

RESOLUTION NO. 2026- _____

A RESOLUTION AUTHORIZING THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR PROFESSIONAL PLANNING SERVICES FOR A COMPREHENSIVE PLAN AND UNIFIED DEVELOPMENT ORDINANCE UPDATE FOR THE VILLAGE OF WINNEBAGO

WHEREAS, the Village of Winnebago is a duly organized and existing Illinois municipal corporation; and

WHEREAS, the Village Board adopted the Village of Winnebago 2025–2028 Strategic Plan, which prioritizes long-range planning, land use policy alignment, downtown revitalization, and implementation-focused economic development initiatives; and

WHEREAS, the Strategic Plan specifically identifies the update of the Village’s Comprehensive Plan and Unified Development Ordinance as a key implementation action necessary to guide growth, support redevelopment, strengthen regulatory clarity, and position the Village for fiscally responsible expansion; and

WHEREAS, the Village Board has identified the need to update the Village’s Comprehensive Plan to provide clear policy direction for growth, redevelopment, infrastructure investment, and long-term municipal planning over the next fifteen (15) to twenty (20) years; and

WHEREAS, the Village further desires to update its Unified Development Ordinance to ensure consistency with the Comprehensive Plan, improve clarity and usability, and incorporate modern planning and zoning best practices; and

WHEREAS, staff has prepared a draft Request for Proposals entitled “Comprehensive Plan & Unified Development Ordinance Update Request for Proposals” dated March 6, 2026 ; and

WHEREAS, said Request for Proposals includes a detailed Scope of Services, community engagement expectations, project schedule, and selection criteria; and

WHEREAS, Exhibit A to the Request for Proposals sets forth the required Proposal Pricing Sheet for submission by interested firms; and

WHEREAS, the Committee of the Whole has reviewed the draft Request for Proposals and provided input regarding its scope and structure; and

WHEREAS, the Village Board finds it to be in the best interests of the Village to formally authorize the issuance of said Request for Proposals in order to solicit qualified planning consultants and advance the priorities identified in the 2025–2028 Strategic Plan.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Winnebago, Winnebago County, Illinois, as follows:

SECTION I – AUTHORIZATION TO ISSUE REQUEST FOR PROPOSALS

The Village Administrator is hereby authorized and directed to issue the “Comprehensive Plan & Unified Development Ordinance Update Request for Proposals” dated March 6, 2026, including Exhibit A – Proposal Pricing Sheet, in substantially the form presented to the Village Board.

SECTION II - ADMINISTRATIVE AUTHORITY

The Village Administrator is further authorized to receive proposals, coordinate the review process, conduct consultant interviews as necessary, and bring a recommendation for consultant selection to the Committee of the Whole and Village Board in accordance with the tentative schedule set forth in the Request for Proposals.

SECTION III - EFFECTIVE DATE

This resolution shall be effective immediately from and after its passage and approval as provided by law.

APPROVED BY: _____

Franklin J. Eubank, Jr., President of the Board
of Trustees of the Village of Winnebago, Illinois

ATTEST:

Sally Jo Huggins, Village Clerk

PASSED: _____

APPROVED: _____

**PUBLISHED IN
PAMPHLET FORM:** _____