



Village of Poplar Grove – Board Meeting Memo

Kristi Richardson
Administration

7/17/25

****Subject:****

Use – 100 S. State Street Building

1. Background:

100 S. State Street is a Village owned property that used to house the village hall with the well house immediate adjacent to the building. In the past it had been rented to a local groomer, who has since vacated the property in Dec of 2024. The property currently remains empty.

2. Current Status:

I have had interest from a non-profit organization interest in potentially renting the property such that the board would like to continue to lease out the property. This non-profit is a 501c3 and may meet the IDOR requirements for property tax exemption. The potential renter is asking for some concessions in rent and repairs.

3. Fiscal Impact:

Fiscal impacts will include revenue from lease and/or sale. Expense implications may include building repairs, listing fees and/or legal costs.

4. Legal Review (if applicable):

Legal counsel was asked about the 501c3 property tax exemption possibility. No other legal services or review have been initiated.

5. Recommendation:

Recommendation to rent the property. Public use is a possibility but based on its location in the old business district it would better serve the community to have an active entity in the space.

6. Supporting Documents (if applicable):

☐ Attached

☐ Not Applicable

****Signature:****

Kristi Richardson – Village President