Village of Hampshire
Village Board Meeting
Thursday, October 15, 2026 – 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Motion to Approve Meeting Minutes from October 1, 2026
6. Motion to Approve the Accounts Payable for October 15, 2026
7. New Business
    a. Resolution #26-45 Approving an Engagement Letter with Lauterbach & Amen
    b. Resolution #26-46 Awarding a Bid to Houseal Lavigne for the Comprehensive Plan Project
8. Old Business
9. Staff Reports
    a. Building Report
    b. Financial Report
    c. Police Report
    d. Streets Report
10. Village Board Committee Reports
    a. Business Development Commission
11. Announcements
12. Executive Session
13. Adjournment

Public Comments: The Board will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Village President may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Board or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not require consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.

Village of Hampshire
234 S. State Street, Hampshire, IL 60140
Phone: 847-683-2181 | www.hampshireil.org

Agenda Supplement

TO:	**President Reid; Board of Trustees**
FROM:	**Mary Jo Seehausen, Village Manager**
FOR:	**Village Board Meeting for October 15, 2026**
RE:	**Lauterbach & Amen Accounting Services Engagement Letter**

Background: Village staff proposes an engagement with Lauterbach & Amen for accounting-related special projects and assignments. The accounting services will primarily aid with the conversion to the new LOCiS ERP system.

Recommendation: Village staff recommend the Village Board approve the engagement letter with Lauterbach & Amen.

Attachments:

1. Lauterbach & Amen Engagement Letter

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH LAUTERBACH & AMEN, LLP TO PROVIDE ACCOUNTING SERVICES TO THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS

WHEREAS, the Village of Hampshire, Illinois (the "Village") is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq*.); and

WHEREAS, the President of the Village (the "President") and the Board of Trustees of the Village (and with the President, the "Corporate Authorities") are committed to ensuring that the Village operates in a proper, safe, economical and efficient manner; and

WHEREAS, pursuant to Section 2-3-8 of the Illinois Municipal Code (65 ILCS 5/2-3-8) the Village may contract and be contracted with; and

WHEREAS, the Village is in need of finance department advisory and accounting services (the "Services"); and

WHEREAS, Lauterbach & Amen, LLP or a related entity ("Lauterbach"), has provided the Village with an agreement (the "Agreement"), attached hereto and incorporated herein as Exhibit A, which sets forth the terms under which Lauterbach will provide the Services to the Village; and

WHEREAS, Lauterbach has provided the Services to the Village in the past, Lauterbach has institutional knowledge about Village finances and practices, and the Village has a satisfactory relationship with Lauterbach; therefore, to the extent that any bidding requirements would apply to the Agreement, the Corporate Authorities hereby waive the same and find that approving the Agreement is in the best interest of the public;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The purchase of the Services is in the best interests of the public and, therefore, the Corporate Authorities hereby waive any bidding requirements in connection with the same. The Corporate Authorities hereby approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as are authorized by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. The Village is authorized to allocate, spend and receive all necessary funds to fulfill the requirements of the said Agreement and this Resolution.

SECTION 3. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 4. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed

inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 5. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 6. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 7. This Resolution shall be effective and in full force immediately upon passage and approval or as otherwise provided by law.

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____ 2026.

_____
Michael J. Reid, Jr., Village President

ATTEST:

_____
Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

Exhibit A
(Agreement)

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK'S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH LAUTERBACH & AMEN, LLP TO PROVIDE ACCOUNTING SERVICES TO THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____, 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq*.).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____day of _____, 2026.

_____
Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)

Village of Hampshire
234 S. State Street, Hampshire IL 60140
Phone: 847-683-2181 | www.hampshireil.org

Agenda Supplement

TO:	**President Reid; Board of Trustees**
FROM:	**Mo Khan, Assistant Village Manager for Development**
FOR:	**Village Board Meeting for October 15, 2026**
RE:	**Comprehensive Plan Bid Award**

Background: The Village's current Comprehensive Plan was completed in 2004 with updates to the Subarea Plans in 2006 and 2008. The Village Board budgeted for a new Comprehensive Plan in the Fiscal Year 26.2 Budget. Village staff worked with the Business Development Commission to draft and issue a Request for Proposals (RFP) for the Comprehensive Plan.

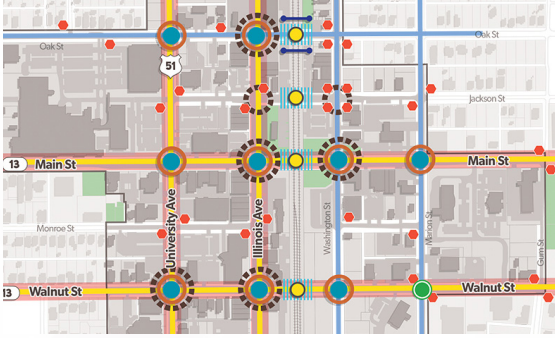
The Village received 14 proposals, and staff reviewed and scored them based on several factors. After scoring the proposals, Village staff interviewed three firms. Based on the scoring and interviews, Village staff recommend awarding the contract for the Comprehensive Plan project to Houseal Lavigne.

Houseal Lavigne is a firm based in Chicago, IL, and has extensive experience in completing comprehensive plans. Houseal Lavigne also has experience working with communities in the area including Marengo, Huntley and Pingree Grove.

Recommendation: Village staff recommend that the Village Board award the contract for the Comprehensive Plan project to Houseal Lavigne.

Attachments:

1. Houseal Lavigne Proposal

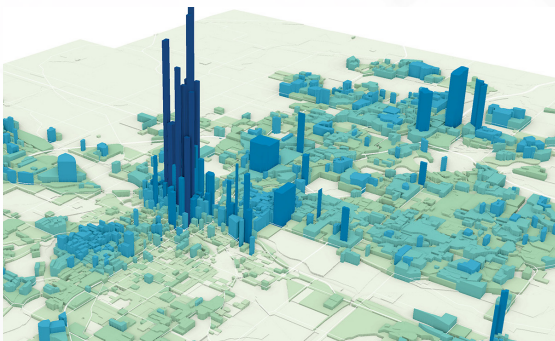












VILLAGE OF HAMPSHIRE

COMPREHENSIVE PLAN

Proposal

JULY 6, 2026

HOUSEAL LAVIGNE

HOUSEAL LAVIGNE

July 6, 2026

Mo Khan
Assistant Village Manager for Development
Village of Hampshire
234 S. State St.
P.O. Box 457
Hampshire, IL 60140

Dear Mr. Khan,

Houseal Lavigne is pleased to submit this proposal for the Hampshire Comprehensive Plan assignment. Our team of professionals provides the skills necessary to create a responsive and visionary Comprehensive Plan that meets the needs of the Hampshire community. We are excited about the prospect of working with you on this important assignment.

Houseal Lavigne has been an industry leader for over 20 years and is recognized nationally for planning, outreach, zoning, urban design, graphics, and geospatial innovation. Since our inception, Houseal Lavigne has worked with more than 450 communities in 31 states and developed over 250 comprehensive plans. We are uniquely qualified to undertake this assignment, bringing insight, expertise, and understanding from working throughout Illinois and across the United States. We know Hampshire well having worked in nearby communities including Algonquin, Carpentersville, Cary, Crystal Lake, Elgin, Huntley, Marengo, McHenry County, Mundelein, and Pingree Grove.

Houseal Lavigne has been nationally recognized for innovation and leadership in planning. Our firm received the APA's National Planning Excellence Award for an Emerging Planning and Design Firm, along with top national honors such as the Smart Cities Award and Best County Plan Award. The APA praised our forward-thinking approach, strategic implementation, cutting-edge use of technology, graphic communication, and influence on the profession nationwide. We have earned numerous state and national awards across categories including comprehensive planning, community engagement, strategic planning, innovation, and healthy communities. Our continued leadership in technology has been recognized with multiple Esri Special Achievement in GIS Awards and Esri's Most Innovative Partner Award.

We understand the Village needs early decision-making support while the full Comprehensive Plan is underway, and our proposed process is structured to deliver a Priority Area Interim Framework within the first 60–90 days. We appreciate the opportunity to be considered for this important project and look forward to the prospect of collaborating with you and the entire Hampshire community on the development of the new Comprehensive Plan. We are available to undertake the assignment immediately upon selection. If you have any questions regarding this submittal, please do not hesitate to contact me.

Sincerely,

John Houseal, FAICP
Partner | Co-Founder

312-372-1008 x101
jhouseal@hlplanning.com

Houseal Lavigne
188 W Randolph St, Suite 200
Chicago, IL 60601

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TEAM PROFILE AND QUALIFICATIONS

SECTION 01

TEAM PROFILE AND QUALIFICATIONS

FIRM OVERVIEW

Houseal Lavigne Associates, LLC, founded in 2004 by John Houseal, FAICP and Devin Lavigne, FAICP, is an urban planning, zoning, design, and geospatial solutions firm focused on powering the art of planning with science and technology. Over the years we have focused on leveraging new technologies to deliver evidence-based decision-making along with geographically compelling and effective storytelling. We specialize in immersive environments and 3D, planning and zoning scenario modeling and testing, GIS and geospatial analysis, and graphic communication and visualization. We pride ourselves on creativity, collaboration, and critical thinking. Our team is built on strong relationships, the exchange of ideas, and a commitment to innovation. Our priorities are to do good, work smart, have fun, and provide visionary, responsive, and viable solutions to our clients and partners.

Houseal Lavigne has worked with hundreds of communities across the United States and has established itself as one of the planning profession's most innovative and impactful planning firms. Houseal Lavigne has won multiple national awards including the APA's National Excellence Award for an Emerging Planning and Design Firm, the Excellence Award for County Planning from the APA County Division, and the Smart Cities Award from the APA Technology Division. In addition to awards received from numerous local, regional, and national organizations, our firm has won more than twenty-five APA Chapter Awards from multiple states throughout the country in categories including comprehensive planning, strategic planning, outreach, implementation, community health, and best tool or practice. Houseal Lavigne was also awarded Esri's Most Innovative Partner Award and has won four Esri Special Achievement in GIS Awards for our digital twins, 3D modeling, scenario testing, and immersive environments.

TECHNICAL EXPERIENCE WITH SIMILAR COMPREHENSIVE PLANS

Houseal Lavigne brings substantial technical experience preparing comprehensive plans for communities throughout Illinois. **Houseal Lavigne has completed more than 80 comprehensive plans in communities across the state, not just within the Chicago region.** This statewide experience gives our team a strong understanding of the issues facing Illinois municipalities, including growth management, community character, infrastructure coordination, downtown and commercial reinvestment, environmental resources, housing options, fiscal realities, and the need for practical implementation strategies.

While no comparison is one-to-one, the following Illinois communities share some similarities with Hampshire regarding rapid growth, rural edge, farmland/open space preservation, annexation pressure, corridor/economic development, housing mix, and implementation:

- Marengo, IL
- Minooka, IL
- Dixon, IL
- Huntley, IL
- Belvidere, IL
- Carpentersville, IL
- Galena, IL
- Pingree Grove, IL

Our approach to comprehensive planning combines clear technical analysis with meaningful community engagement and realistic policy direction. We work with staff, elected and appointed officials, residents, business owners, property owners, and other stakeholders to build consensus around a shared vision and translate that vision into recommendations that can guide day-to-day decisions, future investment, and long-term community development.

This experience is directly relevant to Hampshire. Our team understands how to prepare comprehensive plans for communities balancing growth, reinvestment, infrastructure needs, market pressures, and local identity. We bring tested methods and statewide perspective, while tailoring the process, recommendations, and implementation strategy to Hampshire's specific priorities and opportunities.



CORE PRINCIPLES

At Houseal Lavigne, our core principles have been the cornerstone of our success from the very start. These guiding tenets reflect our deep commitment to urban planning and shape every project we undertake. By consistently honoring these principles, we build lasting trust with our clients, foster strong professional relationships, and create innovative solutions that not only meet but exceed expectations. This dedication has positioned us as one of the most respected and effective firms in the industry, driving meaningful results for the communities we serve.

COMMITMENT TO CREATIVITY

We prioritize vision and creativity as essential elements of effective planning and design, delivering innovative and engaging ideas tailored to local needs.

TECHNOLOGY INTEGRATION

We lead the industry in leveraging emerging technologies to enhance the planning process, improve public engagement, support data-driven decision-making, and create impactful results.

CRITICAL THINKING

We employ rigorous analysis to evaluate facts and assumptions, asking the right questions to uncover the best solutions, and utilizing data to support evidence-based decision-making.

VISUAL COMMUNICATION

We emphasize the power of visualization, using illustrative and graphic techniques to make planning, zoning, and development concepts clear, accessible, and engaging for all stakeholders.

PARTNER-FOCUSED COLLABORATION

We believe successful collaboration is built on strong partnerships, fostering trust and a "team first" mindset to achieve project goals.

ENHANCED COMMUNITY ENGAGEMENT

We champion community stewardship through inclusive stakeholder engagement, ensuring that every project is grounded in the voices and needs of the community.



PARTNERSHIP WITH ESRI

Houseal Lavigne is an Esri Gold Business Partner, giving our team access to a variety of cutting-edge technologies and programs. This relationship has allowed us to explore how technology can support a data-driven and visually compelling approach to planning. Additionally, it has provided us the opportunity to collaborate with Esri in shaping best practices and enhancing the integration of their services within the planning profession.

GIS and geospatial technologies are integral to all our service areas, including Comprehensive Planning, Land Planning and Site Design, Visualization, and Community Engagement efforts. Houseal Lavigne has earned the ArcGIS Online, ArcGIS Urban, and Release Ready Specialty Certifications from Esri, recognizing our expertise in implementing and utilizing the ArcGIS Platform.

Houseal Lavigne is one of two urban planning firms in the United States to have been awarded the ArcGIS Urban Specialty Designation, further exemplifying our commitment to being at the forefront of GIS technology for urban planning.

esri Partner Network Gold

OFFICE AND STUDIO LOCATIONS

Primary Office
Chicago
188 W Randolph St
Suite 200
Chicago, IL 60601

Studios
Milwaukee, WI
Los Angeles, CA
Seattle, WA
Helena, MT
Detroit, MI
Fayetteville, AR

RECENT AWARDS

2025

Kane County Plan of the Year: Algonquin Comprehensive Plan

NC APA Marvin Collins Award for a Small Area Plan: Wake Forest Downtown Plan

IL APA Daniel Burnham Award for a Comprehensive Plan: Guiding DG Comprehensive Plan and Supporting Plans

AL APA Outstanding Plan for Communities under 50,000: Opelika 2040 Comprehensive Plan

WI APA Best Practice Award: Tosa Tomorrow 2045 Comprehensive Plan

ESRI Special Achievement in GIS (SAG) Award: "The Ville" Digital Twin; St. Louis Neighborhood Revitalization; St. Louis Development Corporation

2024

TAPA County Planning Division Award of Excellence: Clarksville Montgomery County Comprehensive Plan

Kane County Plan of the Year: Batavia Downtown Plan

NC APA Marvin Collins Award: Wake Forest Community Plan

IN APA Hoosier Planning Award for Outstanding Comprehensive Planning: All in Allen Comprehensive Plan

TAPA Outstanding Plan for Large Jurisdiction: Clarksville-Montgomery County Comprehensive Plan

2023

NC APA Marvin Collins Award (Honorable Mention) for a Small Area Plan: Holly Springs Northeast Gateway Master Plan

ESRI Innovation Award: Use of ArcGIS System in an Innovative or Disruptive Way

ESRI Special Achievement in GIS (SAG) Award: Riverside, CA RHNA Housing Opportunity Finder

2022

CO APA General Planning Award (Honors): Your El Paso Master Plan

CO APA General Planning Award (Merit): Picture Cañon City Comprehensive Plan

CA APA Inland Empire Section Excellence Award for Large Jurisdiction Comprehensive Plan: Riverside Housing Element

MO APA Outstanding Public Outreach Award: Springfield Forward SGF Comprehensive Plan

2021

CO APA General Planning Award: Gunnison Comprehensive Plan

NC APA Marvin Collins Award for a Comprehensive Plan: Morrisville Land Use Plan/Town Center

2020

APA National Smart Cities Award (Technology Division): Morrisville Town Center/Land Use Plan

ESRI Special Achievement in GIS (SAG) Award: Morrisville Town Center/Land Use Plan

COMMUNITY ENGAGEMENT



COMMUNITY ENGAGEMENT TOOLS AND TECHNIQUES

Community outreach is a cornerstone of the planning process. Houseal Lavigne's outreach process can be tailored to include a variety of traditional (face-to-face), web-based, and grass roots activities. Our outreach tools are award-winning, cost effective, and successful at engaging members of the community who otherwise may not get involved in the planning process. We can tailor our outreach approach to ensure the most effective, responsive, and appropriate engagement program for any assignment. Our goal is to establish a sense of community stewardship for our clients' communities and increase the likelihood of success over time.





FLYERS AND DO-IT-YOURSELF (DIY) KITS

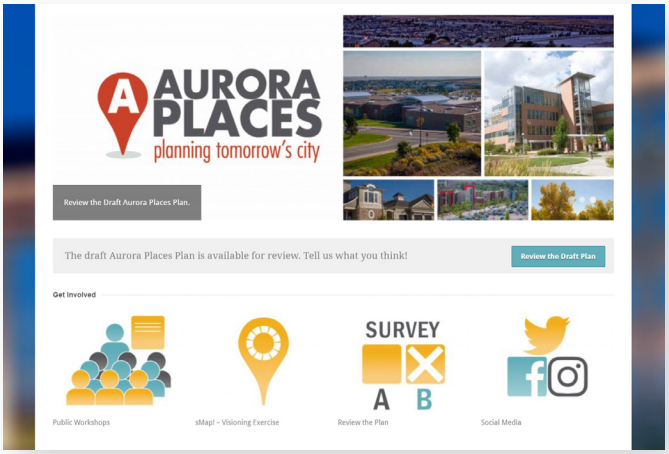
Whether a church group, neighborhood association, book club, or bridge team, in English or another language, DIY Workshop Kits offer residents an opportunity to host their own workshops, promoting grass roots engagement. Our visually appealing flyers are used to build interest within the community and encourage residents to be part of the planning process.



