

VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING AGENDA
JUNE 2, 2026 – 6:30 p.m. – POLICE STATION (205 E. Main St)

- I. CALL MEETING TO ORDER; ROLL CALL
President: Terrence Stuber _____ Clerk: Brandy Dalton _____
Trustees: Mark Adair _____ Craig Goad _____ Daniel Grady _____
Sean Manuel _____ Jared Robbins _____ Tom Swigart _____
- II. PLEDGE OF ALLEGIANCE & INVOCATION
- III. APPROVAL OF TRUSTEES TO ATTEND THE MEETING ELECTRONICALLY AND HAVE VOTING RIGHTS (*as needed*)
- IV. PUBLIC COMMENTS – *limited to 3 minutes per person*
- V. PROCLAMATIONS, RECOGNITION, PRESENTATIONS
- VI. REPORTS, COMMENTS, ANNOUNCEMENTS
 - A. Community Events
 - B. Park Board
 - C. Fun Day Committee
 - D. Planning & Zoning Board
 - E. Engineers
 - F. Public Works
 - G. Police Department
 - H. Office, Clerk & Treasurer
 - I. Retail Strategies
- VII. CONSENT AGENDA
 - A. Motion to approve minutes of May 19, 26 & 28, 2026 Regular Session Board meetings
 - B. Motion to approve minutes of May 19, 2026 Executive Session Board meeting
 - C. Motion to approve bills/warrants as presented
 - D. Motion to approve May 22, 2026 payroll
 - E. Motion to approve the posting of Administrative Secretary position
 - F. Motion to approve payment of invoice for storm sewer work done at 209 N Vorcey St
- VIII. OLD BUSINESS
 - A. Discussion/Approval of development of the downtown plaza
 - B. Discussion/Approval of proposed ICC Codes
 - C. Discussion/Approval of parking surface/drainage at Smoke & Shine
 - D. Discussion/Approval of engineering agreement for storm sewer plan budget
- IX. NEW BUSINESS
 - A. Discussion/Approval of hiring a surveyor to break out land to donate
 - B. Discussion/Approval of quote for window painting
 - C. Discussion/Approval to waive subdivision rights at 401-403 Woodworth Dr
 - D. Discussion/Approval of donation to Tolono Fun Days
- X. MISCELLANEOUS
 - A. Board Member Comments
 - B. Nuisance File
 - C. Special Event Permits
 - D. Next Regular Meeting – June 16, 2026
- XI. EXECUTIVE SESSION (*if needed*) - Consideration of a motion to enter into Executive Session for the limited purpose of discussing the hiring, performance, compensation and/or employment of one or more specific Village employees (5 ILCS 120/2(c)(1)), possible litigation (5 ILCS 120/2(c)(11)), acquisition of land (5 ILCS 120/2(c)(5)), and sale of land (5 ILCS 120/2(c)(6))
- XII. ADJOURNMENT

**VILLAGE OF TOLONO
BOARD OF TRUSTEES MEETING AGENDA
JUNE 2, 2026 – 6:30 p.m. – POLICE STATION (205 E. Main St)**

Upcoming discussions/approvals:

**Village of Tolono Board of Trustees
Regular Meeting
May 19, 2026**

The Village of Tolono Board of Trustees (“Board”) met on May 19, 2026 in the Police Station, located at 205 E. Main St., Tolono, IL. Village President Terrence Stuber called the meeting to order at 6:31pm. Roll call found the following trustees present Mark Adair, Craig Goad, Dan Grady, Sean Manuel, Jared Robbins, and Tom Swigart. Also present was Clerk Brandy Dalton, Public Works Superintendent John Myers, and Treasurer Heather Manint.

All stood for the Pledge of Allegiance. President Stuber gave the invocation.

PUBLIC COMMENTS

Dan Heller spoke of a storm sewer backup that flooded the basement at his property. Since it was the storm sewer that was plugged that caused the issue he would like the Village to pay the invoice. A straw pole showed that all Trustees are in favor. It will be voted on at the next meeting.

Jess Robbins said that we were not awarded the infrastructure portion of the Safe Routes To School Grant, but we were awarded \$50,000 for non-infrastructure.

Heather Harden read a statement of an incident regarding a Board member on May 6, 2026 at Casey’s.

Reg Ankrom from SIMEC announced that we entered into an agreement with Homefield Energy for electric aggregation for 17 months starting in July at 11.89 cents per kilowatt hour.

OLD BUSINESS

The Board moved up the discussion of the parking surface at Smoke & Shine so the business owner could get back to the establishment as there was an event going on. Trustee Swigart suggested to deed the business the right of way, and they could apply for TIF funds to resurface it. This will be on the next agenda.

REPORTS

Fun Days – Raffle tickets are \$10 to win \$2000, 5k sign-ups are open, and there are more food vendors.

Engineering – Larry Johnson questioned if there was an answer from the library yet on the Loose Cobra drainage project. He discussed the storm sewer project.

Public Works – Superintendent Myers said that he burned the brush while it was being picked up Monday and again was able to keep up with it. He said the flags are out, Graydin started Monday, Tyler is not accepting the job, and we need more and possibly better cameras at the dump. Trustee Adair said the stop sign on James Street needs fixed. Trustee Grady said in recognition of National Public Works Appreciation Week, he thanks our Public Works for all they do. Trustee Robbins asked if anyone has looked at the storm sewer issue on Bryce Lane. Marc Miller will take care of figuring out who’s property it is.

Office – Clerk Dalton said it has been busy in the office, golf cart registrations are due, and we need to schedule budget meetings so we can get it passed.

Treasurer – Treasurer Manint read the April 2026 monthly Treasurer’s Report and said that the audit should be able to be done 100% remotely this year.

Retail Strategies – Trustee Robbins said that they recommended media personalities through blogs and podcasts to get information into the hands of residents and getting ahead of negativity. Robbins also said we need to rebrand, and all Trustees should send him an email with 10 words they feel describes Tolono. Trustee Grady said we got a quote of \$4700 for 15 windows to be painted for America 250.

CONSENT AGENDA

Clerk Dalton read the items to be voted on: A. minutes of the May 5, 2026 regular session board meeting; B. minutes of the May 5, 2026 executive session board meeting; C. bills/warrants as presented; D. May 8, 2026 payroll; E. April 2026 bank statements and reconciliations; F. April 2026 Treasurer’s Report. Motion by Robbins, second by Goad to approve the Consent Agenda. Roll call: Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

OLD BUSINESS

The meeting was opened to public hearing, comments, and discussion for the vacation of public right of way behind 213 W Austin St. With no comments heard, motion by Grady, second by Robbins to approve Ordinance 2026-O-15, vacating a public alley contiguous to and south of 213 W Austin Street. Roll call: Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

The Board and engineer Larry Johnson discussed the development of the downtown plaza. Johnson estimates it will cost about \$125,000. Trustee Robbins said that he needs ideas of what everyone wants to see in the space so he can be getting prices for the budget.

Trustee Grady said he is working on the ICC Codes.

President Stuber said he is working with a surveyor to create what we need surveyed.

NEW BUSINESS

Motion by Robbins, second by Manuel to approve Ordinance 2026-O-14, changing the fines for illegal dumping. Roll call: Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

The Board decided not to do a clean-up day this year.

The liquor license for LJB Management was tabled because President Suber would like to talk with them first.

Motion by Grady, second by Manuel to approve hiring Graydin Cler as a full-time Public Works laborer. Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

Motion by Robbins, second by Manuel to approve Resolution 2026-R-2, REAL Housing Act support. Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye; Stuber, aye. Motion passed.

