



Village Hall
211 S. Seminary St,
PO Box 18
Downs, IL 61736

Persons who wish to attend in person are allowed at the meeting location shown on the agenda without special consideration.

Video is available using a computer, smartphone, tablet, iPad, etc. connected to the internet, using the information below. Please keep your connection muted until called upon for your question or you need to make a follow-up comment during your 5-minute time (See rules for public comment).

You may submit comments or questions via the following methods:

- Online chat during the meeting
- During the "Public Comment" item on the agenda using Teams
- e-mail the clerk@villageofdowns.org
 - Must be received at least 24 hours before start of meeting
- Text the Village Clerk 541-390-6709

Video/Audio conference call information: [Join the meeting now](#)

Meeting ID: 250 776 149 659 2

Passcode: F2UB9xG2

Microsoft Teams [Need help?](#)

Village of Downs Board of Trustees Regular Meeting

March 12, 2026, 7 pm @ Village Hall & via TEAMS

1. Call to Order at ____ pm
2. Roll Call
3. Pledge of Allegiance
4. Motion to Approve Agenda and Order
5. Presentations
6. Events
7. Engineer & Development Report
 1. Downs Water Plant Improvements
 2. Downtown Streetscape and Parking Lots Project
 3. Downs Crossing Water-main Extension
 4. S. Lincoln and Colleen Lane Road Project
 5. Other Engineering or Development Updates
8. Zoning Board of Appeals
 1. Motion to Approve Items Contained within the ZBA Consent Agenda
 2. Motion to Approve Consent Agenda
 - a. Ordinance 2026-__ Approving Zoning Map Amendment on Parcels #29-04-227-011 and #29-04-227-012 from A - Agriculture and R-2 - Medium Density Residential to P - Public
 - b. Resolution 2026-R__ Authorizing and Approving the Preliminary Plan for the Kickapoo Creek Estates Subdivision
 - c. Ordinance 2026-__ Annexing the Territory Set Forth in the Annexation Agreement Executed Between Mary Norma Sutter Trent and the Village of Downs
 - d. Ordinance 2026-__ Annexing the Territory Set Forth in the Annexation Agreement Executed Between Donna Sutter Melzer and the Village of Downs
 - e. Ordinance 2026-__ Annexing the Territory Set Forth in the Annexation Agreement Executed Between JJE Holdings, LLC and the Village of Downs
 - f. Ordinance 2026-__ Annexing the Territory Set Forth in the Annexation Agreement Executed Between Eric R and Jessica L Prochnow and the Village of Downs
 - g. Resolution 2026-R__ Authorizing and Approving Annexation Agreement Between Mary Norma Sutter Trent and the Village of Downs
 - h. Resolution 2026-R__ Authorizing and Approving Annexation Agreement Between Donna Sutter Melzer and the Village of Downs
 - i. Resolution 2026-R__ Authorizing and Approving Annexation Agreement Between JJE Holdings, LLC and the Village of Downs
 - j. Resolution 2026-R__ Authorizing and Approving Annexation Agreement Between Eric R and Jessica L Prochnow and the Village of Downs
 - k. Ordinance 2026-__ Approving Zoning Variance on Parcel #29-05-300-010
 - l. Ordinance 2026-__ Approving Zoning Map Amendment on Parcel #29-08-300-006 from A - Agriculture to R-1 - Low Density Residential
 - m. Ordinance 2026-__ Approving Zoning Map Amendment on Parcel #29-08-300-012 from A - Agriculture to R-1 - Low Density Residential
 - n. Ordinance 2026-__ Approving Zoning Map Amendment on Tract C from A - Agriculture to R-1 - Low Density Residential
 - o. Ordinance 2026-__ Approving Zoning Map Amendment on Tract C from A - Agriculture to C-2 - General Commercial
9. Mayoral Report
 1. Fireworks Display Agreement with J&M Displays not to Exceed \$17,500

10. Trustee Reports
 1. Building Report
 2. Water and Sewer Report
 3. Police Report
 4. Streets Reports
 5. Parks, Community Center and Food Pantry Report
 6. Finance and Services Report
11. Discussion
 1. Other
12. Public Comment
13. Motion to Approve Items Contained within the Consent Agenda
14. Motion to Approve Consent Agenda
 1. Motions
 - a. Motion to Approve the February 12, 2026 Village Board of Trustees Regular Meeting Minutes
 - b. Motion to Approve the February 12, 2026 Village Board of Trustees Executive Meeting Minutes
 - c. Motion to Approve Full Page Ad in the Tri-Valley Yearbook for \$____
 - d. Motion to Approve Updated Fee Schedule for the Village of Downs effective May 1, 2026
 2. Ordinances
 - a. Ordinance 2026-__ Adopting and Approving Amendments to Chapter 16, Miscellaneous, of the Village of Downs Municipal Code
 - b. Ordinance 2026-__ Adopting and Approving Amendments to Chapter 8, Streets, of the Village of Downs Municipal Code
 - c. Ordinance 2026-__ Adopting and Approving Amendments to Chapter 9, Liquor, of the Village of Downs Municipal Code
 - i. License changes (allowing Special event to be hosted by McLean County Liquor License holder...not just Downs) and remove the resident agent requirement
 - d. Ordinance 2025-__ Establishing Bulk Water Rate for the Village of Downs
 - e. Ordinance 2025-__ Video Gaming Fee Increase \$100 to \$200
 - f. Ordinance 2026-__ Approving the KCN Estates Subdivision Final Plat
15. New Business
16. Old Business
 1. Motion to Continue the Village of Downs Regular Board of Trustees Meeting on _____, @ 7 pm at the Village Hall
 2. Ordinance 2026-__ Approving and Adopting Amendments to the Village of Downs Policy Handbook for the Employees of the Village of Downs
 3. Resolution 2026-R__ Authorizing and Approving Franchise Agreement with Cornbelt Energy Corp and the Village of Downs
17. Motion to Approve Payment of Bills
18. Motion to Enter Executive Session
19. Action on Executive Session Items
 1. Motion to Hire _____ as a Part-Time Public Works Seasonal Maintenance Worker for the Village of Downs at \$__ per hour Starting _____, 2026, Reporting to the Public Works Supervisor Subject to Background Checks and 3 Month Evaluation Period
20. Other Business
21. Motion to Adjourn at _____ pm