City of Aurora, CO ***"Aurora Places" Project Website***

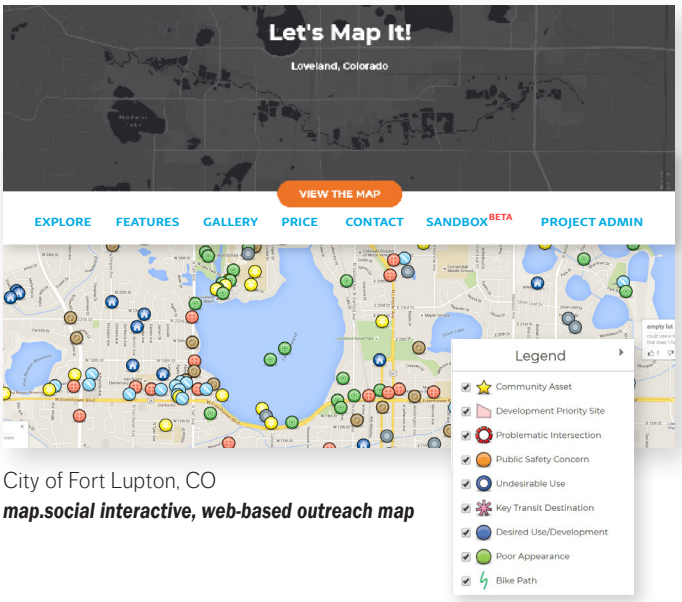


About the Plan



Get Involved





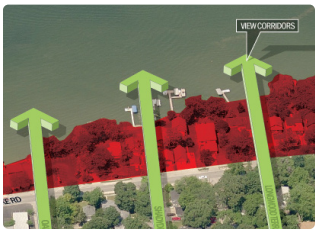
City of Fort Lupton, CO
map.social interactive, web-based outreach map

MAP.SOCIAL

map.social, a web-based community issues mapping tool, features interactive project websites. Specifically developed by Houseal Lavigne Associates, this award-winning tool allows website visitors to identify, map, and comment on geographic areas of concern; as well as valued community amenities. map.social simplifies the mapping process and familiarizes residents with all areas of the community in a manner that is exciting, interactive, and effective. Input from residents allows us to create a composite map of community issues—establishing community goals and objectives. By integrating the various traditional and web-based community engagement methods, such as linking a project website with an existing community homepage to centralize interactive outreach platforms; utilizing map.social, our interactive web-based engagement tool; as well as press releases, notices, and newsletters, we are able to reach the broadest level of community participants.

APPROACH TO PLANNING

Our philosophy of community planning, visioning, goal setting, and implementation is built on a foundation of professional experience, sound planning and design practices, and a track record of award-winning projects. Our approach combines extensive community outreach and participation, highly illustrative and user-friendly maps and graphics, and utilization of available technologies. Our process will help establish a community vision, set community goals, and foster community consensus. Our approach to this assignment will include and be guided by the following core principles, which will allow us to successfully engage the community, develop viable and visionary solutions, and comprehensively respond to local issues and needs.



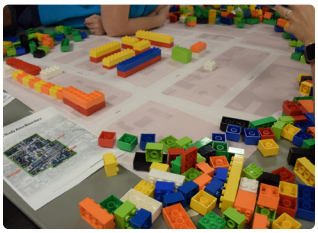
FOCUS ON PLANNING AND DEVELOPMENT

Houseal Lavigne specializes in community planning, urban design, and economic development, providing creative, flexible, and responsive solutions tailored to client needs.



FOUNDATION OF EXPERIENCE

Houseal Lavigne brings national experience in planning, visioning, implementation, economic development, and urban design, managing comprehensive projects and guiding communities with proven strategies.



ENGAGING COMMUNITY OUTREACH

We excel at inclusive, engaging outreach that builds stewardship and consensus, ensuring all voices are heard and considered in every planning process.



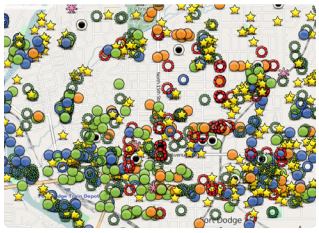
ILLUSTRATIVE FORMAT AND QUALITY GRAPHICS

We use a distinctive, graphic-driven approach to planning, producing reports and plans that are attractive, clear, and easy to understand.



TECHNOLOGY INTEGRATION

We integrate GIS, websites, surveys, polling, and 3D renderings to enhance planning, producing attractive, clear, consistent maps and graphics supporting informed decisions.



VISION, CREATIVITY, AND INNOVATION

We emphasize vision and creativity, working with communities to craft plans that capture local character, introduce new ideas, and maximize resources.



TARGETED IMPLEMENTATION

Our plans emphasize implementation, outlining clear next steps, responsibilities, timing, and funding to ensure actionable decisions and realize the community's vision.



COMMITMENT TO CLIENT SATISFACTION

We prioritize client satisfaction, building strong, lasting relationships through responsiveness, reliability, and service that often makes us an extension of staff.

KEY PERSONNEL EXPERIENCE

SECTION **02**

KEY PERSONNEL EXPERIENCE

We strive to develop strong working relationships with our clients and consider ourselves an extension of Village staff, maintaining an open and ongoing dialogue throughout the entire planning process. We will work closely with the Village of Hampshire to ensure that the final product reflects true collaboration.

For the Hampshire Comprehensive Plan assignment, Practice Lead **Josh Koonce** will provide project oversight and QA/QC at key intervals throughout the project. Planner II **Mitchell Baker** will serve as the day-to-day project manager with Village staff. Mitchell will also be responsible for facilitating public engagement events, leading key meetings, and overseeing the development of all plan materials and project deliverables produced by the Project Team. Planner I **Nihar Mhatre** will support public engagement efforts and the internal development of plan content. Project Manager **Sujan Shrestha** will manage GIS and spatial analysis tasks to inform planning and decision-making. Studio Lead **Trisha Parks** will serve as project QA/QC.

The following pages include resumes for key members of our Project Team. Firm leadership will lead and remain directly involved throughout the project, ensuring experienced oversight, consistent engagement, and QA/QC. Our 32-person team brings proven expertise in planning, urban design, outreach, and implementation, supported by specialized skills in research, GIS, data analysis, maps and graphics, and document production. Additional expertise and support will be provided by Houseal Lavigne team members as needed throughout the project.



JOHN HOUSEAL

PARTNER, CO-FOUNDER FAICP

EDUCATION

Master of Environmental Planning, Arizona State University

Bachelor of Environmental Sciences, University of Michigan

MEMBERSHIPS

American Planning Association (APA)

CERTIFICATIONS

American Institute of Certified Planners Inducted Fellow (FAICP)

AWARDS

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2023 Esri Innovation Award for Use of ArcGIS in an Innovative Way

2022 CO APA General Planning Award, Your El Paso Master Plan

2022 CO APA General Planning Award, Picture Cañon City Comprehensive Plan

2022 MO APA Outstanding Public Outreach, Springfield Comprehensive Plan

2021 CO APA General Planning Award, Gunnison Comprehensive Plan

2019 CO APA General Planning Award, Aurora Places Comprehensive Plan

2017 IL APA Outreach Award, Envision Oak Park Comprehensive Plan

2016 MN APA Innovation Award, St. Cloud Comprehensive Plan

2015 MI APA Daniel Burnham Award, Imagine Flint Master Plan

2014 APA National Award for Excellence, Emerging Planning and Design Firm

2014 MI APA Public Outreach Award, Imagine Flint Master Plan

2014 IA APA Daniel Burnham Award, Coralville Community Plan

2014 Congress for New Urbanism Mackinac Award for Outstanding Plan, Imagine Flint Master Plan

2012 IL APA Daniel Burnham Award, Downers Grove Comprehensive Plan

2010 IL APA Strategic Plan Award, River Forest Corridors Plan

2009 IL APA Implementation Award, Ogden Avenue Enhancement Initiative

2007 IL APA Daniel Burnham Award, Carpentersville Comprehensive Plan

AICP CERTIFICATION INSTRUCTOR

APA National and APA State Chapters (2005 to 2025)

www.planningprep.com
AICP Exam Prep (site's co-creator)

John Houseal is recognized as one of the most innovative and effective practitioners in the field of urban planning. Described as a "true champion for cities," John has worked with hundreds of cities across the globe providing solutions and leadership to help tackle increasingly complex challenges. His work has made a significant difference in communities worldwide. The American Institute of Certified Planners has elected John to the College of Fellows, the profession's highest distinction, in recognition of his contributions and influence on the planning profession. He has been a featured speaker at several national events for issues related to urban innovation, graphic communication, context sensitive design, environmental responsibility, and the changing global culture of mobility, and his work has been featured in several publications. In addition to his professional work, John is deeply committed to education and community. John taught urban planning at the graduate level at the University of Illinois at Chicago and helped develop a highly effective AICP training program, instructing thousands of planners over the past twenty years. In his own community he developed and taught a community leadership program and co-created a local entrepreneurial philanthropy organization to serve as an innovation engine for community improvement.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

155+ Comprehensive Plans including:

- Aurora, CO
- Benton Harbor, MI
- Bentonville, AR
- Brownsburg, IN
- Cañon City, CO
- Coralville, IA
- Council Bluffs, IA
- Downers Grove, IL
- Dublin, OH
- Eden Prairie, MN
- Edinburgh, IN
- El Paso County, CO
- Flint, MI
- Frederick, CO
- Geneva, IL
- Greater Bridgeport Region, CT
- Hudson, OH
- Jackson, MO
- Jackson, TN
- Jenks, OK
- Marion, IA
- McHenry County, IL
- Oak Park, IL
- Palos Park, IL
- Prairie Grove, IL
- River Forest, IL
- Springfield, MO
- St. Cloud, MN
- Sunnyvale, TX
- Tipton, IN
- Urbandale, IA
- Windsor, CO

ZONING AND DEVELOPMENT REGULATIONS

60+ Zoning and Design Guidelines Assignments, including:

- Ardmore, OK
- Benton Harbor, MI
- Bentonville, AR
- Bloomington, IL
- Cañon City, CO
- Cary, IL
- Carol Stream, IL
- Chicago, IL
- Dunwoody, GA
- Flint, MI
- Geneva, IL
- Hinsdale, IL
- Jenks, OK
- Jackson, TN
- Kenilworth, IL
- Marion, IA
- Muskogee, OK
- Northbrook, IL
- Oak Brook, IL
- Oak Creek, WI
- Verona, WI

DOWNTOWN PLANS

75+ Downtown Plans including:

- Bentonville, AR
- Downers Grove, IL
- Forest Park, IL
- Geneva, IL
- Oshkosh, WI
- St. Joseph, MI

SPECIAL AREA PLANS

50+ Special Area Plans, including:

- Bellwood, IL TOD master Development Plan
- Countryside, IL Dansher Industrial Park Subarea Plan
- Glenview, IL The Glen Parcel 24 Master Plan
- Montgomery, IL Preserve Subarea Master Plan
- Naperville, IL Martin Mitchell Campus Master Plan
- Oak Brook, IL Commercial Areas Master Plan
- Palos Park, IL Commercial Areas Master Plan

CORRIDOR PLANS

100+ Corridor Plans including:

- Hinsdale, IL, Odgen Avenue Corridor Plan
- IL 47 Corridor Study
- Naperville, IL, Ogden Avenue Enhancement Study
- Oak Brook, IL, 22nd Street Corridor Plan
- Portage, IN, Highway 20 Corridor Plan
- Pace TOD Guidelines Manual
- Prairie Grove, IL
- Richton Park, IL

DEVIN LAVIGNE

PARTNER, CO-FOUNDER FAICP, LEED AP

EDUCATION

Bachelor of Science,
School of Urban and Regional Planning,
Toronto Metropolitan University
(formerly Ryerson Polytechnic University)

MEMBERSHIPS

American Planning Association (APA)

CERTIFICATIONS

American Institute of Certified Planners (AICP)

American Institute of Certified Planners Inducted Fellow (FAICP)

AWARDS

2025 NC APA Marvin Collins Award Small Area Plan, Wake Forest Downtown Plan

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2025 Esri Special Achievement In GIS (SAG), "The Ville" Digital Twin St. Louis Neighborhood Revitalization St. Louis Development Corporation

2023 Esri Partner Award, Most Innovative Partner

2023 Esri Special Achievement in GIS, Riverside Housing Scenario Planning Tool

2021 Esri Special Achievement In GIS, Glen Ellyn 3D Development Viewer

2020 APA Smart Cities Award, Morrisville Land Use Plan/Town Center Immersive Experience

2020 Esri Special Achievement In GIS, Morrisville Town Center Digital Twin

2018 Special Achievement in GIS, Oshkosh Lakeshore Redevelopment/ Oshkosh Corporation

2018 Healthy Active Community Award, Healthy Chicago 2.0. American Planning Association Illinois Chapter

LECTURING/INSTRUCTION

GEODZ 852 Geodesign Studio II: Urban/District-scale Challenge
Penn State University 2021 to present

UP 426 Urban Design Studio, University of Illinois at Urbana Champaign (2012 to 2020)

www.planningprep.com
AICP Exam Prep

Devin Lavigne is a nationally recognized urban planning leader specializing in urban design, mapping, development visualization, and GIS. As co-founder of Houseal Lavigne Associates, an award-winning Chicago firm, he has directed over 150 innovative projects worldwide.

He created map.social, a web-based tool that enhances community engagement by linking comments to specific locations. Originally built on Google Maps and now on ArcGIS Online, it enables spatial feedback that planners can analyze directly or import into GIS. The platform is used globally by cities, planning, and engineering firms.

A global leader in Esri's CityEngine, Devin develops custom rules that merge zoning and economic data to produce advanced 3D visualizations.

A frequent national speaker, he has delivered over 50 presentations on topics including GIS tools, community outreach, corridor planning, and digital twins. He has been featured at APA conferences, Esri events, SketchUp's 3D Basecamp, South by Southwest, and Nvidia's GTC.

Devin also serves on Esri's Partner Advisory Council, providing feedback to strengthen partner relations.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Aurora, CO
- Battle Creek, MI
- Brownsburg, IN
- Cape Cod, MA
- Coralville, IA
- Council Bluffs, IA
- Dallas, TX
- Downers Grove, IL
- El Paso County, CO
- Flint, MI
- Jenks, OK
- Marion, IA
- Muskogee, OK
- Naperville, IL
- North Aurora, IL

DIGITAL TWINS

- Al Wadi, KSA
- Chicago, IL Theatre District
- Detroit, MI Corktown
- Dubai, UAE
- Lewistown, MT
- Morrisville, NC
- Oxagon, Neom, KSA
- Wake Forest, NC

3D VISUALIZATIONS/ INTERACTIVE SCENARIOS

- Carson City, NV
- Cypress, CA
- Oshkosh, WI
- Hillsborough, CA
- Riverside, CA
- Glen Ellyn, IL
- Crystal Lake, IL

CORRIDOR PLAN

- Homer Glen, IL 159th Street Corridor Plan
- Illinois Route 47 Corridor Plan
- Kenilworth, IL Green Bay Road Corridor Plan
- Naperville, IL Ogden Avenue Enhancement Study
- River Forest, IL Corridors Plan
- St. Charles, IL Main Street and Randall Road
- Westmont, IL Ogden Avenue Corridor Plan
- Traverse City, MI Corridors Master Plan

DOWNTOWN/TOD PLANS

- Carbondale, IL
- Downers Grove, IL
- Geneva, IL
- Lisle, IL
- Rock Island, IL
- St. Charles, IL
- St. Cloud, MN

CORRIDOR PLANS

- Downers Grove, IL Ogden Avenue Corridor Plan
- Hinsdale, IL Ogden Avenue

SPECIAL PLANS/ PROJECTS

- Chicago, IL Chicago Neighborhoods Now
- Chicago, IL Health Chicago 2.0
- Detroit, MI East Jefferson Neighborhood
- The Line, Neom, KSA
- Oak Brook, IL Commercial Areas Master Plan
- North Tulsa Neighborhoods, OK

NIK DAVIS

PRINCIPAL AICP

EDUCATION

Bachelor of Science in Landscape Architecture, Purdue University

MEMBERSHIPS

American Planning Association (APA)

APA-IL (Illinois Division)

CERTIFICATIONS

American Institute of Certified Planners (AICP)

ASLA POSITIONS

ILASLA Allied Professionals Liaison

ILASLA Legacy Project Co-Chair

APA-IL POSITIONS

Co-Chair for the Marketing Committee

PRESENTATIONS

Trimble Dimensions + 3D Basecamp, November, 2024, USD and SketchUp to Omniverse Workflows

APA-IL September, 2024, Better Diagrams Better Codes

2024 North Carolina CityVision Conference, Planning Partnerships: How Client-Consultant Relationships Lead to Successful Planning

2015 National APA Planning Conference, New Tools for Zoning and Development Visualization

RECENT AWARDS

2025 NC APA Marvin Collins Award for a Small Area Plan, Wake Forest Downtown Plan

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2024 Kane County Plan of the Year, Batavia Downtown Plan

