



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 Special Meeting

May 14, 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. Zoning Board of Appeals
8. 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
9. Mayoral Report
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 April 9, 2026 Village Board of Trustees Regular Meeting Minutes
 - b. Motion to Approve Renewal of Membership with AWWA
 - c. Motion to Approve Amended Village of Downs Fee Schedules as of May 1, 2026
 - d. Motion to Approve Wages Increases for Village of Downs Employees
 - e. Motion to Approve Three (3) Month Evaluation Period Extension for Andrea Raycraft
 - f. Motion to Approve Usage of One Percent (1%) Sales Tax Monies on the New Village Hall
 - g. Motion to Hire Kailey Gassaway as a Part-Time Seasonal Public Works Maintenance Worker for the Village of Downs at \$15 per hour, Starting May 18, 2026, Reporting to the Public Works Supervisor, Subject to Background Checks, and 3 Month Evaluation Period
 - h. Motion to Appoint _____ as Junior Mayor in the Village of Downs until May 13, 2027
 2. Ordinances (19)
 - a. Ordinance 2026-19 Adopting and Approving Amendments to Chapter 11, Building, of the Village of Downs Municipal Code
 3. Resolutions (R18)
 - a. Resolution 2026-R__ Authorizing and Approving Construction Agreement to Build the Village Hall

- b. Resolution 2026-R__ Authorizing and Approving Agreement Between _____
and the Village of Downs for Copy Services

15. New Business

- 1. Motions
- 2. Ordinances
 - a. Ordinance 2026-__ Approving the FY2026 Zoning Map of the Village of Downs
- 3. Resolutions

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-__ Adopting and Approving FOIA Charges
- 3. Ordinance 2026-__ Approving and Adopting Amendments to the Village of Downs Policy Handbook for the Employees of the Village of Downs
- 4. 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

- 1. Potential Litigation
- 2. Contracts/Agreements

19. Action on Executive Session Items

20. Other Business

21. Motion to Adjourn at _____ pm