Motion by Manuel, second by Grady to approve the engineering amendment for the MS4 Annual Report preparation in the amount of \$3,000 due to the new reporting guidelines that cause much more work and paper trail. Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

BOARD MEMBER COMMENTS

Trustee Grady said regarding the executive modification that was made to the Employee Policy Manual, he thinks that take home squad cars should go away since it is just a nice job perk. It was discussed that the change was made because of the constitutionality of borrowing Village property, and take home cars are part of job readiness in case of an emergency.

Trustee Adair said that littering needs a higher fine. We would need an ordinance.

Trustee Swigart said that the last entry on the nuisance ordinance is back to the way it was last year, and a lot of time was spent on that last year. We need to get serious about the nuisance properties.

Motion by Grady, second by Robbins at 9:55pm to enter into executive session for the limited purpose of discussing the hiring, performance, compensation and/or employment of one or more specific Village employees (5 ILCS 120/2(c)(1)) and acquisition of land (5 ILCS 120/2(c)(5)). Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

The Board returned to regular session on a motion made by Robbins, second by Grady at 10:14pm. Roll call: Adair, aye; Goad, aye; Grady, aye; Manuel, aye; Robbins, aye; Swigart, aye. Motion passed.

Motion by Robbins, second by Goad to adjourn the meeting at 10:15pm. Motion passed via voice vote.

Respectfully Submitted,
Brandy Dalton, RMC, CMC, MMC
Village Clerk

xc: File
Village Board

**Village of Tolono Board of Trustees
Special Meeting
May 26, 2026**

The Village of Tolono Board of Trustees ("Board") met on May 26, 2026 in the Police Station, located at 205 E. Main St., Tolono, IL. President Terrence Stuber called the meeting to order at 6:03pm. Roll call found the following trustees present Craig Goad, Dan Grady, Sean Manuel, Jared Robbins, and Tom Swigart. Trustee Mark Adair arrived late. Also present was Clerk Brandy Dalton, Public Works Superintendent John Myers, IT Administrator Brian Booher, Treasurer Heather Manint, and Police Chief Justin Levingston.

All stood for the Pledge of Allegiance. Trustee Stuber gave the invocation.

BUSINESS

The Board discussed the budget and appropriations for the Police Department and the Public Works Department.

Another special meeting is scheduled for Thursday, May 28, 2026 to discuss the rest of the budget and appropriations.

Motion by Swigart, second by Grady to adjourn the meeting at 9:34pm. Motion passed via voice vote.

Respectfully Submitted,
Brandy Dalton, RMC, CMC, MMC
Village Clerk

xc: File
Village Board

Village of Tolono Board of Trustees
Special Meeting
May 28, 2026

The Village of Tolono Board of Trustees ("Board") met on May 28, 2026 in the Police Station, located at 205 E. Main St., Tolono, IL. President Terrence Stuber called the meeting to order at 6:05pm. Roll call found the following trustees present Craig Goad, Dan Grady, Sean Manuel, Jared Robbins, and Tom Swigart. Trustee Mark Adair arrived at 7:50pm. Also present was Clerk Brandy Dalton, Public Works Superintendent John Myers, IT Administrator Brian Booher, and Treasurer Heather Manint.

All stood for the Pledge of Allegiance. Trustee Stuber gave the invocation.

BUSINESS

The Board discussed some additional budget and appropriations line items for the Public Works Department and salaries and purchase of a vehicle for the Police Department. They also discussed the budget and appropriations for MFT Fund, TIF Fund, Audit and ESDA.

The Board will meet in a special meeting again on Monday, June 1, 2026 to discuss the General Fund and revisit ESDA.

Motion by Swigart, second by Grady to adjourn the meeting at 9:49pm. Motion passed via voice vote.

Respectfully Submitted,
Brandy Dalton, RMC, CMC, MMC
Village Clerk

xc: File
Village Board

VILLAGE OF TOLONO

Purchases by Class Detail

June 2, 2026

DATE	TRANSACTION TYPE	NUM	VENDOR	AMOUNT
01 General				
06/02/2026	Check		AMEREN ILLINOIS	188.96
06/02/2026	Check		GFI DIGITAL	107.28
06/02/2026	Check		PAVLOV MEDIA LLC	100.17
06/02/2026	Check		ELAN FINANCIAL SERVICES	88.08
06/02/2026	Check		ELAN FINANCIAL SERVICES	639.79
06/02/2026	Check		ELAN FINANCIAL SERVICES	143.62
06/02/2026	Check		ELAN FINANCIAL SERVICES	371.00
06/02/2026	Check		MILLER & HENDREN LLP	4,140.00
Total for 01 General				\$5,778.90
02 Police				
06/02/2026	Check		GFI DIGITAL	75.18
06/02/2026	Check		PAVLOV MEDIA LLC	100.17
06/02/2026	Check		VERIZON	279.86
06/02/2026	Check		BEST ONE OF CENTRAL ILLINOIS	299.32
06/02/2026	Check		BEST ONE OF CENTRAL ILLINOIS	27.18
06/02/2026	Check		ELAN FINANCIAL SERVICES	13.99
06/02/2026	Check		ELAN FINANCIAL SERVICES	31.46
06/02/2026	Check		ELAN FINANCIAL SERVICES	479.94
06/02/2026	Check		ELAN FINANCIAL SERVICES	128.63
Total for 02 Police				\$1,435.73
03 Street & Alley				
06/02/2026	Check		CARGO SEWER & OUTDOOR SERVICES	12,670.00
06/02/2026	Check		KURLAND STEEL COMPANY	75.04
06/02/2026	Check		KURLAND STEEL COMPANY	76.76
06/02/2026	Check		AMEREN ILLINOIS	47.62
06/02/2026	Check		MUG-A-BUG	117.00
06/02/2026	Check		JOHN DEERE FINANCIAL	178.26
06/02/2026	Check		FRONTIER	136.24
06/02/2026	Check		GRABER BUILDING SUPPLY	53.28
06/02/2026	Check		ELAN FINANCIAL SERVICES	146.24
Total for 03 Street & Alley				\$13,500.44
TOTAL				\$20,715.07

