- **School and community benefits**
  $20K PLTW support to school district and additional tax revenue to the School District and the village

Annual property taxes

$14,180

+$9.6k/year vs. current parcel taxes

40-year tax value

$315K

+$130k vs. Current estimate before any future rate changes

School STEM support

$20K

Project Lead The Way sponsorship for one program year

TotalEnergies

Thank you!

Agenda Item Executive Summary

Item Name	PEAK STORAGE LLC LETTER OF CREDIT EXTENSION	Committee or Board	

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village currently holds an Irrevocable Standby Letter of Credit in the amount of $37,570.50 for Peak Storage LLC to guarantee completion of required improvements associated with the Kasch Drive development. The current Letter of Credit expires September 18, 2026. The agreement requires completion of remaining landscaping, parking lot paving, and compliance with Winnebago County storm water requirements prior to expiration.

The Village's ongoing Kasch Drive infrastructure work has delayed Peak Storage LLC's ability to complete portions of the required work. Mr. Winter can provide the Committee with an update regarding the status of the remaining items.

There are two Village Board meetings scheduled prior to expiration of the current Letter of Credit. Staff is seeking Committee input regarding whether the Letter of Credit should be renewed or extended beyond September 18, 2026.

ATTACHMENTS (PLEASE LIST)

Mutual Agreement Between Peak Storage LLC and Village of Winnebago – Extension of Letter of Credit

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff: Joseph Dienberg, Village Administrator Date: 8/19/2026

MUTUAL AGREEMENT BETWEEN PEAK STORAGE LLC AS APPLICANT AND VILLAGE OF WINNEBAGO AS BENEFICIARY FOR EXTENSION OF TIME RE: IRREVOCABLE STANDBY LETTER OF CREDIT NUMBER 5100002 TO BE ISSUED BY APPLICANT'S BANK

THE BELOW NAMED PARTIES HEREBY AGREE TO AN EXTENSION OF TIME REGARDING THE ABOVE IRREVOCABLE STANDBY LETTER OF CREDIT NUMBER 5100002 initially issued for a period of one year commencing September 18, 2024 in the amount of $37,570.50 and expiring on September 18, 2025 for the purpose of guaranteeing the installation by Peak Storage LLC of a walking path and associated infrastructure within the parameters of the subject property on Kasch Drive located in the Village of Winnebago, IL, as depicted in the approved plans should additional development not occur. The agreement for the time of extension, conditioned upon a new Letter of Credit being issued by Applicant's bank, shall be for a period of one (1) year from its current expiration date to September 18, 2026. This extension is being agreed upon due to the fact that construction of certain improvements in the area of, and including, the subject property owned by Peak Storage LLC, before expiration of the Letter of Credit on September 18, 2025, could conflict with the Village's critical infrastructure improvements involving water main looping contemplated for the area. Thus, it would be prudent to avoid installing the recreational path in the area of the subject property until the water main looping in the immediate area of the subject property is completed, provided that Peak Storage LLC, meets and adheres to the following conditions:

1) On or before the current expiration date of September 18, 2025 of the Letter of Credit, Peak Storage shall provide a new Irrevocable Standby Letter of Credit to the Village of Winnebago, listing the Village of Winnebago as beneficiary, in the amount of $37,570.50, in a form acceptable to the Village Attorney, providing a new expiration date of September 18, 2026.

2) Before the expiration of the new Irrevocable Standby Letter of Credit on September 18, 2026, Peak Storage LLC shall complete the following:

   a. Landscaping installation, as required in accordance with the terms of the approved site plans;
   b. Paving of the parking lot, as required in accordance with the approved site plans.
   c. Achieving compliance with Winnebago County storm water requirements.

This extension document shall be maintained with the original Irrevocable Standby Letter of Credit issued on September 18, 2024, as well as the new Irrevocable Standby Letter of credit issued, as referenced above, to evidence the history on this specific Irrevocable Standby Letter of Credit.

PEAK STORAGE LLC, Developer

By: [signature]

Dated: 1/27/26

VILLAGE OF WINNEBAGO, IL, a Municipal Corporation, Beneficiary

By: [signature]

Franklin J. Eubank, Jr., Village President

Dated: 10/28/25

Prepared by: Attorney Mary J. Gaziano, Village Attorney

Agenda Item Executive Summary

Item Name	Greater Rockford Chamber of Commerce Economic Development Agreement	Committee or Board	Committee

BUDGET IMPACT			
Amount:	$6,000	*Budgeted:*	N/A
List what fund:	Community Development		

EXECUTIVE SUMMARY

Following initial discussion at the August 5 Committee of the Whole meeting, the Greater Rockford Chamber of Commerce's proposed Economic Development Agreement is presented for further review. The proposed annual investment is $6,000 and includes the Village's Chamber membership and regional economic development services. Key deliverables include:

- Business retention and expansion outreach
- Business attraction, lead generation, and prospect support
- Regional marketing and promotion
- Commercial and industrial site-readiness support
- Workforce development and talent-attraction initiatives
- Monthly/Quarterly coordination with Village staff, performance tracking, and periodic reporting to the Village Board

The Committee is asked to provide further direction on the proposed services and overall value of the partnership before staff returns with a recommendation for formal Board action.

ATTACHMENTS (PLEASE LIST)

None

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

Staff: Joseph Dienberg, Village Administrator Date: 8/19/2026

ECONOMIC DEVELOPMENT AGREEMENT FOR SERVICES

PARTIES

THIS FUNDING AGREEMENT (the "Agreement") is made by and between the **VILLAGE OF WINNEBAGO**, an Illinois municipal corporation (hereinafter referred to as "Village") and the **GREATER ROCKFORD CHAMBER OF COMMERCE**, an Illinois not-for-profit corporation (hereinafter referred to as the "GRCC"), regarding the participation of the Village in the GRCC's economic development activities.