NC APA, Marvin Collins Award, Wake Forest Community Plan

2023 NC APA, Marvin Collins Award for a Small Area Plan Honorable Mention, Holly Springs Northeast Gateway Master Plan

2020 Special Achievement in GIS Award, Morrisville Land Use Plan

2020 NC APA Smart Cities Award, Morrisville Land Use Plan

2019 CO APA General Planning Award, Aurora Places Comprehensive Plan

2018 VA APA Plan of the Year, Bristol Virginia Comprehensive Plan

2018 Special Achievement in GIS Award, Oshkosh Lakeshore Development

Nik Davis is a Principal at Houseal Lavigne, bringing 20 years of experience in planning, urban design, and zoning. Nik oversees Houseal Lavigne's professional services team and internal operations. He manages project workflows, guides strategic plan directions, and encourages collaboration across each service line to foster innovation and maintain efficiency. His oversight extends to quality control protocols, allocating staff resources, refining methodologies, and integrating emerging technologies to ensure deliverables meet client expectations and align with community needs. Nik embraces a problem-solving approach, leveraging a diverse range of techniques and software to deliver innovative and actionable planning solutions. Specializing in conceptual design, mapping, and 3D visualization, Nik bridges the gap between planning policy and real-world development, delivering planning documents that effectively communicate a community's vision and goals. Nik earned a Bachelor of Science in Landscape Architecture from Purdue University and is an AICP-certified planner.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

100+ Comprehensive Plans, including:

- Aurora, CO
- Bentonville, AR
- Bristol, TN
- Buffalo, NY*
- Cary, IL
- Centerton, AR
- Council Bluffs, IA
- Elgin, IL
- Flint Master Plan, MI
- Frederick, CO
- Hudson, OH
- Maywood, IL
- St. Charles, IL
- St. Cloud, MN
- Westmont, IL
- Windsor, CO

DOWNTOWN/TOD PLANS

60+ Downtown/TOD Plans, including:

- Batavia, IL
- Bentonville, AR
- Carbondale, IL
- Carson City, NV
- Clarendon Hills, IL*
- Elmhurst, IL
- Fort Dodge, IA
- Geneva, IL
- Hinsdale, IL*
- Hudson, OH
- Joliet, IL
- Lawrence, KS
- Mason, OH
- Niles, IL
- Oshkosh, WI
- Rolling Meadows, IL
- St. Joseph, MI
- Wake Forest, NC

ZONING AND DEVELOPMENT REGULATIONS

40+ Zoning and Development Regulations, including:

- Baltimore, MD*
- Bentonville, AR
- Buffalo, NY*
- Cleveland Heights, OH*
- Council Bluffs, IA*
- Dunwoody, GA
- Flint, MI
- Fort Dodge, IA*
- Hinsdale, IL*
- Mundelein, IL*
- Muskogee, OK
- New Orleans, LA*
- Park Ridge, IL*
- Riverside, IL*
- Wilmette, IL*
- Winnebago County, IL*

DESIGN GUIDELINES AND STANDARDS

30+ Design Guidelines and Standards, including:

- Chicago, IL Archer and Halsted
- Council Bluffs, IA*
- Fort Dodge, IA*
- Kenilworth, IL
- Mundelein, IL*
- Pace TOD Guidelines Manual

CORRIDOR PLANS

40+ Corridors, including:

- Ames, IA
- Bentonville, AR
- Des Plaines, IL*
- Elmhurst, IL
- Island Lake, IL
- Homer Glen, IL
- Kenilworth, IL
- New Lenox, IL
- Park Ridge, IL*
- Peoria Heights, IL
- Portage, IN
- Rolling Meadows, IL
- Traverse City, MI

STREETSCAPE DESIGNS

25+ Streetscape Designs, including:

- Bourbonnais, IL*
- Bradely, IL Broadway Street
- Chicago, IL 87th and Stony, Lake Street, Uptown-Broadway Avenue, Auburn Gresham-79th Street
- Des Plaines, IL*
- Elmhurst, IL North York
- Glen Ellyn, IL
- Grayslake, IL*
- Huntley, IL
- New Buffalo, MI
- Richton Park, IL*

** Work conducted at another firm.*

JOSH KOONCE

PRACTICE LEAD AICP

EDUCATION

Master of Urban Planning and Policy, University of Illinois at Chicago

Bachelor of Arts In Sociology and English, Trinity Christian College

MEMBERSHIPS

American Planning Association (APA)

APA-IL (Illinois Division)

CERTIFICATIONS

American Institute of Certified Planners (AICP)

PRESENTATIONS

APA 2026 National Planning Conference: From Plan to Place - 3D Corridor Design in Downers Grove

APA IL 2025 Planning Conference: Successes Achieved, Lessons Learned From Four Integrated Planning Processes

APA 2025 National Planning Conference: Leveraging Geospatial Technologies for Comprehensive Planning

TN APA 2024 Fall Conference Session: A Fresh Start - Resetting Clarksville and Montgomery County's Future through a New Comprehensive Plan

IL APA 2024 Planning Conference: Planning and Zoning for a Food Truck-Friendly Community

IL APA 2023 Planning Conference: Implementing the Comprehensive Plan - What does it look like in Peoria Heights?

RECENT AWARDS

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2025 AL APA Outstanding Plan for Communities under 50,000, Opelika 2040 Comprehensive Plan

2025 WI APA Best Practice Award, Tosa Tomorrow 2045 Comprehensive Plan

2024 TN APA County Planning Division, Award of Excellence, Clarksville-Montgomery County Comprehensive Plan

2024 TN APA Outstanding Plan for a Large Jurisdiction, Clarksville-Montgomery County Comprehensive Plan

2024 IN APA Hoosier Planning Award, Outstanding Comprehensive Planning, Fort Wayne-Allen County Comprehensive Plan

2022 CO APA General Planning Award, Picture Cañon City Comprehensive Plan

2021 CO APA General Planning Award, Gunnison 2030 Comprehensive Plan

Josh is a Practice Lead with Houseal Lavigne, where he leads implementation-focused planning projects and community engagement across the country. He has led award-winning planning projects in six states, including nationally and state-recognized comprehensive plans in Colorado, Tennessee, Indiana, Wisconsin, Alabama, and Illinois. Josh's work is grounded in clear communication, strong public engagement, and a practical understanding of municipal implementation. He is particularly skilled at working with residents, elected officials, boards, and stakeholders to build consensus and translate community vision into actionable planning strategies. Prior to joining Houseal Lavigne, Josh served as staff planner and zoning coordinator for the Village of Maywood, Illinois, where he managed development review, secured more than $1 million in grant funding, and led planning and GIS initiatives focused on neighborhood revitalization and economic development.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Anderson, SC
- Cañon City, CO
- Clarksville-Montgomery County, TN
- Clemson, SC
- Commerce City, CO
- Countryside, IL
- Cumberland, IN
- Dixon, IL
- Downers Grove, IL
- East Hazel Crest, IL
- Fayette County, WV
- Fort Wayne-Allen County, IN
- Germantown, TN
- Grand Junction, CO
- Green Bay, WI
- Gunnison, CO
- Hanover Park, IL
- Hardeeville, SC
- Harvey, IL
- Helena, MT
- Jackson, MO
- Jefferson County, MO
- Jenks, OK
- Kershaw County, SC
- Milliken, CO
- Opelika, AL
- Park Ridge, IL
- Peoria Heights, IL
- Sunnyvale, TX
- St. Charles County, MO
- Villa Park, IL
- Wauwatosa, WI

ZONING AND DEVELOPMENT REGULATIONS

- Cañon City, CO
- Clarksville-Montgomery County, TN
- Jenks, OK
- Knightdale, NC
- Verona, WI

DOWNTOWN/TOD PLANS

- Elmhurst, IL
- St. Joseph, MI
- Springfield, IL

SUBAREA PLANS

- Clarksville-Montgomery County, TN
- Commerce City, CO
- Countryside, IL
- Sioux City, IA Diamond Willow Property Master Plan
- Downers Grove, IL
- Grand Junction, CO
- Green Bay, WI
- Gunnison, CO
- Jenks, OK
- Opelika, AL
- Oshkosh, WI Sawdust District Master Plan
- Peoria Heights, IL
- Villa Park, IL

CORRIDOR PLANS

- Chicago, IL Auburn Gresham 79th Street Corridor Plan
- Commerce City, CO
- Detroit, MI Jefferson-Chalmers Mainstreet Master Plan
- Wauwatosa, WI

MISC. STUDIES

- MWRD Stormwater Master Plan
- Flossmoor, IL Development Services

GRANT WRITING*

- IHDA abandoned properties grant funding
- Invest in Cook County funding for a major Village roadway project
- Local Technical Assistance funding for a Metra Station Area plan (RTA)
- Local Technical Assistance for updated zoning ordinance public facing guide (CMAP)
- MWRD Green Infrastructure Grant

** Work conducted for the Village of Maywood*

TRISHA PARKS

STUDIO LEAD AICP

EDUCATION

Masters of Urban Planning and Policy, Certificate in Geospatial Analysis and Visualization, University of Illinois at Chicago

Bachelor of Science in Architecture, University of Illinois at Champaign-Urbana

MEMBERSHIPS

American Planning Association (APA)

APA-IL (Illinois Division)

IL GIS Association

CERTIFICATIONS

American Institute of Certified Planners (AICP)

ArcGIS Desktop Professional, Issued by Esri

ArcGIS Desktop Associate, Issued by Esri

PRESENTATIONS

Esri User Conference; Use GIS to Future-Proof Your Community: Balancing Growth and Vision, 2025

Wisconsin Land Information Association, Persuading Citizens and Corporations with Visualization

Esri User Conference, Using GIS for Regional Land Use Decision Making

Esri Webinar Series, The Geospatial Advantage: Transforming Planning Workflows Through GIS

RECENT AWARDS

2025 Kane County Plan of the Year, Algonquin Comprehensive Plan

2025 NC APA Marvin Collins Award for a Small Area Plan, Wake Forest Downtown Plan

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2025 APA-AL Outstanding Plan for Communities under 50,000, Opelika 2040 Comprehensive Plan

2025 WI APA Best Practice Award, Tosa Tomorrow 2045 Comprehensive Plan

TN APA County Planning Division, Award of Excellence, Clarksville Montgomery County Comprehensive Plan

2024 Kane County Plan of the Year, Batavia Downtown Plan

2024 TN APA Outstanding Plan for Large Jurisdiction, Clarksville-Montgomery County Comprehensive Plan

2024 IN APA Hoosier Planning Award for Outstanding Comprehensive Planning, Fort Wayne-Allen County Comprehensive Plan

2023 NA APA Marvin Collins Award, Small Area Plan Honorable Mention, Holly Springs Northeast Gateway Master Plan

2022 CO APA General Planning Award, Your El Paso Master Plan

2022 CO APA General Planning Award, Picture Cañon City Comprehensive Plan

Trisha is a Studio Lead at Houseal Lavigne, shaping the firm's distinct visual style and advancing 3D and GIS-based visualizations. Focusing on visual communication, she creates illustrative maps, graphics, renderings, branding collateral, and document layouts that make planning concepts clear, compelling, and engaging. With expertise in ArcGIS, Adobe, SketchUp, and CityEngine, Trisha bridges the gap between the planning process and final deliverables, ensuring seamless integration and exceptional quality. As Studio Lead, she upholds Houseal Lavigne's commitment to excellence, overseeing projects that have earned national awards, including work for Cañon City, Colorado; El Paso County, Colorado; Holly Springs, North Carolina; Fort Wayne and Allen County, Indiana; and Oshkosh, Wisconsin. Trisha is a certified planner with the American Institute of Certified Planners and holds Esri's ArcGIS professional certification, underscoring her expertise and dedication to the field.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Algonquin, IL
- Ardmore, OK
- Aurora, CO
- Battle Creek, MI
- Bentonville, AR
- Brentwood, MO
- Brownsburg, IN
- Cañon City, CO
- Cape Cod, MA
- Channahon, IL
- Clarksville-Montgomery County, TN
- Downers Grove, IL
- Eden Prairie, MN
- El Paso County, CO
- Fayette County, WV
- Fort Lupton, CO
- Glen Ellyn, IL
- Grand Junction, CO
- Green Garden Township, IL
- Gunnison, CO
- Huntley, IL
- Jenks, OK
- Lake Barrington, IL
- Marengo, IL
- Marion, IA
- McHenry County, IL
- Minooka, IL
- Morrisville, NC
- Naperville, IL
- Oak Creek, WI
- Opelika, AL
- Peoria Heights, IL
- River Forest, IL
- Schaumburg, IL
- Springfield, MO
- Summerville, SC
- Sunnyvale, TX
- Westmoreland County, PA
- Woodstock, IL

ZONING AND DEVELOPMENT REGULATIONS

- Bentonville, AR
- Bloomington, IL
- Cary, IL
- Marion, IA
- Roscoe, IL
- Sunset Hills, MO

DOWNTOWN/TOD PLANS

- Batavia, IL
- Lisle, IL
- Mason, OH
- Oshkosh, WI
- Park Forest, IL
- Springfield, MO
- St. Joseph, MI
- Wake Forest, NC

SUBAREA PLANS

- Elmhurst, IL
- Holly Springs, NC
- Huntley, IL
- Gunnison County, CO
- Oshkosh, WI
- Peoria Heights, IL

CORRIDOR PLANS

- Ames, IA
- Batavia, IL
- Bradley, IL
- Hastings, MN
- Oak Brook, IL

PLAN BRANDING

- Aurora, CO
- Brentwood, MO
- Cañon City, CO
- Clarksville-Montgomery County, TN
- Fayette Count, WV
- Fort Lupton, CO
- Fort Wayne, IN
- Jenks, OK
- New Buffalo, MI
- Westmoreland County, PA

SITE VISUALIZATIONS

- Ames, IA
- Battle Creek, MI
- Bentonville, AR
- Channahon, IL
- Sioux City, IA Diamond Willow Property
- Elmhurst, IL
- Fort Lupton, CO
- Frederick, CO
- Gunnison, CO
- Hastings, MN
- Norwegian American Hospital Health District Master Plan
- Oshkosh, WI
- Peoria Heights, IL
- Savoy, IL
- St. Cloud, MN

PARKS AND RECREATION PLANS

- Bensenville, IL
- Fort Lupton, CO
- St. Cloud, MN

SUJAN SHRESTHA

PROJECT MANAGER AICP

EDUCATION

Master of Urban Design,
Carnegie Mellon University

Bachelor of Architecture,
Purbhanchal University

MEMBERSHIPS

American Planning Association (APA)

CERTIFICATIONS

American Institute of Certified Planners (AICP)

PRESENTATIONS

2025 Esri User Conference, Use GIS to Future-Proof Your Community: Balancing Growth and Vision

2024 Esri User Conference, Regional Geospatial Analysis and Scenario Modeling

2023 Esri Webinar Series, Navigating the Future: Integrating GIS and Digital Twins for Effective Planning

"3D/Data Visualization for Urban Design and Planning: A Collaborative Research Project Between Carnegie Mellon University and the City of Pittsburgh", Contributing Researcher, Remaking Cities Institute, Carnegie Mellon University, 2019

“An Atlas of Commoning”, Miller Institute of Contemporary Art, Carnegie Mellon University, 2019

ICEE PDRP, “Urban Regeneration of Taulachlon Tole, Bhaktapur”, 2016

ICEE PDRP, “Perception of Residents on Housing Alternatives in the 2015 Gorkha Earthquake Post-Disaster Reconstruction”, 2016

AWARDS

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

2025 WI APA Best Practice Award, Tosa Tomorrow 2045 Comprehensive Plan

2024 TN APA County Planning Division Award of Excellence, Clarksville-Montgomery County Comprehensive Plan

2024 TN APA Outstanding Plan for Large Jurisdiction,Clarksville-Montgomery County Comprehensive Plan

2024 IN APA Hoosier Planning Award Outstanding Comprehensive Planning Fort Wayne-Allen County Comprehensive Plan

2023 Special Achievement in GIS Award, Riverside Housing Element Update

2022 CA APA Inland Empire Excellence Award, Riverside Housing Element Update

Sujan is a Senior Urban Planner and Project Manager who helps communities navigate complex growth challenges and develop implementable strategies for their future. He leads multi-jurisdictional planning projects across the United States, working with local governments to translate their community vision into actionable policies, land use frameworks, and implementation strategies that guide decision-making and attract investment.

His approach integrates market analysis, demographic trends, and land use data to develop comprehensive plans, equitable development strategies, and transit-oriented development frameworks that respond to each community's unique context and goals. Sujan conducts rigorous analysis to evaluate growth scenarios, identify opportunities and constraints, and build consensus among elected officials, residents, and stakeholders around data-informed solutions. He excels at making complex planning concepts accessible, presenting findings to stakeholders in ways that foster productive dialogue and shared understanding. He mentors planning staff on analytical approaches and has established firm-wide best practices that ensure rigorous, data-driven analysis across all projects.