VILLAGE OF TOLONO

Payroll summary by employee report

From May 22, 2026 to May 22, 2026 for all employees from all locations

Payroll	Total	ADAIR, MARK S	BOOHER, BRIAN R	BOYLE JR, DELBERT E	BROWN, JOHN P
Hours	834.66h	2h	1h	1h	80h
Overtime Pay	19.5h	-	-	-	-
Sick Pay	10h	-	-	-	-
Vacation Pay	74.59h	-	-	-	-
IT SYSTEMS ADMIN	1h	-	1h	-	-
MAINT - REG HOURLY	244h	-	-	-	-
POLICE HOURLY WAGES	351h	-	-	-	80h
ADMIN HOURLY	108.57h	-	-	-	-
BOARD MEETINGS	14h	2h	-	-	-
P&Z BOARD MTG	2h	-	-	1h	-
MAINT - REG HOURLY 2	10h	-	-	-	-
Gross	\$28,355.69	\$150.00	\$632.28	\$25.00	\$3,180.50
Overtime Pay	\$932.84	-	-	-	\$0.00
Sick Pay	\$306.21	-	-	-	-
Vacation Pay	\$2,035.09	-	-	-	\$0.00
IT SYSTEMS ADMIN	\$632.28	-	\$632.28	-	-
MAINT - REG HOURLY	\$6,400.70	-	-	-	-
POLICE HOURLY WAGES	\$11,845.05	-	-	-	\$2,908.00
BOARD MEETINGS (commission)	\$0.00	\$0.00	-	-	-
PERMIT PORTION	\$60.00	-	-	-	-
Insurance Stipend	\$750.00	-	-	-	\$250.00
PHONE STIPEND	\$45.00	-	-	-	\$22.50
ADMIN HOURLY	\$3,221.85	-	-	-	-
Treasurer-Monthly	\$500.00	-	-	-	-
MAYOR ANNUAL SALARY	\$416.67	-	-	-	-
BOARD MEETINGS	\$1,000.00	\$150.00	-	-	-
P&Z BOARD MTG	\$50.00	-	-	\$25.00	-
MAINT - REG HOURLY 2	\$160.00	-	-	-	-
Pretax deductions	-\$1,146.21	-	-	-	-\$143.12
AFLAC (PREtax)	-\$113.41	-	-	-	-
IMRF	-\$1,032.80	-	-	-	-\$143.12
Adjusted gross	\$27,209.48	\$150.00	\$632.28	\$25.00	\$3,037.38
Other pay	\$0.00	-	-	-	\$0.00
Qualified OT Tracking	\$310.94	-	-	-	\$0.00
Employee taxes & deductions	-\$5,595.20	-\$18.91	-\$155.54	-\$3.15	-\$584.88
Employee taxes	-\$5,368.07	-\$18.91	-\$155.54	-\$3.15	-\$584.88
Federal Income Tax	-\$1,951.51	\$0.00	-\$100.00	\$0.00	-\$196.79
Social Security	-\$1,751.02	-\$9.30	-\$39.20	-\$1.55	-\$197.19
Medicare	-\$409.54	-\$2.18	-\$9.17	-\$0.36	-\$46.12
IL Income Tax	-\$1,256.00	-\$7.43	-\$7.17	-\$1.24	-\$144.78
Aftertax deductions	-\$227.13	-	-	-	-
AFLAC (taxable)	-\$86.08	-	-	-	-
IMRF Additional EE Deduction	-\$141.05	-	-	-	-
Net pay	\$21,614.28	\$131.09	\$476.74	\$21.85	\$2,452.50
Employer taxes & contributions	\$4,796.33	\$12.60	\$53.11	\$2.10	\$602.39
Employer taxes	\$2,205.12	\$12.60	\$53.11	\$2.10	\$243.31
FUTA Employer	\$0.00	-	-	-	-
Social Security Employer	\$1,751.02	\$9.30	\$39.20	\$1.55	\$197.19
Medicare Employer	\$409.54	\$2.18	\$9.17	\$0.36	\$46.12
IL SUI Employer	\$44.56	\$1.12	\$4.74	\$0.19	\$0.00
Contributions	\$2,591.21	-	-	-	\$359.08
IMRF	\$2,591.21	-	-	-	\$359.08
Total payroll cost	\$33,152.02	\$162.60	\$685.39	\$27.10	\$3,782.89

Payroll	CLER, GRAYDIN M	CLER, GREG	DALTON, BRANDY E	EDMISON, DONNA	GOAD, CRAIG W
Hours	26h	0h	87h	1h	2h
Overtime Pay	-	-	7h	-	-

Payroll	CLER, GRAYDIN M	CLER, GREG	DALTON, BRANDY E	EDMISON, DONNA	GOAD, CRAIG W
Sick Pay	-	-	-	-	-
Vacation Pay	-	-	-	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	16h	-	-	-	-
POLICE HOURLY WAGES	-	-	-	-	-
ADMIN HOURLY	-	-	80h	-	-
BOARD MEETINGS	-	-	-	-	2h
P&Z BOARD MTG	-	-	-	1h	-
MAINT - REG HOURLY 2	10h	-	-	-	-
Gross	\$540.00	\$60.00	\$2,820.92	\$25.00	\$150.00
Overtime Pay	-	-	\$327.32	-	-
Sick Pay	-	-	\$0.00	-	-
Vacation Pay	-	-	\$0.00	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	\$380.00	\$0.00	-	-	-
POLICE HOURLY WAGES	-	-	-	-	-
BOARD MEETINGS (commission)	-	-	-	-	\$0.00
PERMIT PORTION	-	\$60.00	-	-	-
Insurance Stipend	-	-	-	-	-
PHONE STIPEND	-	-	-	-	-
ADMIN HOURLY	-	-	\$2,493.60	-	-
Treasurer-Monthly	-	-	-	-	-
MAYOR ANNUAL SALARY	-	-	-	-	-
BOARD MEETINGS	-	-	-	-	\$150.00
P&Z BOARD MTG	-	-	-	\$25.00	-
MAINT - REG HOURLY 2	\$160.00	-	-	-	-
Pretax deductions	-\$24.30	-	-\$168.64	-	-
AFLAC (PREtax)	-	-	-\$41.70	-	-
IMRF	-\$24.30	-	-\$126.94	-	-
Adjusted gross	\$515.70	\$60.00	\$2,652.28	\$25.00	\$150.00
Other pay	-	-	\$0.00	-	-
Qualified OT Tracking	-	-	\$109.10	-	-
Employee taxes & deductions	-\$66.84	-\$7.56	-\$783.52	-\$1.91	-\$18.91
Employee taxes	-\$66.84	-\$7.56	-\$587.79	-\$1.91	-\$18.91
Federal Income Tax	\$0.00	\$0.00	-\$243.89	\$0.00	\$0.00
Social Security	-\$33.48	-\$3.72	-\$172.31	-\$1.55	-\$9.30
Medicare	-\$7.83	-\$0.87	-\$40.30	-\$0.36	-\$2.18
IL Income Tax	-\$25.53	-\$2.97	-\$131.29	\$0.00	-\$7.43
Aftertax deductions	-	-	-\$195.73	-	-
AFLAC (taxable)	-	-	-\$54.68	-	-
IMRF Additional EE Deduction	-	-	-\$141.05	-	-
Net pay	\$448.86	\$52.44	\$1,868.76	\$23.09	\$131.09
Employer taxes & contributions	\$106.33	\$5.04	\$531.09	\$2.10	\$12.60
Employer taxes	\$45.36	\$5.04	\$212.61	\$2.10	\$12.60
FUTA Employer	-	-	-	\$0.00	-
Social Security Employer	\$33.48	\$3.72	\$172.31	\$1.55	\$9.30
Medicare Employer	\$7.83	\$0.87	\$40.30	\$0.36	\$2.18
IL SUI Employer	\$4.05	\$0.45	\$0.00	\$0.19	\$1.12
Contributions	\$60.97	-	\$318.48	-	-
IMRF	\$60.97	-	\$318.48	-	-
Total payroll cost	\$646.33	\$65.04	\$3,352.01	\$27.10	\$162.60

Payroll	GRADY, DANIEL E	HOWARD, MATTHEW R	LEVINGSTON, JUSTIN E	MANINT, HEATHER A	MANUEL, SEAN M
Hours	2h	82.75h	82h	0h	2h
Overtime Pay	-	2.75h	2h	-	-
Sick Pay	-	-	1h	-	-
Vacation Pay	-	-	8h	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	80h	-	-	-
POLICE HOURLY WAGES	-	-	71h	-	-
ADMIN HOURLY	-	-	-	-	-
BOARD MEETINGS	2h	-	-	-	2h
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-