VILLAGE SUPPORT FOR THE GRCC MISSION:

1. The Village acknowledges and supports the GRCC's general organizational mission that delivers benefit to the community by leading in the promotion of economic growth, advocating for the interests of business, and providing service and educational opportunities that help our members grow. The Village also acknowledges the GRCC is an Illinois corporation organized not-for-profit in accordance with Section 501(c)(6) of the Internal Revenue Code.

GRCC SUPPORT FOR THE VILLAGE'S ECONOMIC DEVELOPMENT VISION:

2. The GRCC specifically acknowledges that its primary responsibility pursuant to this Agreement is to help all citizens and all areas of the Village of Winnebago and surrounding areas to prosper by supporting the Village's general economic growth and development and specific projects as identified by the Village of Winnebago during the course of this Agreement; and

3. **Scope of Services**. The GRCC shall provide its special knowledge, services, skills, and training to support the Village's economic development goals and implement the Village's strategies. The Village and the GRCC believe that this can be done consistently with the focused strategies defined in the GRCC's Economic Development work including: business retention and expansion; targeted marketing and recruitment (business attraction); improving the competitiveness of our region by focusing on workforce development and competitive infrastructure. To the extent, however, that any of the GRCC's internal strategies conflict with the requirements of this Agreement, then the GRCC and Village agree to work through those conflicts to a mutually satisfactory result.

4. **Support for Community Development**. The GRCC recognizes the interrelationships between Economic Development and Community Development in a comprehensive approach to overall community health. The GRCC will be an active participant in these efforts as may be appropriate and helpful.

5. **Investment**. GRCC and the Village agree on the following: Our Economic Development investors enjoy increased levels of service and access to information. Appendix A provides the

detail of the following in-scope services:

- Business Retention and Expansion (BRE)
- Businesses Attraction
- Marketing
- Site Readiness Support
- Workforce Development and Talent Attraction Alignment
- Collaboration on Innovation
- Program Tracking and Administration

6. **Term**. The term ("Term") of this Agreement shall be from August 1, 2026 – July 31, 2027.

7. **Payment**. In consideration of the services provided by the GRCC, the Village agrees to pay to the GRCC the sum of Six Thousand Dollars ($6,000) for year 2026 ("Investment Payment"). This investment includes the Village's GRCC membership. The payment shall be made within 30 days of the execution of the Agreement.

8. **GRCC Economic Development Committee Representation**. The Village may nominate an employee or contractor with expertise in economic growth to represent the Village on GRCC's Economic Development Committee. This committee assists the GRCC staff and Board of Directors in developing and coordinating programs and initiatives that drive the economic growth of the region.

9. **Information & Reporting**. The GRCC shall meet with Village staff once a month to discuss the Scope of Services. The GRCC shall also meet with the Village Administrator and/or Staff Liaison on an as-requested basis to discuss overall market activity within the greater region. The GRCC will report to Village Board annually and from time to as requested by the Village. GRCC shall present and provide a 6-month report to the Community Development Committee.

10. **Independent Contractor**. It is agreed that the GRCC shall perform as an independent contractor with sole control of the manner and means of performing the services required under this Agreement. It is understood, however, that the Village and the GRCC must work closely together to support successful implementation of this Agreement and the GRCC and the Village agree to mutually support good communication regarding the expectations and progress of work performed pursuant to this Agreement. The GRCC shall utilize its specialized knowledge and experience and its own means and methods of work, which shall be in the exclusive charge and control of the GRCC and which shall not be subject to control or supervision by the Village. The GRCC is, for all purposes arising out of this Agreement, an independent contractor, and neither the GRCC nor the GRCC employees sha11 be deemed an employee of the Village, by reason of this Agreement.

11. **Confidentiality**. The Village and the GRCC agree and acknowledge that the GRCC's work pursuant to this Agreement with Clients and or the Village remains confidential unless the Client and or the Village specifically approves of the disclosure or as directed by a court or regulating agency pursuant to applicable law.

12. **Indemnification of Village**. The GRCC releases, covenants, and agrees to indemnify and hold harmless the Village of Winenbago, its representatives, officers, agents, and employees from any and all claims, causes of action, demands for damages, suits, either in law or in equity, expenses, or liability of any kind arising out of or by virtue of the execution and performances of this Agreement.

13. **Insurance**. The GRCC shall obtain and maintain in full force and effect during the term of this Agreement comprehensive general liability insurance in the amount of Two Million Dollars ($2,000,000.00). The GRCC shall provide the Village with a Certificate of Insurance for said coverage prior to execution of this Agreement. All insurance policies procured by the GRCC pursuant to this Agreement shall name the Village as additional insured. All insurance policies shall provide that they may not be canceled or modified, except for an increase in coverage, without thirty (30) days', prior written notice to the Village. All insurance required hereunder shall be by a company or companies licensed to conduct business in the State of Illinois.

14. **Non-Assignability**. This Agreement and the monies to become due and services provided hereunder shall not be assignable, either by action of the GRCC or by operation and execution of this Agreement.

15. **Subcontracts.** The GRCC shall be allowed to subcontract portions of its services, provided:

a. The GRCC will in no way be relieved or excused from its responsibilities and liabilities because of its entering into a subcontract for work to be done pursuant to this Agreement; and

b. The Village shall not be liable for the payment of any wages, materials, or other expenses of any and all subcontractors.

16. **Conflict of Interest**. The Village and the GRCC hereby covenant and agree:

a. No member of the Village Council, nor any other public official who exercises any functions or responsibilities with respect to this program during the individual's term of office or for one year thereafter, shall have any personal or financial interest, direct or indirect in connection with any program assisted under this Agreement or the proceeds thereof.

b. The provisions of subparagraph A shall also apply to employees of the GRCC.