Prior to his current role, he contributed to published research at Carnegie Mellon University's Remaking Cities Institute on visualization technologies for municipal planning, and led post-disaster reconstruction research in Nepal following the 2015 Gorkha Earthquake, resulting in two peer-reviewed publications.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Clarksville-Montgomery County, TN
- Clemson, SC
- Dallas, TX
- Dublin, OH
- Fayette County, WV
- Fremont, NE
- Fort Wayne/Allen County, IN
- Glen Ellyn, IL
- Grand Junction, CO
- Gunnison, CO
- Harvey, IL
- Jefferson County, MO
- Jenks, OK
- Kershaw County, SC
- Lenexa, KS
- Naperville, IL
- Northfield, IL
- Oak Creek, WI
- Portage, MI
- Springfield, MO
- Summerville, SC
- Sunnyvale, TX
- Wyoming, MI
- Wauwatosa, WI

ZONING AND DEVELOPMENT REGULATIONS

- Bloomington, IL
- Carol Stream, IL
- Eau Claire, WI
- Franklin, WI
- Knightdale, NC
- New Buffalo, MI
- Oak Creek, WI
- Sunset Hills, MO
- Thornton, CO
- Verona, WI
- Yorkville, IL

SUBAREA PLANS

- Chicago, IL Norwegian American Hospital
- Naperville, IL Entitlement Fee Study
- Palos Park, IL Western Growth Area Plan Development Services
- River Forest, IL Madison Street Development Concepts
- St. Joseph, MI Berrien Hills Development Master Plan

DOWNTOWN/TOD PLANS

- Joliet, IL
- Lawrence, KS

DEVELOPMENT SERVICES

- Chicago, IL Norwegian American Hospital
- Naperville, IL Entitlement Fee Study
- River Forest, IL Madison Street Development Concepts
- St. Joseph, MI Berrien Hills Development Master Plan

CORRIDOR PLANS

- Aurora, IL Farnsworth Corridor Plan
- Detroit, MI Jefferson Chalmers Mainstreet Master Plan

HOUSING ELEMENTS

- Claremont, CA
- Hillsborough, CA
- Riverside, CA
- San Anselmo, CA

MITCHELL BAKER

PLANNER II RPP, MCIP

EDUCATION

Bachelor of Environmental Studies, Major in Planning, Minor in Urban Studies: Economics and Finance, Minor in Geography and Environmental Management, University of Waterloo

MEMBERSHIPS

American Planning Association (APA)

APA-IL (Illinois Division)

Urban Land Institute (ULI), Associate Member

CERTIFICATIONS

Registered Professional Planner (RPP), Ontario Professional Planners Institute (OPPI)

RECENT AWARDS

2025 IL APA Daniel Burnham Award, Guiding DG Comprehensive Plan and Supporting Plans

Mitchell is a Planner II with Houseal Lavigne, with nearly five years of experience in both the private and public sectors. He has successfully led a range of development applications, from zoning by-law amendments to subdivision design.

Mitchell is skilled in policy interpretation, site planning, and public engagement, and has presented at council and committee meetings. With a strong interest in progressive urban planning and architectural design, he brings an international perspective and a collaborative, solutions-focused approach.

Mitchell is a Registered Professional Planner (RPP) in Ontario and a Full Member of the Canadian Institute of Planners (MCIP). He holds an Honors Planning degree from the University of Waterloo and is anticipating pursuing AICP certification in 2026. Mitchell's diverse experience and professional credentials underscore his dedication to community-oriented planning. His passion for planning and commitment to collaborative problem-solving make him a valuable asset to any planning initiative.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Carlton County, MN
- Clemson, SC
- Columbia County, GA
- Cumberland, IN
- Downers Grove, IL
- East Hazel Crest, IL
- Germantown, TN
- Green Bay, WI
- Helena, MT
- Olathe, KS
- Round Lake, IL
- Sunnyvale, TX
- Valparaiso, IN

DOWNTOWN/TOD PLANS

- St. Cloud, MN

INTERNATIONAL PLANNING*

- Niagara Falls, ON, Canada Residential Infill Conversion
- Toronto, ON, Canada Professional Representation
- Dunnville, ON, Canada Residential Greenfield Subdivision (38-lot)
- Haldimand County, ON, Canada Wedding Event Venue and Accomodations
- Waterloo, ON, Canada Development Appliation Review

** Work conducted at another firm.*

NIHAR MHATRE

PLANNER I AICP

EDUCATION

Master of City and Regional Planning, Rutgers, The State University of New Jersey

Bachelor of Architecture, University of Mumbai, India

MEMBERSHIPS

American Planning Association (APA)

APA-IL (Illinois Division)

CERTIFICATIONS

American Institute of Certified Planners (AICP)

RECENT AWARDS

2025 AL APA Outstanding Plan for Communities under 50,000, Opelika 2040 Comprehensive Plan

2024 TN APA Outstanding Plan for a Large Jurisdiction, Clarksville-Montgomery County Comprehensive Plan

2024 TN APA County Planning Division Award of Excellence, Clarksville-Montgomery County Comprehensive Plan

2022-2023 Isadore Candeub Endowed Graduate Fellowship in Planning

Nihar, a Planner I at Houseal Lavigne, integrates urban planning and architectural expertise with a keen focus on Comprehensive Planning and GIS. In his current role, he analyzes and compiles data on land use and community needs, attends public meetings to gather input, collaborates with stakeholders to identify goals and objectives, and drafts sections of the Comprehensive Plan.

He earned his Master's degree in City and Regional Planning from Rutgers University, where he demonstrated his aptitude for blending spatial analytics with urban planning by working on projects like the Essex Hudson Greenway Plan, a flood assessment based on a GIS for Maurice River Township, and spatial analysis of Citibike data in New York City. He also worked as an Urban Design and Architecture Intern at Gensler while he completed his Master's and was a teaching assistant at the New Jersey Climate Resource Center.

Prior to completing his master's degree, Nihar earned a Bachelor of Science in Architecture from the University of Mumbai, where he developed his design and technical skills. Further, he co-founded Vastu Insights Architecture + Planning, a firm specializing in developing sustainable and practical architectural projects. He has a comprehensive skill set, including technical proficiency in AutoCAD, Rhino, SketchUp, Adobe Creative Suite, Lumion, and ArcGIS, as well as programming skills in Python and STATA. Additionally, he was awarded the Isadore Candeub Endowed Graduate Fellowship by Rutgers University.

PROJECT EXPERIENCE

COMPREHENSIVE PLANS

- Algonquin, IL
- Anderson, SC
- Belvidere, IL
- Clarksville-Montgomery County, TN
- Clemson, SC
- Dublin, OH
- Green Bay, WI
- Hanover Park, IL
- Jefferson County, MO
- Kershaw County, SC
- Milliken, CO
- Olathe, KS
- Opelika, AL
- Park Ridge, IL
- Plainfield, IL
- Portage, MI
- St. Charles County, MO
- Sunnyvale, TX
- Villa Park, IL
- Willowbrook, IL

DOWNTOWN/TOD PLANS

- Springfield, IL

ZONING AND DEVELOPMENT REGULATIONS

- Draper, UT
- Eau Claire, WI
- New Buffalo, MI
- Northbrook, IL

UNDERSTANDING AND APPROACH

SECTION 03



PROJECT UNDERSTANDING

The Village of Hampshire is a growing community with deep agricultural roots, a historic downtown, and a strong sense of civic pride. Incorporated in 1876 following the arrival of the Chicago Pacific Railroad, Hampshire evolved from a small agricultural settlement into a regional growth center positioned strategically along I-90, IL 47, and US 20. The Village is a primarily residential community that stands apart from its neighboring municipalities due to its rural residential and historical feel. Residents are proud of Hampshire's character and demonstrate a strong commitment to the community, while the Village maintains a culture of transparency and civic engagement. This sense of community is portrayed in community events like Old Fashioned Days and the Jingle Fest. Over the past 20 years, Hampshire's population has grown from 3,800 residents to more than 9,400 residents. This growth reflects the community's ability to attract residents seeking a small-town atmosphere, rural character, and convenient access to the greater Chicago region.

Hampshire's unique position provides significant opportunities for economic growth while highlighting the need to balance economic development and housing needs with preservation of the community's rural character, agricultural heritage, environmental resources, and small town atmosphere. An updated Comprehensive Plan that celebrates the 150-year history of Hampshire presents an opportunity to establish a shared vision for the next 20 years. The Comprehensive Plan can build upon Hampshire's historic strengths, support continued economic development, enhance quality of life, and provide a practical framework for guiding growth and investment over the coming decades.

The Village is not simply seeking a long-range policy document; it needs near-term decision support while development and annexation pressures continue. Our approach therefore begins with a focused Priority Area Interim Framework that gives the Village Board, Planning and Zoning Commission, Business Development Commission, and staff early guidance on priority areas, appropriate development intensity, edge-area considerations, and near-term actions while the full Comprehensive Plan is developed.

Houseal Lavigne is excited about the opportunity to partner with the Village of Hampshire on the new Comprehensive Plan. The Village has experienced distinct change since the 2004 Comprehensive Land Use Plan updates in 2006 and 2008. We view this as an opportunity to address the changing needs of Hampshire and allow the community, staff, elected officials and community leaders to envision what the Village should be in 20 years.



BALANCING FUTURE GROWTH WITH PRESERVATION

Hampshire's continued growth presents an opportunity to strengthen its economy, expand housing choices, and enhance community amenities. However, preserving the qualities that make Hampshire unique will be equally important as the Village plans for the future. The community's historic downtown , agricultural heritage, rural landscapes, and strong sense of identity remain defining characteristics that distinguish Hampshire from surrounding communities. The Comprehensive Plan can establish a framework that outlines specific goals towards attainable housing, missing middle housing, and large-lot rural residential that draws out the existing defining features of Hampshire. By encouraging context-sensitive development patterns and preserving key community assets, Hampshire can continue to evolve as a regional destination while maintaining the small town atmosphere and rural character that residents value.

IDENTIFYING PRIORITY AREAS

Hampshire finds itself in a position to capitalize on its population growth. However, with this positive change, there is a need to make sure that land use is strategic, and developments are constructed within planned areas and guidelines. Hampshire's location along I-90, IL 47, and US 20 creates significant opportunities for residential, commercial, and industrial expansion. This growth should be directed toward areas that can be efficiently served by infrastructure while protecting farmland, natural resources, and open space. Potential annexation and development areas between Kelley Road and the I-90 corridor present an opportunity to proactively coordinate land uses, infrastructure demands, and transportation needs before development pressures intensify. The Comprehensive Plan can establish an Interim Priority Area Framework that addresses near-term priorities during the long-term comprehensive planning process, giving the Village the tools it needs now, rather than after growth has already occurred.

PROVIDING HOUSING CHOICES

Hampshire is defined by its rural character and large lot residential properties. This leaves opportunities to incorporate more types of housing in the community. This includes identifying potential areas for attainable and missing middle housing, that thoughtfully compliments the large-lot rural residential. Downtown Hampshire presents opportunities for adaptive reuse, upper-story residential units, and context-sensitive infill that complements the quaint and historic State Street. At the same time, rural residential development should be carefully located and designed to preserve agricultural landscapes, protect natural resources, and avoid generic subdivision patterns that may diminish Hampshire's unique identity. Hampshire's past Comprehensive Plan (2004) outlines conservation designs practices that the updated Plan can revise and incorporate as recommendations. The Comprehensive Plan can evaluate current and future housing needs and provide recommendations to expand housing choices while preserving community character.



ENSURING ECONOMIC VITALITY

Hampshire has an opportunity to position itself as a premier small town destination that combines economic growth with a strong sense of place. As Hampshire is rapidly growing, the Village can market themselves as great place to start and expand a business by providing incentives to support small- to medium-sized businesses. Commercial growth should occur at multiple scales. Downtown Hampshire can continue to support locally owned businesses like Angel's Pancake Café or Neon Cow Creamery and leverage them to reinforce Downtown's role as the center of the community. Neighborhood-serving commercial uses should be integrated into developing residential areas where appropriate, while the I-90 and US 20 corridors provide opportunities to attract more regional-serving businesses. Strategic placemaking, gateway enhancements, and corridor improvements along Big Timber Road can enhance the corridor's attractiveness for new investment. The Comprehensive Plan can identify strategies to attract locally owned businesses, specialty retail, restaurants, and destination-oriented development while leveraging the visibility and accessibility provided by I-90, US 20, and IL 47.

COMMUNITY ENGAGEMENT AND IMPLEMENTATION

The Comprehensive Plan will be guided by a robust public engagement process that continuously involves residents, businesses, schools, community organizations, and other stakeholders. Hampshire's strong civic pride, shown through community events such as Old Fashioned Days and Jingle Fest, demonstrates engaged residents motivated to develop a shared community vision. The engagement process will include a variety of traditional and digital participation methods to ensure broad representation across all segments of the community. The Comprehensive Plan will include a detailed implementation matrix that assigns responsibilities, identifies funding opportunities, establishes timelines, and outlines measurable action steps.

EXPANDING PARKS AND OPEN SPACE

The Village is served by valuable recreational and natural resources, including Hampshire Forest Preserve, which provides regional open space, trail opportunities, and environmental amenities. The Hampshire Township Park District's 2020 Comprehensive Master Plan identified the need for continued investment in parks, trails, and recreational facilities to accommodate future growth. Since adoption, the Park District has made significant progress toward implementing the plan through major improvements at Ralph Seyller Memorial Park and planning efforts for future enhancements at Schmidt Park. While future growth areas, particularly near Harmony Road, present opportunities to incorporate new parks, trails, and open spaces into developing neighborhoods. As Hampshire continues to grow, the Comprehensive Plan can support strategic investments in parks and recreation while emphasizing partnerships, grants, impact fees, and other external funding sources to maximize improvements.

PROPOSED SCOPE OF SERVICES

Houseal Lavigne recognizes the importance of using the planning process to establish community consensus and foster a sense of stewardship for the new Comprehensive Plan that will shape the community's future over the next 20 years. Our Scope of Work ensures that Village staff, residents, business owners, key stakeholders, community leaders, and elected officials are engaged throughout the planning process, helping establish a visionary, purposeful, and implementable plan to guide Hampshire's future. Our process includes the development of plan recommendations and implementation strategies that are actionable, fiscally grounded, and rooted in citizen engagement.

Our proposed Scope of Work is carefully tailored to address all required chapters, identified issues, and Village goals as stated in the RFP, in addition to other elements necessary to ensure a robust, responsive, and effective Comprehensive Plan for the Village. Should the Village favor our proposed approach, we will work closely with Village staff and officials to further refine our proposed Scope of Work and community engagement process, ensuring that all local needs and requirements are met. Each Step of our proposed Scope of Work is presented in detail on the following pages.

PHASE 1 – PRIORITY AREA INTERIM FRAMEWORK (60-90 DAYS)

We understand that Hampshire is facing near-term development, annexation, and edge-area decisions that require guidance before the full Comprehensive Plan is complete; Phase 1 is therefore designed to provide early, map-based direction for priority areas while the broader planning process moves forward.

STEP 1: PROJECT KICK-OFF

The following tasks will establish the project foundation and provide the Village with an interim planning framework to guide near-term growth, development, annexation, and infrastructure decisions while the full Comprehensive Plan is being prepared.

1A. STAFF COORDINATION CALL AND DATA COLLECTION

The Project Team will begin Phase 1 with an initial coordination call with Village staff to review the scope of work, project timeline, immediate priorities, available data, and key deliverables. This meeting will establish a shared understanding of the Phase 1 process and confirm the information needed to prepare the Priority Area Interim Framework within the first 60–90 days.

The Project Team will also identify initial data needs, including but not limited to GIS data related to parcels, building footprints, existing land use, zoning districts and overlays, community facilities, Village-owned properties, schools, parks, traffic volumes, traffic signals, transit service, bike routes, trails, environmental features, infrastructure systems, and known development or annexation areas. The Project Team will also request Village branding guidelines and photos, past plans and studies, relevant development applications or concept plans, and a list of service providers or agency contacts as appropriate.

This information will be used to quickly establish the base mapping, planning context, and issue framework needed to support near-term priority area guidance. As needed, check-in meetings with Village staff will be held throughout Phase 1 to review emerging findings, confirm priority areas, and ensure the Interim Framework reflects the Village's most immediate planning and decision-making needs.

STEP 2: PRIORITY AREAS ASSESSMENT AND INTERIM FRAMEWORK

The Project Team will work with staff to identify and map Village-designated priority areas affected by near-term growth pressure, development activity, annexation interest, infrastructure considerations, or edge-area conditions.

2A. PRIORITY AREA INTERIM FRAMEWORK AND MEMO

For each priority area, the Framework will provide interim guidance related to land use direction, development intensity, character, annexation considerations, infrastructure or service needs, and near-term actions. The intent is to support more consistent decision-making before completion of the full Comprehensive Plan. The Priority Area Interim Framework and Memo will include:

- Identification and mapping of Village-designated priority areas.
- Interim land use and development intensity guidance.
- Annexation and edge-area planning considerations.
- Near-term implementation actions based on Village staff input.

The Framework will be delivered as a concise GIS and PDF report and incorporated into the Existing Conditions Memorandum and final Comprehensive Plan in Phase 2, steps 3 and 5.

PHASE 2 – COMPREHENSIVE PLAN

STEP 1: COMPREHENSIVE PLAN KICK-OFF

To kick off the planning process on the right foot, meetings will be conducted with key Village staff, department heads, and Planning and Zoning Commission members prior to undertaking other community outreach activities.

1A. STAFF KICK-OFF MEETING

A kick-off meeting will be held with the Village staff assigned to the Comprehensive Plan project. This first face-to-face meeting will allow us to review the project goals, scope, timeline, and deliverables. The Project Team will also address any outstanding data needs and discuss next steps.

1B. DEPARTMENT HEADS MEETING

Immediately following the kick-off meeting with Village staff, the Project Team will host a meeting with representatives from other Village departments. The Comprehensive Plan will affect a variety of Village-wide policies and support from Village departments will be essential to plan implementation. The Project Team will work with Village staff to engage other department heads throughout the process to ensure that plan recommendations are meaningful and actionable for all Village departments.

1C. STAFF-LED STUDY AREA TOUR

The Project Team will conduct a study area tour with Village staff to learn more about Hampshire's issues, recent projects, and development opportunities.