Payroll	GRADY, DANIEL E	HOWARD, MATTHEW R	LEVINGSTON, JUSTIN E	MANINT, HEATHER A	MANUEL, SEAN M
Gross	\$100.00	\$2,271.38	\$3,401.44	\$500.00	\$150.00
Overtime Pay	-	\$111.38	\$122.14	-	-
Sick Pay	-	\$0.00	\$40.71	-	-
Vacation Pay	-	-	\$325.68	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	\$2,160.00	-	-	-
POLICE HOURLY WAGES	-	-	\$2,890.41	-	-
BOARD MEETINGS (commission)	\$0.00	-	-	-	-
PERMIT PORTION	-	-	-	-	-
Insurance Stipend	-	-	-	-	-
PHONE STIPEND	-	-	\$22.50	-	-
ADMIN HOURLY	-	-	-	-	-
Treasurer-Monthly	-	-	-	\$500.00	-
MAYOR ANNUAL SALARY	-	-	-	-	-
BOARD MEETINGS	\$100.00	-	-	-	\$150.00
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-
Pretax deductions	-	-\$135.85	-\$153.06	-	-
AFLAC (PREtax)	-	-\$33.64	-	-	-
IMRF	-	-\$102.21	-\$153.06	-	-
Adjusted gross	\$100.00	\$2,135.53	\$3,248.38	\$500.00	\$150.00
Other pay	-	\$0.00	\$0.00	-	-
Qualified OT Tracking	-	\$37.13	\$40.71	-	-
Employee taxes & deductions	-\$7.65	-\$438.01	-\$651.83	-\$188.00	-\$11.47
Employee taxes	-\$7.65	-\$406.61	-\$651.83	-\$188.00	-\$11.47
Federal Income Tax	\$0.00	-\$129.71	-\$241.96	-\$100.00	\$0.00
Social Security	-\$6.20	-\$138.74	-\$210.89	-\$31.00	-\$9.30
Medicare	-\$1.45	-\$32.45	-\$49.32	-\$7.25	-\$2.17
IL Income Tax	\$0.00	-\$105.71	-\$149.66	-\$49.75	\$0.00
Aftertax deductions	-	-\$31.40	-	-	-
AFLAC (taxable)	-	-\$31.40	-	-	-
IMRF Additional EE Deduction	-	-	-	-	-
Net pay	\$92.35	\$1,697.52	\$2,596.55	\$312.00	\$138.53
Employer taxes & contributions	\$8.40	\$427.63	\$644.23	\$42.00	\$12.59
Employer taxes	\$8.40	\$171.19	\$260.21	\$42.00	\$12.59
FUTA Employer	-	-	-	-	-
Social Security Employer	\$6.20	\$138.74	\$210.89	\$31.00	\$9.30
Medicare Employer	\$1.45	\$32.45	\$49.32	\$7.25	\$2.17
IL SUI Employer	\$0.75	\$0.00	\$0.00	\$3.75	\$1.12
Contributions	-	\$256.44	\$384.02	-	-
IMRF	-	\$256.44	\$384.02	-	-
Total payroll cost	\$108.40	\$2,699.01	\$4,045.67	\$542.00	\$162.59

Payroll	MCCRACKEN, JEFFERY A	MILLSAP, JEFF L	*MOSELEY, MISTY D	MURPHY, ROBERT A	MYERS, JOHN E
Hours	80h	38h	92.16h	30h	87.75h
Overtime Pay	-	-	-	-	7.75h
Sick Pay	-	-	-	-	-
Vacation Pay	-	-	63.59h	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	38h	-	30h	80h
POLICE HOURLY WAGES	80h	-	-	-	-
ADMIN HOURLY	-	-	28.57h	-	-
BOARD MEETINGS	-	-	-	-	-
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-

Payroll	MCCRACKEN, JEFFERY A	MILLSAP, JEFF L	*MOSELEY, MISTY D	MURPHY, ROBERT A	MYERS, JOHN E
Gross	\$2,846.00	\$722.00	\$2,349.16	\$578.70	\$2,932.00
Overtime Pay	\$0.00	-	\$0.00	-	\$372.00
Sick Pay	\$0.00	-	\$0.00	-	\$0.00
Vacation Pay	\$0.00	-	\$1,620.91	-	-
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	\$722.00	-	\$578.70	\$2,560.00
POLICE HOURLY WAGES	\$2,596.00	-	-	-	-
BOARD MEETINGS (commission)	-	-	-	-	-
PERMIT PORTION	-	-	-	-	-
Insurance Stipend	\$250.00	-	-	-	-
PHONE STIPEND	-	-	-	-	-
ADMIN HOURLY	-	-	\$728.25	-	-
Treasurer-Monthly	-	-	-	-	-
MAYOR ANNUAL SALARY	-	-	-	-	-
BOARD MEETINGS	-	-	-	-	-
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-
Pretax deductions	-\$128.07	-	-\$133.12	-	-\$142.60
AFLAC (PREtax)	-	-	-\$27.41	-	-\$10.66
IMRF	-\$128.07	-	-\$105.71	-	-\$131.94
Adjusted gross	\$2,717.93	\$722.00	\$2,216.04	\$578.70	\$2,789.40
Other pay	\$0.00	-	\$0.00	-	\$0.00
Qualified OT Tracking	\$0.00	-	\$0.00	-	\$124.00
Employee taxes & deductions	-\$760.72	-\$90.98	-\$379.97	-\$106.94	-\$528.60
Employee taxes	-\$760.72	-\$90.98	-\$379.97	-\$106.94	-\$528.60
Federal Income Tax	-\$408.46	\$0.00	-\$98.23	-\$34.02	-\$167.04
Social Security	-\$176.45	-\$44.77	-\$143.95	-\$35.88	-\$181.12
Medicare	-\$41.27	-\$10.47	-\$33.66	-\$8.39	-\$42.36
IL Income Tax	-\$134.54	-\$35.74	-\$104.13	-\$28.65	-\$138.08
Aftertax deductions	-	-	-	-	-
AFLAC (taxable)	-	-	-	-	-
IMRF Additional EE Deduction	-	-	-	-	-
Net pay	\$1,957.21	\$631.02	\$1,836.07	\$471.76	\$2,260.80
Employer taxes & contributions	\$539.03	\$60.65	\$442.83	\$48.61	\$554.50
Employer taxes	\$217.72	\$60.65	\$177.61	\$48.61	\$223.48
FUTA Employer	-	-	-	-	-
Social Security Employer	\$176.45	\$44.77	\$143.95	\$35.88	\$181.12
Medicare Employer	\$41.27	\$10.47	\$33.66	\$8.39	\$42.36
IL SUI Employer	\$0.00	\$5.41	\$0.00	\$4.34	\$0.00
Contributions	\$321.31	-	\$265.22	-	\$331.02
IMRF	\$321.31	-	\$265.22	-	\$331.02
Total payroll cost	\$3,385.03	\$782.65	\$2,791.99	\$627.31	\$3,486.50

Payroll	ROBBINS, JARED F	RUGGIERI, ALEXANDER J	STUBER, TERRENCE M	SWIGART, THOMAS E	WELCH, RICHARD K
Hours	2h	28h	2h	2h	80h
Overtime Pay	-	-	-	-	-
Sick Pay	-	-	-	-	9h
Vacation Pay	-	-	-	-	3h
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	-	-	-	-
POLICE HOURLY WAGES	-	28h	-	-	68h
ADMIN HOURLY	-	-	-	-	-
BOARD MEETINGS	2h	-	2h	2h	-
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-