17. **Termination**.

a. Events Causing Termination. This Agreement shall terminate upon any of the following events:

i. Voluntary or involuntary dissolution of the GRCC, or a request from the GRCC, granted by the Village, to terminate its duties under this Agreement.

ii. Termination by the Village for any reason upon sixty (60) days notice.

b. Termination for Cause. If, through any cause, the GRCC shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the GRCC shall violate any of the covenants, agreements or stipulations of this contract, the Village shall give written notice to the GRCC of such violation. In the event that the GRCC neglects or refuses to correct or cure said violation to the satisfaction of the Village within thirty (30) days of its receipt of notice, then to the extent that a material or substantive breach of this Agreement still exists as of said date, this Agreement shall be void and the parties shall be subject to the liabilities set forth below.

c. Liabilities Upon Termination. In the event of termination, the GRCC shall be entitled to receive just and equitable compensation for any satisfactory work or services rendered, or expenses properly incurred under the scope of services, prior to termination. Notwithstanding the above, the GRCC shall not be relieved of liability to the Village for damages sustained by the Village by virtue of any breach of this Agreement.

d. Remedies Other Than Termination. Should review of the GRCC's performance show nonconformance to the Scope of Services, or any other terms or conditions herein, the GRCC shall be in breach of this Agreement, and the Village may take appropriate actions as it deems necessary, including but not limited to temporary withholding or reduction of payment, or suspension of program operations. The selection of a remedy other than termination shall not prevent the Village from subsequently terminating this Agreement as described herein.

18. **Administration**. The terms and provision of this Agreement shall be administered on behalf of the Village by its Village Administrator. Unless law otherwise requires, all necessary notices, submissions, and approvals shall be given to or by the Administrator.

19. **Notices**. All notices, approvals, demands, requests, or other documents required or permitted under this Agreement, other than routine communications necessary for the day-to- day operation of this program, shall be deemed properly given if hand delivered or sent by United States certified mail, postage prepaid, at the following addresses:

a. AS TO THE VILLAGE: Village Administrator; Village of Winnebago
108 W. Main Street, Winnebago, IL 61088

b. AS TO THE GRCC: CEO: Greater Rockford Chamber of Commerce; 308 W. State St., Ste. 190; Rockford, Illinois 61101

20. **Amendments**. This Agreement may be amended by written instrument executed by the parties hereto, acting therein by their duly authorized representatives. Any amendment(s) must be approved by the Village Council of the Village of Winnebago by resolution.

21. **Severability**. If any term or provision of this Agreement or the application thereof to any

person or circumstances, shall to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be effected thereby, and each remaining term and provision hereof shall be deemed valid and be enforced to the fullest extent permitted by law.

22. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and the Ordinances of the Village of Winnebago.

IN WITNESS WHEREOF, the Village and the GRCC have executed this Agreement on the date above first written.

VILLAGE OF WINNEBAGO, A Municipal Corporation

BY:____________________________________ ________________

Frank Eubank, Village President Date

ATTEST:

BY:_____________________________________ _________________

Date

GREATER ROCKFORD CHAMBER OF COMMERCE
An Illinois non-for-profit Corporation

BY:_____________________________________ _________________

Angela Kay Larson, CEO GRCC Date

APPENDIX A
Greater Rockford Chamber of Commerce
Description of Services

Greater Rockford Chamber of Commerce serves as a regional membership and economic development organization that provides services toward advocating for the business sector, developing workforce and talent, promoting innovation, marketing the region, and driving business retention, expansion and attraction.

GRCC works in collaboration with several partners including elected officials and municipal and county administrators, R1 Planning Council, GoRockford, The Workforce Connection, Rockford University, Rock Valley College, and the region's school districts.

INCLUDED IN THIS PROPOSAL

Business Retention and Expansion (BRE)
The majority of GRCC's economic development resources are dedicated to business owners who have already chosen to locate their operations in the Rockford Region.

- Company BRE interviews and data collection
- Business Sentiment Survey
- Referrals to services and prospective vendors and customers
- Assists with services and incentives
- Follow-up on assists
- Tracking of patterns and issues
- Rockford Area Aerospace Network (RAAN) development and administration

Business Attraction
GRCC leads the region's efforts in ensuring a coordinated, professional presence when working with prospects interested in exploring Rockford as a place to locate their businesses.

- Relationship management with Illinois EDC
- Relationship management with developers and site selectors
- Lead generation and follow up
- Response to Requests for Information (RFIs) and follow up
- Coordination of site visits and follow up
- Tracking of outcomes

Marketing
Only GRCC promotes the region business-to-business as a great place to live, work, and invest.

- Printed materials including Rockford Regional Overview and Welcome Home Guide
- Targeted media pitches to position existing businesses, livability and reasons to invest in Rockford:
    - Local news media
    - Regional and national business media
    - Trade publications
- Tradeshow and conference attendance and networking (evolving to exhibiting); targeted

shows for 2026 include:
  - Site Selectors Guild Annual Conference
  - Select USA Investment
  - International Manufacturing Technology Show (IMTS)
- Digital marketing:
  - GRCC website
  - Targeted aerospace microsite
  - Northern Illinois Data Dashboard collaboration
  - Social media

Site Readiness Support
The availability of ready industrial sites and acreage are critical to the region's competitiveness in supporting business growth and attracting new investors.
- Collaboration with R1 Planning Council and municipalities to improve the marketability and readiness of brownfield and greenfield development sites
- Maintenance of online property catalogs, property specifications, and assessments

