



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: SCOTT KOEPEL, VILLAGE ADMINISTRATOR
DATE: MARCH 3, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

1. **PD remodel** – Staff attended construction meetings and other meetings with the construction manager and architects.
2. **Hankes Road Bridge** – Staff has received several calls and emails from concerned residents. Staff continues to work with IDOT on a resolution.
3. **Budget** – Staff is working on the 26-27 budget.
4. **City of Aurora**– President Stillwell and staff met with the Aurora Mayor’s Office on a variety of topics.
5. **Environmental Committee** – Staff attended a meeting with the Metro Mayors Caucus on the Clean and Reliable Grid Affordability Act.
6. **Economic Development** – In the absence of an Economic Development Director the Village Administrator is meeting with potential businesses.
7. **ICMA Training** – Staff attended an ICMA sponsored workshop on communication and transparency with the public.
8. **Social Media** – Staff provided updates on social media to the public.
9. **FOIA Requests** – Staff continues to work on various requests.
10. **PAC** – Administration staff is working with the Attorney General’s Public Access Counselor because of FOIA and OMA review requests.



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES

FROM: KARIN JOHNS, FINANCE DIRECTOR

DATE: FEBRUARY 25, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Tasks/Updates:

- **FY 26-27 Budget** Staff has been hard at work entering requests for the Fiscal Year 26-27 Budget. Internals Budget meetings have continued to complete a balanced budget to present to the board.
- **Grant Reimbursement.** Staff has submitted required quarterly reports and reimbursement request in the amount of \$65,096.96 for the US 30/ Municipal Drive Pedestrian Crossing DCEO Grant. The reimbursement has been received.

Meetings:

- Staff from Finance, Administration and Public Works met with our energy consultant to discuss the high charges at the Water Treatment Plant Electric bills and will work to reduce the charges by scheduling routine tasks on off peak hours when operationally possible.

Training:

- N/A



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: DANIELLE MARION, COMMUNITY DEVELOPMENT DIRECTOR
DATE: MARCH 3, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Meetings:

EEI- I attended the weekly engineering meetings with Staff and EEI.
CPEP – met with fellow staff to discuss CPEP submittals.
Potential Developer – met with a potential developer.
Budget – met with fellow staff to go over budget.

Tasks/Updates:

Route 47 Wings & Tavern – issued final occupancy, opened February 9th.
Lennar – mass earthwork about finished, they are beginning on the underground work. Gave warnings about construction hours. Closely monitoring construction. Submitted master plans of each model for review.
Settlers Ridge Areas 5 & 6 – Work has started. Model homes completed. Underground work complete. Permits are being issued.
Jiffy Lube – Temporary Certificate of Occupancy Issued. Open for business.
Code updates – working on several text amendments.

Planning & Zoning:

Prepare agenda material for the Plan Commission meeting.
Performed multiple plan reviews.
Sited zoning violations.

Building:

Completed multiple plan reviews and building inspections.
Issued multiple permits.
Completed building code updates.

Property Maintenance/Code Enforcement:

Code Enforcement Officer has finished for the season.



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES

FROM: PAT ROLLINS, CHIEF OF POLICE

DATE: FEBRUARY 27, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Conferences / Training / Seminars:

- The Police Law Institute's February online training focused on new Illinois laws that took effect on January 1. Topics covered included the Ban on Devices that Obscure License Plates, Property Exempt from Impounded-Vehicle Liens, Expanded Bicycle Definition (now includes electric low-speed bicycles), Cyclist Compliance with Traffic Control Signals, Motorists Move Over for Cyclists Requirement, The Safe Gun Storage Act, Digital Assets Kiosk Act, Criminal Justice Information Systems Compliance, Expressway Camera Act Revisions, Public Rights-of-Way and Utility Pole Use, Arrest Alternative for Juvenile Domestic Violence Offenders, Officer Hiring and Transparency Mandates, and Emergency Assistance to Other Public Safety Agencies.
- Department-wide monthly defensive tactics training for February included Impact Weapons and Collapsible Batons.
- Officers Rivera and Lullo are attending the 16-week police academy training at the Suburban Law Enforcement Academy (SLEA), which began on January 5, 2026. They completed their eighth week of sixteen.

Administrative:

- Chief Rollins attended the Kane County Emergency Management Coordinator's meeting on February 17.
- Chief Rollins attended the pre-construction meeting for the Grove at EEI on February 17.
- Chief Rollins met with our vehicle network vendor virtually, who handles the squad cars and Cradlepoint units, on February 18.
- Deputy Chief Alcaraz attended the Village's internal safety committee meeting, comprised of all departments, on February 18.
- Chief Rollins participated in the Board of Police Commissioners meeting held on February 18.
- Deputy Chief Alcaraz attended the monthly Kane County Chiefs of Police meeting, held

in Aurora, for this month's meeting on February 19.

