

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Approval of Resolution 2025-R39, authorizing the execution of a professional services agreement with Place Foundry, LLC to provide economic development consulting services to the Village of Roscoe [**Business District Alliance Assistance**].

Date: August 14, 2025

Meeting: Village Board – 8/19/2025

Prepared by: Josef Kurlinkus

Department: Administration

Overview/Background Information

Place Foundry has been assisting the Village with 1) the development and implementation of the Main Street District Blueprint, 2) the recruitment and formal establishment of the Business District Alliance (BDA) independent of the Village, and consisting of business owners throughout the Village, and 3) economic development planning for the I90/ Rockton Road Corridor.

The Village Board requested that Task 2 of Place Foundry's August 5, 2025 proposal — which focuses on continued support for the BDA — be considered under a separate resolution from the Rockton Road Corridor work. This separation allows the Board to review and approve the scope and cost for each initiative independently.

With the BDA now in the processes of formally establishing itself, this proposal would allow Place Foundry to continue providing organizational and operational support as the Alliance gets off the ground, ensuring a strong and sustainable start for this new business-led entity. Proposed services include assistance with finalizing 501(c)(3) formation documents, governance policies, an organizational strategic plan, member recruitment and engagement materials, and assessments of funding opportunities.

The proposal contemplates a five-month extension beginning **August 1, 2025**. For **Task 2 only** the professional fee is **\$7,000** total (**\$1,400/month** for five months), invoiced monthly with **Net 30** terms.

Action Required/Recommendation

Approval of **Resolution 2025-38**, authorizing the Village President to execute a professional services agreement with Place Foundry, LLC for **Task 2: Business District Alliance Assistance** as outlined in the August 5, 2025 proposal, in an amount not to exceed **\$7,000**.

Attachments

- Resolution 2025-R39
- Place Foundry Proposal (August 5, 2025) – Task 2