Workforce Development and Talent Attraction
The number one barrier to business growth in our region is the availability of skilled workers. Improving our workforce is a matter of identifying constraints and opportunities and collaborating with partners to improve the pipeline of workers and professional talent.
- Increasing employer engagement with The Workforce Connection
- Promotion of talent development programs to employers, including those of GRCC
- Collaboration with GoRockford on the Made for Rockford Initiative

Collaboration on Innovation
The region has many people, programs, and organizations dedicated to innovation, but the ecosystem lacks coordination and alignment. GRCC can play a role in collaborating with the region's innovation leaders to amplify breakthrough ideas and technology.
- Convene and facilitate collaboration among innovation partners
- Promote our region's innovation resources and stories
- Strengthen our innovation infrastructure and access to capital

Program Tracking and Administration
Economic development programs require back-office administration to ensure ongoing collaboration and accountability for achieving results.
- Coordination of monthly meetings with regional partners
- Project management of GRCC-led projects
- Regional project tracking
- Program metrics tracking

Membership Benefits:
Associate Government Membership is ideal for organizations seeking a strong starting point as employers within the regional business ecosystem.

This level supports government offices that want to connect staff to regional networks, build awareness
of their community as a place to work and live and promote job or committee opportunities. Associate membership provides essential access to GRCC programs and workforce tools while allowing government to engage at a level that aligns with current staffing needs and capacity.

- 10 Networking Event passes for Elected Officials, Staff, Contractors
- Tailored economic development & business sentiment education for elected officials
- Reduced GRCC Member pricing for programs & events
- Promotion of your government and community events through GRCC Connect as well as social media
- Opportunities to submit up to two articles to the VOICE for consideration
- Logo Inclusion in one of our Investor Spotlight ads in the VOICE
- Print copies of the VOICE mailed to government employees & elected officials monthly
- Opportunity to host up to two (2) non-GRCC member Ribbon Cuttings & Ground Breakings within your community throughout the year
- Membership Certificate to display
- GRCC Connect emailed weekly to government employees & elected officials
- New GRCC Member Post on GRCC social media
- Opportunity to engage in advocacy efforts specific to governmental interests
- Opportunities to provide organizational updates (New Hires, Org, Wins) monthly

Greater Rockford Chamber of Commerce
308 W State St, Ste 190
Rockford, IL 61101
Tel (815) 987-8100
E-Mail info@rockfordchamber.com

GREATER ROCKFORD
CHAMBER OF COMMERCE

INVOICE 205299-C	PO NUMBER	7/17/2026

BILL TO	MESSAGE
Village of Winnebago Joseph Dienberg 108 West Main Street Winnebago, IL 61088	Thank you for your partnership!

QUANTITY	DESCRIPTION		UNIT PRICE	TOTAL
1	Membership Investment - Associate Level	Annual	1,000.00	1,000.00
1	Economic Development Investment		5,000.00	5,000.00

SUBTOTAL	6,000.00
TOTAL	**6,000.00**
PAYMENT/CREDIT/WRITE OFF/DISCOUNTS APPLIED	(0.00)
TOTAL DUE BY 8/16/2026	**6,000.00**

PAY ONLINE by credit card here: Submit payment online here **or by logging into your member account at rockfordchamber.com. Set it & forget it! We highly recommend enrolling in membership autopay to avoid a disruption in service.**

All GRCC memberships are annually renewed unless explicitly cancelled. Membership adjustments, including termination, can be made by emailing cpusateri@rockfordchamber.com or calling 815.987.8100. Membership dues are non-refundable.

If you need any billing assistance, please contact (815) 987-8100 or email info@rockfordchamber.com. If you have any questions about your membership, please contact Kristin Muehlfelder at kmuehlfelder@rockfordchamber.com.

Dues to the GRCC are not deductible as a charitable contribution, but are deductible as an ordinary and necessary expense for most Chamber members. A portion of dues, however, is not deductible as an ordinary and necessary expense to the extent that the GRCC engages in state or federal lobbying. The non-deductible portion of dues is 10%.

Agenda Item Executive Summary

Item Name	Capital Improvement Plan Update and Long-Term Facilities Planning	Committee or Board	Committee

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

The Village's Strategic Plan identifies evaluating locations and costs for future Village facilities, including a Village Hall/Police Department/Community Center and a Public Works wash bay, as a short-term complex goal. To advance this goal, the Village's Executive Team—consisting of the Director of Public Works, Chief of Police, and Village Administrator—met throughout the spring and summer to evaluate the facility needs of each department and complete a SWOT analysis of existing Village properties and other potential facility locations.

Based on this review, the Executive Team identified the Public Works wash bay as the Village's most immediate and critical facility need. Options to be further evaluated include new construction or the improvement and renovation of the former sludge-drying building. The Village's intergovernmental agreement with Winnebago Township should also be revisited before committing to a major shared Public Works facility investment.

The Executive Team determined that the existing Police Department and Village Hall facilities remain adequate for current operations and can continue to serve the Village with appropriate maintenance and improvements. The Village should also continue preliminary discussions with the Win-Bur-Sew Fire Protection District regarding potential shared public-safety space.

For long-term planning, the Executive Team recommends recognizing the current police garage property as the preferred location for a future consolidated municipal facility/community center. Establishing this direction now will allow the Village to address its immediate Public Works needs while ensuring future facility investments and decisions support a cohesive long-term plan.

