

**RESOLUTION NUMBER: 2026-14**

**A RESOLUTION OF THE VILLAGE OF POPLAR GROVE, ILLINOIS  
TO ADOPT AND APPROVE WATER AND SEWER INSTALLMENT PAYMENT PLAN  
POLICY AND PROCEDURES**

**WHEREAS**, the Village of Poplar Grove, Illinois (“Village”) recognizes that, from time to time, residents may struggle to pay their water and sewer bills; and

**WHEREAS**, the Village wishes to offer water and sewer installment payment plans to assist residents to pay their overdue water and sewer bills to maintain a current balance when certain criteria are met; and

**WHEREAS**, the Village has created the Water and Sewer Installment Payment Plan Policy and Procedures (“Policy”) outlining the requirements for property owners to qualify for installment payment plans and the procedure that must be followed by Village personnel as a general reference which is attached hereto as Exhibit A and incorporated herein; and

**WHEREAS**, the policy may be updated from time to time as needed to ensure adherence with the Village Code of Ordinances and best practices; and

**WHEREAS**, the Village Board has determined it is in the best interest of the Village and its citizens to adopt and approve the Policy.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.
1. The Village hereby adopts and approves the Water and Sewer Installment Payment Plan Policy and Procedures attached hereto as Exhibit A, or one in substantially similar form.
2. The Village President and Village Clerk are hereby authorized to execute and attest the Policy.

PASSED UPON MOTION BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

BY ROLL CALL VOTE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

AS FOLLOWS:

VOTING “AYE”: \_\_\_\_\_

\_\_\_\_\_

VOTING “NAY”: \_\_\_\_\_

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ABSENT, ABSTAIN, OTHER

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APPROVED \_\_\_\_\_, 2026

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VILLAGE PRESIDENT

ATTEST:

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VILLAGE CLERK

**EXHIBIT A**

**VILLAGE OF POPLAR GROVE - WATER AND SEWER INSTALLMENT PAYMENT PLAN  
POLICY AND PROCEDURES**