ROSCOE TOWNSHIP
MEETING OF THE TOWNSHIP BOARD
Wednesday October 14th, 6:30pm
5792 Elevator Road – Roscoe IL

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Public Comments

a. Approval of Prior Meeting's Minutes

V. Approval of Bills

a. Supervisor's Report - Fund and Bank Balances

- General
- Road
- Cemetery

VI. New Business

a. Discuss/Approve the engagement of RK Johnson for proposed pickleball courts

a. Resolution R-2-2026-5 to appoint Tracy Terry to the cemetery committee for Roscoe Township

b. Discuss/approve electronic sign for the community center

c. Discuss/approve lettering for exterior of township building

d. Discuss/approve Saavedra group's updated quotes for community center parking lot

e. Discuss the upcoming budget/levy which must be completed by December 29th, 2026

f. Discussion for funding historical society for completion of interior of Cross House

VII. Reports

a. Supervisor's report
b. Highway Report
c. Cemetery Report
d. Historical Society Update
e. Activity Coordinator's Report
f. Committee reports

VIII. Unfinished / Old Business

IX. Other

X. Public Comments (Restricted to Agenda Items)

XI. Closed Session

Discussion of the purchase or lease or real property for the use of the public body, including whether a particular parcel should be acquired and the setting of a price for sale or lease of property owned by the public body pursuant to 5 ILCS 120/2(c)(5) and (6)

XII. Adjournment

Next regular Meeting will be November 12th, 2026, in the Township Offices

Roscoe
TOWNSHIP

September 9th, 2026, Meeting Minutes

Called to Order by: Bob Nowicki Date: September 9th, 2026 Time: 6:02pm Location: Township Office 5792 Elevator Road Roscoe IL **Pledge of Allegiance ☒**	**Attendance Roll Call:** ☒Trustee John Ballano ☒Trustee Dave Benjamin ☒Trustee Greg Ragan ☒Trustee Scott Sallinger ☒Supervisor Bob Nowicki

Public comments	• A Roscoe resident, Liz Riesche, inquired about the status of developing new pickleball courts, noting existing courts are unsuitable. Local players currently travel to Newton Park or South Bay. • The board confirmed the project is under consideration, with feasibility studies ongoing for locations like Pos Park, Cross Park, the community center, and Feldmeyer off Doyle Road. • The resident suggested four courts would be better than two. • The board plans to include the project in upcoming budget and capital improvement discussions over the winter, aiming for a spring groundbreaking.

Approval of Prior Meeting Minutes: **Roll call approval**	**Approval of General Fund:** **$45,030.39** **Roll Call approval**	**Approval of Roadway Fund:** **$49,028.07** **Roll call approval**	**Approval of Cemetery Fund:** **$8,444.86** **Roll call approval**
☒Trustee John Ballano(motion) ☒Trustee Dave Benjamin(second) ☒Trustee Greg Ragan ☒Trustee Scott Sallinger ☒Supervisor Bob Nowicki	☒Trustee John Ballano(motion) ☒Trustee Dave Benjamin(second) ☒Trustee Greg Ragan ☒Trustee Scott Sallinger ☒Supervisor Bob Nowicki	☒Trustee John Ballano(motion) ☒Trustee Dave Benjamin ☒Trustee Greg Ragan(second) ☒Trustee Scott Sallinger ☒Supervisor Bob Nowicki	☒Trustee John Ballano(motion) ☒Trustee Dave Benjamin ☒Trustee Greg Ragan ☒Trustee Scott Sallinger(second) ☒Supervisor Bob Nowick
All in favor-motion pass	All in favor-motion pass	All in favor-motion pass	All in favor-motion pass

New Business:	• **Annual Audit Report (2025-2026)** Lindsy Fish from Sikich CPA presented the annual audit for 2025-2026, which received an "unmodified opinion" (a clean audit).The total net position is approximately $9.8 million as of March 31, 2026, with an unrestricted net position of $825,000. • Total revenues were $1.976 million against expenses of about $1.7 million, resulting in a positive increase in the fund balance. The General Town Fund's balance increased by about $117,000.The township's IMRF pension plan is approximately 85% funded, with a net pension liability of $392,000, an improvement from $575,000 the previous year. • A deficit of $1,727,827 in the recreation fund was highlighted, primarily due to community center construction costs exceeding grant funds. This deficit is covered by the general fund. The board discussed potentially combining the recreation fund into the general town fund and voted to accept the audit report. • **New Sign:** A proposal for a new "Watchfire" LED sign was discussed. The price was reduced to around $35,000, and the design has village approval. However, hesitation was expressed due to future maintenance costs, with some suggesting the funds could be used more wisely. The board decided to table final approval until an updated, complete proposal including warranty information is received from the vendor. • **Exterior Stairwell:** The board approved a bid of $27,020.40 from Glenn Gold for the construction of an exterior stairwell at the community center, noting the cost was under the $30,000 threshold. The stairs will provide access for staff and maintenance. • **Township Building Exterior:** A bid of $6,140 was received for painting the building's exterior, with discussion on paint adhesion and the need for a written guarantee. For new signage, bids were received from Signs Now ($2,580 for plastic letters) and Fast Signs (over $3,300 for aluminum letters). The decision was tabled to gather more information on warranties and material samples. • **Dugout Repair and Painting:** The board discussed power washing and painting five or six dugouts. With a previously approved $12,000 for structural repairs, the total project cost could range from $19,000 to $32,000. Concerns were raised about the high investment given the underutilization of the baseball fields. It was suggested to proceed with structural repairs but have seasonal staff handle painting to save costs or to get new painting quotes in the spring. • **Conference Room Ductwork:** An estimate of $875 to insulate ductwork above the conference room ceiling to prevent condensation and water damage was discussed and deemed cost-effective

Reports:	• **Supervisor:** A decision regarding a $346,000 Certificate of Deposit (CD) due on September 26, 2026, was postponed. A special meeting will be held to discuss rates and renewal, aiming to align its due date with another CD. • A special meeting is scheduled for October 7, 2026, at 6 p.m. to discuss the upcoming budget levy, which must be completed by December 31, 2026. • **Highway:** Hard roads complete. The board discussed the need for better tracking of highway employee tasks. The current timecards lack detail, and a simple coding system was suggested to improve reporting without creating a significant burden. Highway department agreed to comply to a simple process. • **Cemetery:** three funerals two headstones • **Historical Society (in packet)** • **Activity Coordinator(in packet)** • **Committee: Parking Lot Project:** The board is waiting for a bid from Arcadia to create 36 parking spots for a budgeted amount around $100,000. • It was noted the baseball fields are underutilized, primarily used for practice in the spring. Suggestions to increase usage included having the activities coordinator handle sports scheduling, starting a park league, or hosting tournaments. John Ballano brought the idea of repurposing the fields was met with caution due to the initial high cost of their construction. • **Attorney:** ATC Easement Offer: ATC resubmitted an identical offer of $17,100 for an easement on the Rockton Road path to cut vegetation. The offer was rejected as the path cannot be sold or altered due to existing conservation and rail banking easements, which prohibit such activity.
Unfinished/Old Business:	none
Other:	none
Public Comments:	none

Motion to adjourn: Greg Ragan
Second: John Ballano
Meeting Adjourned at 7:47pm
Next Meeting:
Date: Wednesday October 7th, 2026
Time: 6:00pm

Location: Township Office
Respectfully submitted by *Shelly Taylor, Clerk*

Roscoe
TOWNSHIP

October 7th, 2026, Special Meeting Minutes

New Business:

Township Office Exterior Painting

• Township office exterior Stone block / "brick" appearance: McKee presented chemical cleaning, power washing, primer/sealer, and solid masonry topcoats (Benjamin Moore–recommended primer system) to address leaching and exterior appearance. No manufacturer guarantee was offered. A medium slate/gray solid finish was suggested; board members will review a color chart.
• McKee offered a one-year warranty to remedy failures within 365 days. Spring application was recommended to reduce moisture risks. If booked with a deposit now, product price increases under 10% would be absorbed. Contractor preferred not to purchase materials early.
• A painter identified the surface as hollow stone block rather than brick and recommended inspection of wall cap integrity to prevent moisture intrusion and coating failure. No formal approval of block painting was recorded, color selection, inspection, and scheduling remain pending.
• Metal/aluminum siding: Members discussed painting mismatched and oxidized siding in a unified medium gray/earth-tone color compatible with the burgundy awnings. A motion to accept Key Payne's bid for painting the side of the building was reported as passed. A quote was requested for painting the entire front area visible from the road. Full scope remains undecided.
Motion made by Dave Benjamin to approve exterior painting project. John Ballano seconded. All in favor, motion passed.

New Business: Tax Levy Planning and Financial Position

• Board Members discussed possible levy increases from 0% to approximately 5%, including a proposed amount around $721,000 (about 4.7%) compared with $687,000, an approximate $34,000 difference. Members expressed differing views on funding projects, fiscal restraint, maintaining existing assets, and possible no-increase options. No levy decision was recorded.
• Revenue discussion included replacement/recapture tax receipts (approximately $20,000 collected to date; historical

	average around $40,000, continuation uncertain) and estimated CD interest of $14,000. Financial figures discussed included approximately $1.5 million in general township funds as of October 5, 2026, and an estimated April 1, 2027, balance of $1,129,751. Members identified potential double-counting of CDs and unresolved questions about CD inclusion, road-fund segregation, and checking/money-market reporting. Figures were not reconciled during the meeting. • Updated figures following September closing, CD verification, separation of road and township funds, and a consolidated financial summary were requested. Levy discussion will continue at a future meeting ahead of the deadline

Closed Session:	Board Members entered closed session at 6:55pm to discuss the purchase or lease or real property for the use of the public body, including whether a particular parcel should be acquired and the setting of a price for sale or lease of property owned by the public body pursuant to 5 ILCS 120/2(c)(5) and (6)
Closed Session:	Board Members adjourned closed session at 7:15pm. No action taken during closed session
Unfinished/Old Business:	none
Public Comments:	Connie Gleasman, resident of Rockton, noted that masonry wall caps should be inspected on exterior of office before painting begins. She also urged caution about levy increases given taxpayers' burdens and suggested prioritizing projects in the coming year and adjusting future levies as needed. No resulting levy action was recorded

John Ballano motioned to adjourn Dave Benjamin seconded
Meeting Adjourned at 7:10 pm

Next Meeting:
Date: October 14th, 2026
Time: 6:30pm
Location: Township Office

XI. Closed Session

Discussion of the purchase or lease or real property for the use of the public body, including whether a particular parcel should be acquired and the setting of a price for sale or lease of property owned by the public body pursuant to 5 ILCS 120/2(c)(5) and (6)

XII. Adjournment

Next regular Meeting will be November 12th, 2026, in the Township Offices

ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
September 2026

	Type	Date	Num	Name	Memo	Account	Credit	Amount
GENERAL - ALL FUNDS								
General Town Fund								
Assessor								
	Bill	09/02/2026	221468124 Sept	T Mobil Business	Assessor / Former US Cell	Cellular Phones GR/G		112.07
	Bill	09/23/2026	90417850	Renee Linstead	Conf 9/13/-9/15 Embassy Suites	Travel Expenses		445.78
	Bill	09/23/2026	90417850	Renee Linstead	Meal	Travel Expenses		48.22
Total Assessor							0.00	606.07
Recreation Fund								
	Bill	09/02/2026	8295	Ace Hardware Roscoe	Cleaners	Maintenance & Equipment		98.33
	Bill	09/01/2026	Sept 2026	Merchant Fee Service	Monthly Service Fees	Maintenance/Repairs CC		94.97
	Bill	09/02/2026	776674-0	Office Pro	Paper Products	Programming CC		230.70
	Bill	09/02/2026	932026	Schnucks		Programming CC		41.27
	Bill	09/15/2026	2367444	Amazon	Cups	Programming CC		40.63
	Bill	09/15/2026	9750665	Amazon	Misc	Programming CC		287.54
	Bill	09/14/2026	8335	Ace Hardware Roscoe	Stone bridge	Maintenance & Equipment		136.70
	Bill	09/10/2026	8324	Ace Hardware Roscoe	Wasp Spray	Operating Supplies		15.00
	Bill	09/08/2026	8313	Ace Hardware Roscoe	Marking Flags	Maintenance/Repairs CC		27.98
	Bill	09/04/2026	Sept 2026	Canva	Sept 2026	Programming CC		15.00
	Bill	09/01/2026	Sept 2026	Mail Chimp	Sept 2026	Programming CC		20.00
	Bill	09/01/2026	4180 6 Sept 2026	Nicor Gas 4180 6 Com. Ctr.	Sept 2026	Utilities CC		130.75
	Bill	09/01/2026	79073 Sept 2026	Nicor60124579073 Cross House	Cross House	Utilities		46.63
	Bill	09/03/2026	2110031313	Pomp's Tire Service	Foam Fill	Maintenance & Equipment		125.40
	Bill	09/10/2026	9102026	Schnucks		Programming CC		88.90
	Bill	09/10/2026	9102026 834	Schnucks		Programming CC		33.54
	Bill	09/14/2026	781221339	Wex Bank Mobil	Park	Fuel		324.01
	Bill	09/08/2026	781218667	Wex Bank Mobil	Park	Fuel		31.22
	Bill	09/08/2026	781218666	Wex Bank Mobil	Park	Fuel		213.00
	Bill	09/15/2026	9152026	Jeffrey A. Myers	Architect Service 174-26 CC	Exterior Stairs to access C/C		1,274.00
	Bill	09/17/2026	61780912 Sept	ComEd 6178091222 C/C	Community Center	Utilities CC		983.59
	Bill	09/17/2026	8930423 Sept	ComEd 8930423 Cross House	Sept	Utilities		86.06
	Bill	09/17/2026	10859	Port-a-John	9-18-10-15	Port a John		288.00
	Bill	09/17/2026	9172026	Schnucks		Programming CC		35.56
	Bill	09/18/2026	8357	Ace Hardware Roscoe	Misc.	Maintenance & Equipment		26.96
	Bill	09/21/2026	47755	Randys Window Cleaning	Window Cleaning C/C grass	Cleaning CC		65.00
	Bill	09/21/2026	781223950	Wex Bank Mobil	Park	Fuel		48.37
	Bill	09/21/2026	781223949	Wex Bank Mobil	Park	Fuel		285.10
	Bill	09/24/2026	Sept 2026	T Mobile C/C	Visa Internet C/C Sept 2026	Utilities CC		50.00
	Bill	09/21/2026	63944	Johnson Tractor Inc.		Maintenance & Equipment		593.14
	Bill	09/21/2026	64021	Johnson Tractor Inc.		Maintenance & Equipment		189.58
	Bill	09/23/2026	778552	Office Pro		Office SuppliesCC		52.99
	Bill	09/25/2026	8382	Ace Hardware Roscoe	Misc.	Operating Supplies		63.74
	Bill	09/28/2026	33053352	Conserv F/S Caledonia	Park	Field Maintenance		220.03

ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
September 2026

Type	Date	Num	Name	Memo	Account	Credit	Amount
Bill	09/24/2026	778552 1	Office Pro	Ink	Office Supplies G/GA/A/GR		52.99
Bill	09/30/2026	11041	Port-a-John	9/30-10/27 2026 Kelley Myers	Port a John		134.00
Bill	09/30/2026	2110031813	Pomp's Tire Service		Maintenance & Equipment		260.29
Bill	09/30/2026	10601	Rock River Pest C/C	Pest Control Sept 2026	Maintenance/Repairs CC		120.00
Bill	09/23/2026	Sept 2026	Post Office	Stamps	Office SuppliesCC		27.34
Bill	09/25/2026	Rockton Roscoe NEWS	Visa 1173	News Paper Ad	Programming CC		10.00
Bill	09/25/2026	121803858	Russo		Maintenance & Equipment		135.94
Bill	09/28/2026	9282026	Wex Bank Mobil	Park	Fuel		24.39
Bill	09/28/2026	9282026 1	Wex Bank Mobil	Park	Fuel		265.75
Bill	09/30/2026	4532	Martin Truck and Tractor	Kubota Tractor	Maintenance & Equipment		116.47
Bill	09/01/2026	079913	Wex Bank Mobil		Fuel		392.09
Bill	09/30/2026	470890	J B Mowing	Gate Hawes Park	Labor		900.00
Bill	09/30/2026	9302026	Stateline Disposal Inc.	Hawes Park includes	Maintenance & Equipment		75.00
Bill	09/30/2026	9302026	Stateline Disposal Inc.	C/C includes	Maintenance/Repairs CC		120.00
Bill	09/26/2026	9/2026 C/C	Sanjuan Landscape Inc	Pull Weeds Trim Bushes	Maintenance/Repairs CC		120.00
Bill	09/26/2026	Sept /2026 C/C	Sanjuan Landscape Inc	Pull Weeds	Maintenance/Repairs CC		65.00
Bill	09/30/2026	9/30Hawes	Sanjuan Landscape Inc	Gate	Operating Supplies		270.00
Bill	09/30/2026	090126	High Class Cleaning LLC	Sept Cleaning	Cleaning CC		575.00
Credit	09/28/2026	33053353	Conserv F/S Caledonia	Park	Field Maintenance	31.33	-31.33
Total Recreation Fund						31.33	9,896.62
General Town Fund - Other							
Bill	09/01/2026	188233	Entre Computer Solutions		Computer Maintenance		71.00
Bill	09/01/2026	Visa Menards8312026	Menards - Beloit	Table Brackets P Towels	Office Supplies G/GA/A/GR		73.09
Bill	09/02/2026	776674-0	Office Pro	Ink	Office Supplies G/GA/A/GR		71.49
Bill	09/04/2026	Sept 2026	Charter Communications		Utilities		71.38
Bill	09/04/2026	5358750301	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR		20.26
Bill	09/01/2026	800104254610	IP Communications Inc	Phones	Utilities		252.62
Bill	09/03/2026	776674- 1	Office Pro	Ink	Office Supplies G/GA/A/GR		62.99
Bill	09/08/2026	982026	Adobe	Adobe sept 8 2026	Computer Maintenance		21.54
Bill	09/08/2026	982026	Microsoft MS Bill Info Office 365	65%	Office Supplies G/GA/A/GR		164.77
Bill	09/17/2026	13000 Sept	ComEd 31799130 KM	12585 Wilmington Circle	Utilities		218.64
Bill	09/17/2026	320000 Sept	ComEd 23100320 General Main	Split 5792 Elevator Road	Utilities		148.07
Bill	09/17/2026	7272532222 Sept	ComEd 727253 RJCross Park	11588 Cedarbrook Road Cross Park	Utilities		160.42
Bill	09/17/2026	023000 Sepy 2026	ComEd 5002323000 HonPath	Hononegah Road	Utilities		127.14
Bill	09/17/2026	09172026	Wex Bank Mobil	Assessor	Vehicle/GAS		48.39
Bill	09/17/2026	Visa Walmart	Visa 1173	Monitor candy	Office Supplies G/GA/A/GR		85.70
Bill	09/21/2026	14189	O Conner Heating Coolong & Electical	Main Office Duct Work	Maint Bldg/Equip		656.34
Bill	09/22/2026	6224042222 Sept	ComEd 6224042 HonPath 19067	Bike Path	Utilities		208.94
Bill	09/22/2026	Sept 2026	ComEd 0835842	Street Light	Utilities		69.08
Bill	09/23/2026	778552	Office Pro	Ink Paper	Office Supplies G/GA/A/GR		59.35
Bill	09/16/2026	3-2001Sept	Nicor00597320001		Utilities		16.47
Bill	09/30/2026	10602	Rock River Pest Control LLC	Sept 2026	Maint Bldg/Equip		90.00

ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
September 2026

Type	Date	Num	Name	Memo	Account	Credit	Amount
Bill	09/30/2026	490891	Rock Valley Publishing, LLC	Annual Treasures report	News Paper Publishing		427.50
Bill	09/30/2026	475518	Rock Valley Culligan (gen)	Water	Office Supplies G/GA/A/GR		42.85
Bill	09/23/2026	Sept 2026	Post Office	Stamps	Postage		27.33
Bill	09/25/2026	Sept 2026	Arthur Agency -Totally Township Websi	Website Sept 2026	Office Supplies G/GA/A/GR		74.99
Bill	09/25/2026	sept	Adobe	Adobe sept 2026 Shelly	Computer Maintenance		4.99
Bill	09/25/2026	9272026 2	Adobe	Adobe sept 27 2026	Computer Maintenance		21.54
Bill	09/25/2026	Sept 2026	Cleaning Crews	Sept 2026	Cleaning G/GR		170.00
Bill	09/30/2026	00189124	Entre Computer Solutions		Computer Maintenance		71.00
Bill	09/30/2026	9 2026	Kurlinkus Law Office, LLC	Sept 2026	Legal Services G/GA/A/GR		1,845.00
Bill	09/30/2026	779365-0	Office Pro	Ink Marker Tape Pens	Office Supplies G/GA/A/GR		198.29
Bill	09/30/2026	6692472	Xerox Business Solutions	47766	Office Supplies G/GA/A/GR		41.63
Bill	09/30/2026	5364592203	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR		33.53
Total General Town Fund - Other						0.00	5,656.33
Total General Town Fund						31.33	16,159.02
Total GENERAL - ALL FUNDS						31.33	16,159.02
TOTAL						**31.33**	**16,159.02**
Payroll					Total		$ 30,286.76
Park Labor							$ 6,974.25
					Total		53,420.03

ROSCOE TOWNSHIP
Payroll Summary
September 2026

	Ballano, J...	Benjamin,...	Breault, H...	Hanson, ...	Nowicki, ...	Ragan, Gr...	Ryan, Mar...	Sallinger, ...	Schreier, ...	Servant, ...	Taylor, S...	TOTAL
Employee Wages, Taxes and Adjustments												
Gross Pay												
Activities Coordinator	0.00	0.00	1,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,600.00
Elected Officials G	1,150.00	1,150.00	0.00	0.00	1,833.33	1,150.00	0.00	1,150.00	2,083.33	4,230.76	600.00	13,347.42
Office Assistant/Backup	0.00	0.00	0.00	0.00	0.00	0.00	864.00	0.00	0.00	0.00	0.00	864.00
HolidayGen 60%..	0.00	0.00	0.00	120.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.48
Hourly 60% Gen	0.00	0.00	0.00	1,317.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,317.75
Vacation 60% General Town	0.00	0.00	0.00	481.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	481.92
Total Gross Pay	1,150.00	1,150.00	1,600.00	1,920.15	1,833.33	1,150.00	864.00	1,150.00	2,083.33	4,230.76	600.00	17,731.57
Deductions from Gross Pay												
Dental Ins Employee 2	0.00	0.00	0.00	-9.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-9.26
Health Emp only	0.00	0.00	0.00	-206.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-206.06
HSA Deduction	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-60.00
IMRF	0.00	0.00	0.00	-86.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-86.40
Vision 3 Employee	0.00	0.00	0.00	-1.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1.36
Total Deductions from Gross Pay	0.00	0.00	0.00	-363.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-363.08
Adjusted Gross Pay	1,150.00	1,150.00	1,600.00	1,557.07	1,833.33	1,150.00	864.00	1,150.00	2,083.33	4,230.76	600.00	17,368.49
Net Pay	**1,150.00**	**1,150.00**	**1,600.00**	**1,557.07**	**1,833.33**	**1,150.00**	**864.00**	**1,150.00**	**2,083.33**	**4,230.76**	**600.00**	**17,368.49**
Employer Taxes and Contributions												
Medicare (company)	16.67	16.67	23.20	23.84	26.58	16.67	12.53	16.67	30.20	61.35	8.70	253.08
Social Security (company)	71.30	71.30	99.20	101.90	113.67	71.30	53.57	71.30	129.17	262.31	37.20	1,082.22
Dental Company 2	0.00	0.00	0.00	17.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17.22
Health Employee (company)	0.00	0.00	0.00	382.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	382.72
HSA (company)	0.00	0.00	0.00	45.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00
IMRF (company)	0.00	0.00	0.00	365.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	365.98
Vison Company 3	0.00	0.00	0.00	2.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.54
Total Employer Taxes and Contributions	**87.97**	**87.97**	**122.40**	**939.20**	**140.25**	**87.97**	**66.10**	**87.97**	**159.37**	**323.66**	**45.90**	**2,148.76**

ROSCOE TOWNSHIP
GENERAL Payroll Summary
September 2026

	Berner, Debora...	Hawes, Joann L	Linstead, Rene...	Loch, Alyssa N	Servant, Talia C	Zintak, Patricia J	TOTAL
Employee Wages, Taxes and Adjustments							
Gross Pay							
Hourly ASR	1,493.79	1,005.73	2,580.48	837.48	1,684.93	1,464.22	9,066.63
Total Gross Pay	1,493.79	1,005.73	2,580.48	837.48	1,684.93	1,464.22	9,066.63
Adjusted Gross Pay	1,493.79	1,005.73	2,580.48	837.48	1,684.93	1,464.22	9,066.63
Net Pay	**1,493.79**	**1,005.73**	**2,580.48**	**837.48**	**1,684.93**	**1,464.22**	**9,066.63**
Employer Taxes and Contributions							
Medicare (company)	21.66	14.59	37.42	12.15	24.44	20.23	130.49
Social Security (company)	92.62	62.36	159.99	51.92	104.46	86.50	557.85
IMRF (company)	0.00	0.00	491.84	159.62	0.00	0.00	651.46
Total Employer Taxes and Contributions	**114.28**	**76.95**	**689.25**	**223.69**	**128.90**	**106.73**	**1,339.80**

G/A

ROSCOE TOWNSHIP
Payroll Summary
September 2026

	Hanson, ...	TOTAL
Employee Wages, Taxes and Adjustments		
Gross Pay		
HolidayGA 15%	30.12	30.12
Hourly 15%GA	329.23	329.23
Vac 15% Hourly GA	120.48	120.48
Total Gross Pay	479.83	479.83
Deductions from Gross Pay		
Dental Ins Employee 2	-2.32	-2.32
Health Emp only	-51.49	-51.49
HSA Deduction	-14.99	-14.99
IMRF	-21.59	-21.59
Vision 3 Employee	-0.34	-0.34
Total Deductions from Gross Pay	-90.73	-90.73
Adjusted Gross Pay	389.10	389.10
Net Pay	**389.10**	**389.10**
Employer Taxes and Contributions		
Medicare (company)	5.96	5.96
Social Security (company)	25.46	25.46
Dental Company 2	4.30	4.30
Health Employee (company)	95.63	95.63
HSA (company)	11.25	11.25
IMRF (company)	91.46	91.46
Vison Company 3	0.64	0.64
Total Employer Taxes and Contributions	**234.70**	**234.70**