ATTACHMENTS (PLEASE LIST)

Staff Memo

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff:	Joseph Dienberg, Village Administrator	Date:	8/19/2026

VILLAGE OF WINNEBAGO
MEMORANDUM

Prepared By:	Joseph Dienberg, Village Administrator
To:	Committee of the Whole
Date:	August 19, 2026
Subject:	Long-Term Village Facilities Direction

Background: For many years, the Village has discussed the need to take a comprehensive look at its facilities and determine how they can best support current operations and the community's long-term needs. The Village's current Strategic Plan identifies the following short-term complex goal: *"Investigate locations and costs for a new Village Hall/Police Department/Community Center building and a Public Works wash bay."*

Throughout the spring and summer of this year, the Executive Team—consisting of the Director of Public Works, Chief of Police, and Village Administrator—has met to evaluate the facility needs of each department. As part of this process, the team also completed a SWOT analysis of existing Village properties and other potential facility locations. The purpose of this review was to identify the most appropriate long-term use of each property and develop a cohesive direction for Village facilities. Based on that work, staff recommends the following approach.

Public Works: The Village's most immediate and critical facility need is an adequate Public Works wash bay. Public Works staff has preliminarily evaluated both constructing a new wash bay and improving an existing Village-owned building. One potential option is the former sludge-drying building that was apart of the former wastewater treatment plant, which is currently used for cold storage. Repurposing or replacing this building could address the condition and safety concerns associated with the existing Public Works facilities. However, this would not resolve the broader concerns associated with the aging Public Works facility. The primary building would remain in service and would require further evaluation and, ultimately, a comprehensive renovation or replacement. This approach would address the most urgent need while providing additional time to plan and fund a long-term solution for the overall Public Works complex.

An additional consideration is the Village's existing intergovernmental agreement with Winnebago Township. The current agreement does not adequately define the parties' long-term responsibilities or provide a strong foundation for a major joint facility investment. It would need to be revisited as part of this process.

Additional Township participation could make a joint facility more financially feasible for both entities. However, it may also present challenges regarding funding, ownership, operations, maintenance, and long-term control. These matters should be discussed and addressed through a comprehensive intergovernmental agreement before the Village proceeds with a shared facility.

Police Department: The Police Department has indicated that its current administrative offices in Village Hall and its separate police garage are adequate for present operations. The department has identified several desired improvements, including a dedicated meeting and training space and improved employee facilities. However, these are currently operational preferences rather than immediate facility needs.

The Village has also begun preliminary conversations with the Win-Bur-Sew Fire Protection District regarding the potential for shared public-safety space. Both organizations recognize that space may be available and that sharing facilities could create efficiencies for taxpayers while improving coordination between public-safety agencies.

Any shared-space arrangement would require a strong and detailed intergovernmental agreement addressing each organization's responsibilities, costs, access, operations, and long-term use of the property. Relocating some Police Department functions could also free space within Village Hall to address existing facility limitations, including the lack of a dedicated meeting room and employee lunch or break space. Creating these areas would improve the building's functionality and help extend its useful life.

This concept remains in its infancy, and there is no immediate urgency to act. Staff recommends continuing these conversations and evaluating the concept as a potential intermediate or long-term opportunity.

Administration: Village Hall remains adequate for the Administration Department's current operations. The current building does not meet current ADA standards, including the entryways, restrooms, and foyer. The building lacks certain desirable features, including a dedicated meeting room, employee break or lunch space, and significant room for additional staff. While these limitations should be considered in future planning, there is no immediate need for substantial administrative staffing growth or a new Village Hall. With appropriate repairs, maintenance, and potential remodeling, the current building can continue serving the Village for the foreseeable future.

Long-Term Municipal Facility: Staff believes that, even with continued maintenance and improvements to existing facilities, the Village should plan for a consolidated municipal facility/community center within the next 20 to 30 years.

Based on the properties evaluated, staff believes the current police garage property is the most appropriate long-term location. It provides the Village's largest suitable footprint in the downtown area and would allow the municipal center to remain connected to the historic and commercial core of the community.

Maintaining Village Hall downtown supports nearby businesses and ensures that municipal operations continue bringing employees, residents, and visitors into the downtown area. Moving Village Hall north toward the Route 20 commercial area would reduce this activity, while locating it on the Village's approximately five-acre Public Works property would introduce additional traffic into a primarily residential area.

When a new facility is eventually constructed, the existing Village Hall could potentially be sold for private redevelopment, returning the property to the tax rolls and creating an additional opportunity for downtown investment. This recommendation establishes a long-term direction rather than an immediate construction proposal. Identifying the preferred site now will allow the Village to protect the property, avoid investments that conflict with its future use, and make incremental facility decisions that support the eventual goal.

Recommended Direction: Staff recommends that the Village proceed with the following priorities:

1. Begin evaluating Public Works wash bay options as early as the current budget process, including preliminary cost estimates for new construction and the potential improvement or replacement of the former sludge-drying building, and revisit the intergovernmental agreement with Winnebago Township before committing to any joint Public Works facility or major shared investment.
2. Continue preliminary discussions with the Win-Bur-Sew Fire Protection District regarding opportunities for shared public-safety space, without establishing an immediate timeline or commitment.
3. Continue maintaining and, where practical, improving the existing Village Hall and Police Department facilities to extend their useful lives.
4. Recognize the current police garage property as the preferred long-term location for a future municipal facility while continuing to evaluate needs, costs, and funding opportunities.

This direction allows the Village to address its most immediate facility need, the Public Works wash bay, while establishing a thoughtful and cohesive framework for future Police, Administration, and municipal facility decisions.

Agenda Item Executive Summary

Item Name	6 Month Budget Review	Committee or Board	Committee

BUDGET IMPACT			
Amount:	N/A	*Budgeted:*	N/A
List what fund:	N/A		

EXECUTIVE SUMMARY

Staff will provide a six-month review of the 2026 budget. Overall, General Fund revenues are tracking with projections, and there are no current concerns with the year-end budget bottom line. Several individual expenditure line items are projected to exceed budget and will be reviewed with the Board, but these variances do not presently create an overall budget concern.