1D. JOINT COMMITTEE ROUNDTABLE

The Project Team will provide an overview of the planning process and facilitate a discussion with the Joint Committee comprised of members from the Village Board of Trustees, Planning and Zoning Commission, and Business Development Commission to introduce the project and solicit their concerns and aspirations for the community. As the community's policy makers, it is important that the Village Board of Trustees, Planning and Zoning Commission, and Business Development Commission have a chance to communicate and discuss their issues and concerns with the Project Team, as well as each other, at the beginning of the process.

The primary purpose of this meeting is to gather ideas from the Joint Committee, ensuring that the Plan accurately captures the shared sentiments of the leaders of the community. This meeting will provide an opportunity to discuss the foundation of the Comprehensive Plan process, the overall direction and policy issues facing the community, and begin the discussion of the future vision of the community.

STEP 2: UPFRONT PUBLIC ENGAGEMENT

Our approach to preparing the Village's Comprehensive Plan places an emphasis on community participation. The Project Team recognizes the importance of using the planning process to establish community consensus and foster a sense of stewardship for the Comprehensive Plan. Our creative outreach techniques during the public input phase require that residents, business owners, elected officials, and stakeholders get involved throughout the planning process to help define issues, establish a vision, formulate ideas, and shape solutions.

Anticipating a high level of participation from an active and engaged community, our proposed outreach process for the Comprehensive Plan includes both traditional (face-to-face) and innovative web-based activities to obtain the broadest levels of participation possible. This approach casts a wide net and fosters an environment for idea-sharing to generate excitement among residents, businesses, and visitors. Outreach summaries will be prepared for each public engagement activity.

2A. PROJECT WEBSITE

At the beginning of the project, the Project Team will design and host an interactive project website linked to the Village's existing website. The Project Team is committed to using the internet to maximize the participation and communication between the Village and its residents. The website will promote the planning process and will be used to post project schedules and meeting dates; display graphics, interactive maps, and draft documents; address frequently asked questions; host map.social; and provide an online community survey.

Online Community Survey

The Project Team will prepare an online community survey for the residents and business owners of Hampshire to offer a community-wide opinion on a range of topics and issues. The business component of the survey will include the opportunity to provide specific input on those issues and concerns most important to the Village's business community. The online community survey will be easily accessible on the project website. At the close of the survey, the Project Team will review and summarize results in the Existing Conditions Memorandum as a gauge of community issues and key themes.

map.social (Online Map-Based Engagement Platform)

The project website will feature map.social, a web-based community issues mapping tool. Developed by Houseal Lavigne, this tool allows users to identify, map, and comment on geographic areas of concern and valued Village amenities. map.social simplifies the mapping process and familiarizes users with all areas of the Village in a manner that is intuitive, interactive, and effective. Input from users allows us to create a composite map of Hampshire issues to assist with the establishment of Comprehensive Plan goals and policies.

2B. KEY STAKEHOLDER INTERVIEWS AND FOCUS GROUPS (UP TO 8)

Key stakeholder interviews and focus group discussions allow us to gain insight into the community that the Project Team might otherwise not be able to obtain. Confidential interviews/focus group discussions will be conducted to obtain additional information regarding local issues and opportunities. The Project Team will work with Village staff and elected officials to identify those individuals or groups to be interviewed. The Project Team recommends a broad sampling of interviewees who may possess unique perspectives or special insights into the community. Interviewees could include selected property owners, new or lifelong residents, local business owners, school district officials, the Village commissions, developers, HOA representatives, service providers, and relevant taxing bodies and government agencies. The interviews and focus group discussions will be conducted in person during scheduled visits related to other outreach events or via web meeting during a specific scheduled day for such activities.

2C. DIY KITS

The Project Team will make DIY workshop kits available to Village staff, as well as community groups (e.g., partner organizations, homeowners associations, places of worship, community organizations, neighborhood groups) throughout the Village. DIY workshop kits allow Village staff and residents to facilitate their own workshops and gather input from specific segments of the population that may not otherwise participate in more formal planning activities. Village staff will play a key role in helping distribute DIY workshop materials to target groups and then provide summary information to the Project Team. DIY Workshops can either be conducted by staff or volunteers as in-person events or hosted online using a small group virtual event format such as Zoom or Microsoft Teams.

2D. BUSINESS COMMUNITY WORKSHOP

This workshop will be targeted specifically to business owners and managers, developers, and Hampshire's corporate citizens as an important stakeholder group. The purpose of the workshop is to establish a dialogue and obtain feedback from those members of the business community that have a unique insight and perspective, and whose assistance and involvement is crucial to the Comprehensive Plan's ultimate success. The workshop will be scheduled to coincide with other in-person engagement activities and can be conducted in the early morning to minimize impacts on business owners or can be scheduled as part of a regularly scheduled event where numerous property owners and business owners are typically in attendance.

2E. COMMUNITY KICK-OFF OPEN HOUSE EVENT

The Project Team will collaborate with Village staff to host an engaging, community-wide event, welcoming all residents and stakeholders to participate in kicking off the process to shape the Village's future. This event aims to educate and inspire participants of all ages to get involved and take ownership of the planning process. The format will be tailored to Hampshire and may feature a range of activities in an open-house setting, offering an interactive overview of the planning process, and gathering insights into community strengths, challenges, and opportunities. Activities will include live polling/word cloud creation, post-it board exercises to gather input on key issues, opportunities, and priority projects, a dot-map exercise, and a map.social training session with an interactive booth.

Attendance from Village Board of Trustees, Planning and Zoning Commission, Business Development Commission, and other commissions, is encouraged to demonstrate support for the planning process.

2F. PUBLIC ENGAGEMENT KEY THEMES AND TAKEAWAYS SUMMARY

This step will conclude with a summary of key themes and takeaways from initial public engagement tools and events. This input will serve as the cornerstone of our consensus-building process and provide focus and direction for the subsequent Comprehensive Plan recommendations. The Public Engagement Key Themes and Takeaways Summary will be incorporated into the Existing Conditions Memorandum.

STEP 3: EXISTING CONDITIONS

The existing conditions assessment step will provide a foundational understanding of the issues and opportunities to be addressed in the Comprehensive Plan.

3A. EXISTING CONDITIONS ASSESSMENT

The existing conditions assessment will be based on issues and opportunities identified in outreach, past plans and studies, information provided by the Village and partner agencies, feedback from community service providers, and field work conducted by the Project Team. We intend to move through this task efficiently, reserving project budget and resources for visioning, planning, and action.

Relevant Past Plans, Studies, and Reports

This task will include an assessment of relevant past plans, studies, and policies to build on the Village's previous planning efforts and initiatives. Documents to be reviewed include, but are not limited to, the following: Comprehensive Plan (2004), Capital Improvement Plan (2024), Kane County Long-Range Transportation Plan (2021), Hampshire Township Park District Comprehensive Master Plan (2020), and Village Code Chapter 6 (Zoning).

This review will identify recently adopted Village projects and policies to be incorporated into the new Comprehensive Plan. The Project Team will coordinate with Village staff to identify additional relevant local and regional studies that should serve as a baseline and inform the existing conditions assessment.

Demographic Profile

This task will include a demographic analysis of the Hampshire community that will include an analysis of trends in population, households, income, age, labor force, and employment. This task will be undertaken using available information from current American Community Survey (ACS) data, Esri, and data provided by Village staff.

Existing Land Use and Development

This task will include an inventory of existing land uses and development patterns in Hampshire using the Village's GIS data, aerial imagery, and field work. Existing land use issues and opportunities will be presented and assessed in this section.

Current Zoning Ordinance and Development Regulations

This task will include a review of the Village's current zoning and subdivision regulations to evaluate their consistency with existing land use patterns and potential areas of change.

Transportation

This task will assess the Village's existing transportation network within the planning area. The analysis will include an inventory of roadway classifications, traffic volumes, truck routes, rail crossings, and bicycle and pedestrian facilities. It will evaluate connectivity, capacity, and planned transportation projects that may influence future land use patterns. The findings will identify opportunities to improve network connectivity, address safety and capacity issues.

Community Facilities and Infrastructure (including parks and open space)

This task will include an inventory of community facilities including location, service areas, current capacity, and potential future needs. The Project Team will distribute a questionnaire to local and regional service providers, including police, fire, public works, school districts, park district, County, and other agencies, to confirm existing conditions and planned improvements.

Natural Areas

This task will include an inventory and analysis of the Village's natural resources and environmental features, such as topography, floodplains and riparian areas, wetlands, wooded areas, open spaces, and habitat areas. The assessment will identify key environmental assets and constraints to help guide future land use and development decisions.

3B. EXISTING CONDITIONS MEMORANDUM

The Existing Conditions Memorandum will be based on issues and opportunities collected during outreach, information compiled after reviewing past plans and studies, information provided by the Village and partner agencies, feedback from community service providers, and field work conducted by the Project Team. The Existing Conditions Memorandum is not intended to be a long-form report. The Memorandum will be a concise interim document that establishes a baseline understanding of the Hampshire community. We intend to move through this task efficiently, reserving project budget and resources for visioning, planning, and action.

3C. STAFF REVIEW – REVIEW EXISTING CONDITIONS

The Project Team will meet with Village staff to review and discuss the Existing Conditions Memorandum and Priority Area Framework. The Project Team will work to ensure that substantive comments provided by Village staff are addressed before meeting with the public in the Plan Visioning phase. This meeting will be a conference call/screen-share with Village staff.

STEP 4: PLAN VISIONING

Based on previous steps in the planning process, we will prepare the vision statement, goals, and preliminary future land use plan.

4A. COMMUNITY VISIONING WORKSHOP

The community visioning workshop will allow residents and stakeholders to tell us what they think, before plans and recommendations are crafted. The community visioning workshop will involve the Project Team, Village staff, elected and appointed officials, Planning and Zoning Commission members, and community stakeholders and residents.

The workshop will begin with a brief presentation providing an overview of the planning process, major themes and takeaways from the Public Engagement Key Themes and Takeaways Summary, Existing Conditions Memorandum, Priority Area Framework, and directions for the visioning exercise. Participants will then break into small groups for a mapping exercise where they will put pen to paper and work to develop their "vision" for the future of the community. The workshop will conclude with general agreement regarding the community's issues and opportunities, key planning themes and principles, and projects and improvements that will be desirable in the future.

4B. VISION STATEMENT AND GOALS

The Comprehensive Plan needs to establish an overall "vision statement" for the future of Hampshire that can provide focus and direction with goals based on analysis and themes identified during community outreach. Following the community visioning workshop, the Project Team will summarize all feedback received during the previous steps of the planning process and prepare a vision statement for the Hampshire Comprehensive Plan. The vision statement will be prepared using feedback from the community visioning workshop, community outreach activities, and observations garnered from the Existing Conditions Memorandum. As part of the task, the Project Team will develop goals to provide more specific focus and direction for planning recommendations.

4C. PRELIMINARY FUTURE LAND USE PLAN

Before drafting the Comprehensive Plan begins, we will prepare the preliminary future land use plan outlining the expected recommendations for the Comprehensive Plan. The preliminary future land use plan will provide recommendations for all land use areas in the Village. The purpose of this deliverable is to provide Village staff with an opportunity to review and discuss the preliminary future land use plan before significant resources are spent drafting the Comprehensive Plan. This deliverable, along with the vision and goals, will form the basis for the development of more detailed recommendations in the draft Comprehensive Plan.

4D. STAFF REVIEW – VISION AND LAND USE

The Project Team will meet with Village staff to review and discuss the vision statement, goals, and preliminary future land use plan. Comments provided by Village staff will be integrated into the revised deliverable. This meeting will be a conference call/screen-share with Village staff.

4E. JOINT COMMITTEE PRESENTATION – VISION AND LAND USE

The Project Team will meet with the Village Board of Trustees, Planning and Zoning Commission, and Business Development Commission to review and discuss the vision statement, goals, and preliminary future land use plan. Comments provided by the Joint Committee will be integrated into the revised deliverable.

STEP 5: DRAFT COMPREHENSIVE PLAN

This step will focus on preparing draft Village-wide policies and recommendations for the core elements of the Comprehensive Plan. The draft Comprehensive Plan prepared in this step will reflect the revised vision statement, goals, and preliminary future land use plan developed in previous steps of the planning process.

5A. DRAFT COMPREHENSIVE PLAN

We will prepare the draft Comprehensive Plan using input obtained during the previous steps of the project. The draft Comprehensive Plan will be well-organized and user-friendly, highly illustrative, and visually compelling rather than being too heavy on narrative. Concise, well-written text will be combined with attractive and easy-to-understand maps, graphics, illustrations, and photos to effectively communicate the draft Comprehensive Plan's policies and recommendations. The following sections will be developed as part of the draft Comprehensive Plan:

Introduction and Context

This section will include the introduction for the Comprehensive Plan, describing how to use it and how the Plan was created. It will also summarize components from the Existing Conditions Memorandum, including the regional context and study area. Additional content may include concise summaries of relevant past plans, studies and reports; a demographic profile snapshot; and abbreviated summaries of public engagement events along with key themes and takeaways. This will be a concise section meant to set the foundation for the Comprehensive Plan's policies and recommendations.

Vision and Goals

This section will include the revised Vision and Goals that will serve as a framework for decision-making, resource allocation, and policy development. This section will inform and integrate the following Plan sections to collectively achieve the community's vision for the future.

Land Use and Development

This section will include policies and recommendations for all land use areas in the Village and its planning area, including residential neighborhoods, commercial areas, medical, open space, natural environment, and public and semi-public uses. This section will identify and address a range of land use topics such as desired development patterns, new growth areas, potential annexation opportunities, land use compatibility issues, commercial and mixed-use development, and agricultural preservation areas.

Housing and Neighborhoods

This section will focus on the Village's residential areas providing policies and recommendations that will prioritize maintaining and improving the Village's established and mature neighborhoods, promoting housing affordability and diversity, and guiding infill development and reinvestment with a desirable mix of diverse residential types such as workforce housing, attainable housing, missing-middle housing, rental share, large-lot demand, multi-family, and mixed-use developments to meet the current and future needs of the Village's residents.

Economic Development

This section will focus on the Village's commercial and industrial areas by providing policies and recommendations designed to strengthen employment, job creation, retail positioning, business attraction and retention, and to provide and grow a diverse and thriving tax base for the Village. This section will also look at corridor redevelopment strategies specifically for IL Route 72 and Big Timber Road. This section will provide high-level recommendations for the Village's commercial and industrial areas.

Transportation and Mobility

This section will build on the existing conditions assessment and community input to identify strategies to improve connectivity, capacity, and mobility across all modes of transportation. Recommendations will potentially address roadway function and capacity, alignments for future roadway connections, and pedestrian and bicycle connections that link neighborhoods, commercial areas, and key destinations.

Community Facilities and Infrastructure (Including Parks, Open Space, and Natural Areas)

This section will build in the existing conditions inventory and assessment of all community facilities, infrastructure systems, and natural assets within the Village. It will include an overview of municipal facilities and services, parks and recreation areas, open spaces, and environmentally sensitive lands such as floodplains, wetlands, and watersheds.

Implementation

The Comprehensive Plan will include a practical and actionable implementation strategy necessary to bring the Plan's goals, policies, and strategies to fruition. The implementation strategy will include general administration procedures, a list of potential funding sources, implementation methods, and potential zoning and regulatory actions (as needed).

5B. STAFF REVIEW – DRAFT COMPREHENSIVE PLAN

The draft Comprehensive Plan will be delivered to Village staff for review and comment. Appropriate revisions will be made prior to publishing the draft Comprehensive Plan for public review. This meeting will be a conference call/screen-share with Village staff.

5C. JOINT COMMITTEE PRESENTATION – DRAFT COMPREHENSIVE PLAN

The Project Team will meet with the Village Board of Trustees, Planning and Zoning Commission, and Business Development Commission to review and discuss draft Comprehensive Plan. Comments provided by the Joint Committee will be integrated into the revised deliverable.

STEP 6: REVISED AND FINAL COMPREHENSIVE PLAN

Based on the previous steps in the planning process, the draft and final version of the Comprehensive Plan will be prepared for review, consideration, and adoption.

6A. REVISED DRAFT COMPREHENSIVE PLAN DOCUMENT

Based on feedback received in previous steps the Project Team will prepare the revised Comprehensive Plan. The revised Comprehensive Plan will be user-friendly, highly illustrative, and visually compelling.

Revised Implementation Strategy – Draft Action Matrix

The revised Comprehensive Plan will include the draft Action Matrix that includes key implementation actions, priority improvement projects, short-, medium- and long-range strategies, and key partners. The Action Matrix will serve as a checklist to track implementation progress necessary to realize the vision and goals outlined in the Comprehensive Plan.

6B. STAFF REVIEW – REVISED DRAFT COMPREHENSIVE PLAN

The Project Team will submit the revised draft Comprehensive Plan to Village staff for internal review. Appropriate revisions will be made prior to the community open house and presentation to the Planning and Zoning Commission.

6C. COMMUNITY OPEN HOUSE – REVISED DRAFT COMPREHENSIVE PLAN

The community open house will be held to give residents an opportunity to drop in, review the revised draft Comprehensive Plan, and ask questions of the Project Team and Village staff in an open house format. The open house will provide an opportunity to see and learn about the Village's revised draft Comprehensive Plan before the adoption process begins. Open house presentation materials and collateral will be provided so that Village staff can facilitate additional informational meetings as needed. Following the community open house, the final Comprehensive Plan will be prepared for the public hearing presentation and the adoption process.

6D. FINAL COMPREHENSIVE PLAN TO PLANNING AND ZONING COMMISSION – PUBLIC HEARING

The Project Team will present the final Comprehensive Plan to the Planning and Zoning Commission at a public hearing. Based on review and discussion and public feedback during the public hearing, the final Comprehensive Plan will be presented to Village Board of Trustees for adoption.

