



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

---

**Committee of the Whole Meeting**  
Tuesday, November 19, 2024

---

**CALL TO ORDER**

Administrator Kurlinkus called meeting to order.

**ROLL CALL****PRESENT**

Trustee William Babcock  
Trustee Stacy Mallicoat  
Trustee Susan Petty  
Trustee Justin Plock  
Trustee Michael Sima  
Trustee Michael Wright  
Village President Carol Gustafson

**APPROVAL OF THE MINUTES**

**Approval of the Minutes** for the meeting of the Committee of the Whole from **November 5, 2024.**

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Sima, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

**PUBLIC COMMENT (limited to 3 minutes per speaker)**

Jana Beck, of Hodges Run Subdivision, raised concern of the cul-de-sac area where there are ruts, mud, etc. from the installation of the fiber optic cables. The corner is being dug out repeatedly by cars, garbage trucks etc. Ms. Beck also raised concerns about lighting and traffic for the project design of the Hodges Run property currently in development.

**OLD BUSINESS**

**1. Discussion and Recommendation** of adoption of a policy related to the maintenance of subdivision entrance signs and landscaping.

Administrator Kurlinkus summarized the topic of discussion of the Subdivision Entrance Signs,

The Village Board of Trustees has requested that staff create a draft policy related to the uniform maintenance of subdivision entryways and signage. The attached policy identifies the responsibilities of the Village in maintaining subdivision entryway signage and landscaping & sets a maximum \$ amount for the installation of new signage outside of what the developer has installed upon the dedication of the subdivision. It also provides the process for HOAs or neighborhood associations to request more elaborate signs & landscaping to be maintained by the association.

Trustee Plock inquired about the actual cost of a sign equivalent to Crystal Hills Subdivision, as a standard for cost or replacement. It was stated the cost of the sign at Crystal Hills was \$3500.00. Trustee Sima asked if this was budgeted for, and Trustee Plock stated it has been in the budget for the last three years.

Administrator Kurlinkus entertained a motion to move to board for approval for the policy related to the maintenance of subdivision entrance signs;

Motion made by Trustee Babcock, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Trustee Plock made a motion to get quote for neighborhood signs for Chicory Ridge and Hawks Pointe, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

## **NEW BUSINESS**

**2. Discussion and Recommendation of an agreement with Vanderwalle & Associates related to the creation of a Main Street Overlay Zoning District**

Administrator Kurlinkus summarized the recommendation stating The Village of Roscoe is actively pursuing the redevelopment of its Main Street area to create a vibrant, mixed-use district that reflects the community's goals and vision as outlined in the "Main Street District Plan" prepared by The Place Foundry. To facilitate this redevelopment, the Village seeks to create and implement a Main Street Overlay Zoning District. This initiative will ensure the zoning regulations align with the desired land use patterns, aesthetic standards, and functionality of the Main Street area. Vandewalle & Associates, the Village's current zoning consultant, has submitted a Work Order outlining their proposal to draft and implement the overlay zoning district. Their approach builds on the recommendations of the "Main Street District. Administrator Kurlinkus recommends that the Village Board approve the Work Order with Vandewalle & Associates for the creation of the Main Street Overlay Zoning District. This

partnership will provide the technical expertise and community engagement necessary to ensure the zoning ordinance reflects the goals and objectives of the Main Street redevelopment initiative. Plan” and includes ordinance amendments, mapping, public engagement, and final adoption.

Motion made by Trustee Wright, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

3. Discussion and Recommendation of future uses and development of the Village's property located at 11243 Main Street.

Administrator Kurlinkus summarized the recommendation to the board, Trustee Sima stated that the idea is to provide awareness that the property is owned by the Village and looking for development for Main Street. Administrator Kurlinkus provided a potential development timeline as :

- December 2024 - RFP Development
- January 2025- RFP Release
- March 2025 - RFP Evaluation
- April 2025- Developer Selection/Negotiation

The motion was made by Trustee Plock and seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

### **PUBLIC COMMENT (limited to 3 minutes per speaker)**

Brad Miller, who lives in Cul-de-sac, behind Stillman Bank. Mr. Miller had several concerns about the improvement of the intersection and roads in that subdivision. Mr. Miller stated that the football games provide congestion to the residence as there is only one entrance into the cul-de-sac subdivision. Mr. Miller suggested a light at the entrance, like Chicory Ridge to help with traffic flow. Brandon responded and stated that it would not be feasible for a light to be there as it is too close to the lights at 251. Mr Miller asked if there was a way to get another entrance, which Brandon stated it is a tough task from the State of Illinois. Brandon stated he would go out and look at the roads in that area.

### **PRESENTATIONS**

None

### **EXECUTIVE SESSION (IF NECESSARY)**

None

### **ADJOURNMENT**

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Plock, Seconded by Trustee Babcock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Adjourned at 746pm.