The discussion will then transition to the 2027 budget. General Fund revenues are currently projected to increase approximately 1% overall, from $2.143 million budgeted in 2026 to approximately $2.168 million in 2027. Uncommitted revenues are projected at approximately $1.898 million, an increase of approximately 1.9%.

For preliminary budgeting purposes, available uncommitted General Fund revenues have been allocated among the three primary departments based on their modeled share of available revenues: approximately 22% Administration, 28% Public Works, and 50% Police. This methodology is intended to establish departmental spending targets based on revenues reasonably available to support ongoing operations rather than building departmental requests independently and attempting to balance the budget afterward. The resulting preliminary 2027 targets are approximately $526,800 for Administration, $585,000 for Public Works, and $1.033 million for Police. These targets may be adjusted as revenue projections and personnel costs are refined through the budget process.

ATTACHMENTS (PLEASE LIST)

6 Month Budget Review Memo, CY 2027 Department Head Budget Kickoff Memo

ACTION REQUESTED

☒For Discussion Only

☐Resolution

☐Ordinance

☐Motion:

MOTION:

Staff: Joseph Dienberg, Village Administrator

Date: 8/19/2026

VILLAGE OF WINNEBAGO

MEMORANDUM

Prepared By:	Joseph Dienberg, Village Administrator
To:	Committee of the Whole
Date:	August 14, 2026
Subject:	6-Month Budget Review

Overview: Staff has completed a review of Village revenues and expenditures through approximately the first six months of the 2026 budget year. Based on this review, the Village's overall financial position remains stable, with no significant concerns regarding General Fund revenue or the General Fund's projected year-end position. Several individual expense line items are projected to exceed budget and will require continued monitoring or future line-item transfers; however, all three General Fund departments are currently projected to remain within their total departmental budgets.

Year-end projections were developed using the most appropriate method for each revenue or expense. For revenues received relatively evenly throughout the year, staff generally annualized year-to-date collections. State-shared revenues were compared against the most recent Illinois Municipal League estimates, while property taxes, contractual revenues, and other known amounts were projected using the applicable levy, agreement, or expected payment schedule.

Expenses that occur consistently throughout the year were generally annualized based on year-to-date activity. Known contractual obligations, planned purchases, seasonal expenses, and one-time costs were adjusted separately rather than relying solely on a straight-line projection. Because personnel costs represent the Village's largest operating expense and can be affected by payroll timing, vacancies, overtime, insurance elections, and benefit rates, most personnel line items were conservatively projected at their full budgeted amounts unless a different year-end amount could be reasonably established.

These projections are intended to provide a reasonable planning estimate based on the information currently available. They will continue to change as additional revenues are received, projects are completed, and remaining obligations become clearer.

2026 General Fund Revenue: General Fund revenue is projected to total approximately $2,162,600, which is approximately $19,200 above the adopted budget of $2,143,400.

Overall revenue collections are holding close to expectations. Income tax, replacement tax, local use tax, telecommunications excise tax, police fines, interest income, and ComEd utility tax are currently projected above budget. These increases are partially offset by sales and related taxes, which are projected to finish approximately $5,900 below budget, along with several smaller revenue sources that are not expected to reach their budgeted amounts.

Interest income continues to benefit from current cash balances and interest rates. However, staff does not recommend relying on interest income to support ongoing operating expenses because both balances and rates may change.

At this point, there are no significant revenue red flags. The overall projection remains close to the adopted budget, with projected collections approximately 0.9% above budget.

2026 General Administration Expenses: General Administration expenditures are projected at approximately $370,600, compared with a departmental budget of approximately $481,100. This would place the department approximately $110,500 under budget at year-end.

The largest portion of the projected savings is the $42,800 contingency amount, which is intended to remain unspent when possible and provide flexibility for unanticipated expenses or future capital needs. Codification expenses are also projected approximately $24,900 below budget based on activity to date. Additional savings are projected in software and equipment maintenance, IT services, professional fees, conferences, training, travel, and office and computer equipment.
A limited number of Administration line items are projected to exceed budget, and will be watched closely to be conservative through the rest of the year. Staff will present line-item transfers if needed at the appropriate time.

The Administration projection conservatively holds most salary and benefit accounts at their full budgeted amounts. Therefore, the projected departmental savings are primarily associated with operating expenses, contingency, and budgeted projects or services that have not been fully utilized.

2026 Public Works/Street Department Expenses: General Fund Public Works expenditures are projected at approximately $857,300, compared with a departmental budget of approximately $924,700. The department is currently projected to finish approximately $67,400 under budget.
Public Works expenses are more difficult to project on a straight-line basis because street maintenance, tree work, stormwater work, equipment maintenance, snow preparation, and capital projects are seasonal. Staff therefore reviewed year-to-date spending alongside known work planned for the remainder of the year.

Several line items are projected below budget, including street-project engineering, building maintenance, vehicle maintenance, equipment purchases, general engineering, and operating supplies. The projection continues to recognize that additional vehicle and equipment maintenance may occur during the fall as equipment is prepared for winter operations. It also includes anticipated costs for the tractor snowplow and other known remaining purchases.

A small number of line items are projected above budget, including grounds maintenance, professional services, tree removal and trimming, telephone and internet, and stormwater maintenance. These individual variances are comparatively minor and are offset by savings elsewhere in the department. The Public Works projection also includes the anticipated General Fund street-project expenditures.

2026 Police Department Expenses: Police Department expenditures are projected at approximately $990,100, compared with a departmental budget of approximately $1,012,600. The department is currently projected to finish approximately $22,500 under budget.

The most significant projected overage is police overtime. Overtime is projected at approximately $23,800, or approximately $8,800 above the $15,000 budget. This reflects actual overtime incurred to date and the expected continuation of coverage needs during the remainder of the year.