Payroll	ROBBINS, JARED F	RUGGIERI, ALEXANDER J	STUBER, TERRENCE M	SWIGART, THOMAS E	WELCH, RICHARD K
Gross	\$150.00	\$786.80	\$566.67	\$150.00	\$2,610.00
Overtime Pay	-	-	-	-	\$0.00
Sick Pay	-	-	-	-	\$265.50
Vacation Pay	-	-	-	-	\$88.50
IT SYSTEMS ADMIN	-	-	-	-	-
MAINT - REG HOURLY	-	-	-	-	-
POLICE HOURLY WAGES	-	\$786.80	-	-	\$2,006.00
BOARD MEETINGS (commission)	\$0.00	-	\$0.00	\$0.00	-
PERMIT PORTION	-	-	-	-	-
Insurance Stipend	-	-	-	-	\$250.00
PHONE STIPEND	-	-	-	-	-
ADMIN HOURLY	-	-	-	-	-
Treasurer-Monthly	-	-	-	-	-
MAYOR ANNUAL SALARY	-	-	\$416.67	-	-
BOARD MEETINGS	\$150.00	-	\$150.00	\$150.00	-
P&Z BOARD MTG	-	-	-	-	-
MAINT - REG HOURLY 2	-	-	-	-	-
Pretax deductions	-	-	-	-	-\$117.45
AFLAC (PREtax)	-	-	-	-	-
IMRF	-	-	-	-	-\$117.45
Adjusted gross	\$150.00	\$786.80	\$566.67	\$150.00	\$2,492.55
Other pay	-	-	-	-	\$0.00
Qualified OT Tracking	-	-	-	-	\$0.00
Employee taxes & deductions	-\$18.91	-\$71.29	-\$43.36	-\$18.91	-\$454.46
Employee taxes	-\$18.91	-\$71.29	-\$43.36	-\$18.91	-\$454.46
Federal Income Tax	\$0.00	\$0.00	\$0.00	\$0.00	-\$131.41
Social Security	-\$9.30	-\$48.78	-\$35.14	-\$9.30	-\$161.82
Medicare	-\$2.18	-\$11.41	-\$8.22	-\$2.18	-\$37.85
IL Income Tax	-\$7.43	-\$11.10	\$0.00	-\$7.43	-\$123.38
Aftertax deductions	-	-	-	-	-
AFLAC (taxable)	-	-	-	-	-
IMRF Additional EE Deduction	-	-	-	-	-
Net pay	\$131.09	\$715.51	\$523.31	\$131.09	\$2,038.09
Employer taxes & contributions	\$12.60	\$66.09	\$47.61	\$12.60	\$494.34
Employer taxes	\$12.60	\$66.09	\$47.61	\$12.60	\$199.67
FUTA Employer	-	-	-	-	-
Social Security Employer	\$9.30	\$48.78	\$35.14	\$9.30	\$161.82
Medicare Employer	\$2.18	\$11.41	\$8.22	\$2.18	\$37.85
IL SUI Employer	\$1.12	\$5.90	\$4.25	\$1.12	\$0.00
Contributions	-	-	-	-	\$294.67
IMRF	-	-	-	-	\$294.67
Total payroll cost	\$162.60	\$852.89	\$614.28	\$162.60	\$3,104.34

Payroll	WILLARD, GREGORY D
Hours	24h
Overtime Pay	-
Sick Pay	-
Vacation Pay	-
IT SYSTEMS ADMIN	-
MAINT - REG HOURLY	-
POLICE HOURLY WAGES	24h
ADMIN HOURLY	-
BOARD MEETINGS	-
P&Z BOARD MTG	-
MAINT - REG HOURLY 2	-

Payroll	WILLARD, GREGORY D
Gross	\$657.84
Overtime Pay	-
Sick Pay	-
Vacation Pay	-
IT SYSTEMS ADMIN	-
MAINT - REG HOURLY	-
POLICE HOURLY WAGES	\$657.84
BOARD MEETINGS (commission)	-
PERMIT PORTION	-
Insurance Stipend	-
PHONE STIPEND	-
ADMIN HOURLY	-
Treasurer-Monthly	-
MAYOR ANNUAL SALARY	-
BOARD MEETINGS	-
P&Z BOARD MTG	-
MAINT - REG HOURLY 2	-
Pretax deductions	-
AFLAC (PREtax)	-
IMRF	-
Adjusted gross	\$657.84
Other pay	-
Qualified OT Tracking	-
Employee taxes & deductions	-\$182.88
Employee taxes	-\$182.88
Federal Income Tax	-\$100.00
Social Security	-\$40.78
Medicare	-\$9.54
IL Income Tax	-\$32.56
Aftertax deductions	-
AFLAC (taxable)	-
IMRF Additional EE Deduction	-
Net pay	\$474.96
Employer taxes & contributions	\$55.26
Employer taxes	\$55.26
FUTA Employer	-
Social Security Employer	\$40.78
Medicare Employer	\$9.54
IL SUI Employer	\$4.94
Contributions	-
IMRF	-
Total payroll cost	\$713.10



SEWER & OUTDOOR SERVICES
 2805M COUNTY ROAD 600E, FISHER, IL 61843
 217.202.2550

JOB INVOICE
1609

BILL TO		PHONE
ADDRESS	209 N Vorcey	DATE STARTED 3-8-24
CITY	Tolono	DATE COMPLETED 3-15-26
JOB NAME AND LOCATION	Dig down to footing tile settled	
DESCRIPTION OF WORK	Tile did not get open, came back next day convered line and located by city sidewalk dig up found 1.1/2" offset fixed and located in	

QUANT.	DESCRIPTION OF MATERIAL USED	PRICE	AMOUNT
in rock	not broken		
	found that city		
	16 inch storm tile was		
	closed causing water to		
	flood basement. cut piece of		
	city main out city settled main		
	approx 5000 gallons of water		
	got line draining, required city		
	16" main and hauled off all		
	spoils and hauled in rock		
			12686

I hereby acknowledge the satisfactory completion of the above described work:	TOTAL MATERIALS	12670
SIGNATURE	TOTAL LABOR	
	SHOP CHARGE	16
	TAX	
DATE COMPLETED	TOTAL	12,686

May 20, 2026

Terrence Stuber
Village President
Village of Tolono, Illinois
507 W. Strong Street
Tolono, Illinois 61880

**RE: Proposal for Civil Engineering Services
2026 TIF II Storm Sewer Plan Budget, Tonono, Illinois**

Dear Terrence,

The Village of Tolono is preparing a budget for storm sewer improvements for inclusion in the proposed Tax Increment Financing (TIF) II Summary of Public Project Costs. Fehr Graham will prepare a storm sewer concept plan and project cost estimates for planning and financing purposes.

SCOPE OF SERVICES

Concept Development

Using existing information and as-built plans, Fehr Graham will develop a general network of storm sewer branch pipes to address stormwater and flooding issues within the Village. The proposed sewer layout will use existing rights of way where possible to minimize the need for new easements. Pipe sizes will generally be standard and not optimized at this stage, except for the extension of the Benham Street trunk sewer west across the Canadian National Railroad (CNRR) and Illinois Route 45.

Cost Estimate Development

Fehr Graham will develop a preliminary project cost estimate for inclusion in the proposed TIF II Summary of Public Project Costs. This information will help the Village determine which storm sewer branches should proceed to design and construction as funding becomes available. The preliminary cost estimate will include, but is not limited to, the following items:

- » Storm sewer installation.
 - Pipe.
 - Structures.
 - Manholes.
 - Inlets.
 - Encasements.
 - Average backfills.
 - Surface Restoration.
- » Estimations shall be created using recent Illinois Department of Transportation (DOT) pay items and unit prices.

Storm Sewer Summary Tabulation

Fehr Graham will develop a report organized by street name that identifies storm sewer branch improvement cost estimates. The report will help the Village prioritize incremental improvements as funding becomes available and support future funding, final design, and construction of each branch.