6E. FINAL COMPREHENSIVE PLAN TO VILLAGE BOARD OF TRUSTEES – FOR ADOPTION

The Project Team will present the final Comprehensive Plan to the Village Board of Trustees for consideration and adoption. Presentation materials that incorporate plan revisions will be provided to Village staff to conduct any additional adoption meetings required by the Village of Hampshire.

6F. FINAL COMPREHENSIVE PLAN DOCUMENT

Following the presentations to the Planning and Zoning Commission and Village Board of Trustees, the Project Team will work with Village staff to prepare the final Comprehensive Plan document. The Project Team will provide the Existing Conditions Memorandum and final Comprehensive Plan in an editable PDF format. The Project Team will provide survey data (excel or PDFs), outreach summaries (PDFs), and GIS data compiled during the planning process (geodatabase or shapefile). Completeness of GIS will be dependent on several factors including the quality of GIS data provided by the Village, direction provided by Village staff during the project kick-off meeting, and the level of GIS work conducted by the Project Team during the planning project.

OPTIONAL TASKS

BRANDING AND COLLATERAL (STEP 1)

This task will play a significant role in garnering support for the planning process and piquing public interest in the Comprehensive Plan as important guides to improving the quality of life throughout McFarland. The graphic design and communications experts on the Project Team will use their expertise in community-based marketing to create an "identity" for the planning process as well as the plan document. We will work with Village staff to provide content for the project webpage and support for the Village's social media.

COMPLETE NEIGHBORHOOD INDEX (STEP 3)

Houseal Lavigne will conduct a service area analysis to evaluate the community's current access to essential quality-of-life amenities. Inputs can include healthy food access, parks, open spaces, and transit stops, based on available data. The team will create an index based on proximity to these amenities, identifying areas within walking and biking distance, and highlight underserved neighborhoods in the community.

Using ArcGIS Pro, the team will map the distribution and accessibility of amenities, services, and infrastructure across neighborhoods. The map will be used to support a narrative explaining how "complete" different parts of the community are. The analysis will help assess current development patterns and guide future land use and policy decisions.

ZONING AUDIT (STEP 6)

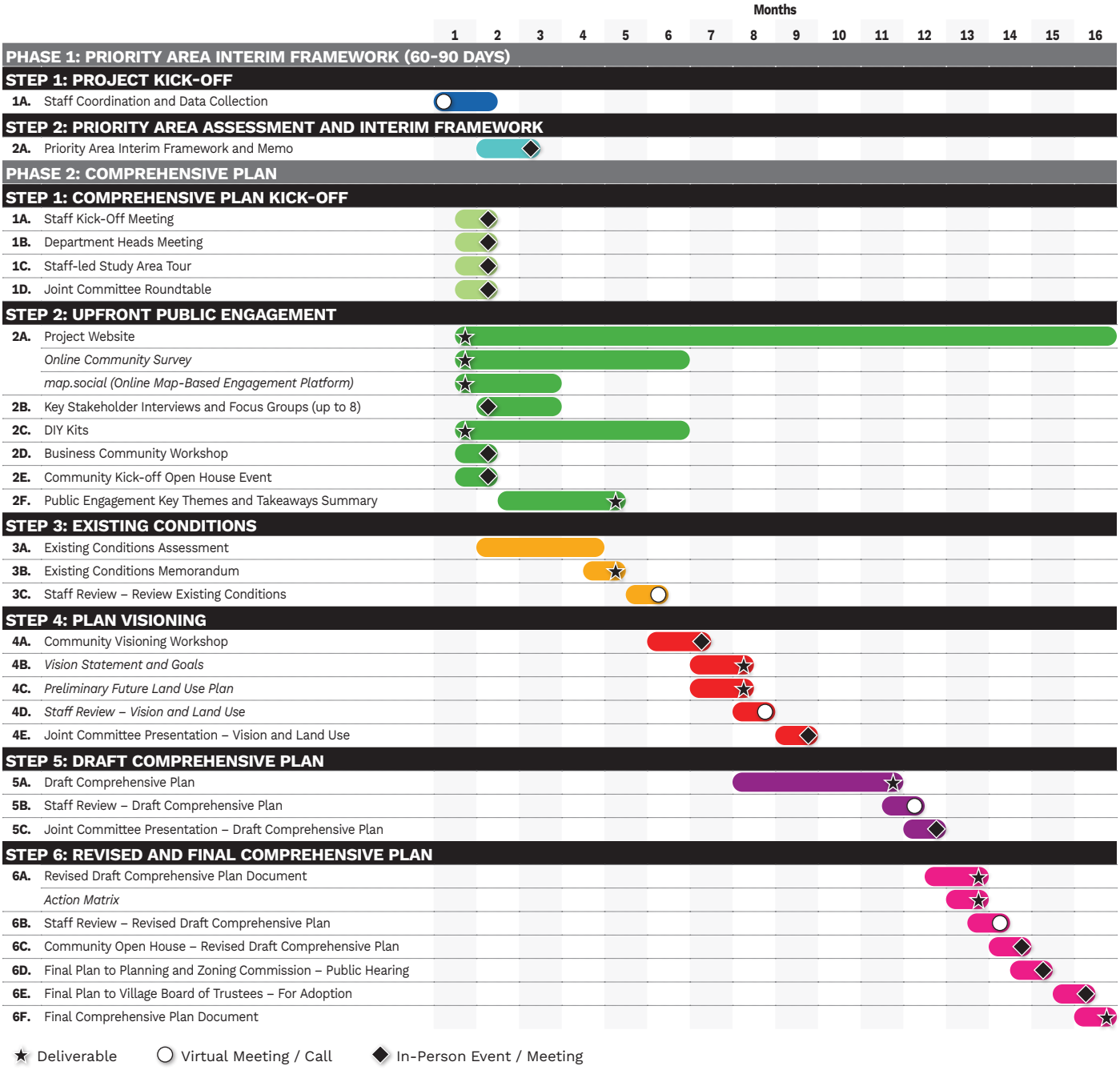
The Project Team will review and assess the Village's Zoning Ordinance to identify inconsistent policies and land use incompatibilities as part of the new Comprehensive Plan. The Zoning Audit will include potential regulatory changes and procedures to be implemented after adopting the Comprehensive Plan. The Zoning Audit will be a standalone Memorandum. This is a critical first step in understanding what changes need to be made in the Village's Zoning Ordinance to help implement the Comprehensive Plan policies and recommendations.

INTERACTIVE WEB-BASED EXECUTIVE SUMMARY (STEP 6)

The planning process will yield a traditional "long-form" plan for printing, on-screen viewing, and easy distribution, searching, and navigation. As an optional task, we can leverage ArcGIS Online StoryMaps to create an "app," providing an interactive "executive summary" version of the Comprehensive Plan. Combined with photos, text, websites, and other media, ArcGIS Online will power interactive maps that can be queried and explored, providing an engaging way to experience summary content from the Comprehensive Plan. Content can be interwoven with maps, visuals, and interactive content that simplifies navigation between related, cross-referenced components of the plan. This step would take place after the Comprehensive Plan is adopted.

PROJECT TIMELINE

The timeline below provides an overall framework to complete each step outlined in our proposed Scope of Work. We understand the Village is looking to complete the Comprehensive Plan in **16 months**. We are ready to begin work immediately and committed to devoting the proposed personnel and resources for the entire length of time necessary to complete the Hampshire Comprehensive Plan. Should the selection committee favor our basic approach, we will work with Village staff to refine this Scope of Work and project schedule in a manner that is most advantageous to the assignment.



EXAMPLES OF SIMILAR WORK

SECTION 04

EXAMPLES OF SIMILAR WORK

Houseal Lavigne has established itself as one of the top planning firms in the United States. The firm strengthens communities through creative, dynamic, and viable approaches to planning, design, and development. By creating a clear and practical unifying vision, developing achievable and implementable plans and concepts, and fostering innovative community involvement programs that reach a broad cross-section of stakeholders, our team helps communities plan for sustainable growth and resilient economic development. Through this work, we provide the expertise necessary to strengthen the relationship between people and their environment.

Houseal Lavigne has worked on over 650 projects across more than 450 communities nationwide. In that time, we have directed more than 250 comprehensive/master plans and more than 60 downtown/TOD plans, 100 corridor plans, 75 special area plans, 80 zoning ordinances, design guidelines and related assignments. Our national experience includes planning, design, economic, and zoning assignments in Alabama, Arkansas, Arizona, California, Colorado, Connecticut, Georgia, Illinois, Indiana, Iowa, Kansas, Kentucky, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, North Carolina, Ohio, Oklahoma, Pennsylvania, South Carolina, Utah, Tennessee, Texas, Virginia, Washington, West Virginia, and Wisconsin.

COMPREHENSIVE PLAN EXPERIENCE

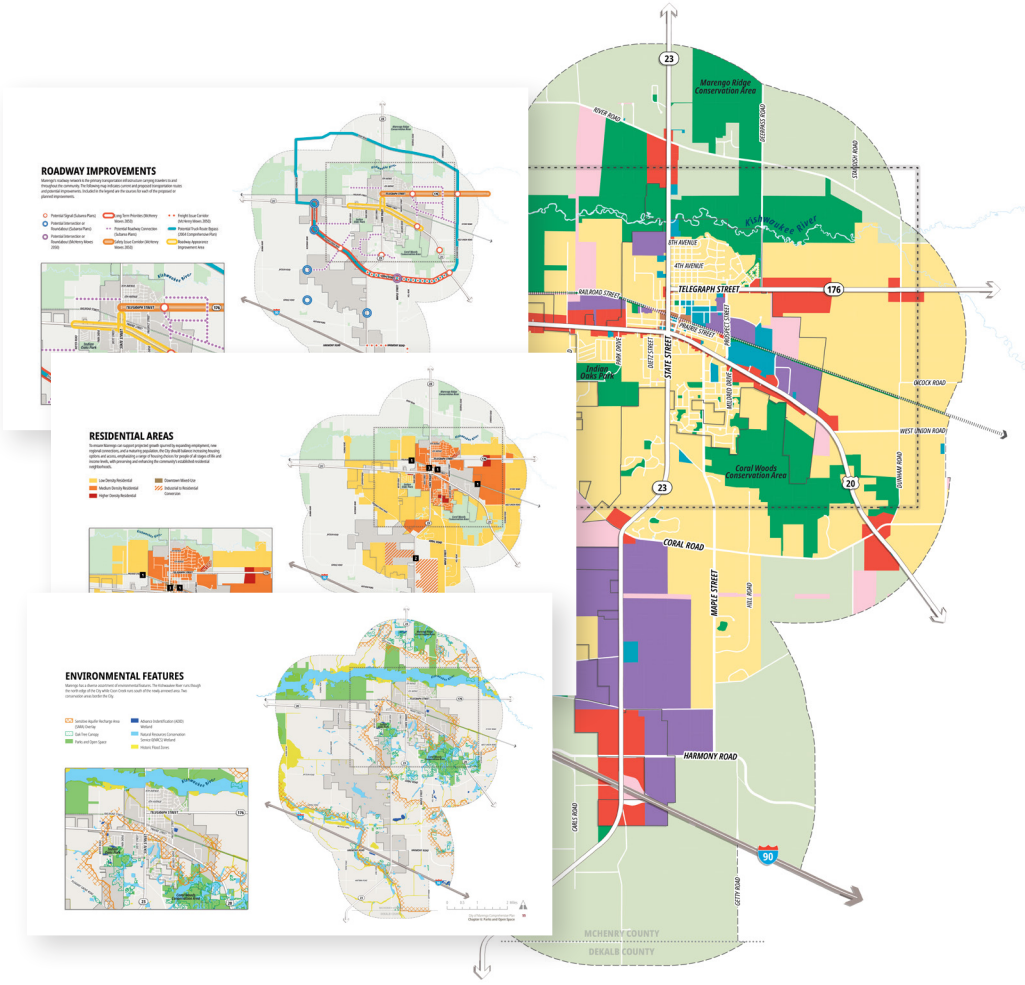
- Anderson, SC
- Ardmore, OK
- Aurora, CO
- Battle Creek, MI
- Bentonville, AR
- Brentwood, MO
- Benton Harbor, MI
- Brookfield, IL
- Brownsburg, IN
- Bristol, VA
- Cañon City, CO
- Cape Cod, MA
- Carpentersville, IL
- Cary, IL
- Centerton, AR
- Clarksville-Montgomery County, TN
- Clemson, SC
- Columbia County, GA
- Commerce City, CO
- Coralville, IA
- Council Bluffs, IA
- Countryside, IL
- Crestwood, MO
- Crothersville, IN
- Culver, IN
- Downers Grove, IL
- Dublin, OH
- Eden Prairie, MN
- Edinburgh, IN
- Elgin, IL
- El Paso County, CO
- Fairview Heights, IL
- Flint, MI
- Forest Park, IL
- Fort Dodge, IA
- Fort Lupton, CO
- Fort Wayne-Allen County, IN
- Frederick, CO
- Freeport, IL
- Galesburg, IL
- Gardner, KS
- Geneva, IL
- Glen Ellyn, IL
- Grafton, WI
- Grand Junction, CO
- Green Bay, WI
- Greenwich, CT
- Gunnison, CO
- Hudson, OH
- Itasca, IL
- Jackson, MO
- Jackson, TN
- Jenks, OK
- Kenilworth, IL
- Lisle, IL
- Marion, IA
- Maywood, IL
- McHenry County, IL
- Milliken, CO
- Morrisville, NC
- Mundelein, IL
- Muskogee, OK
- New Buffalo, MI
- North Aurora, IL
- Niles, IL
- Northfield, IL
- Oakbrook Terrace, IL
- Oak Creek, WI
- Oak Park, IL
- Palos Heights, IL
- Peoria Heights, IL
- Pingree Grove, IL
- Pleasant Hill, IA
- Plainfield, IL
- Plainfield, IN
- Richton Park, IL
- River Forest, IL
- Schaumburg, IL
- Sioux City, IA
- St. Charles, IL
- St. Cloud, MN
- Summerville, SC
- Tipton, IN
- Tipton County, IN
- University City, MO
- Wake Forest, NC
- Wauwatosa, WI
- Westmont, IL
- Windsor, CO
- Wyoming, MI

Marengo, Illinois

COMPREHENSIVE PLAN

Houseal Lavigne worked with the City of Marengo, a small rural community approximately 60 miles northwest of Chicago in McHenry County, to update its Comprehensive Plan. This update was the first since 2004 and aims to address evolving community priorities and establish sustainable growth policies. The Marengo Comprehensive Plan provides a forward-looking framework that balances expanding housing options while preserving established neighborhoods, repositioning commercial districts for long-term success, and capitalizing on the completion of the I-90 interchange at IL Route 23 in 2019 for future industrial development opportunities.

Grounded in community engagement and informed by previous planning initiatives, the Marengo Comprehensive Plan includes strategies for diversifying housing types to meet the needs of residents at all life stages and income levels, guide Downtown revitalization to establish the area as a focal point in the community, and inform design standards for high-quality development around the I-90 interchange. The Plan also provides recommendations to guide investment in a well-balanced, multi-modal transportation system and highlights intergovernmental cooperation between the City and relevant entities to ensure effective and reliable public services for Marengo residents and visitors.



City of Marengo
COMPREHENSIVE PLAN

DOWNTOWN IMPROVEMENT FRAMEWORK

Development Opportunity
These sites are where redevelopment should be considered to catalyze Downtown revitalization.

Higher Density Residential
These are areas or opportunity where specifically multifamily apartments or condominium and mixed-use development should be considered.

Downtown Rail Station
This area is outlined as a potential site for a train station with the planned extension of the Metra Milwaukee District West line.

Trailhead Opportunity
The existing Huntley-Union-Marengo (H.U.M.) trail access point does not provide dedicated parking for trail users. The City should evaluate properties to determine the most suitable location for a trailhead.

Public Parking Improvement
Limited surface parking lots in Downtown should support visitors and shoppers.

City Hall Relocation
A potential relocation of City Hall should consider consolidating more city services and incorporating a flexible open space that can be used for public events and gatherings.

US Route 20 Commercial Character
Facade improvements and updated development standards could help increase the appeal of businesses along US Route 20/Grant Highway. The City should consider programs to enable this and review it's development standards to ensure future development aligns with a cohesive and attractive commercial corridor.

Landscaping and Screening
Existing and future residential areas should be adequately screened with landscaping and fencing to both improve the appearance of commercial and industrial properties and to mitigate the visual impact of such uses on adjacent residences.

Gateway Signage
Gateway features should be used to announce the entrance into Downtown as a distinct district within the community.

Streetscaping
Quality streetscaping elements should be incorporated to increase the appeal of businesses along US Route 20/Grant Highway and allow for safe and comfortable travel of other modes of transportation.

Historic Buildings
Historic buildings in Downtown should be preserved and maintained to support the established character and aesthetic of the environment.

Rear Design Enhancement
Well designed and programmed rear entrances could be utilized to facilitate streetscape improvements and establish unique destinations for outdoor dining and public gathering.



Algonquin, Illinois

COMPREHENSIVE PLAN

Algonquin has grown from a rural river town into a family-oriented suburb with strong commercial corridors along Randall Road and Algonquin Road. Even with past growth, the Village still carries a small-town character, anchored by its historic downtown, preserved buildings, and access to the Fox River and nearby bluffs. To maintain current successes and build toward the future, the Village needed to establish a strategy for managing future population growth and new development, while ensuring that current high-quality community assets and services are properly funded and maintained for future residents. To guide this work, the Village selected Houseal Lavigne to prepare its new comprehensive plan.

