

Village Administrator Monthly Report – April 2025

General Updates

- Paternity Leave: I was out on paternity leave from April 7 to April 21, 2025, and the Village team continued operations seamlessly during my absence.
- Hosted the Winnebago Intergovernmental Planning Committee (WIPC) meeting on April 23, marking its first session in over two years. The meeting included representatives from the Village, School District, Park District, and Library District.
- Prepared for the April Committee of the Whole and Village Board meetings, including agenda development and supporting materials for various matters.
- Conducted extensive research on the Grocery Tax, and other state shared revenues.
- Participated in the action planning launch meeting with staff and NIU regarding the strategic plan, which will be presented for adoption at the May Board and Committee meetings.

Economic Development/Community Development/Zoning

- Upon my return from paternity leave, I focused on catching up with ongoing projects and collaborated with the Village Engineer, Public Works, and various developers to advance community development and infrastructure projects.
- Engaged in discussions with home builders regarding property development and available incentives in the village.
- Worked with developers of the Main Street Supper Club project, hosting a meeting to guide them through the site plan review process.
- Corresponded with a potential buyer of village-owned property, reviewing the needed infrastructure improvements with the village engineer and special legal counsel, continuing with negotiations.
- The village received a text amendment application for a resident looking to adjust the fence requirements in the UDO.

Please see the attached Board Brief's for a deeper view of the month's activities for the Village.