EXCLUSIONS

The following items are **not** included in the scope of this authorization of services:

- » Field surveys.
- » Final design plan preparation.
- » Services during construction phase.
- » CNRR or Illinois DOT permit preparation.
- » Title search.
- » Topographic survey.
- » Traffic control design and implementation.
- » Traffic studies.
- » Tree survey.
- » Utility relocation permits or costs.
- » Vapor testing and/or vapor mitigation design/installation services.
- » Wetland delineations and remediation.

Any of the above services can be performed at an additional cost to the project upon request.

FEES

Fehr Graham will provide the services outlined above for a Lump Sum fee of **\$15,000**.

**Reimbursables are not to exceed a 15% markup. Payment for the services rendered will be requested via a monthly invoice. Fehr Graham does not accept credit and/or debit card payments.*

**All plan reproduction and distribution costs along with publication and permit fees will be paid direct by Client and are not included in the above fees.*

SCHEDULE

Work is scheduled to begin upon receipt of a signed agreement, subject to weather conditions (if applicable), agency review timelines, and stakeholder availability. The Letter Report with Tabulation will be completed by June 16, 2026.

AUTHORIZATION

Thank you for the opportunity to provide this proposal. Please sign and return the attached Agreement for Professional Services to authorize us to proceed.

Sincerely,



Larry Johnson, PE
Senior Project Manager

LAI:kk

Enclosure

**AGREEMENT
FOR PROFESSIONAL SERVICES**

Client Terrence Stuber, Village President
Village of Tolono, Illinois
507 W. Strong Street
Tolono, Illinois 61880

Description of Services:

2026 TIF II Storm Sewer Plan Budget

Fehr Graham will complete the scope of services as outlined in the proposal dated May 20, 2026, included herein.

COST:

The Fixed Fee for performing the above services is \$15,000.

**Reimbursables are not to exceed a 15% markup. Payment for the services rendered will be requested via a monthly invoice. Fehr Graham does not accept credit and/or debit card payments.*

**All plan reproduction and distribution costs along with publication and permit fees will be paid direct by Client and are not included in the above fees.*

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:

Signature _____

Name _____

Title _____

Date Accepted _____

CONSULTANT: *Matthew Johnson*

By  _____

Name **Matthew Johnson, PE, SE**

Title **Principal**

Date Proposed **May 20, 2026**

405.2600073.000

GENERAL CONDITIONS TO AGREEMENT FOR PROFESSIONAL SERVICES

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this Agreement and to the partners, successor, executors, and assigns of such other party in respect to this Agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.
In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.
If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so
8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)'s work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.
The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.
10. Estimates of Fees – When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.
Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless the Consultant for any loss or damage arising out of the unauthorized use of such documents.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement.
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.
The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.
18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.
Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.
If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.
19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Champaign County, Illinois.

Jess of All Trades

Jessi Jo Reed, Owner

Estimate for Window Painting Services

Prepared for: City of Tolono

Date: May 19, 2026

Scope of Work

Jess of All Trades will provide hand-painted window mural services for up to 12 businesses/services for the City of Tolono. Work includes:

- Custom patriotic-themed window artwork
- Surface preparation and layout
- Hand-painted designs using exterior/interior window paint
- Minimal shading and bold, vibrant colors
- Removal of artwork after the event
- Clean-up upon completion

Project Total

Total Estimated Cost: \$4,500.00

Estimate includes up to 12 businesses/services.

Additional businesses/services: \$300 each.

Notes

- Estimate includes labor, design time, materials, and removal after the event.
- Any additional work requested outside the agreed scope may require a revised estimate.

Thank you for the opportunity to work with the City of Tolono. We look forward to creating a vibrant and welcoming display for the community.

Sincerely,

Jessi Jo Reed

Owner, Jess of All Trades

Brandy Dalton

From: Zebo Zebe <zebo.zebe@gmail.com>
Sent: Tuesday, May 19, 2026 10:34 AM
To: INFO
Subject: 401 - 403 Woodworth Dr - Waiving Subdivision Rights
Attachments: 401-403 Woodworth Aerial.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

You don't often get email from zebo.zebe@gmail.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Brandi,

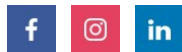
Thanks for connecting on a call. As discussed, I'm working with the owners of 401-403 Woodworth Dr in Tolono. It is currently one, 2-acre parcel containing two single family homes. We would like to split the parcel into two, 1-acre parcels each containing one residence. Champaign County indicated to me that first Tolono would have to waive subdivision rights.

Thank you for the help and please put it on the June board meeting agenda if you can.

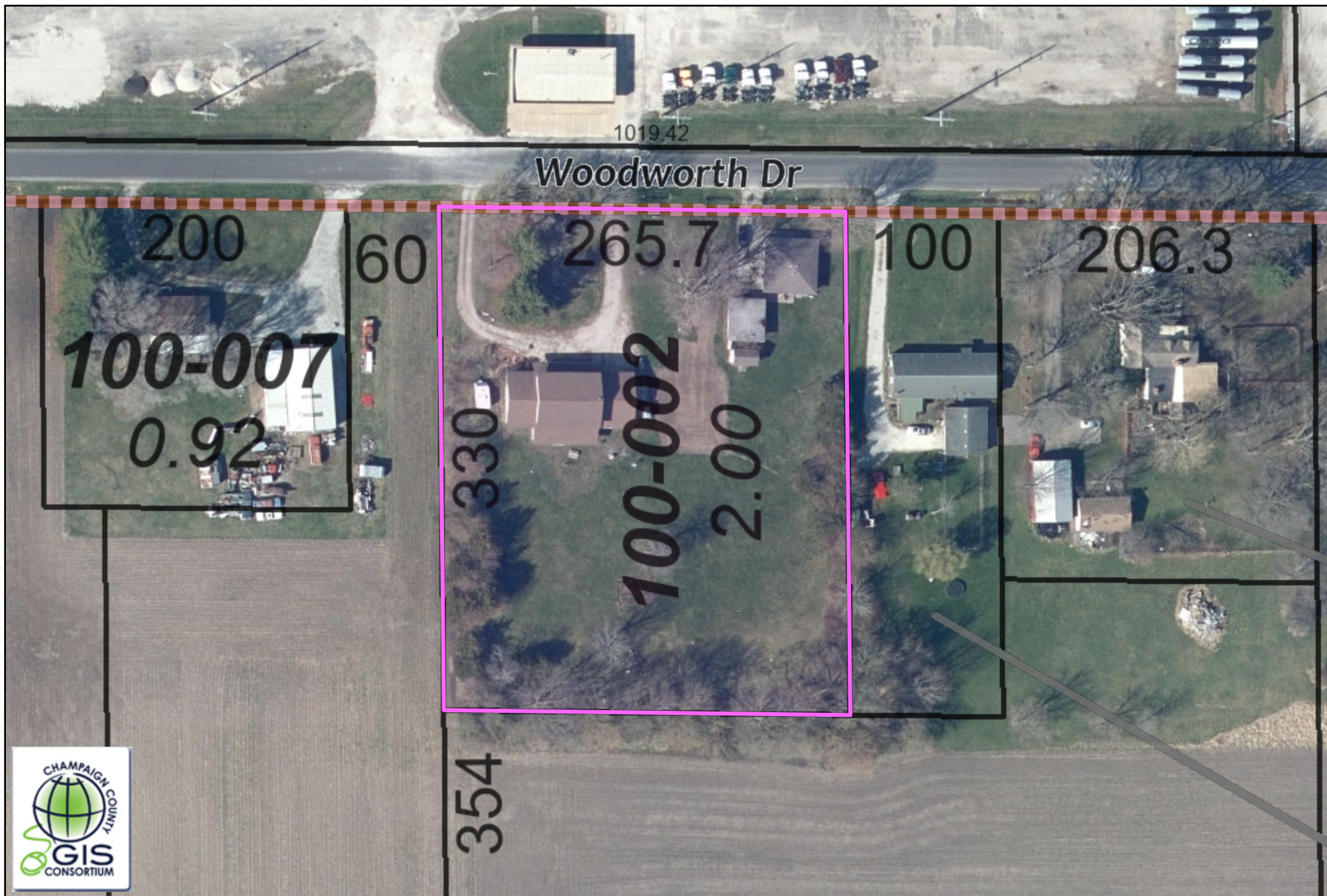
Parcel Number
29-26-35-100-002



Zebo Zebe
REALTOR® & Certified Appraiser, Total Realty
[2178982378](tel:2178982378) | zebo.zebe@gmail.com | TotalRealtyIL.com