The Plan builds on the established mission statement from the 2008 Comprehensive Plan and focuses efforts on seven broad, long-term goals. Anchored by a forward-thinking Future Land Use Plan, the document provides guidance on growth, future housing variety, riverfront activation, repositioning commercial corridors, attracting high-quality industrial development, future bicycle and pedestrian infrastructure, and open space and natural resource protection. The updated Plan dives deeper into four distinct subareas to provide more tailored recommendations for the Village's commercial corridors and historic Original Town. Clear catalyst site visualizations illustrate the development patterns expected in these areas based on the Village's vision. Armed with a bold vision, the Village will provide for the needs of today, prepare for the demands of tomorrow, and remain mindful and respectful of the past.



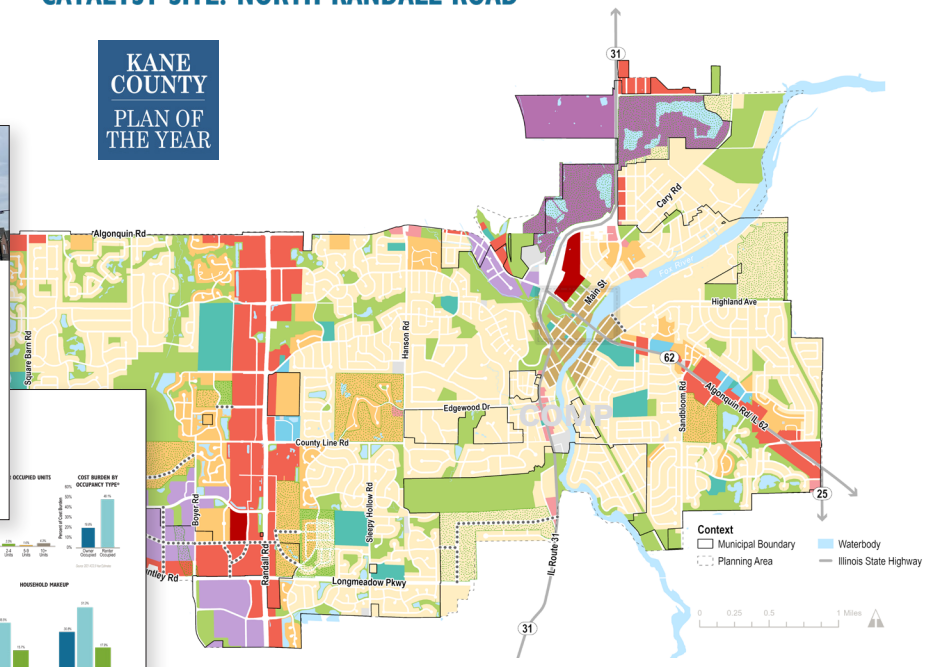
RANDALL ROAD CORRIDOR

CATALYST SITE: NORTH RANDALL ROAD

KANE COUNTY PLAN OF THE YEAR







Minooka, Illinois

COMPREHENSIVE PLAN

In 2020, the Village of Minooka, with assistance from the Chicago Metropolitan Agency for Planning, contracted Houseal Lavigne to update its Comprehensive Plan. Located on the southwestern edge of the Chicago region, Minooka is a community with a mix of rural areas with active agriculture and suburban residential neighborhoods surrounding an historic downtown core. While residential growth has slowed in the region, Minooka continues to see development including significant demand for warehousing and logistics.

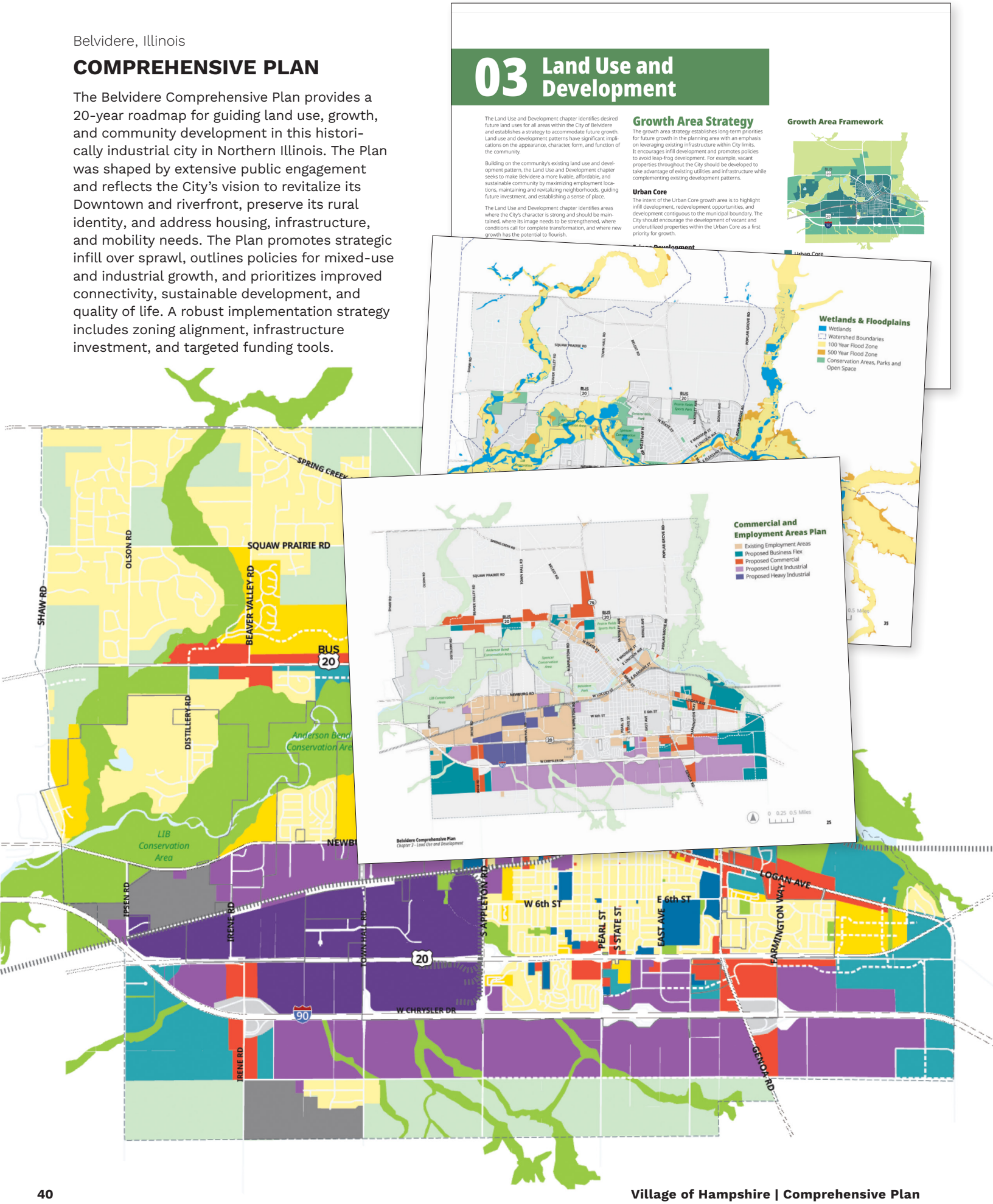
The Minooka Comprehensive Plan provides for the balanced growth of the community, identifying target areas for infill development, establishing guidelines to encourage a greater mix of housing types, and opportunities for continued economic growth. While the Village's previous plan promoted development across a vast area within the Village's extraterritorial jurisdiction, the Plan developed by Houseal Lavigne establishes a framework for strategic growth and annexation that preserves many of the rural areas of the community. This pragmatic approach to land use and development will enable the Village to more than double its residential, commercial, and industrial footprints while limiting the premature development of valuable farmland.



Belvidere, Illinois

COMPREHENSIVE PLAN

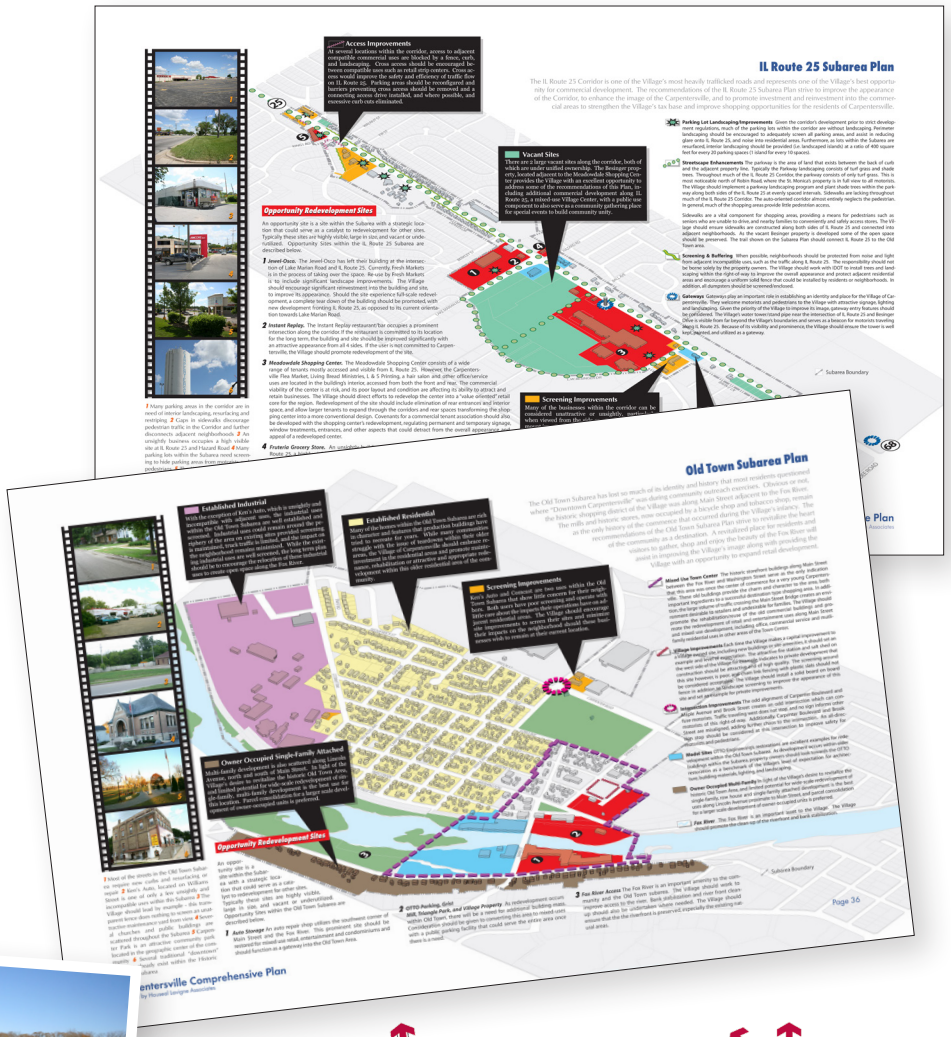
The Belvidere Comprehensive Plan provides a 20-year roadmap for guiding land use, growth, and community development in this historically industrial city in Northern Illinois. The Plan was shaped by extensive public engagement and reflects the City's vision to revitalize its Downtown and riverfront, preserve its rural identity, and address housing, infrastructure, and mobility needs. The Plan promotes strategic infill over sprawl, outlines policies for mixed-use and industrial growth, and prioritizes improved connectivity, sustainable development, and quality of life. A robust implementation strategy includes zoning alignment, infrastructure investment, and targeted funding tools.



Carpentersville, Illinois

COMPREHENSIVE PLAN

The Carpentersville Comprehensive Plan won the American Planning Association's Illinois Chapter Award for "Best Plan" for 2007. The Plan, prepared by Houseal Lavigne, included a detailed Downtown Plan along with four other subarea plans to provide more specific recommendations and policies for key locations within the Village. The planning process incorporated bilingual outreach efforts, including English and Spanish surveys, workshops, interviews, articles, and Project Website information. The Plan carefully planned the growth areas around key environmental and ecological features, and targeted existing built areas for revitalization and enhancement.







North Aurora, Illinois

NORTH AURORA COMPREHENSIVE PLAN

The Village of North Aurora represents both unique opportunities and challenges related to growth over the next two decades. Two I-88 interchanges, its location along the Fox River, and available land along key corridors set the stage for new commercial and residential development. However, aging corridors and obsolete industrial uses make revitalization of the community's core difficult.

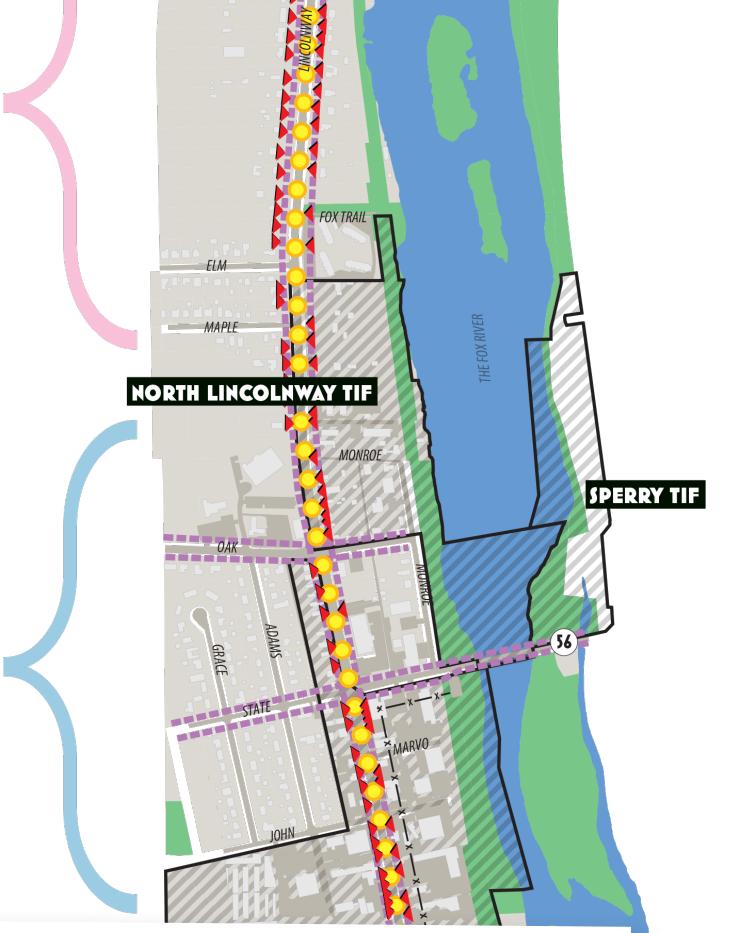
Houseal Lavigne was hired by the Village and the Chicago Metropolitan Agency for Planning (CMAP) to develop a Comprehensive Plan that would establish a long-term vision for growth and provide a roadmap for strategic redevelopment. Each chapter of the Plan describes specific techniques for either reinvestment in urbanized areas or support for new growth where opportunities exist. The Plan also includes two subarea concepts that identify specific local actions related to infrastructure and development. The IL 31 Subarea Plan addresses the Village's traditional commercial corridor, while the West Gateway Subarea Plan provides a vision for hundreds of acres of open land.

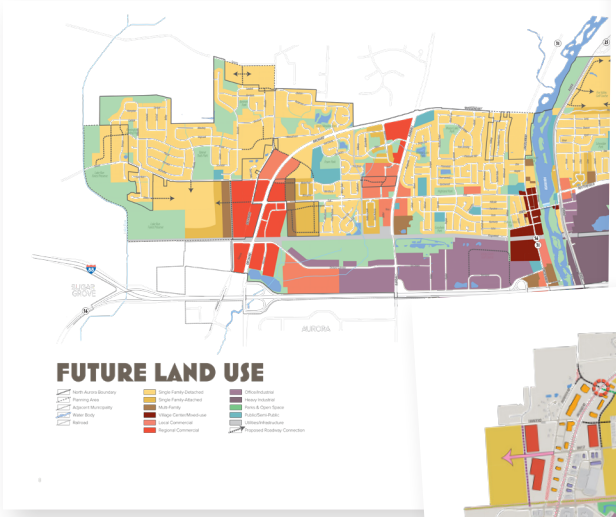
NORTH END CHARACTER AREA

This district is a primarily residential neighborhood extending from Mooseheart Road to the north and Monroe Street to the south.

VILLAGE CENTER CHARACTER AREA

North Aurora's historic core is defined by the Fox River, and public uses, including the Village Hall, Messenger Public Library and the former North Aurora Activity Center.