ROSCOE TOWNSHIP
ROAD & BRIDGE Monthly Bills Report
September 2026

Type	Date	Num	Name	Memo	Account	Amount
ROAD & BRIDGE - ALL FUNDS						
General Road Fund						
Bill	09/02/2026	1375-5	Sherwin-Williams Co	Glass Beads	Maintenance - Roads GR/HR	489.61
Bill	09/04/2026	Sept 2026	Charter Communications		Utilities	23.79
Bill	09/04/2026	5358750301	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR	60.78
Bill	09/01/2026	800104254610	IP Communications Inc		Utilities	84.21
Bill	09/08/2026	982026	Microsoft MS Bill Info Office 365	25%	Office Supplies G/GA/A/GR	63.37
Bill	09/17/2026	8347	Ace Hardware Roscoe		Maint Bldg/Equip	10.18
Bill	09/17/2026	320000 Sept	ComEd 23100320 General Main	Split 5792 Elevator Road	Utilities	444.22
Bill	09/17/2026	9969032222 Sept	ComEd 996903 R&B	#2 Road 5792 Elevator Road	Utilities	292.96
Bill	09/17/2026	2110031627	Pomp's Tire Service	Tire Fixed	Maintenance - Trucks GR	749.80
Bill	09/17/2026	0641199570826	Sherwin-Williams Co	Paint	Maintenance - Roads GR/HR	412.27
Bill	09/17/2026	Visa Walmart	Visa 1173		Operating Supplies GR/HR	28.57
Bill	09/21/2026	14189	O Conner Heating Coolong & Electical		Maint Bldg/Equip	218.78
Bill	09/21/2026	573464	Jerry's Auto Parts		Maintenance - Trucks GR	72.25
Bill	09/22/2026	SP4 131465	ALTA Equipment Co.	Bolts Nuts Blade	Maint Bldg/Equip	384.29
Bill	09/23/2026	778552	Office Pro		Operating Supplies GR/HR	24.73
Bill	09/28/2026	573819	Jerry's Auto Parts		Maintenance - Trucks GR	21.50
Bill	09/28/2026	573820	Jerry's Auto Parts		Maintenance - Trucks GR	17.50
Bill	09/28/2026	70853	Northern Illinois Services Co	Shot rock	Maintenance - Roads GR/HR	63.96
Bill	09/16/2026	5540	N-Trak Group		Maintenance - Roads GR/HR	248.03
Bill	09/16/2026	3-2001Sept	Nicor00597320001	5792 Elevator Road	Utilities	49.40
Bill	09/23/2026	92026	Verizon	Sept	Cellular Phones GR/G	342.76
Bill	09/23/2026	Sept 2026	Post Office	Stamps	Postage	27.33
Bill	09/25/2026	Sept 2026	Arthur Agency -Totally Township Websites		Office Supplies G/GA/A/GR	25.00
Bill	09/25/2026	Sept 2026	Cleaning Crews		Cleaning G/GR	50.00
Bill	09/30/2026	9 2026	Kurlinkus Law Office, LLC		Legal Services G/GA/A/GR	615.00
Bill	09/30/2026	9302026	Stateline Disposal Inc.	5792 Elevator Rd.	Maint Bldg/Equip	75.00
Bill	09/30/2026	70922	Northern Illinois Services Co	RAP	Maintenance - Roads GR/HR	728.46
Bill	09/30/2026	779365-0	Office Pro		Office Supplies G/GA/A/GR	66.09
Bill	09/30/2026	6692472	Xerox Business Solutions	47766	Office Supplies G/GA/A/GR	13.87
Bill	09/30/2026	5364592203	Cintas First Aid & Safety	Medical supplies to restock cabinet	Office Supplies G/GA/A/GR	100.56
Total General Road Fund						5,804.27
Hard Road Fund						
Bill	09/04/2026	09042026	Blain's Farm & Fleet	Sprayer	Operating Supplies GR/HR	315.36
Bill	09/17/2026	6th Payment	Deere Credit Inc	6th Payment 6/7	Misc Capital Outlay	24,639.31
Bill	09/17/2026	Visa Menards9162026	Menards - Beloit	misc.	Operating Supplies GR/HR	369.36
Bill	09/28/2026	568669 2	L/R Lincoln Rental -All & Sales Inc.	Roller Fee	Rental Equipment	19.80
Bill	09/23/2026	178720	Smith Oil Corporation	E 10 unl Reg 87	Gas & Oil GR/HR	858.59
Bill	09/23/2026	178720	Smith Oil Corporation	Tax	Gas & Oil GR/HR	114.74
Bill	09/23/2026	178719	Smith Oil Corporation	Tax	Gas & Oil GR/HR	280.99
Bill	09/23/2026	178719	Smith Oil Corporation	clear #2	Gas & Oil GR/HR	2,872.38

ROSCOE TOWNSHIP
ROAD & BRIDGE Monthly Bills Report
September 2026

	Type	Date	Num	Name	Memo	Account	Amount
	Bill	09/30/2026		Allabaugh Well Co.		Operating Supplies GR/HR	2,000.00
	Bill	09/30/2026	10012026	Tim Hanson	Boots 2026	Operating Supplies GR/HR	173.00
Total Hard Road Fund							31,643.53
Total ROAD & BRIDGE - ALL FUNDS							37,447.80
TOTAL							**37,447.80**
Payroll						Total	$ 31,644.89
						Total	69,092.69

ROSCOE TOWNSHIP
ROAD & BRIDGE Monthly Payroll Summary
September 2026

	Draves, Dakota	Grant, Kimbley...	Hanson, Rhon...	Hanson, Tim A	LaLoggia, Mic...	Nichols, Geral...	Nimmer, Harol...	Williams, Matt...	TOTAL
Employee Wages, Taxes and Adjustments									
Gross Pay									
Comp Earned R&B	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Comp Paid R&B	0.00	0.00	0.00	96.25	0.00	0.00	513.50	27.00	636.75
HolidayRB	156.00	148.00	0.00	220.00	148.00	200.00	316.00	216.00	1,404.00
HolidayRoad25%	0.00	0.00	50.20	0.00	0.00	0.00	0.00	0.00	50.20
Hourly 25% ROAD	0.00	0.00	549.28	0.00	0.00	0.00	0.00	0.00	549.28
Hourly ROAD	2,915.25	2,183.00	0.00	2,928.75	2,590.00	3,725.00	4,384.50	4,077.00	22,803.50
Vac 25% Hourly Road	0.00	0.00	200.80	0.00	0.00	0.00	0.00	0.00	200.80
Vacation Hard Road	48.75	296.00	0.00	1,155.00	0.00	0.00	790.00	0.00	2,289.75
Total Gross Pay	3,120.00	2,627.00	800.28	4,400.00	2,738.00	3,925.00	6,004.00	4,320.00	27,934.28
Deductions from Gross Pay									
Dental Ins Employee 2	-15.42	0.00	-3.84	0.00	0.00	-15.42	-15.42	0.00	-50.10
Health Emp only	-343.42	0.00	-85.87	0.00	0.00	-343.42	-343.42	0.00	-1,116.13
Health/Family	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,043.66	-1,043.66
HSA Deduction	0.00	0.00	-25.01	0.00	0.00	0.00	-200.00	0.00	-225.01
IMRF	-140.40	0.00	-36.02	-198.00	0.00	-176.63	-270.18	-194.40	-1,015.63
Vision 3 Employee	0.00	0.00	-0.58	0.00	0.00	-2.28	-2.28	0.00	-5.14
Total Deductions from Gross Pay	-499.24	0.00	-151.32	-198.00	0.00	-537.75	-831.30	-1,238.06	-3,455.67
Adjusted Gross Pay	2,620.76	2,627.00	648.96	4,202.00	2,738.00	3,387.25	5,172.70	3,081.94	24,478.61
Net Pay	**2,620.76**	**2,627.00**	**648.96**	**4,202.00**	**2,738.00**	**3,387.25**	**5,172.70**	**3,081.94**	**24,478.61**
Employer Taxes and Contributions									
Medicare (company)	40.04	38.10	9.92	63.80	39.70	51.68	78.92	47.50	369.66
Social Security (company)	171.20	162.88	42.47	272.80	169.75	220.96	337.46	203.14	1,580.66
Dental Company 2	28.70	0.00	7.18	0.00	0.00	28.70	28.70	0.00	93.28
Health Employee (company)	637.86	0.00	159.51	0.00	0.00	637.86	637.86	0.00	2,073.09
Health Family (company)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,938.24	1,938.24
HSA (company)	75.00	0.00	18.75	0.00	0.00	75.00	75.00	75.00	318.75
IMRF (company)	594.68	0.00	152.53	838.64	0.00	748.11	1,144.37	823.40	4,301.73
Vison Company 3	0.00	0.00	1.06	0.00	0.00	4.24	4.24	0.00	9.54
Total Employer Taxes and Contributions	**1,547.48**	**200.98**	**391.42**	**1,175.24**	**209.45**	**1,766.55**	**2,306.55**	**3,087.28**	**10,684.95**

ROSCOE TOWNSHIP
GENERAL Monthly Bills Report
September 2026

	Type	Date	Num	Name	Memo	Account	Amount
GENERAL - ALL FUNDS							
Cemetery Fund							
	Bill	09/01/2026	2741	Green Thumb Lawn Care	8/3-8/10-8/17-8/25	Lawn/Labor Maintenance Roscoe	4,000.00
	Bill	09/01/2026	Fertilizer	Nature Scape	Willowbrook	Fertilizer Lawn Care	870.15
	Bill	09/02/2026	034266	Rod Chambers	Mow & Trim 8/11-8/19-8/26	Lawn/Labor Maintenance Willowbk	1,005.00
	Bill	09/02/2026	034266	Rod Chambers	Spray Path, beds	Lawn/Labor Maintenance Willowbk	90.00
	Bill	09/11/2026	16819	Drost Enterprises Pest Elimination	Ground Hornets Roscoe Cemetery	Operating Supplies Cemetery	100.00
	Bill	09/01/2026	7221	Hallen Burial Vault Inc	Benskin Hahne George 1 urn	Burials Expense Cemetery	2,475.00
	Bill	09/08/2026	982026	Microsoft MS Bill Info Office 365	10%	Office Supplies Cemetery	25.34
	Bill	09/17/2026	Sept 16 2026	Tracy Terry	Paint and supplies for shed P/H	Operating Supplies Cemetery	248.04
	Bill	09/17/2026	9152026	Northern Illinois Monument	Refund on over payment	Stone Setting Cemetery	450.00
	Bill	09/22/2026	Sept 2026	Tracy Terry	9/7 Walker Anderson Nelson Kenny	Cemetery Misc Labor	100.00
	Bill	09/22/2026	Sept 2026	Tara Taylor	Walker Anderson Nelson	Cemetery Misc Labor	75.00
	Bill	09/22/2026	Sept	Scott A Brady	Walker Anderson Nelson	Cemetery Misc Labor	75.00
	Bill	09/23/2026	778552	Office Pro		Office Supplies Cemetery	138.82
	Bill	09/28/2026	U10000348690	GFL ENVIRONMENTALPinnHill	Pinnacle Hill Sept	Waste Removal Pinnacle Hill	97.23
	Bill	09/30/2026	470889	J B Mowing	Mow 9/5	Lawn/Labor Maintenance PinnHill	210.00
	Bill	09/30/2026	470889	J B Mowing	Mow9/12	Lawn/Labor Maintenance PinnHill	210.00
	Bill	09/30/2026	470889	J B Mowing	Mow 9/19-9/26	Lawn/Labor Maintenance PinnHill	420.00
	Bill	09/30/2026	470889	J B Mowing	Spray for weeds	Lawn/Labor Maintenance PinnHill	22.50
Total Cemetery Fund							10,612.08
Total GENERAL - ALL FUNDS							10,612.08
TOTAL							**10,612.08**
Payroll						Total	$ 1,817.53
						Total	12,429.61

ROSCOE TOWNSHIP
Payroll Summary - Cemetery
September 2026

	Brady, S...	Taylor, T...	Terry, Tr...	TOTAL
Employee Wages, Taxes and Adjustments				
Gross Pay				
Salary Cemetery Committee	188.37	500.00	1,000.00	1,688.37
Total Gross Pay	188.37	500.00	1,000.00	1,688.37
Adjusted Gross Pay	188.37	500.00	1,000.00	1,688.37
Net Pay	**188.37**	**500.00**	**1,000.00**	**1,688.37**
Employer Taxes and Contributions				
Medicare (company)	2.73	7.25	14.50	24.48
Social Security (company)	11.68	31.00	62.00	104.68
Total Employer Taxes and Contributions	**14.41**	**38.25**	**76.50**	**129.16**

ROSCOE TOWNSHIP
Reconciliation Summary
CBI Bank [redacted] CHECKING, Period Ending 09/30/2026

	Sep 30, 26	
Beginning Balance		68,754.65
Cleared Transactions		
Checks and Payments - 142 items	-115,745.54	
Deposits and Credits - 10 items	120,556.85	
Total Cleared Transactions	4,811.31	
Cleared Balance		**73,565.96**
Uncleared Transactions		
Checks and Payments - 83 items	-72,408.65	
Total Uncleared Transactions	-72,408.65	
Register Balance as of 09/30/2026		**1,157.31**
New Transactions		
Checks and Payments - 22 items	-26,893.21	
Deposits and Credits - 3 items	3,961.90	
Total New Transactions	-22,931.31	
Ending Balance		**-21,774.00**