GIS Webmap Public Interface Champaign County, Illinois



50
Feet

This map was prepared with geographic information system (GIS) data created by the Champaign County GIS Consortium (CCGISC), or other CCGISC member agency. These entities do not warrant or guarantee the accuracy or suitability of GIS data for any purpose. The GIS data within this map is intended to be used as a general index to spatial information and not intended for detailed, site-specific analysis or resolution of legal matters. Users assume all risk arising from the use or misuse of this map and information contained herein. The use of this map constitutes acknowledgement of this disclaimer.



Village Meeting 3-3-2026

Tolono Fun Days! Committee is preparing for this year's festival, and we would like to GO BIG for our country's 250th anniversary. With that said, we are making this year's event more inclusive, creating an event that people of all ages and interests want to attend and SHOW OFF WHAT A SPECIAL PLACE TOLONO IS AND WHAT WE HAVE TO OFFER.

****Costs Are Estimated****

This year's lineup includes:

Drone Show – Friday Night. We would be the first village in the area to feature this spectacular type of show. \$25K

The return of 25/8 Xtreme – Friday Night & Saturday, Noon-8:00PM. Both days kick off with a FREE 2-Hr foam party. Along with the Zipline, Extreme Air and Rock Wall, we are adding a Bounce House, Dry Slide, 35' Obstacle Course, Vertical Extreme and Inflatable Axe Throwing. \$12K

Bigger/Better Petting Zoo \$1K

We have our very own committee member, Geoff Summerville, promoter of many musical events/festivals. We would like to add a stage and bands both Friday and Saturday night. Friday night would include a nationally recognized band and Saturday night a cover band directly from Nashville. We would like to sprinkle in a few local groups throughout the day Saturday and possibly a Christian band on Sunday. Geoff believes he can get sponsorship for a large portion of the cost. Sponsorships + \$10K

Commemorative Coins & T-Shirts

Culminate with another spectacular Saturday night fireworks presentation. \$20K

TOTAL \$70K

We normally spend about \$45K per festival. This cost includes fireworks.

The Village of Tolono generously donates around \$15K for fireworks. We can confidently state that we can cover \$5K of the fireworks as we have in the past. I believe we can confidently cover another \$5K of cost with our normal revenue channels. Possibly \$10K.

We would need (including the Village's normal donation for fireworks) a total donation of \$55-\$60K to cover all the above events.

Most of the costs we could do as a direct pass-through to the Village, meaning the Village cuts a check to the vendors. The funds never go into the Tolono Fun Days! account (Drone Show, 25/8 Xtreme, Petting Zoo, and the fireworks.)

At this time, we are unsure how we would handle the entertainment side, but we are sure we could find a way to directly pay part of it. We are asking for a great deal of money. If you would like to pick and choose certain events that you would be willing to sponsor, we would be open to that as well.

DATE	NAME	ADDRESS	PROJECT	BLDG OFFICIAL	PERMIT#	FEE	DATE PAID	APPROVED/DENIED	REASON FOR DENIAL	PERMIT EXPIRES	PROPERTY IN HOA	NOTES	BUILDING OFFICIAL PAID
1/14/2026	Michelle Osman	310 N Bourne St	Fence	Greg Cler	2323	\$100.00	1/16/2026	Approved		1/16/2027			\$20
1/20/2026	Melissa Knee	104 N Long St	Remodel	Greg Cler	2324	\$75.00	1/22/2026	Approved		1/22/2027			\$40
1/26/2026	Kevin Carrington	403 Mabry Ct	Fence	Greg Cler	2325	\$100.00	2/3/2026	Approved		2/3/2027			\$20
2/2/2026	Anne Bialeschki	401 W Walnut St	Fence	Greg Cler	2326	\$100.00	2/3/2026	Approved		2/3/2027			\$20
2/12/2026	Philo Exchange Bar	411 N Long St	Sign	Greg Cler	2327	\$100.00	2/23/2026	Approved		2/23/2027			\$25
2/23/2026	Kordell Mitchell	407 W Austin St	Fence	Greg Cler	2328	\$100.00	3/2/2026	Approved		3/2/2027			\$20
2/23/2026	Craig Goad	206 N Eliabeth	Fence	Greg Cler	2329	\$100.00	3/2/2026	Approved		3/2/2027			\$20
2/26/2026	Hedy Bourland	301 E Main St	Shed	Greg Cler	2330	\$50.00	3/4/2026	Approved		3/4/2027			\$20
3/13/2026	Samantha Harnack	320 Windstone Dr	Driveway/Shed	Greg Cler	2331	\$90.00	3/20/2026	Approved		3/20/2027			\$40
3/19/2026	John Chrisagis	201 S 1st	Driveway	Greg Cler	2332	\$50.00	3/25/2026	Approved		3/25/2027			\$20
3/17/2026	Deanna Wheeler	599 W Austin	Fence	Greg Cler	2333	\$100.00	3/31/2026	Approved		3/31/2027			\$20
3/30/2026	Sally Newell	411 S Elizabeth	Deck	Greg Cler	2334	\$45.00	4/1/2026	Approved		4/1/2027			\$20
3/31/2026	Ashley Hibbs	804 E Benham	Pool	Greg Cler	2335				Does not need a permit				
4/24/2026	Bill Grothe	712 W Austin	Fence	Greg Cler	2336	\$100.00	4/27/2026	Approved		4/27/2027			\$20
5/12/2026	Delbert Boyle	310 S Vorcey St	Shed	Greg Cler	2337	\$50.00		Approved		5/12/2027			\$20
5/18/2026	John Baker	111 E Reynolds St	shed	Greg Cler	2338	\$50.00	5/22/2026	Approved		5/18/2027			\$20