Fuel is projected at approximately $22,500, which is approximately $4,500 above budget. These accounts will need to be monitored and may require line-item transfers before the end of the year. These overages are currently offset by projected savings in audiovisual communications, Lexipol, office and computer equipment, uniforms, training, cellular phones, IT services, and software maintenance. Personnel and benefit accounts have generally been held at their full budgeted amounts despite the current vacancy, providing a conservative projection and recognizing that staffing costs may change as recruitment continues.

Although the Police Department is projected to remain within its overall budget, its available margin is smaller than those of the other General Fund departments. Overtime, fuel, staffing changes, and unanticipated equipment costs will therefore require close monitoring through the remainder of the year.

General Fund Summary: Total General Fund expenditures are projected at approximately $2,218,000, compared with the adopted expenditure budget of approximately $2,418,400. Total expenditures are therefore projected to finish approximately $200,400 below budget.

With projected revenue of approximately $2,162,600, the General Fund is currently projected to use approximately $55,400 in existing reserves during 2026. The adopted budget anticipated using approximately $275,000 in reserves. The current projection therefore represents an improvement of approximately $219,600 compared with the adopted budget.

While the General Fund is not projected to produce a year-end surplus, its projected use of reserves is substantially less than originally budgeted. There are no current concerns regarding the overall 2026 bottom line.

Summary of Other Funds: The Motor Fuel Tax Fund is projected to receive approximately $148,500 in revenue during 2026. Due to delays in receiving the necessary approvals from the Illinois Department of Transportation, the planned road project will not be let during the current construction year. Staff is therefore projecting no additional significant MFT expenditures for the remainder of 2026 beyond costs already incurred. The unspent project funds will remain available for the project when it is able to move forward.

The Community Development Fund is projected to receive approximately $176,700 in revenue, approximately $35,900 below budget. The largest revenue shortfall is associated with development escrow activity, which is dependent on the timing and level of private development. Permit revenue is also projected below budget. These reductions are partially offset by higher liquor-license revenue due to two new applicants. Expenditures are projected at approximately $118,900, leaving the fund in a positive operating position for the year.

The Strategic Reserves Fund is projected to receive approximately $13,500 in interest income and incur approximately $30,000 in professional-service expenses. Use of this fund will continue to be limited to Board-approved strategic purposes and available accumulated balances.

The Water Operations and Maintenance Fund is projected to receive approximately $1.94 million in revenue. The current revenue projection is affected by the timing of utility billing and should not be viewed as a reduction in actual water-system revenue.

Through June, the Village recorded approximately $166,800 in water sales, $101,100 in fixed administrative charges, and $238,600 in capital charges. Annualizing those collections produces projections of approximately $333,500 in water sales, $202,200 in administrative charges, and $477,100 in capital charges. Administrative-charge revenue is currently tracking above budget, while water sales and capital charges appear slightly below budget. However, the timing of billing affects the six-month comparison, and additional collections will be recorded as the billing cycle catches up.

The Village's major Sift Street water-system improvement project is also underway, making the timing of construction expenditures an important factor in the fund's year-end position.

The Village is working with Fehr Graham on a comprehensive water-rate study. That study will evaluate operating revenue, current rates, capital charges, debt obligations, ongoing system expenses, and long-term infrastructure needs. The larger policy discussions regarding the financial condition and sustainability of the Operations and Maintenance Fund will occur when the water-rate study is presented to the Village Board. Accordingly, the six-month review is intended to provide an interim snapshot rather than a complete analysis of the fund's long-term needs.

The Village Events Fund remains affected by the cancellation of the 2026 fireworks show and the related vendor costs. The savings experienced by the cancellation this year will roll into next year's show.

2027 Revenue Projections: Preliminary 2027 General Fund revenue is projected at approximately $2,165,800. This is approximately $22,400, or 1%, above the adopted 2026 revenue budget.

The 2027 projection uses the most current available information for each revenue source. State-shared income tax, replacement tax, local use tax, and other per-capita revenues are based on Illinois Municipal League estimates when available. Property-tax revenue reflects preliminary levy assumptions. Sales and related taxes are projected using recent collection trends, while contractual and fee-based revenues are based on known agreements, established rates, and reasonable activity assumptions.

The estimate remains intentionally conservative. Interest income is held at $80,000 and is not treated as a dependable source of long-term operating growth. One-time revenues, grants, asset sales, development-related income, and transfers are generally excluded unless there is a reasonable expectation that they will occur.

2027 Budget Process: The 2027 budget process began with departmental worksheets distributed in late July. Departmental projections and initial budget requests are due to the Village Administrator by Friday, August 28. Staff’s goal is to begin presenting the proposed budget to the Village Board on October 7 and complete the process before Thanksgiving.

Initial General Fund departmental spending caps have been established as follows:

- Administration: $526,800;
- Public Works: $585,000; and
- Police Department: $1,032,700.

These initial maximums were developed using each department’s modeled share of uncommitted General Fund revenue: approximately 22% for Administration, 28% for Public Works, and 50% for the Police Department. The methodology connects each department’s operating plan to the recurring revenue reasonably available after accounting for shared and fixed obligations. The caps may be adjusted as revenue, insurance, benefit, and other cost information is refined.

The preliminary worksheets assume a 15% increase in health-insurance premiums, current employee insurance elections, existing vacancies being filled, and wage increases of up to 5% based on the amounts authorized by ordinance. Updated IMRF, IDES, insurance, and other benefit rates have not yet been finalized. These assumptions will be updated before the final budget is presented.

Capital funding will be one of the most significant issues in the 2027 budget. The General Fund does not currently have sufficient dedicated revenue to sustainably address all vehicle, equipment, facility, and infrastructure needs. One-time cash balances may support projects for which funds have been intentionally accumulated, but they do not provide a long-term replacement plan.