ROSCOE TOWNSHIP
Reconciliation Summary
CBI Bank (TRANSFER ACCT) [redacted], Period Ending 09/30/2026

	Sep 30, 26	
Beginning Balance		1,499,273.45
Cleared Transactions		
Checks and Payments - 1 item	-115,000.00	
Deposits and Credits - 6 items	606,702.37	
Total Cleared Transactions	491,702.37	
Cleared Balance		**1,990,975.82**
Register Balance as of 09/30/2026		1,990,975.82
Ending Balance		1,990,975.82

ROSCOE TOWNSHIP
Reconciliation Summary
Stillman Banc Corp [redacted]72, Period Ending 09/30/2026

	Sep 30, 26	
Beginning Balance		346,780.65
Cleared Transactions		
Deposits and Credits - 1 item	685.65	
Total Cleared Transactions	685.65	
Cleared Balance		**347,466.30**
Register Balance as of 09/30/2026		347,466.30
Ending Balance		347,466.30

ROSCOE TOWNSHIP
Reconciliation Summary
Stillman Bank Corp [redacted]63, Period Ending 09/30/2026

	Sep 30, 26	
Beginning Balance		220,391.05
Cleared Transactions		
Deposits and Credits - 1 item	688.07	
Total Cleared Transactions		688.07
Cleared Balance		**221,079.12**
Register Balance as of 09/30/2026		221,079.12
Ending Balance		221,079.12

ROSCOE TOWNSHIP
Reconciliation Summary
First Mid CD[redacted]98, Period Ending 09/30/2026

	Sep 30, 26	
Beginning Balance		605,410.08
Cleared Transactions		
Deposits and Credits - 1 item	5,795.41	
Total Cleared Transactions	5,795.41	
Cleared Balance		**611,205.49**
Register Balance as of 09/30/2026		611,205.49
Ending Balance		611,205.49

ROSCOE TOWNSHIP
FUND BALANCES
As of September 30, 2026

	Sep 30, 26
ASSETS	0.00
LIABILITIES & EQUITY	
Equity	
General Town Fund Balance	1,333,990.15
General Assistance Fund Balance	37,479.19
Cemetery Fund Balance	131,394.05
General Road & Bridge Fund Bal	360,611.69
Hard Road Fund Balance	598,916.73
Special Bridge Fund Balance	695,242.41
Total Equity	3,157,634.22
TOTAL LIABILITIES & EQUITY	**3,157,634.22**

AS OF

9/30/2026

TOWNSHIP ACCOUNTS

BANK OR OTHER	TYPE OF ACCOUNT	DATE OPENED	ACCT NO	ACCOUNT VALUE	AS OF DATE	CURRENT INTEREST RATE	MATURITY DATE	GENERAL ROAD OR GRANT
FIRST MID	CD	6/30/2026	xxx8143	**$ 611,205.49**	**9/30/2026**	3.78%	**1/30/2027**	BRIDGE
STILLMAN	CD	7/10/2026	XXX4284	**$ 221,079.12**	**9/30/2026**	3.95%	**1/10/2027**	General
STILLMAN	CD	3/20/2026	XXX9272	**$ 347,466.30**	**9/30/2026**	3.75%	**9/20/2026**	General
CBI BANK	CHECKING			**$ 73,565.96**	**9/30/2026**			GENERAL
CBI BANK	MONEY MAR			**$ 1,990,975.82**	**9/30/2026**	2.20%		GENERAL
				$ 3,244,292.69				

Roscoe Township Balance Sheet Sept 2026

General Account Funds

General Town & Assessor Fund			
Beginning Balance from Aug 2026	1,135,556.74		
Income received during month	251,853.44		
Expenses approved this meeting	(53,420.03)		
Adjustment			
Ending Balance for Sept 2026		1,333,990.15	
General Assistance Fund			
Beginning Balance from Aug 2026	37,287.43		
Income received during month	906.29		
Expenses approved this meeting	(714.53)		
Adjustments			
Ending Balance for Sept 2026		37,479.19	
Cemetery Fund			
Beginning Balance from Aug 2026	115,743.39		
Income received during month	28,080.27		
Expenses approved this meeting	(12,429.61)		
Adjustments			
Ending Balance for Sept2026		131,394.05	
General Account Fund Ending Balance			**$ 1,502,863.39**

Road Account Funds

General Road Fund			
Beginning Balance from Aug 2026	342,407.42		
Income received during month	25,200.24		
Expenses approved this meeting	(6,995.97)		
Adjustments			
Ending Balance for Sept2026		360,611.69	
Hard Road Fund			
Beginning Balance from Aug 2026	361,158.11		
Income received during month	299,855.34		
Expenses approved this meeting	(62,096.72)		
Adjustments			
Ending Balance for Sept 2026		598,916.73	
Special Bridge Fund			
Beginning Balance from Aug 2026	685,609.64		
Income received during month	9,632.77		
Expenses approved this meeting	-		
Adjustments			
Ending Balance for Sept 2026		695,242.41	
Road Account Fund Ending Balance			**$ 1,654,770.83**

Roscoe Township Total Fund Balance **$ 3,157,634.22**

Roscoe Township Total Equity

Roscoe Township Bank Account Balances

	Money Market Account	1,990,975.82	2.02%
	Checking Account	73,565.96	
	Bank Balance	2,064,541.78	
	CD Investments First Mid	611,205.49	
	Stillman Bank 9272	347,466.30	
	Stillman Bank 5463	221,079.12	
	Outstanding checks	(72,408.65)	
	Adjustment (Liabilities)		
Comm Center	Income and Refundable Deposit	(14,249.82)	
		3,157,634.22	

General Town	CD Investment Stillman Bank 9272	347,466.30	
General Town	CD Investment Stillman Bank 5463	221,079.12	
Spec Bridge	CD Investment First Mid	611,205.49	
		1,179,750.91	

Stillman Bank 5463 General Town

		Maturity	Intrest	Current Rate
9/30/2026	$ 221,079.12	1/10/2027	$ 688.07	3.95%
8/31/2026	$ 220,391.05	1/10/2027	$ 759.26	3.95%
7/31/2026	$ 219,631.79	1/10/2026	$ 384.78	3.95%
7/10/2026	$ 219,247.01	1/10/2026	$ 113.48	3.95%
6/30/2026	$ 219,133.53	6/24/2026	$501.66	3.70%
5/31/2026	$ 218,631.87	6/24/2026	$ 697.96	3.70%
4/30/2026	$ 217,933.91	6/24/2026	$ 654.33	3.70%
3/31/2026	$ 217,279.58	6/24/2026	$ 676.15	3.70%
2/28/2026	$ 216,603.43	6/24/2026	$ 610.71	3.70%
1/31/2026	$ 215,992.72	6/24/2026	$ 676.14	3.70%
12/31/2025	$ 215,316.58	6/24/2026	$ 152.68	3.70%
12/24/2025	$ 215,163.90	6/24/2026		3.70%

First Mid Special Bridge

		Maturity	Interest	Current Rate
9/30/2026	$ 611,205.49	1/30/2027	$ 5,795.41	3.78%
8/31/2026	$ 605,410.08	1/30/2027		3.78%
7/31/2026	$ 605,410.08	1/30/2027		3.78%
6/30/2026	$ 605,410.08	1/30/2027	$ 1,883.36	3.78%
5/31/2026	$ 603,526.72	1/30/2027	$ 5,318.12	3.78%
4/30/2026	$ 598,208.30	6/26/2026		3.70%
3/31/2026	$ 598,208.60	6/26/2026		3.70%
2/28/2026	$ 598,208.60	6/26/2026	$ 5,448.13	3.70%
1/31/2026	$ 592,760.47	6/26/2026		3.70%
12/31/2025	$ 592,760.47	6/26/2026		3.70%
11/30/2025	$ 592,760.47	6/26/2026	$ 160.75	3.70%
10/31/2025	$ 592,599.72	6/26/2026	$ 146.10	3.70%

Stillman Bank 9272 General Town

		Maturity	Intrest	Current Rate
9/30/2026	$ 347,466.30	9/20/2026	$ 685.65	3.75%
8/31/2026	$ 346,780.65	9/20/206	$ 1,121.10	3.75%
7/31/2026	$ 345,659.55	9/20/2026	$ 1,086.06	3.75%
6/30/2026	$ 344,573.49	9/20/2026	$ 1,015.99	3.75%
5/31/2026	$ 343,557.50	9/20/2026	$ 1,121.10	3.75%
4/30/2026	$ 342,436.40	9/20/2026	$ 980.95	3.75%
3/31/2026	$ 341,455.45	9/20/2026	$ 455.45	3.75%
3/20/2026	$ 341,000.00	9/20/2026		3.75%

ROSCOE TOWNSHIP
ALL GENERAL TOWN FUND Performance to Budget
April 2026 through March 2027

	Apr '26 - Mar 27	Budget	$ Over Budget	% of Budget	
Ordinary Income/Expense					
Income					
REVENUE					
Real Estate Tax	618,802.78	640,896.00	-22,093.22	96.6%	
Replacement Tax	20,127.55	17,000.00	3,127.55	118.4%	
Interest Income	15,263.87	10,000.00	5,263.87	152.6%	
Comm Ctr Rental Income	18,958.45	30,000.00	-11,041.55	63.2%	
Other Income	2,513.13				
Total REVENUE	675,665.78	697,896.00	-22,230.22		96.8%
Total Income	675,665.78	697,896.00	-22,230.22		96.8%
Gross Profit	675,665.78	697,896.00	-22,230.22		96.8%
Expense					
PAYROLL EXPENSES					
Elected Officials G	65,915.28	118,400.00	-52,484.72	55.7%	
Assessor's Staff A	58,110.58	94,600.00	-36,489.42	61.4%	
Activities Coordinator	11,200.00	20,800.00	-9,600.00	53.8%	
Administrative Assistant	13,453.74	35,344.00	-21,890.26	38.1%	
FICA Employer	11,659.94	21,462.00	-9,802.06	54.3%	
Health Insur Employer	2,487.68	5,577.00	-3,089.32	44.6%	
Dental Ins Company	93.05	275.00	-181.95	33.8%	
Vision Ins Company	16.51	0.00	16.51	100.0%	
HSA Employer	292.50	630.00	-337.50	46.4%	
IMRF Employer	5,768.94	13,218.00	-7,449.06	43.6%	
Office Assistant/Backup	5,984.00	11,232.00	-5,248.00	53.3%	
PAYROLL EXPENSES - Other	103.46				
Total PAYROLL EXPENSES	175,085.68	321,538.00	-146,452.32		54.5%
CONTRACTUAL SERVICES					
Accounting/Auditing G/GA/A/GR	11,850.00	12,500.00	-650.00	94.8%	
Cleaning G/GR	1,085.00	1,990.00	-905.00	54.5%	
Computer Maintenance	4,241.08	20,450.00	-16,208.92	20.7%	
Dues G/A	1,015.07	2,150.00	-1,134.93	47.2%	
Legal Services G/GA/A/GR	10,095.00	30,000.00	-19,905.00	33.7%	
Maint Bldg/Equip	6,734.23	7,000.00	-265.77	96.2%	
News Paper Publishing	498.75	500.00	-1.25	99.8%	
Postage	85.83	750.00	-664.17	11.4%	
SMTD Bus Service	0.00	3,000.00	-3,000.00	0.0%	
TOIRMA Liability GR/G	19,431.00	25,000.00	-5,569.00	77.7%	
Training	3,036.89	4,850.00	-1,813.11	62.6%	
Travel Expenses	546.00	2,260.00	-1,714.00	24.2%	
Utilities	6,969.14	13,650.00	-6,680.86	51.1%	
Vehicle/GAS	486.71	500.00	-13.29	97.3%	
Cellular Phones GR/G	201.71				
Total CONTRACTUAL SERVICES	66,276.41	124,600.00	-58,323.59		53.2%
Budgeted Expenditures Assessor					
Cell Phone Assessor	280.99	1,140.00	-859.01	24.6%	
Legal	1,478.50	1,100.00	378.50	134.4%	
Appraisal Service/Assessment Ch	0.00	11,000.00	-11,000.00	0.0%	
Contingencies Assessor	168.61	500.00	-331.39	33.7%	
Total Budgeted Expenditures Assessor	1,928.10	13,740.00	-11,811.90		14.0%
CAPITAL OUTLAY ASSESSOR					
Computer	0.00	2,750.00	-2,750.00	0.0%	
Total CAPITAL OUTLAY ASSESSOR	0.00	2,750.00	-2,750.00		0.0%
CAPITAL OUTLAY GENERAL TOWN					
Office Equipment G/T	0.00	1,000.00	-1,000.00	0.0%	
Total CAPITAL OUTLAY GENERAL TOWN	0.00	1,000.00	-1,000.00		0.0%
COMMODITIES MATERIALS SUPPLIES					
Office Supplies G/GA/A/GR	3,583.17	11,000.00	-7,416.83	32.6%	
Publications	0.00	250.00	-250.00	0.0%	
Total COMMODITIES MATERIALS SUPPLIES	3,583.17	11,250.00	-7,666.83		31.9%
RECREATION CONTRACTUAL SERVICES					
Port a John	3,084.00	4,000.00	-916.00	77.1%	
Labor	56,703.00	69,000.00	-12,297.00	82.2%	