Date	Reported By	Reporter's Address	Name	Address	Violation	Date of 1st Letter	Date of 2nd Letter	Re-check Date & Findings & Pic	Letter from Law Office
2/19/2026	[REDACTED]		Douglas Younger	408 E Reynolds	Multiple vehicles with out dated tags-				
2/19/2026	[REDACTED]		Jim Myers	307 N Elizabeth	Overgrown public sidewalk causing dangerous trip hazard Overgrown yard which has confirmed critters habituating and repopulating	4/8/2026		Furniture has been removed	Family is engaging and it will be taken care of
					Living room furniture in the yard since last fall creating a habitat for critters				
					I was inquiring as to the nuisance status of Scott Rash's property on the corner of Bourne and Broadway. This month there have been multiply times that a car jack has protruded into the road. Also there are multiple piles of garbage .. IE: anti -freeze jugs, tarps, brush, tools. The van in the driveway has not moved since being parked there at the beginning of November and has expired plates on it. Also the skunks are back. It would be appreciated of they were gone before they have the chance to dig up our yard like they did last spring/summer. I have a suggestion as to wear to put a trap				
2/23/2026	[REDACTED]		Rash, Carlson, Black	121 1/2 E Daggy		4/8/2026			
3/20/2026	[REDACTED]		Brandon Wilson	311 N Vorcey	Large amounts of junk accumulating on the property i	4/8/2026			
3/20/2026	[REDACTED]		Chelsea Woodworth	206 E Holden	property in the front porch and front yard two mattresses that have been out at the back of the property for a long time that is visual from the southside of TFPD Station #1 that are out in the elements collecting bugs, water ,and other things	4/8/2026			
4/6/2026	[REDACTED]		Frances,Jason,Justin Brewer	207 S Elizabeth	There's junk scattered all over the property. The backyard is horrible, there's a old chair that's been in the burn pile since last summer. The driveway has junk on it. The south side of the house has junk piled up. They are constantly burning garbage and cardboards. If it's windy the garage ends up blowing all over the neighborhood.				
4/14/2026	[REDACTED]		Scott Buchholz	406 Marshall	This property is disgusting. They have a vulgar sign on the front porch and junk everywhere. Even the road is torn up in front.				
4/28/2026	[REDACTED]		Denny Davis	603 E Broadway	Roof falling in and trash/ garbage in back yard.				
5/4/2026	[REDACTED]		Ervin Schrock	315 Windstone	Construction debris piled up 3-4 weeks. Can be seen from commons area behind the house.				
5/8/2026	[REDACTED]		Sospen LLC	708 N Clifford	Tall grass and weeds				
5/19/2026	[REDACTED]		John & Robin Morrow	320 Deerpath	Un-mowed lawn with tall weeds				

<i>Date Written</i>	<i>Date to be Completed</i>	<i>Name of Requestor</i>	<i>Address</i>	<i>Description of Work To Be Done</i>	<i>Completion Date</i>	<i>Completed By</i>	<i>Description of Work</i>
1/8/2026	1/8/2026	Mark Adair/Terrence Stut	410 N James	rock for mailboxes	1/8/2026	JM	Done
1/9/2026	1/9/2026	Jacob Swigart	516 N Calhoun	line down/ mediacom line	1/9/2026	JM/MH	Done
1/9/2026	1/9/2026	Russell Curry	By Janet Miller's house	tree down and mediacom line down	1/9/2026	JM/MH	Done
1/21/2026	1/21/2026	Misty	Police Dept	Toilet leaking in bathroom	1/29/2026	MH	Done
1/22/2026	1/22/2026	Robbin Hayden	813 E Jackson St	Sidewalk repair	2/13/2026	JM	Done
2/10/2026	2/10/2026	Michael Pape	302 N 1st St	Mailbox knocked over by plow during last snow	2/10/2026	JM/MH	Done
2/12/2026	2/12/2026	Justin Levingston	East side of Central	Flashing light at cross walk are not working	2/13/2026	MH	Done
2/12/2026	2/12/2026	Janet Miller	205 S Elizabeth St	Check drainage in ditch	4/3/2026	JM	Meter pit is IL Am. Her front yard is lower than sidewalk
2/16/2026	2/16/2026	Lorrie Eckstein	Watson St by Absolute	Potholes on Watson by Absolute	3/10/2026	JM	Done
2/16/2026	2/16/2026	Garrett Cler	301 Elizabeth	Crushed asphalt added to area along Elizabeth St	2/17/2026	JM	Done
2/24/2026	2/24/2026	Craig Goad	206 N Elizabeth	Dirt in ditch on N side of house			\$40 charged for 2 buckets of crushed asphalt
2/24/2026	2/24/2026	Garrett Cler	301 N Elizabeth	5 Buckets of crushed asphalt			Not driving into back yard. They are supposed to get a trailer
2/24/2026	2/24/2026	Chad Rothe	224 E Holden	Culvert replaced	3/10/2026	Email sent	Done
2/25/2026	2/25/2026	Karen Blackstock	500 E Locust	Clean out storm drain, full of leaves	3/6/2026	JM	Done
2/27/2026	2/27/2026	Karen Blackstock	500 E Locust St	Clean catch basin, it is full of leaves	3/6/2026	JM	Done
3/4/2026	3/4/2026	Jennifer Frost	508 N Condit	Drainage issue	3/5/2026	JM	Done
3/9/2026	3/9/2026	Dan Crowley	208 S Bourn	Storm sewer need cleaned out	3/11/2026	JM/MH	Done
3/10/2026	3/10/2026	Kendal Robinson	314 W Strong	2 Buckets of road pack	3/13/2026	JM	Done
3/12/2026	3/12/2026		Walnut St just over track	Pick up Possum	3/12/2026	MH	Done
3/11/2026	3/11/2026	Bryon Foyl	309 N Watson	Clean storn drain	3/13/2026	JM/MH	Done
3/20/2026	3/20/2026	Sean Schendel	319 N Vorcey	Rocks out of yard from snow plow	3/20/2026	MH	Done
3/24/2026	3/24/2026	Luke 217 INC		possible sidewalk replacement after a water service re	3/24/2026	JM	Done
3/27/2026	3/27/2026	Caitlin Souza	208 W Strong	1 Bucket of Road Pak for \$40	3/31/2026	MH	Done
3/30/2026	3/30/2026	Gidget Evans	203 W Austin	3 Buckets clean rock	3/31/2026	MH	Done
3/31/2026	3/31/2026	Wayne Hood	318 N Vorcey	dead animal	3/31/2026	MH	Done
4/6/2026	4/6/2026	George Huntington	405 Mabry Ct	Snow plow damage to yard	4/13/2026	MH/JM	Done
4/15/2026	4/15/2026	Robert Price	501 Deerpath	Check Storm Sewer Grate	4/15/2026	JM	Done
4/20/2026	4/20/2026	Dee Cooley	710 N Clifford	Pot Hole on street in front of our house- please fill	5/22/2026	GC/JeM	Done
4/20/2026	4/20/2026	Terrence Stuber	End of Austin	Take TIF sign down that is on pole at end of austin	4/27/2026	MH	Done
4/20/2026	4/20/2026	Mike Woodworth	end of 3rd st- N Broadwa	Fill in potholes	5/22/2026	MH	Done
4/20/2026	4/20/2026	Mike Woodworth	River Rd	Trim Trees by Meharry's	4/29/2026	Jeff Millsap	Done
4/30/2026	4/30/2026	Craig Goad	Main & Bourne	Clean up rock in grass from snow plow	5/1/2026	JM/MH/JeM	Done. Cleaned up dirt & put in new 3/4" rock
5/1/2026	5/1/2026	Bus Barn Dispatch	Central & Washington N	Tree needs trimmed	5/18/2026	RM/JeM	Trees trimmed up
5/5/2026	5/5/2026	Rob Murphy	701 W Austin St	Jet culvert			
5/7/2026	5/7/2026	Dixie Phillips	511 W Holden St	Take down trees in alley	5/21/2026	JM	Trees are not dead
5/13/2026	5/13/2026	Chuck Edmison	504 E Benham St	5 Buckets of gravel	5/18/2026	JM	5 buckets of roadpack delivered
5/18/2026	5/18/2026	Washburn	304 W Linden St	Alley entrance on Cory needs gravel	5/21/2026	JM	Done
5/19/2026	5/19/2026	Allison Bundy		Trim trees NW corner of Walnut & Calhoun	5/20/2026	JM/MH	Trimmed trees
5/19/2026	5/19/2026	Allison Bundy		Trim bushes over sidewalk east of Hand In Hand	5/20/2026	JM/MH	Trimmed bushes Vine & Calhoun
5/26/2026	5/27/2026	Jason Keeley	414 N Vorcey St	Fill in potholes			