Department heads have therefore been directed to identify efficiencies, distinguish essential services from discretionary expenses, and explain any service implications if current operations cannot be maintained within the assigned spending limits. Staff will return to the Board with updated projections, departmental requests, capital needs, and any policy decisions necessary to produce a balanced and sustainable 2027 budget.

VILLAGE OF WINNEBAGO
MEMORANDUM

Prepared By:	Jospeh Dienberg, Village Administrator
To:	Chief of Police Jeff White; Director of Public Works Chad Insko
CC:	Village Board of Trustees; Village Treasurer Dana Novinson
Date:	July 28, 2026
Subject:	2027 Budget Kickoff

Budget Kickoff

We are beginning the Village's 2027 budget process. Departmental budgets and completed worksheets are due to the Village Administrator by Friday, August 28th. Our target is to present the proposed budget to the Village Board starting on October 7th and complete the budget process before Thanksgiving.

Responsibility for completing each budget worksheet is assigned as follows:

- **01-41 – Administration:** Dienberg
- **01-42 – Public Works:** Insko
- **01-43 – Police Department:** White
- **15 – Motor Fuel Tax:** Insko
- **17 – Community Development:** Dienberg
- **24 – Strategic Reserves:** Dienberg
- **51 – Water Operations and Maintenance:** Insko
- **90 – Village Events:** Dienberg

For each assigned budget, the responsible department head must complete an updated projection of year-end 2026 expenditures, along with the requested budget amounts for 2027. Each department head must also update the accompanying capital outlay, training requests, professional-association memberships, and budget-justification pages. Submissions should be based on the most current information available and include sufficient supporting detail for significant changes, capital items, or new requests. The responsible department head must review the applicable bank balances and tracking worksheets and ensure that the entire submission is complete and consistent with the assumptions and limitations outlined in this memorandum.

General Fund Department Maximums

Each department head has received a budget worksheet establishing the following maximum General Fund budget amounts:

Administration: $526,800
Public Works: $585,000
Police Department: $1,032,700

These amounts are firm spending caps for the initial departmental submissions. If a department cannot maintain its current operations within its assigned amount, the specific shortfall, its cause, and any resulting service implications will be presented to the Village Board for consideration. Departments should not assume that funding above these amounts will be available. As further revenue projections come in, these caps may change in proportion to the revenue changes.

The maximum budget amounts were developed using each department's modeled share of 2026 uncommitted General Fund revenue: Approximately 22% for Administration, 28% for Public Works, and 50% for the Police Department. This approach is intended to connect each department's spending plan to the revenues reasonably available to support ongoing operations.

Personnel Assumptions:

Several major personnel assumptions remain preliminary. The worksheets currently assume:

1. A 15% increase in health insurance premiums;
2. Current employees remaining enrolled in their existing insurance plans; and
3. A 5% wage increase based on the amounts currently authorized by ordinance.
4. Existing departmental vacancies being filled as part of normal operations.
    - Departments should continue the normal process of filling existing vacancies. However, some members of the Village Board have inquired about current vacancies and may wish to discuss them as part of the budget process. Staffing needs and costs will therefore be reviewed alongside other departmental priorities, with the Village Board ultimately approving staffing levels through the final budget.

The Village has not yet received updated IDES, IMRF, and other fringe-benefit rates. Changes to these rates, employee insurance elections, or other personnel costs will affect the amounts available for departmental operations.

Although the budget begins with a 5% wage increase assumption (Up to 2.5% COLA, Up to 2.5% Merit), current projections may ultimately support a lower increase. The Village Administrator is authorized to reduce wage increases based on budgetary conditions. Any such decision will be made in consultation with the Chief of Police and Director of Public Works before the final budget is presented to the Village Board.

Capital Improvement Plan/Vehicle Replacement

The most significant challenge in this budget cycle will be establishing sustainable funding for capital needs, particularly vehicle replacement and infrastructure.

The Police Department receives approximately $4,000 annually in cannabis-tax revenue and has accumulated a balance over time. That funding should serve as the foundation for the department's long-term vehicle and equipment replacement planning, given the purchase meets statutory requirements.

Public Works receives approximately $100,000 annually in ComEd utility-tax revenue, which supports streetlighting and street projects. Based on prior years, the accumulated balance of that funding was exhausted by the Main Street project. Public Works is therefore beginning this budget cycle without a significant carryover balance available for future street or infrastructure projects. The General Fund also does not currently have a dedicated revenue source for replacing Public Works vehicles.

All applicable bank balances and tracking worksheets have been provided and should be used when preparing the departmental budget submissions.

Capital projects may be included when cash has been intentionally accumulated for that particular purpose, such as available Motor Fuel Tax funds, strategic reserves, or another dedicated funding source. However, unfunded capital requests cannot be included in this year's proposed budget.

Specifically, vehicle purchases should not be funded through the general use of cash reserves unless a sufficient ongoing funding source has been identified to support the Village's long-term vehicle replacement needs and replenish the amount used. A one-time cash balance does not, by itself, provide a sustainable vehicle replacement plan.

Closing these capital funding gaps will ultimately require redirecting dollars that are currently supporting operating expenses. As a result, developing a responsible capital plan may require additional operating reductions and could ultimately affect service levels. Department heads should closely review their budgets, identify efficiencies, distinguish essential services from discretionary expenses, and clearly identify the operational consequences of any proposed reductions.

This will be an extremely challenging budget cycle. I appreciate the hard work and thoughtful consideration that will go into developing these budgets, and I ask everyone to approach the process with an open mind. Difficult choices may be necessary, and our success will depend on working collaboratively to balance the Village's financial limitations, operational needs, capital responsibilities, and service priorities.