



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Committee of the Whole Meeting

Tuesday, February 18, 2025

CALL 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 **February 4, 2025.**

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

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

PUBLIC COMMENT (limited to 3 minutes per speaker)

None

OLD BUSINESS

Trustee Wright - Stateline Fast Pitch were there a lot of revisions to contract? Administrator Kurlinkus stated Stateline Fast Pitch and their attorney are reviewing and will get back. Letter from Place Foundry regarding 501c, President Gustafson stated to check tomorrow.

Trustee Wright inquired what process is for changing ordinance for a developer, on Main Street? Attorney Kurlinkus stated to have them contact Janel to set up a meeting.

Trustee Petty- how much was paid for zoning re-write back in 2018/2019? Administrator Kurlinkus stated he will check on that and circle back.

NEW BUSINESS

1. **Discussion and recommendation** of approving a new village event, **Roscoe Restaurant Week**

Administrator Kurlinkus summarized the recommendation stating Roscoe Restaurant Week 2025 would encourage both residents and visitors to explore Roscoe's culinary offerings through unique dining experiences and special promotions.

Event Overview

Dates: April 11 – April 19, 2025 (Friday – Saturday)

Objective: Boost restaurant traffic by featuring exclusive menus, special pricing, and a punch card

program to encourage diners to visit multiple establishments.

How It Works

Diners will collect a punch at each participating restaurant. Once their card is complete, they can submit it at Village Hall for a chance to win a prize, which will include gift cards generously donated by participating establishments.

Participation Options for Restaurants

Restaurants will have three ways to participate:

1. Prix Fixe Menu: A fixed-price, multi-course meal for breakfast, lunch, or dinner.
2. Roscoe Special Menu Item(s): Unique, event-specific dishes (e.g., "The Roscoe Burger" or "Roscoe Mule").
3. Combo/Value Menu: Discounted meal pairings, such as a meal with a free drink or BOGO deals

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Wright, Seconded by Trustee Mallicoat.

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

2. **Discussion and Recommendation** for a **Text Amendment** revising the Village of Roscoe Zoning Ordinance **Section 15-555 and 15-409** relating to **Solar Energy Collection Systems**.

ZBA recommends approval voting 4-0-0 on December 11, 2024.

Administrator Kulinkus summarized the recommendation, the request is an updated iteration of the text amendments presented at the November 13th Zoning Board of Appeals meeting. At this past meeting, the ZBA considered amendments regarding two topics: accessory buildings/structures and private solar energy collection systems. Based on feedback from the ZBA, staff made the following changes to the draft language. Solar Ground-Mount System Changes: The following changes were made to the draft language for the accessory building/structure topic:

1. Reduction of the maximum height allowed with the larger lot flexibility from 12 feet to 10 feet.
2. Language has been included under the 'Maximum height' standard to reflect the ZBA's desire to have specific language regarding screening. The new language permits that any private solar energy collection system taking advantage of the 'maximum height' flexibility must also provide some sort of screening "landscaping, fencing, etc." This screening method and its intensity will be subject to the ZBA's approval or modification as part of the Special Use Permit process.

Administrator Kurlinkus entertained a motion,

Motion made by Trustee Petty, Seconded by Trustee Sima.

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

3. Discussion and Recommendation for a Text Amendment revising the Village of Roscoe Zoning Ordinance **Sections 15-516, 15-517 and 15-752** relating to **Accessory Buildings and Accessory Structures**.

ZBA recommends approval voting 4-0-0 on December 11, 2024.

Administrator Kurlinkus summarized the recommendation, stating this request is an updated iteration of the text amendments presented at the November 13th Zoning Board of Appeals meeting. At this past meeting, the ZBA considered amendments regarding two topics: accessory buildings/structures and private solar energy collection systems. Based on feedback from the ZBA, staff made the following changes to the draft language.

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Petty, Seconded by Trustee Babcock.

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

4. Discussion and Recommendation of accepting as public right-of-way the dedication of a portion of property adjacent to the easternmost terminus of Edith Lane.

Administrator Kurlinkus summarized the recommendation: The Village has been approached by the owner of real property known as a portion of Edith Lane, PIN # 04-28-401-008, regarding the Village accepting the dedication of part of the parcel as right-of-way. When Edith Lane was constructed, it extended beyond the Right-of-Way onto private property. There is a solar project development on the property, and the developer wants the road issue corrected. The correction simply requires the portion of the parcel with the road extension on it to be legally described in the deed to the Village. The property owner, the solar developer, and the Village attorney have all reviewed and approved the Deed and Dedication

Administrator Kurlinkus entertained a motion;

Motion made by Trustee Babcock, Seconded by Trustee Petty.

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

5. Discussion and Recommendation of entering into an agreement with **Baker Tilly US LLP** to perform the Village's **2024 Annual Audit**.

Administrator Kurlinkus summarized the recommendation to renew the audit agreement with Baker Tilly for one year. The audit is within budget for the quoted amount of \$30,145 for FY 2024.

Administrator Kurlinkus entertained a motion,

Motion made by Trustee Babcock, Seconded by Trustee Petty.

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

6. Approval of **Resolution 2025-R##** approving the Final Plat of **Hawks Pointe Plat 6** (PIN 08-06-101-009).

Administrator Kurlinkus summarized the recommendation stating the developer has submitted a final plat and supporting documentation for Hawks Pointe Plat 6 and is seeking Village approval. Fehr Graham and Village staff have reviewed the final plat drawing and supporting documents and have found that they substantially comply with the Village Code of Ordinances and the settlement agreement. The developer's engineer, Arc Design Resources, Inc., is working on addressing the remaining minor engineering comments detailed in the letter from Fehr Graham dated 01-29-2025, which should not lead to any major design changes. A copy of this review letter and various supporting documents can be found in the COTW packets.

Administrator Kurlinkus entertained a motion,

Motion made by Trustee Mallicoat, Seconded by Trustee Wright.

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

PUBLIC COMMENT (limited to 3 minutes per speaker)

None

PRESENTATIONS

None

EXECUTIVE SESSION (IF NECESSARY)

None

ADJOURNMENT

Administrator Kurlinkus entertained a motion,

Motion made by Trustee Petty, Seconded by Trustee Wright.

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