ROSCOE TOWNSHIP
ALL GENERAL TOWN FUND Performance to Budget
April 2026 through March 2027

	Apr '26 - Mar 27	Budget	$ Over Budget	% of Budget
Total RECREATION CONTRACTUAL SERVIC...	59,787.00	73,000.00	-13,213.00	81.9%
RECREATION COMMODITIES				
Field Maintenance	2,688.61	3,500.00	-811.39	76.8%
Fuel	8,268.08	7,500.00	768.08	110.2%
Maintenance & Equipment	10,772.30	6,000.00	4,772.30	179.5%
Operating Supplies	7,049.87	9,000.00	-1,950.13	78.3%
Park Mulch	100.00	0.00	100.00	100.0%
Total RECREATION COMMODITIES	28,878.86	26,000.00	2,878.86	111.1%
Community Center				
Office SuppliesCC	156.86	500.00	-343.14	31.4%
Cleaning CC	4,155.00	7,200.00	-3,045.00	57.7%
Maintenance/Repairs CC	16,086.55	7,000.00	9,086.55	229.8%
Programming CC	3,425.74	6,000.00	-2,574.26	57.1%
Utilities CC	8,444.26	13,000.00	-4,555.74	65.0%
Total Community Center	32,268.41	33,700.00	-1,431.59	95.8%
Cross House				
Utilities	1,515.92	3,000.00	-1,484.08	50.5%
Maint Bldg/Equip	337.50	2,000.00	-1,662.50	16.9%
Total Cross House	1,853.42	5,000.00	-3,146.58	37.1%
CAPITAL OUTLAY				
Community Center Equipment	0.00	2,000.00	-2,000.00	0.0%
Parking Lot Expansion	0.00	100,000.00	-100,000.00	0.0%
CCTV security System	0.00	8,000.00	-8,000.00	0.0%
Exterior Stairs to access C/C	2,524.00	30,000.00	-27,476.00	8.4%
Park Improvements	8,600.75	705,000.00	-696,399.25	1.2%
CCTV Security Camera Sys G/T	0.00	8,000.00	-8,000.00	0.0%
Total CAPITAL OUTLAY	11,124.75	853,000.00	-841,875.25	1.3%
Budgeted Expenditures				
Gen Town Contingencies	0.00	20,000.00	-20,000.00	0.0%
Total Budgeted Expenditures	0.00	20,000.00	-20,000.00	0.0%
Total Expense	380,785.80	1,485,578.00	-1,104,792.20	25.6%
Net Ordinary Income	294,879.98	-787,682.00	1,082,561.98	-37.4%
Net Income	**294,879.98**	**-787,682.00**	**1,082,561.98**	**-37.4%**

9/1/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/1/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/2/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	19.50	156.00
9/2/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	7.00	18.50	129.50
9/2/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	25.00	25.00
9/2/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	27.00	27.00
9/3/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/3/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	18.50	37.00
9/3/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	25.00	25.00
9/3/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	27.00	27.00
9/4/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	5.50	19.50	107.25
9/4/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	5.50	18.50	101.75
9/4/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	25.00	50.00
9/4/2026	Nimmer, Harold N	Nimmer Harold	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	5.00	39.50	197.50
9/8/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	19.50	156.00
9/8/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/9/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	19.50	39.00
9/9/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/9/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/9/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	25.00	25.00
9/9/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	27.00	54.00
9/10/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/10/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	6.50	18.50	120.25
9/10/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	25.00	50.00
9/11/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/11/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/14/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/14/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	7.00	19.50	136.50
9/14/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/14/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	7.00	25.00	175.00
9/14/2026	Nimmer, Harold N	Nimmer Harold	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	7.00	39.50	276.50
9/14/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	7.00	27.00	189.00
9/15/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/15/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/16/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	19.50	156.00
9/16/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/16/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	25.00	50.00
9/16/2026	Nimmer, Harold N	Nimmer Harold	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	39.50	79.00
9/16/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	27.00	27.00
9/17/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	19.50	78.00
9/17/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/18/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	5.00	19.50	97.50
9/18/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/18/2026	Nichols, Gerald E	Nichols Gerald	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	25.00	25.00
9/21/2026	Draves, Dakota	Draves Dakota	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	19.50	156.00
9/21/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/22/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/22/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/22/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	27.00	27.00
9/23/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/23/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00

9/23/2026	Nimmer, Harold N	Nimmer Harold	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	3.00	39.50	118.50
9/24/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/24/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/24/2026	Nimmer, Harold N	Nimmer Harold	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	2.00	39.50	79.00
9/25/2026	Grant, Kimbley G	Grant Kim	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/25/2026	LaLoggia, Michael	Laloggia Michael	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	8.00	18.50	148.00
9/25/2026	Williams, Matthew L	Williams Matthew	Labor	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	1.00	27.00	27.00
9/3/2026	LaLoggia, Michael	Laloggia Michael	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	6.00	18.50	111.00
9/4/2026	Williams, Matthew L	Williams Matthew	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	5.00	27.00	135.00
9/10/2026	LaLoggia, Michael	Laloggia Michael	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/11/2026	Grant, Kimbley G	Grant Kim	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/17/2026	Draves, Dakota	Draves Dakota	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	19.50	78.00
9/17/2026	LaLoggia, Michael	Laloggia Michael	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/24/2026	Grant, Kimbley G	Grant Kim	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
9/24/2026	LaLoggia, Michael	Laloggia Michael	Labor:Cross House	GENERAL - ALL FUNDS:General Town Fund:Recreation Fund	Not Billable	4.00	18.50	74.00
						337.50		6,974.25

JB Mowing closing gate	$ 900.00
SanJuan Landscape open gate week ends	$ 270.00
	8,144.25

ROSCOE TOWNSHIP
WINNEBAGO COUNY, ILLINOIS
RESOLUTION NO. R-2026-

A RESOLUTION OF THE BOARD OF TRUSTEES OF ROSCOE TOWNSHIP TO APPOINT TRACY TERRY TO THE CEMETERY COMMITTEE FOR ROSCOE TOWNSHIP

WHEREAS, Roscoe Township ("Township") has established a Cemetery Committee ("Committee") to have authority over the Township cemeteries; and

WHEREAS, members of the Committee are appointed by the Township Board to serve two-year terms; and

WHEREAS, Tracy Terry has served on the Committee and whose term has expired; and

WHEREAS, the Township Board desires to re-appointment Tracy Terry to an additional two-year term.

NOW, THEREFORE, BE IT RESOLVED BY THE SUPERVISOR AND BOARD OF TRUSTEES OF ROSCOE TOWNSHIP, WINNEBAGO COUNTY, ILLINOIS, AS FOLLOWS:

1. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

2. Upon approval of this Resolution, Tracy Terry is appointed to serve on the Cemetery Committee for Roscoe Township for a two-year term beginning with the date of the approval of this Resolution.

3. This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED UPON MOTION BY: _____

SECONDED BY: _____

ADOPTED by a roll call vote this 14th day of October 2026 by the Board of Trustees of Roscoe Township, Winnebago County, Illinois.

AS FOLLOWS:

BOARD OF TRUSTEES	YES	NO	ABSENT
Supervisor Bob Nowicki	____	____	____

Trustee John Ballano	____	____	____
Trustee Dave Benjamin	____	____	____
Trustee Greg Ragan	____	____	____
Trustee Scott Sallinger	____	____	____

APPROVED: October 14, 2026

_____
TOWNSHIP SUPERVISOR

ATTEST:

_____
TOWNSHIP CLERK

REQUEST FOR PROPOSAL (RFP) FOR DESIGN, CONSTRUCTION AND INSTALLATION OF ELECTRONIC MESSAGE SIGN AND MONUMENT FOR ROSCOE TOWNSHIP, ILLINOIS

Issued: March 11, 2026

Proposals must be delivered to:
Shelly Taylor
Township Clerk
Roscoe Township
5792 Elevator Road
Roscoe, Illinois 61073

Please submit one (1) original Proposal, two (2) copies of the original Proposal either by mail or hand delivery in response to this RFP. Proposals are to be submitted in a sealed envelope bearing the name of Roscoe Township as well as the title of this RFP no later than the date and time specified herein. Proposals received after said date and time will not be considered and no time extensions will be permitted.

Proposals are due no later than July 7, 2026, at 5:00 P.M. CDT

There is no obligation on the part of Roscoe Township to reimburse those submitting proposals for the costs of preparing their responses to this RFP.

Roscoe Township, Winnebago County, Illinois (Township) is soliciting proposals from qualified and experienced contractors to design, construct and install an electronic message sign and monument at a location in Cross Park.

Sealed proposals are due no later than July 7, 2026, at 5:00 P.M. CDT and should be sent by U.S. Mail, other delivery service or hand delivery to the office of Shelly Taylor, Township Clerk, Roscoe Township, 5792 Elevator Road, Roscoe, IL 61073.

Proposals will thereafter be opened and publicly read aloud at 6 p.m. on July 8, 2026, at **Roscoe Township Hall, 5792 Elevator Road, Roscoe, IL 61073**.

The Township is not responsible for the delay in delivery by the bidder's choice of delivery method. All proposals delivered after 5:00 p.m., on the above- mentioned date, will be returned to the responder unopened. **All responses to this RFP must include a completed Exhibit A attached to this RFP on page 8 and must be accompanied by a letter on Responder's letterhead attesting to the accuracy of the response and must be signed by an authorized representative of the Responder.**

Proposals will be reviewed by the Township board of trustees which will vote on the awarding of the successful proposal on Wednesday, August 12, 2026. A contract will be executed by the Township and the successful Responder no later than September 8th, 2026. Said contract must incorporate either directly, or by reference, the "TERMS AND CONDITIONS RESPONDER MUST INCORPORATE INTO FINAL CONTRACT DOCUMENTS", which are provided below. Successful Responder may submit a contract for consideration by the Township.

The successful Responder will provide all design, construct and install electronic message sign and

monument in a location in a Cross Park.
All questions regarding the RFP process may be submitted until the Responder Inquiry Deadline outlined herein. Such inquiries may be in writing to: **Shelly Taylor, Township Clerk, Roscoe Township, 5792 Elevator Road, Roscoe, IL 61073 or email to Staylor@roscoetownship.org**

The Township *reserves the right to reject any or all proposals submitted. The* Township *also reserves the right to cancel this RFP and/or re-advertise and re-solicit the requirements at any time if deems necessary. The Township Board will make the final selection for all services.*

CONTRACT TERM

The design, construction and installation of the electronic message sign and monument at a location in Cross Park shall be completed not later than October 31, 2026

SCOPE OF SERVICES

The successful Responder shall provide all materials necessary to design, construct and install an electronic message sign and monument including the provision of power to the electronic display and shall be responsible for obtaining the services of any subcontractors' services required for the project, the costs of which shall be included in the response to this RFP.

SPECIFICATIONS

Specifications for the electronic display and monument for the project are generally those on the attached mockup included with this RFP and set forth below. Responder shall be responsible for following dimensions of sign and monument which are in compliance with the ordinances of the Village of Roscoe. Any violation of said ordinances which result in fines and which are the result of Responder's failure to follow the specifications shall be the responsibility of the Responder.

Overall Cabinet Width	**92 inches**
Display Screen Width	**87 inches**
Display Height	**41 inches**
Cabinet Depth	**20 inches**
Active Display Depth	**17.25 inches**
Monument Base Height	**54 inches**
Overall Height From Grade	**96 inches**

Electronic Message Center Requirements

Full Color LED display
Minimum 10mm pixel pitch
Outdoor rated cabinet
Automatic brightness adjustment

Cloud based management system
Remote programming capability
Wireless or Ethernet capability
Training for Township staff

All Respondents assume the risk that any and all information contained in a proposal may not be exempt from disclosure under the Illinois Freedom of Information Act. Entire submissions may not be submitted and labeled as proprietary or trade secrets.

SELECTION CRITERIA AND AWARD

For the purpose of this RFP, a Responsible Respondent is a contractor which has the capability in all respects to perform fully the contract requirements, and the experience, personnel, integrity, reliability, facilities capacity, equipment, acceptable past performance which will assure good faith performance. A Responsive Respondent is a contractor who has submitted a proposal that conforms in all material respects to the requirements set forth in this RFP.

The Township Board intends to award this project to the most responsive and responsible Responder that is in compliance with all specifications, terms and conditions contained herein and is also reasonable in their overall price proposal. The Township Board shall also take into consideration the qualifications, ability of personnel, past record and experience and their suitability to the requirements of the Township Board and other related factors. Intangible factors, such as the Responder's reputation and past performance will also be weighed. The criteria are not listed in any particular order.

TERMS AND CONDITIONS RESPONDER MUST INCORPORATE INTO FINAL CONTRACT DOCUMENTS

1. **Payment Terms**. Payment for the costs agreed upon by the Parties shall be made in accordance with the Illinois Local Government Prompt Payment Act, as amended (50 ILCS 505/1 *et seq.*). All invoices shall be sent to the Township Clerk's office.

2. **Prevailing Wage.** Responder shall pay its employees and shall ensure that any subcontractors and subcontractors' employees are paid the prevailing established in Winnebago County, Illinois.

3. **Compliance with State and Federal Laws**. Responder agrees to comply with all applicable federal, state and local laws and regulatory requirements and to secure such licenses as may be required for its employees and to conduct business in the state, municipality, county and location applicable. Such obligation includes, but is not limited to, environmental laws, civil rights laws, prevailing wage and labor laws.