- Chief Rollins attended the 100 Club of Kane County Executive Board meeting on February 19 in Campton Hills.
- Deputy Chief Alcaraz coordinated the portable radio reprogramming with a representative from Tri-Com, updating each portable radio on February 19.
- Chief Rollins attended the Department Head meeting at the Village Executive Office on February 24.
- Chief Rollins, Village Administrator Koepfel, met with the Sergeants and FOP representative on February 25 for the kick-off meeting for contract negotiations.
- Chief Rollins attended the State of the Region event at Waubensee Community College on February 26.
- Chief Rollins and Deputy Chief Alcaraz participated in the police department budget process held at the Village Executive Conference Room on February 26.

Directed Patrols and Crime Prevention Activity:

- Officers patrol neighborhoods overnight, informing residents with open garage doors and offering to help secure their garages.
- Officers have been issuing courtesy warnings to vehicles blocking the sidewalks. Repeat offenders may receive citations.

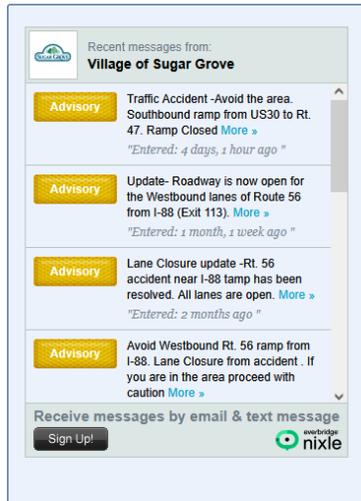


- Speed Radar Pole Signs:
 - Unit # 1 – not deployed during this time frame
 - Unit # 2 – not deployed during this time frame

Emergency Preparedness:

- No new messages have been sent since the last report.

COMMUNITY ALERTS



- The weekly silent test of the Emergency Warning Sirens occurred on February 23 at 08:10 a.m. — All sirens are working correctly.

Mon, Feb 23, 2026 09:01 AM

SYSTEM 4000 CENTRAL CONTROL INTERROGATION SUMMARY

SUGAR GROVE

Site	Command	Output	Input
AU18	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG01	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG02	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG03	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG04	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG05	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS
SG06	02/23/26 08:10 AM SILENT GRL command.	PASS	PASS

Police Building Construction Development Update:

- Chief Rollins and Village Administrator Koepfel met with Cordogan Clark Architects on February 23 to review change orders for the PD construction project.
- On February 26, Chief Rollins, and PW Director Merkel attended the bi-weekly meeting with Cordogan Clark regarding the police department remodel/addition project. Status updates were provided, including the construction timeline for the next couple of weeks. The project remains on schedule, with interior work performed on days with colder weather. The outdoor front entrance canopy

structure was built over the past couple of weeks on warmer days. In addition, several change orders were reviewed.

- Electrical work is progressing in interior areas, supplying low-voltage power to the existing portion of the building.
- The plumbing contractors continue their work throughout the facility, installing new lines and vents.
- Mechanical work is progressing, and HVAC equipment is being installed.
- The Fire Sprinkler contractor is installing service lines and sprinkler heads as the various workspaces are ready for their installation.
- The General Contractor is building the interior walls and corridors and working on the main entrance/lobby area.
- On-site meetings are happening daily.
- The Sally-port area concrete deck panel was installed on Friday. This space serves as the designated building's storm shelter.





Change Orders: -

- Change Order # 1 \$3,350.00 for puddy pads applied to the backside of the wall electrical boxes to assist with soundproofing throughout some of the interior spaces has occurred.

Beginning

Balance: \$325,000.00

Change Order #1	\$3,350.00		Puddy Packs	1/23/2026	Kellenberger Electric

Ending Balance: \$321,650.00

Upcoming Activities:

- None to report



STAFF REPORT

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES

FROM: BRAD MERKEL, PUBLIC WORKS DIRECTOR

DATE: FEBRUARY 25, 2026

The following information outlines the status of current projects, meetings, training, and other activities being handled by the department.

Meetings:

I attended the State of the Region.
I attended the bi-weekly SGPD Project Meeting.
I have been working on the FYE 2027 Budget.

Public Works Projects:

US 30 & Municipal Drive Pedestrian Crossing. The crosswalk is open; a punch list and landscaping will be completed in the spring.

IL 47 & Park Ave. intersection improvements. The Permit for the Project is currently being processed with the Contractor and IDOT.

Public Works Daily Operations:

Staff repaired a broken water mains on Joy Court and McCannon St.
Staff replaced a broken water main valve on Joy Court.
Staff completed the IRMA facility inspection at Public Works.
Staff assisted the Fire Department in completing Fire inspections at all Wells & Lift stations.
Staff have been trimming parkway trees in Walnut Woods.
Staff completed Village wide pothole patching.
Staff have been preparing for the IRMA Facility Inspections.
Staff repaired 1 streetlight.
Staff are performing daily repairs and maintenance on the snow & ice control fleet.
Staff completed 81 Julie Locates from February 13, 2026.
Staff have been completing Excavation safety training in groups of 3.
Staff worked with contractors to replace the Windstone Lift station control panel that was struck by lightning last spring.