4. **Non-Discrimination**. Responder, its officers, employees, and agents agree not to commit unlawful discrimination and agree to comply with all applicable provisions of the Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act, the Age Discrimination in Employment Act, Section 504 of the Federal Rehabilitation Act, and all other

applicable rules and regulations.

5. **Conflict of Interest**. Both parties affirm that the Township Board of Trustees have no direct or indirect pecuniary interest in Responder or this Agreement, or, if the Township Board of Trustees does have a direct or indirect pecuniary interest in Responder or this Agreement, that interest, and the procedure followed to effectuate this Agreement has and will comply with the Public Officer Prohibited Activities Act (50 ILCS 105/3). Further, Responder affirms that it has no present, or prior, financial and/or auditing relationship with the Township, and their officers and elected officials, and has no existing conflict that it would be required to disclose prior to commencing such work.

6. **FOIA**. It is understood and agreed by Responder that all contracts entered into by a government body, including the Township Board of Trustees, may be open to public review only subject to the exceptions of disclosure as provided for in the Illinois Freedom of Information Act (5 ILCS 140/1, *et seq*.). As such, Responder agrees to respond to any requests by the Township to provide FOIA responsive documentation within two (2) days of receiving a request from Township FOIA officer to do so. Any confidentiality clauses in the contract between the parties that are in conflict with this provision (and FOIA) are modified to the extent necessary.

7. **Insurance**. Responder will obtain and continue in force, during the term of this Agreement, all insurance as set forth below. Each insurance policy shall not be cancelled or changed without thirty (30) days prior written notice, given by the insurance carrier to the Township Clerk at the address set forth herein. Before starting work hereunder, Responder shall deposit with the Township Clerk certificates evidencing the following insurance it is to provide hereunder: (a) Worker's Compensation and Occupational Disease Disability insurance, in compliance with the laws of the jurisdiction where the work is being performed, (b) Employer's comprehensive general liability insurance for both personal injury and property damage in the minimum amount of $1,000,000 per occurrence and $2,000,000 aggregate per project, (c) Minimum umbrella occurrence insurance of $5,000,000 per occurrence and $5,000,000 aggregate, (d) Professional liability insurance in the minimum amount of $1,000,000 per claim.

   The Township shall be named as an Additional Insured on a Primary and Non-Contributory basis with respect to all liability coverage. Further, all liability and workers' compensation policies must include a waiver of subrogation in favor of the Township. The Township's failure to demand such certificate of insurance shall not act as a waiver of Responder 's obligation to maintain the insurance required under this Agreement.

   The insurance required under this Agreement does not represent that coverage and limits will necessarily be adequate to protect Responder.

8. **Notice.** Any notice required or permitted to be given pursuant to this Agreement shall be duly given if sent by fax, certified mail, or hand delivery and received, in the case of notice to the

Township, to: **Shelly Taylor, Township Clerk, Roscoe Township, 5792 Elevator Road, Roscoe, IL 61073.** And, in the case of Responder, to: _____.

9. **Choice of Law and Venue**. This Agreement shall be construed in accordance with the law and Constitution of the State of Illinois and if any provision is invalid for any reason such invalidations shall not render invalid other provisions which can be given effect without the invalid provision. The parties agree that the venue for any legal proceedings between them shall be the Circuit Court of Winnebago County, Seventeenth Judicial Circuit, State of Illinois. Any mandatory arbitration (binding or otherwise) or mediation clause in the contract between the parties is hereby stricken.

10. **Severability**. If any part, term, or provision of the Agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts, terms, and provisions of this Agreement shall not be affected, and each party's rights shall be construed and enforced as if the Agreement did not contain the illegal or unenforceable part, term, or provision.

11. **Waiver of Terms.** The Township's and/or Responder's waiver of any term, condition, or covenant or breach of any term, condition, or covenant, shall not constitute a waiver of any other term, condition, or covenant, or the breach thereof.

12. **Liability Limitation Clauses**. To the extent that the contract between the parties contains a limitation of liability clause, such clause is stricken in its entirety.

13. **Indemnification.** Responder shall indemnify, hold harmless and defend with counsel of the Township's own choosing, Roscoe Township, its officials, officers, employees, including their past, present, and future board members, elected officials and agents from and against all liability, third party claims, suits, causes of action, demands, proceedings, set-offs, liens, attachments, debts, expenses, judgments, or other liabilities including costs, reasonable fees and expense of defense, arising from any loss, damage, injury, death, or loss or damage to property, of whatsoever kind or nature as well as for any breach of any covenant in the Agreement or ancillary documents and any breach by Responder of any representations or warranties made within the contract documents (collectively, the "Claims"), to the extent such Claims result from the performance of this contract by Responder or those Claims are due to any act or omission, neglect, willful acts, errors, omissions or misconduct of Responder in its performance under this Agreement.

    Nothing contained herein shall be construed as prohibiting the Township from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. The Township's participation in their defense shall not remove Responder's duty to indemnify, defend, and hold the Township harmless, as set forth above.

    The Township does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1 *et seq.*), or other such immunity statute, by reason of indemnification or insurance. Indemnification shall survive the termination of the Agreement.

14. **Warranties.** All services to be undertaken by Responder shall be carried out by competent and

properly trained personnel of Responder to the highest standards and to the satisfaction of the Township Board of Trustees. No warranties implied or explicit may be waived or denied.

15. **Termination.** This Agreement may be terminated by the Township Board of Trustees upon written notice delivered to Responder at least thirty (30) calendar days prior to the effective date of termination. No additional payments, penalties and/or early termination charges shall be required upon termination of the Agreement other than those reasonable costs that were incurred for services provided prior to such termination notice.

16. **Assignment.** Neither party shall assign, sublet, sell, or transfer its interest in this Agreement without the prior written consent of the other.

17. **Force Majeure.** Neither party will be responsible to the other for damage, loss, injury, or interruption of work if the damage, loss, injury, or interruption of work is caused solely by conditions that are beyond the reasonable control of the parties, and without the intentional misconduct or negligence, of that party (hereinafter referred to as a "force majeure event"). To the extent not within the control of either party, such force majeure events include: acts of God, acts of any governmental authorities, fire, explosions or other casualties, vandalism, and riots or war. A party claiming a force majeure event shall promptly notify the other party in writing, describing the nature and estimated duration of the claiming party's inability to perform due to the force majeure event. The cause of such inability to perform will be remedied by the claiming party with all reasonable dispatch.

18. **Counterparts.** The Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.

19. **Entire Agreement.** This Agreement, including the contract between the parties that this Addendum is incorporated into by reference, represents the entire Agreement between the parties and there are no other promises or conditions in any other Agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified except in writing acknowledged and agreed to by both parties.

20. **Independent Contractor Relationship.** It is understood and agreed that Responder is an independent contractor and is not an employee of, partner of, agent of, or in a joint venture with the Roscoe Township. Responder understands and agrees that Responder is solely responsible for paying all wages, benefits and any other compensation due and owing to Responder's officers, employees, and agents for the performance of services set forth in the Agreement. Responder further understands and agrees that Responder is solely responsible for making all required payroll deductions and other tax and wage withholdings pursuant to state and federal law for Responder's officers, employees and/or agents who perform services as set forth in the Agreement. Responder also acknowledges its obligation to obtain appropriate insurance coverage for the benefit of Responder, Responder's officers, employees and agents and agrees that the Roscoe Township is not responsible for providing any insurance coverage for the benefit of Responder, Responder's officers, employees and agents under this Agreement. Responder hereby agrees to defend, indemnify and waive any right to recover alleged damages, penalties, interest, fees (including attorneys' fees),

and/or costs from the Responder, its board members, officials, employees, insurers, and agents for any alleged injuries that Responder its officers, employees and/or agents may sustain while performing services under the contract between the parties.

Nothing contained in this Agreement, nor any act of the Township or Responder pursuant to this Agreement, shall be deemed or construed by any of the parties hereto or by third persons, to create any relationship of third-party beneficiary, principal, agent, limited or general partnership, joint venture, or any association or relationship involving the Township and Responder.

EXHIBIT A

FEE SCHEDULE—MUST BE SUBMITTED AS PART OF THE RESPONSE

Date of Proposal: 09/30/2026

Contact Name: Mike Wilhelmi

Contact Phone #: 815-861-5028

Firm Name: Signs Now

Address: 700 20th St Rockford, IL 61104

Authorized Signature: Alex Rozgus General Manager & Title

Item	Cost
Electronic Message Center	$22,027.00
Monument Construction	$13,866.00
Electrical Work	NA - provided by customer
Installation	$4,750.00
Site Preparation	NA
Training of Personnel	NA
Total Cost	$40,643.00

www.SignsNowRockford.com
700 20th St., Rockford, IL 61104
Ph: 815.398.8371 Fax: 815.398.1127

700 20th Street
Rockford, IL 61104
(815) 398-8371

http://www.signsnowrockford.com

ESTIMATE
E-98277

Payment Terms: Payment Upon Completion

Created Date: 9/1/2026

DESCRIPTION: plastic formed letters

Bill To: Roscoe Township
5792 Elevator rd.
Roscoe, IL 61073
US

Installed: Roscoe Township
5792 Elevator Rd.
Roscoe, IL 61073
US

Requested By: Dave Benjamin
Email: dbenjaminconstruction@gmail.com
Work Phone: (815) 621-0000
Tax ID: Zero Rate

Salesperson: Mike Wilhelmi
Email: mike@signsnowrockford.com
Work Phone: 815-398-8371 x 2431
Cell Phone: 815-520-5307

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	**plastic formed letters**	1	$3,115.00	$3,115.00
1.1	**Gemini -** **Text:** plastic formed letters - Life time warrenty on the letters - reads "Roscoe Township" - Overall Size: 40.5(h) x 331.6(w) - includes descender of "p" - Letter height of uppercase "R" - 30" - Letter height of lowercase (not including descender of "p") - 22" - white - Stud mount - Times New Roman Bold			
2	**Labor**	1	$2,000.00	$2,000.00
2.1	**General Service -** **Text:** Install - one year warranty on the labor - Does not include a permit fron the Village of Roscoe			

Deposits & Order Confirmation: If a deposit is requested, the estimate will not become a confirmed order until the deposit has been received. Delays in payment may result in changes to the quoted pricing. Production and scheduling will not begin until the deposit is processed.

Subtotal:	$5,115.00
Taxes:	$0.00
Grand Total:	$5,115.00
Credit Card Surcharge:	*3.00%*
Total with Surcharge:	*$5,268.45*

Roscoe Township

FASTSIGNS
Make Your Statement

7310 Walton St
Ste C
Rockford, IL 61108
(815) 516-1276

ESTIMATE
EST-11963

astsigns.com/2190

Payment Terms: Cash Customer

Created Date: 8/19/2026

DESCRIPTION: Dimensional Cut Lettering & Installation

Bill To: Roscoe Township
5792 Elevator Rd
Roscoe, IL 61073
US

Pickup At: FASTSIGNS
7310 Walton St
Ste C
Rockford, IL 61108
US

Requested By: Dave Benjamin
Email: dbenjaminconstruction@gmail.com
Tax ID: E99923238

Salesperson: Cameron Metz
Email: cameron.metz@fastsigns.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	.063" Aluminum Cut Lettering [Stud Mounted] Paint: TBD	1	$2,467.43	$2,467.43
2	Installation - 5792 Elevator Rd. Roscoe, IL 61073	1	$850.00	$850.00

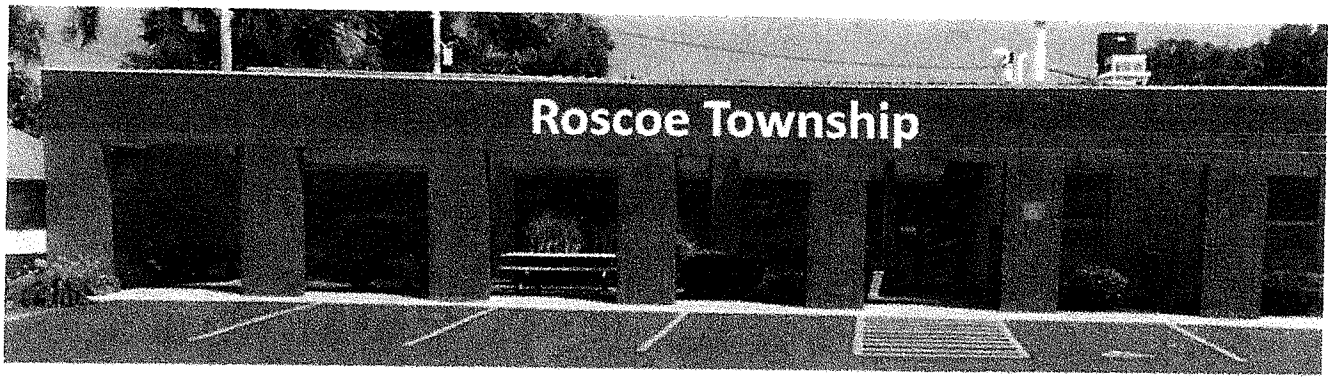
Subtotal:	$3,317.43
Taxes:	$0.00
Grand Total:	$3,317.43

Estimates are good for 30 days.

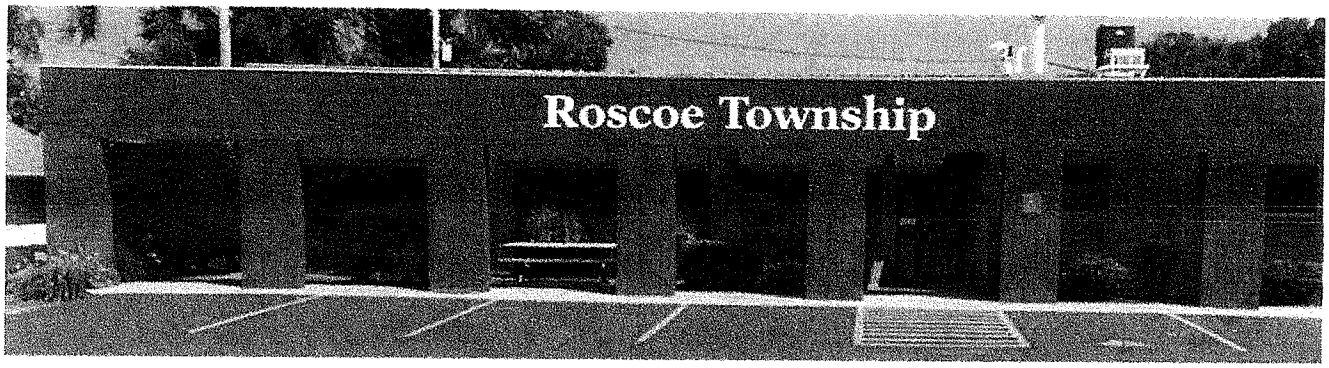
At FASTSIGNS®, we take pride in precision, but the final examination for accuracy is your responsibility. Please review artwork previews carefully, paying special attention to all wording, spelling, grammar, art placement, quantity, and sizing before approving. Actual printed colors may vary slightly to colors portrayed on proof due to differences in digital and pigmented colors. If color matching is needed, please provide pantone colors to your sales representative. We are happy to provide a second proof free of charge if needed. Each additional revision will be subject to a $20 art charge.

Signature: _____ **Date:** _____

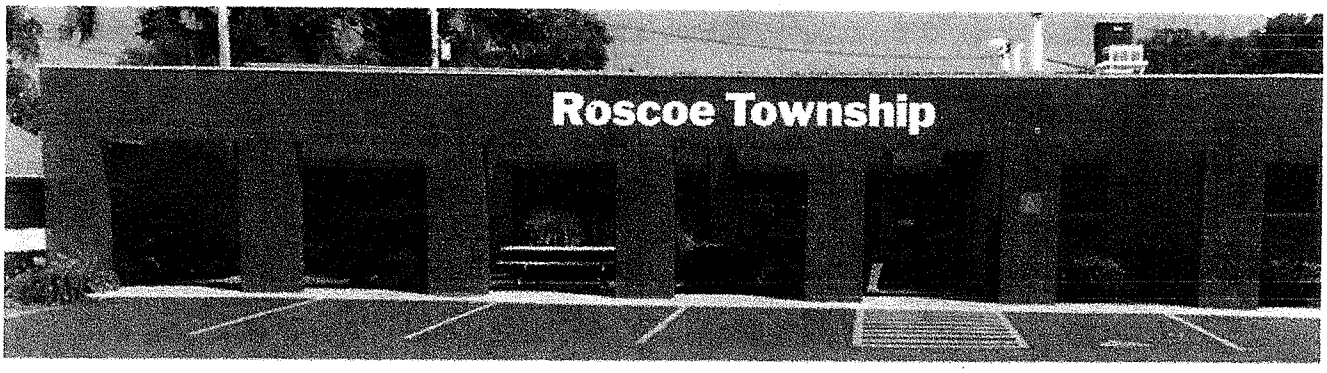
Font Option #1



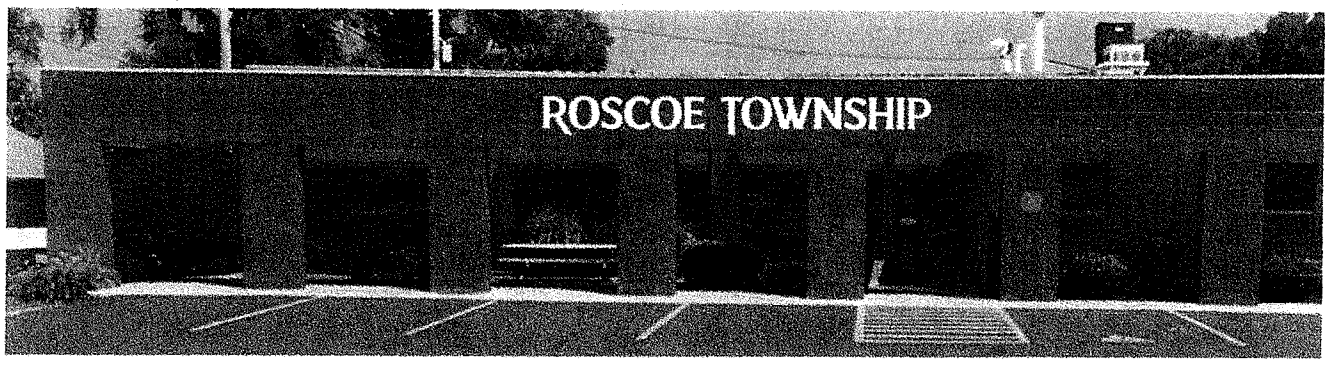
Font Option #2



Font Option #3



Font Option #4



Font Option #5



Saavedra Group Architects

October 1, 2026

Scott Sallinger, Trustee
Roscoe Township
5792 Elevator Road
Roscoe, Illinois 61073

Re: Roscoe Community Center Parking Lot Expansion
4562 Hononegah Road, Roscoe, Illinois.

Dear Mr. Sallinger,

Saavedra Group Architects is pleased to submit our proposal for architectural services for the parking lot expansion at the Roscoe Community Center. The additional parking lot will have two options. Option 1 with 38 parking stalls and Option 2 with 30 parking stalls. Additionally, two landscape islands, existing soil berm removal, and increasing of the existing storm water detention and drainage area.

Saavedra Group Architects proposes utilizing R. K. Johnson and Associates, the same civil engineering firm that designed the civil work for the original community center. Please see their proposal attached herewith as Exhibit C. Saavedra Group Architects will provide coordination of disciplines, landscape architecture design, parking lot lighting and photometric plan, assistance with public bidding and negotiation, and construction administration as necessary.

This proposal assumes that AIA Document B101– 2017, Standard Form of Agreement between Owner and Architect will be utilized. We understand that this document will require modifications so it will be acceptable for both parties. The following proposal outlines the general terms, conditions and standard services provided by Saavedra Group Architects.

Design Phase

Based on the attached Exhibit A1 and A2 Site Plans depicting the proposed parking lot expansion, during the DESIGN PHASE, we will refine and confirm the design with the representatives of the Roscoe Township.

Summary of Design Process

- Confirm design and functional requirements for the parking lot.
- Development of detailed civil engineering and landscape design to comply with the Village of Roscoe requirements.
- Coordinate with Owner's design team representatives.
- Meetings with representatives to review Design Documents.
- Revise Design drawings based upon results of meetings.
- Meetings as required to review and approve revised Design Phase Site Plan and prepare a preliminary estimate of Probable Construction Cost and to receive authorization to proceed with Construction Documents Phase.

Construction Documents, Bidding and Construction Phases

After the Roscoe Township approval of the Design Phase, the project moves into the CONSTRUCTION DOCUMENTS PHASE. In the CONSTRUCTION DOCUMENTS PHASE, the final detailed work drawings and specifications are prepared and coordinated.

Summary of Construction Documents and Bidding Phase

- Based on the approved design documents, prepare Construction Documents for use in public Bidding and Construction of the project. During this phase, all requirements for Bidding and Construction of the project are developed in detail.
- Meetings to review and approve Construction Documents.
- Submit sealed Construction Documents Drawings to the Village of Roscoe Building Department to obtain building permit.
- Assist the Roscoe Township during the bidding process as necessary.
- Review and approve Shop Drawings in accordance with the Construction Documents.
- Site Visits during construction including a punch list site visit and issuing a certificate of Substantial Completion for the project.

Upon the award of the construction contract to the approved responsible low bidder, the Saavedra Group Architects team will continue involvement. During the CONSTRUCTION PHASE, site visits and construction progress meetings are scheduled.

Site visits will be scheduled as required to review the progress and quality of work and to determine if work is proceeding in accordance with the contract documents and progress is commensurate with contractor applications for payment.

Architectural and Civil Engineering Services Fee Schedule

Compensation for the above scope of services for Architectural and Civil Engineering will be as enumerated below:

Civil Engineering Services performed by R. K. Johnson Associates:

Site Survey, Site Layout, and Engineering Design	$ 6,250.00
Construction Staking	$ 1,300.00
Construction Inspection / Administration	$ 3,000.00
Subtotal for Civil Engineering Services	**$10,550.00**

Architectural Services performed by Saavedra Group Architects:

Landscaping Design	$ 1,000.00
Parking Lot Lighting and Photometric Plan	$ 1,000.00
Coordination, Public Bidding Assistance, and CA	$ 2,500.00
Subtotal for Architectural Services	**$ 4,500.00**

Total Civil Engineering and Architectural Services Fee	**$ 15,500.00**

Reimbursable Expenses and Additional Services

Reimbursable expenses are in addition to the fees enumerated above and include the cost incurred by the Architect and their consultants in the interest of the project for items such as postage and shipping, reproduction, printing, and jurisdictional approval fees. Additional Services will be performed on a professional hourly rate basis according to the attached Professional Hourly Rate Schedule – Exhibit B.

Services Not Included:

- Geotechnical Services: Soil borings if needed for the extension of the parking lot, which Roscoe Township will contract directly for, and we assist in determining the locations of these borings.
- Environmental Studies and Investigations
- Signage Design: We will, however, coordinate our work with the installation of required exterior signage.
- Obtaining zoning variances or other government approvals, if required, other than the basic building permit.
- Additional Services will be provided on an Hourly Rate Services according to the attached Hourly Rate Schedule – Exhibit B.

We look forward to meeting with you soon to discuss this proposal. We are truly excited about this project and look forward to moving ahead with the design.

Sincerely,

Saavedra Group Architects

Daniel G. Saavedra, AIA
President

Attachments:

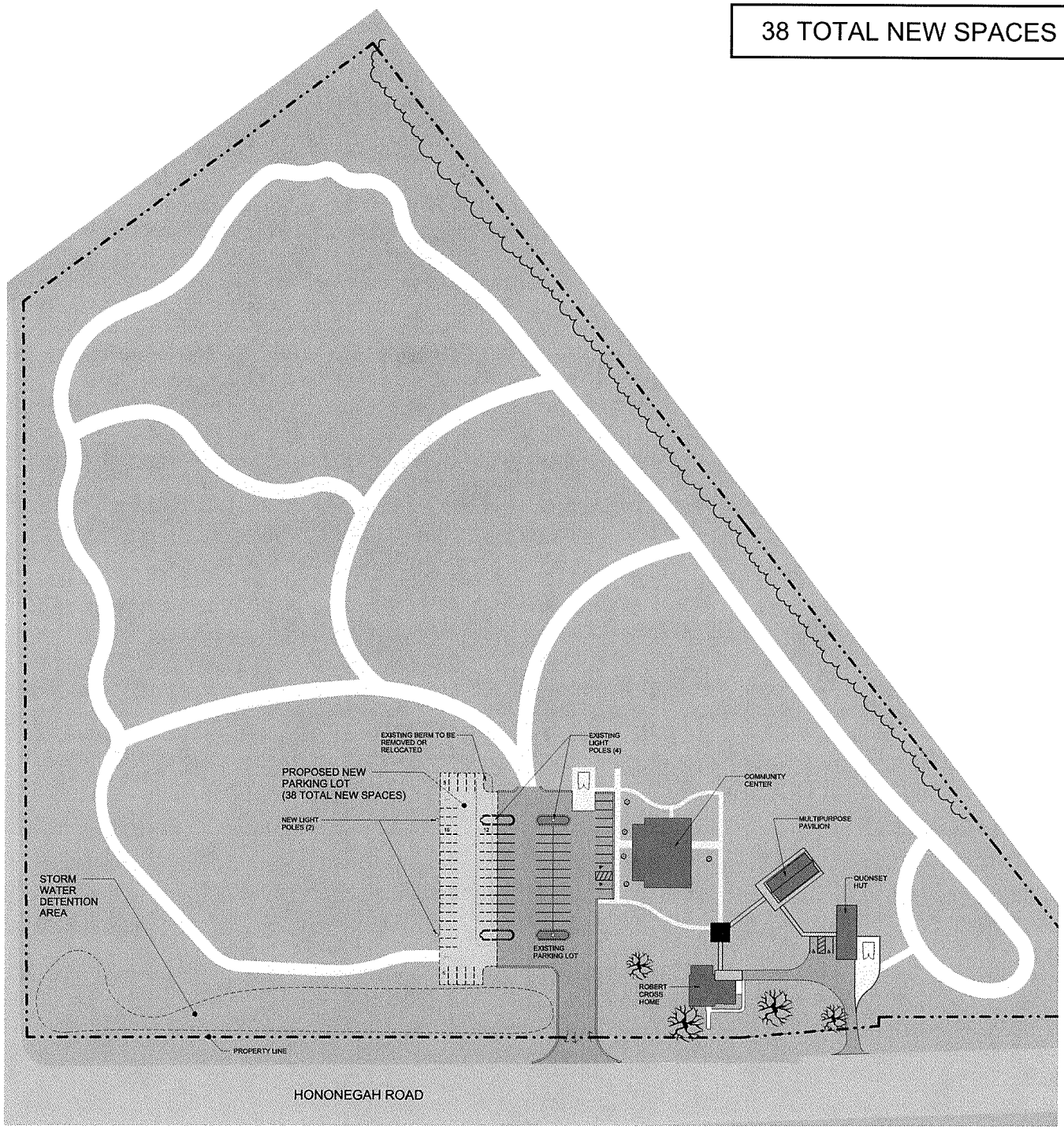
1. Exhibit A – Site Plan Proposed Parking Layout.
2. Exhibit B – SGA 2026 Hourly Rate Schedule.
3. Exhibit C – R.K. Johnson Proposal.

EXHIBIT A - 1

ROSCOE TOWNSHIP PARKING LOT EXPANSION

4562 HONONEGAH ROAD
ROSCOE, ILLINOIS 61073
08-17-2026

38 TOTAL NEW SPACES



1 SITE PLAN - COLOR EDIT
1" = 40'-0"

SITE PLAN - OP. 1

SCALE: 1" = 40'-0"
PROJECT NUMBER: 22010.00
08/17/2026

PRINTING SCALE

CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1"
THESE DRAWINGS ARE NOT PRINTED TO SCALE

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Saavedra Group Architects
Architecture • Engineering • Management

504 North Church Street
Rockford, Illinois 61103
815-963-9392
www.sgadesign.com

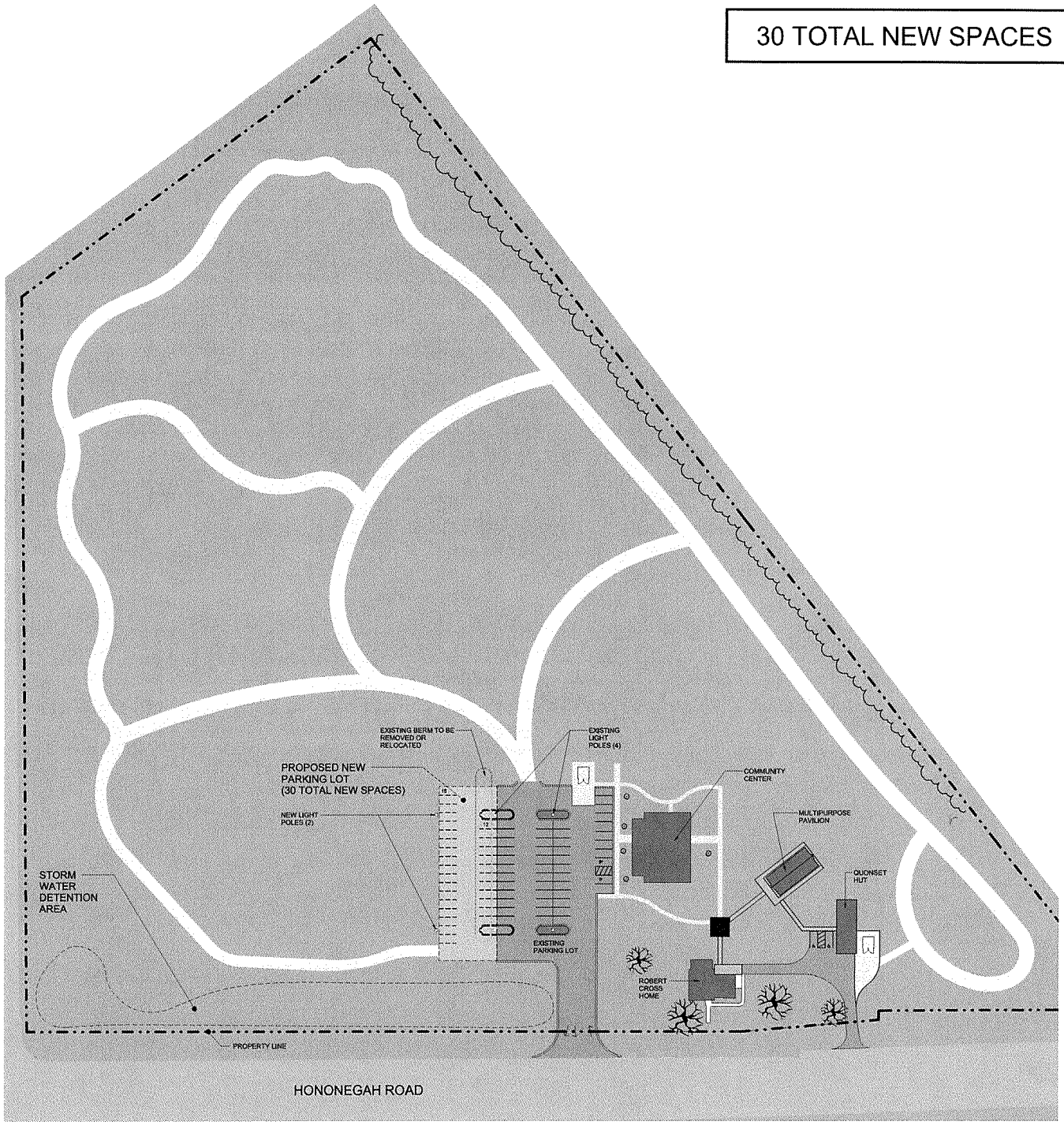
8/17/2026 4:13:15 PM

EXHIBIT A - 2

ROSCOE TOWNSHIP PARKING LOT EXPANSION

4562 HONONEGAH ROAD
ROSCOE, ILLINOIS 61073
08-20-2026

30 TOTAL NEW SPACES



TRU NORTH PROJECT NORTH

0' 40' 80' 120'

1 SITE PLAN - COLOR EDIT
1" = 40'-0"

SITE PLAN - OP. 2

SCALE: 1" = 40'-0"
PROJECT NUMBER: 22010.00
08/20/2026

PRINTING SCALE

CAUTION: IF THIS BAR DOES NOT MEASURE EXACTLY 1"
THESE DRAWINGS ARE NOT PRINTED TO SCALE

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Saavedra Group Architects
Architecture • Engineering • Management

504 North Church Street
Rockford, Illinois 61103
815-963-9392
www.sgadesign.com

8/20/2026 3:02:54 PM

EXHIBIT B

Saavedra Group Architects

Schedule for 2026 Billing Rates

Partners	$200.00 per Hour
Senior Architect	$160.00 per hour
Project and Designers Architects	$100.00 per hour
Architectural Interns	$65.00 to $80.00 per hour
Student Interns	$30.00 to $50.00 per hour
Administrative Assistants	$40.00 to $65.00 per hour

The above billing rates include the direct expense of personnel assigned to the project, multiplied by a factor which covers general office overhead and profit. Direct personnel expenses are defined as salary and wages, cost of customary and statutory benefits including FICA, State and Federal unemployment insurance, worker's compensation, insurance benefits, vacations, holidays, sick leave, and similar benefits.

All rates are for the 2026 year and subject to change effective January 1, 2027.

Roscoe Township Historical Society

09/21/26 RTHS meeting notes:

- Planning for antique sale, open house, and community center activities.
- Lewis Beebe educational presentation scheduled for 10/10/26 at 1:00 at the community center.

Other:

1. The antique sale was one of our most successful fundraising events. We spent more on both digital media and mailings to get the word out this year. Thank you to Greg for stopping by the sale.
2. The Cross house was open for tours during the sale. Tracy Terry created fabulous displays in the house with the artifacts that have been donated by founding Roscoe families. A number of those descendants toured the house during that time.
3. The community center was open for a coloring and trivia contest. Winners were notified after the sale.
4. Included in this month's packet is a punch list of the work yet to be completed to open the doors to the public. The timeline reflects the fact that the majority of the labor is donated and respectful of work life balance. Please note this is not an exhaustive list, additional renovations still need to be completed. A tentative post renovation plan for the historical society is also attached.
5. UPCOMING: On Saturday October 10 at 1:00 at the community center, the RTHS will present the life and history of Lewis Beebe. Mr. Beebe was a surgeon in the Revolutionary War and crossed paths with Benedict Arnold. Lewis's granddaughter is Hannah Cross.

Next scheduled meeting is 10/19/26.

Feel free to reach out with any questions and thanks,

Laura McAffee Zwart

RTHS PUNCH LIST

Interior updates to be completed in order to open to public

October 4,2026

	Location	Description
1	original house	Remove carpeting
1	original house	Jam extensions on all windows/doors
1	house annex	Finish nail setting floor baseboard around room
1	house annex	Bathroom - west wall - trim out, set & paint baseboard
2	house annex	Scrape and paint basement stairwell
2	house annex	Touch up all window trim paint
3	house annex exterior	Replace posts on overhang-posts in garage
3	house annex exterior	Scrape underneath overhang
3	house annex exterior	Paint posts and underneath overhang
3	house annex exterior	Paint foundation
4	house annex	Touch up north and south wall paint
4	house annex	Window headers - west wall - fill & touch up
5	original house entry	Caulk entire front door area
5	house annex	West wall - Baseboard/trim - top/bottom sides of wall
5	house annex	Sink/cabinet - annex
6	original house	Repair and/or replace baseboards
6	original house	painting
6	original house entry	Replace baseboard - east wall
6	original house entry	Touch up front door area
6	original house entry	Remove runner
6	original house entry	Clean & restain stairs
6	original house entry	Clean & restain railing
7	original house	install door between original house and annex
7	original house	woodwork entire house
7	original house	Repair and/or refinish existing floors

1	winter 2027
2	spring 2027
3	summer 2027
4	fall 2027
5	winter 2028
6	spring 2028
7	summer 2028

RTHS PUNCH LIST

	Estimate
MAIN HOUSE - INTERIOR	
Rip out old carpet - LR/ parlor/front door area	
Wallpaper LR/ parlor/front door area	
- Labor quote - Carolyn	$ 9,000
- 58 rolls - Phil got quote	$ 6,000
Baseboard-LR- east wall	$ 640
Jam extensions on all doors/windows (materials on site)	
Install door between annex & house-have door	
- Wood & fix overhead light on insidde/out	$ 600
Flooring - 700sf	$ 16,000
Woodwork - Entire house	$ 6,800
Painting - inlcuding labor	$ 4,000
**LR, entry & parlor ceilings	
repair & refinish existing floors	*$ 6,000*
ANNEX - INTERIOR	
Scrape and paint basement stairwell	*$ 250*
Finish nail setting floor baseboard around room	
Touch up all window trim paint	*$ 100*
Touch up north and south wall paint	*$ 100*
Window headers - west wall - fill & touch up	*$ 100*
West wall - Baseboard/trim - top/bottom sides of wall	
Bathroom - west wall - trim out, set & paint baseboard	$ 750
Sink/cabinet - annex	
FRONT DOOR/ENTRANCE AREA	
**Paint ceiling	
Replace baseboard - east wall	*$ 250*
Caulk entire front door area	*$ 500*
Touch up front door area	*$ 50*
STAIRS	
Remove runner	
Clean & restain stairs	$ 250
Clean & restain railing	**$ 250**

GREEN HighLighted #20,640
Air Conditioning #6,700
#27,340

		Estimate
ANNEX - EXTERIOR		
Replace posts on overhang-posts in garage		
Scrape underneath overhang		
Paint posts and underneath overhang		$ 250
Paint foundation		$ 500
Gutter for north ouside roofing		
East elevation - Broken cinder		
GARAGE		
Paint all trim/door frames		
Paint entire foundation		
New facial board around back garage door		
MAIN HOUSE - EXTERIOR		
Tuckpointing	Per Quote	
West elevation- window sills	$ 24,900	
North elevation-3 window sills	$ 19,920	
East elevation	$ 8,370	
Sealer	$ 13,610	
	$ 66,800	
South elevation- trim on brick to exterior trim		
CENTRAL AIR - NEED ASAP		**$ 6,700**
TOTALS		
Itemized - not including exterior brick		**$ 50,990**
**** Also does not include most labor (Phil)**		
Exterior brick - Mike Harris quote		**$ 66,800**
GRAND TOTAL		**$ 117,790**

NOT INCLUDED EXTERIOR

ADDED IN

COMMUNITY CENTER REPORT 10/14/2026

For the month of September and beginning of October, every weekend at the community center has been booked with private rentals and community programs such as a Euchre Workshop, Scrapbooking and Crafting days, Croptoberfest, the Roscoe Garden Club meetings, Yoga, and the Historical Society Annual Antique Sale at the end of September.

We have had one wedding this past Friday and are continuing to book more in November and February. Hannah has had several wedding walkthroughs with couples in the past few months. Weekend rentals are starting to book a year in advance as the community center gains more traction. Almost every weekend has a program and/or private rental up until January.

For maintenance, the remote-controlled blinds have been replaced since Monday, September 14th. The three main windows now have pull-chain shades. The kitchen door continues to have issues with getting stuck on the frame. The bottom hinge needs repair.

Attached are the September and October calendars so you can see our events and programs. Yellow is Roscoe Township sponsored programming. Light blue are the newer sponsored programs. Dark green are paid rentals. Grey are Kelley Myer rentals. Dark blue is the weekly cleaning scheduled.