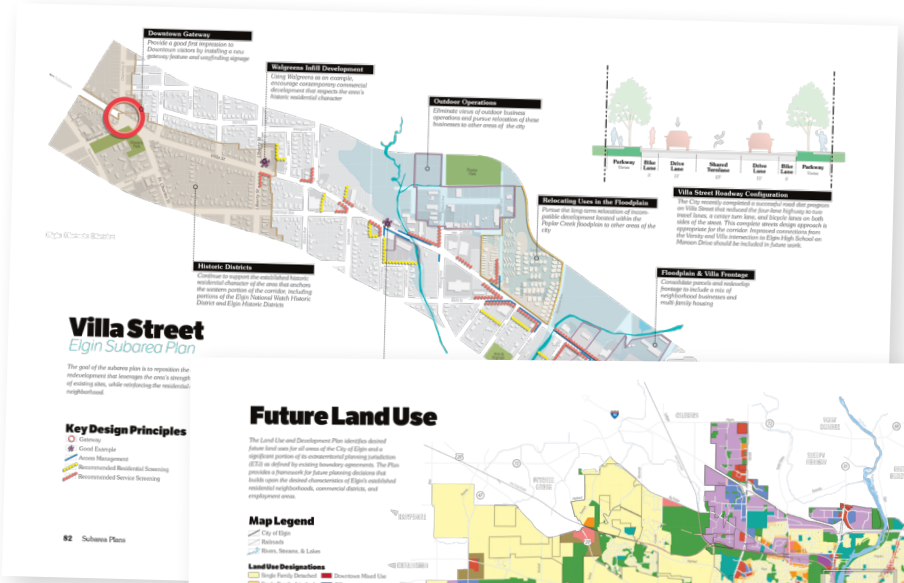


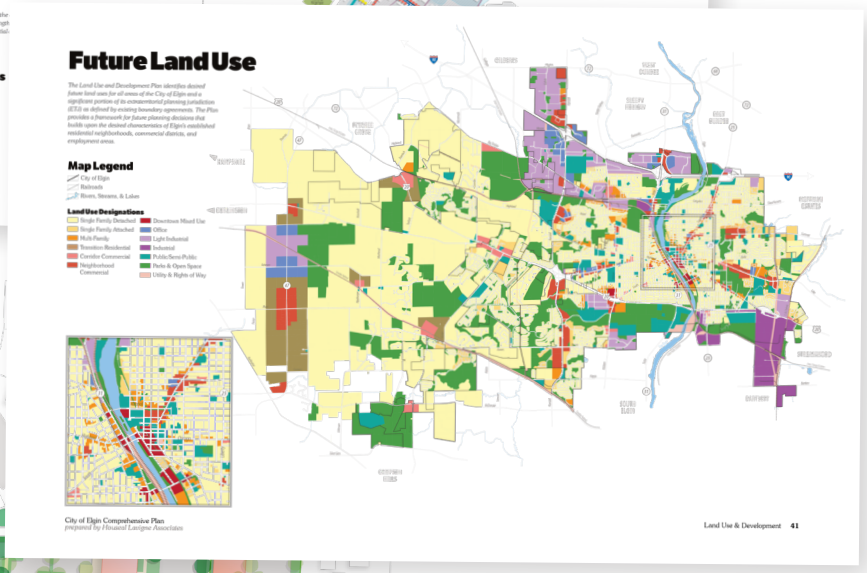


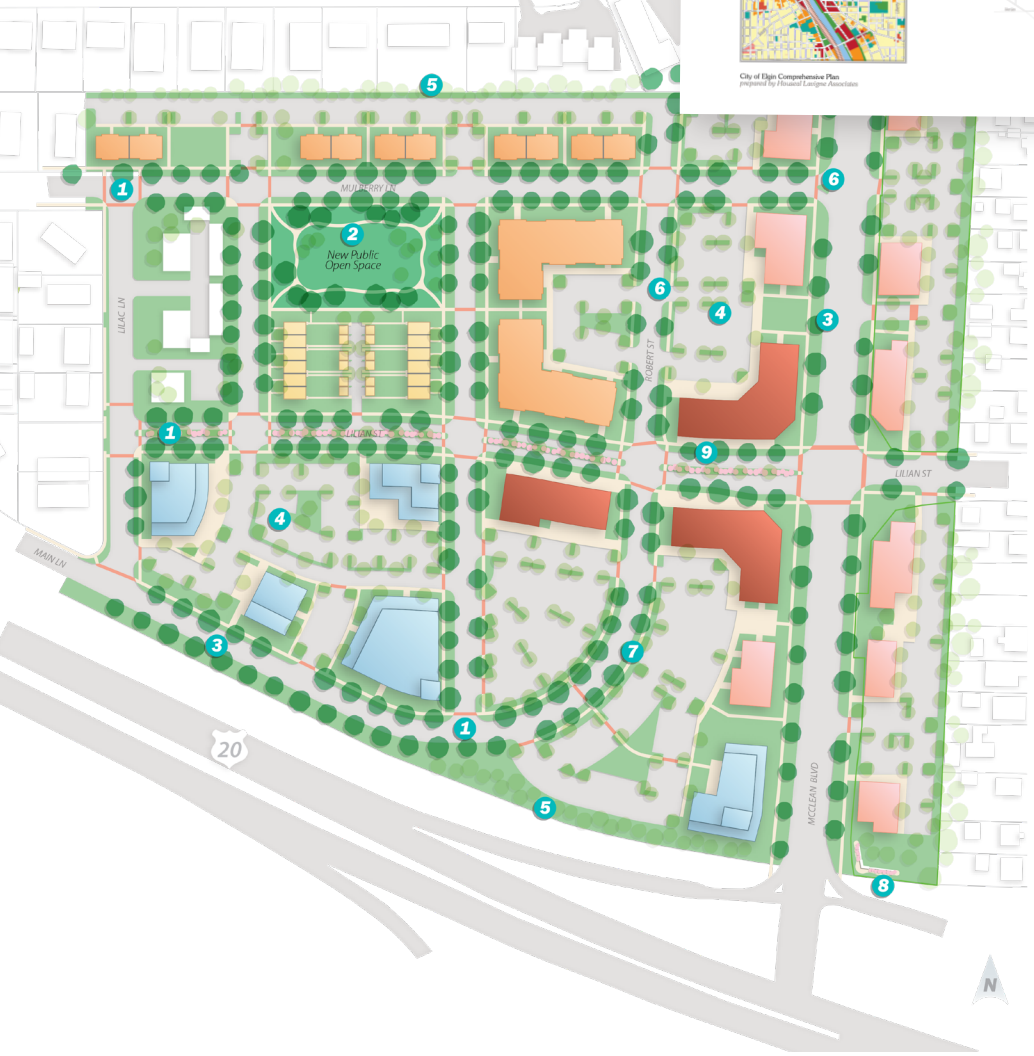
Elgin, Illinois

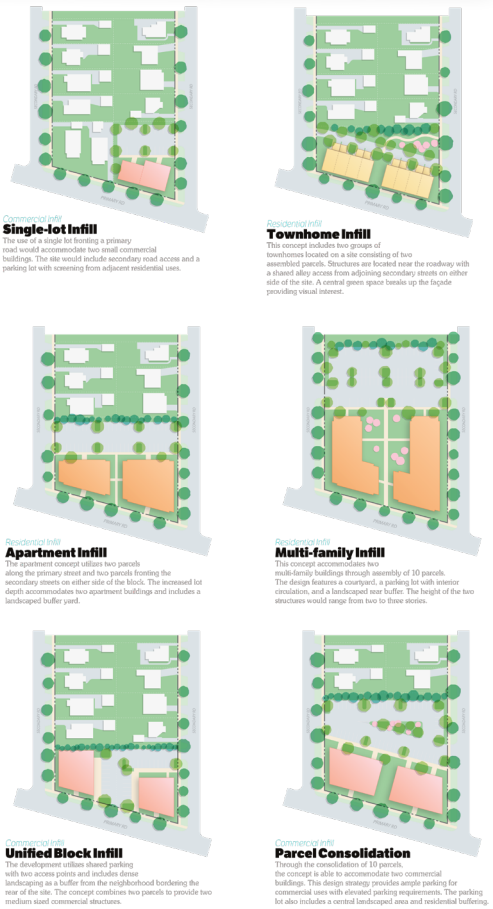
COMPREHENSIVE PLAN

Beginning in 2013, Houseal Lavigne worked in the City of Elgin, Illinois to develop an updated comprehensive plan for the City and surrounding area. In 2018, Envision Elgin, the new comprehensive plan was adopted. The plan sets forth long-range recommendations for the maintenance and enhancement of existing neighborhoods, commercial and employment areas, and advances strategies for the sustainable development and economic growth of the community. The plan also highlights targeted subareas and specific locations for infill redevelopment and new public investment.









Downers Grove, Illinois

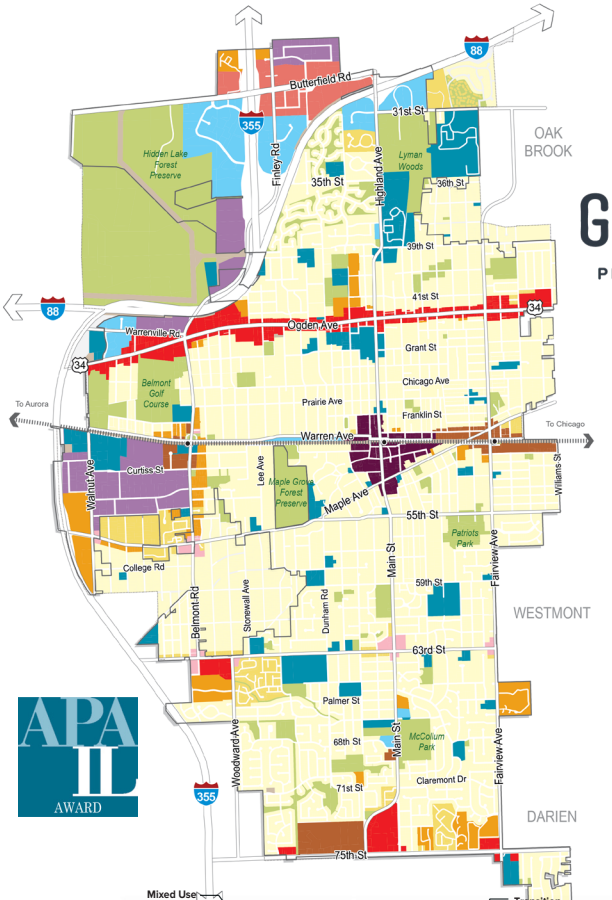
GUIDING DG COMPREHENSIVE PLAN

Located 22 miles west of Chicago in DuPage County, Downers Grove offers an ideal balance of suburban comfort and metropolitan access. With its strategic location along major highways and three Metra stations on the Burlington Northern Line, residents and businesses benefit from seamless connectivity throughout the region.

Houseal Lavigne, having prepared the Village's 2011 Comprehensive Plan and its award-winning 2015 and 2017 updates, was once again selected to develop the Village's new Comprehensive Plan. The project team worked closely with the Village to prepare Guiding DG – a forward-thinking blueprint designed to shape the future of Downers Grove over the next 20 years. Rooted in community input, this plan outlines a clear vision, actionable goals, and tangible steps to enhance the Village's neighborhoods, commercial districts, and public spaces.

As part of the larger Guiding DG initiative, the Comprehensive Plan is accompanied by three specialized supporting plans – an Active Transportation Plan, Streetscapes Plan, and Environmental Sustainability Plan, each led by Houseal Lavigne in partnership with a team of experts. Together, these plans act as a set of cohesive volumes to ensure a strategic approach to growth, connectivity, and sustainability.

A key component of the Comprehensive Plan is its detailed focus areas, which provide in-depth planning and sharp, rendered 3D visualizations for three vital areas: West Ogden Avenue, Belmont Road, and 75th Street. These plans address land use, development potential, transportation, and urban design, transforming these areas into thriving, well-connected destinations. With a commitment to inclusivity, sustainability, and innovation, the Guiding DG Comprehensive Plan ensures Downers Grove remains a resilient and welcoming community for generations to come.



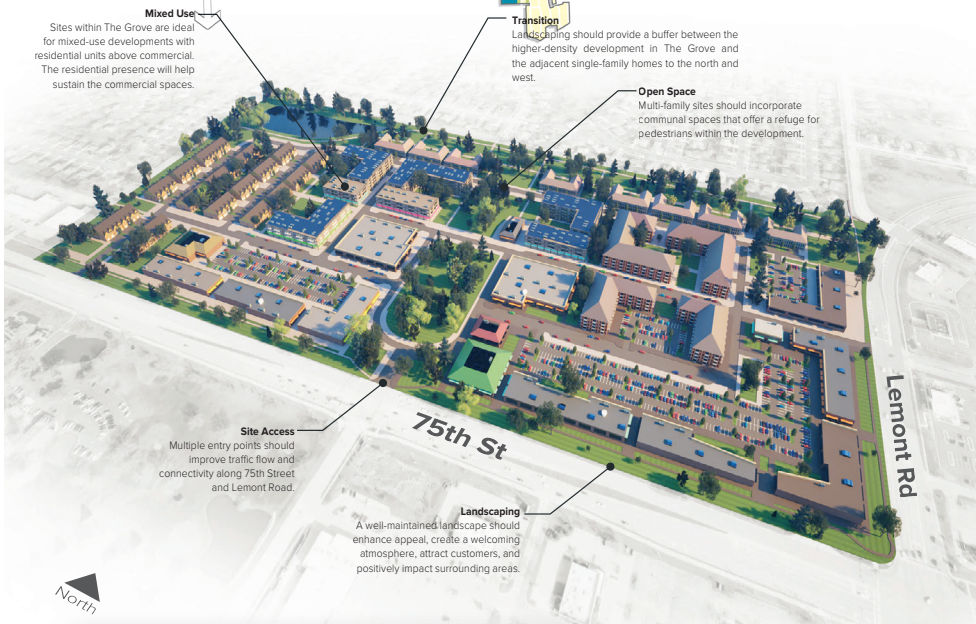
GUIDING DG

PLANNING THE FUTURE OF DOWNERS GROVE

APA IL AWARD

Future Land Use

- Metra Stations
- Single-Family Detached Residential
- Single-Family Attached Residential
- Multi-Family Residential
- Mixed-Use
- Downtown
- Neighborhood Commercial
- Corridor Commercial
- Regional Commercial
- Office
- Light Industrial and Business Park
- Parks and Open Space
- Institutional/Public
- Transportation/Utilities











COMPREHENSIVE PLAN

The McHenry County 2050 Comprehensive Plan is the official roadmap for the County as it evolves, grows, and changes over the next 25 years. The County brought Houseal Lavigne on board to update the McHenry County 2030 Comprehensive Plan (2010). The updated Plan addresses a wide range of topics that help it accommodate new growth and demands for different kinds of housing and encourage sustainable economic development while protecting its farmland, open space, and natural environment – enhancing the quality of life for all residents. The Comprehensive Plan was organized around capturing community values and aspirations, assessing existing conditions, identifying salient trends and developments and related opportunities and challenges, and using innovative planning to provide effective and practical guidance for McHenry County to achieve its long-term goals.

The Plan used industry-leading geospatial analytical tools to create and examine the outcomes of different land use scenarios over time. It ultimately took a balanced approach that preserves prime agricultural land, protects the sensitive aquifers throughout the County, and grows based on population projections. The community-led planning process and data-driven approach served as the foundation for the Plan's recommendations and sets the stage for development and investment in the County for the coming decades.



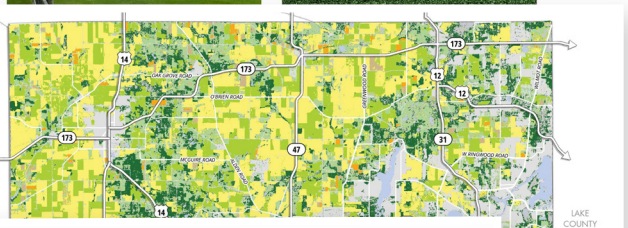


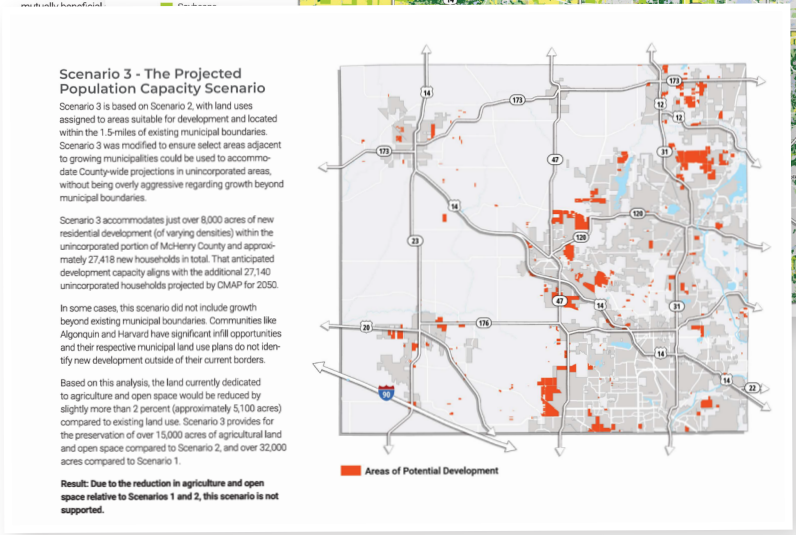


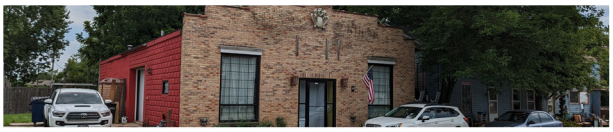
2.2 Preserve prime farmland

Encourage and incentivize the preservation of prime farmland throughout the County, especially adjacent to municipalities, to minimize negative impacts to natural resources, transportation infrastructure, and rural character ass
commercial devel

Given that over half
to agriculture, suppo
becomes crucial for
land not only contril
through diverse farr
provides essential e
infiltration, groundw
tion, and habitats fo
for attainable housi
there's an increasin
non-agricultural pur
County should colla





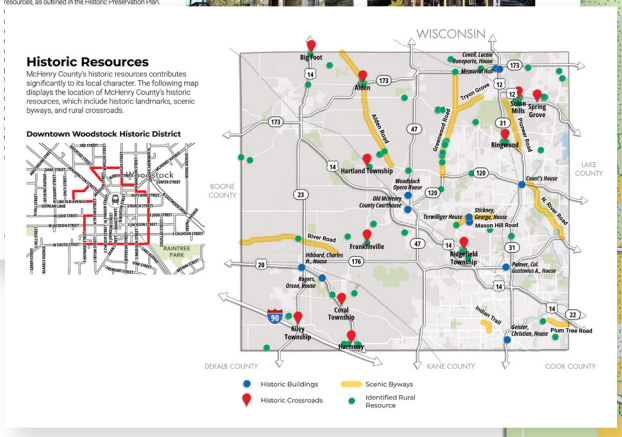


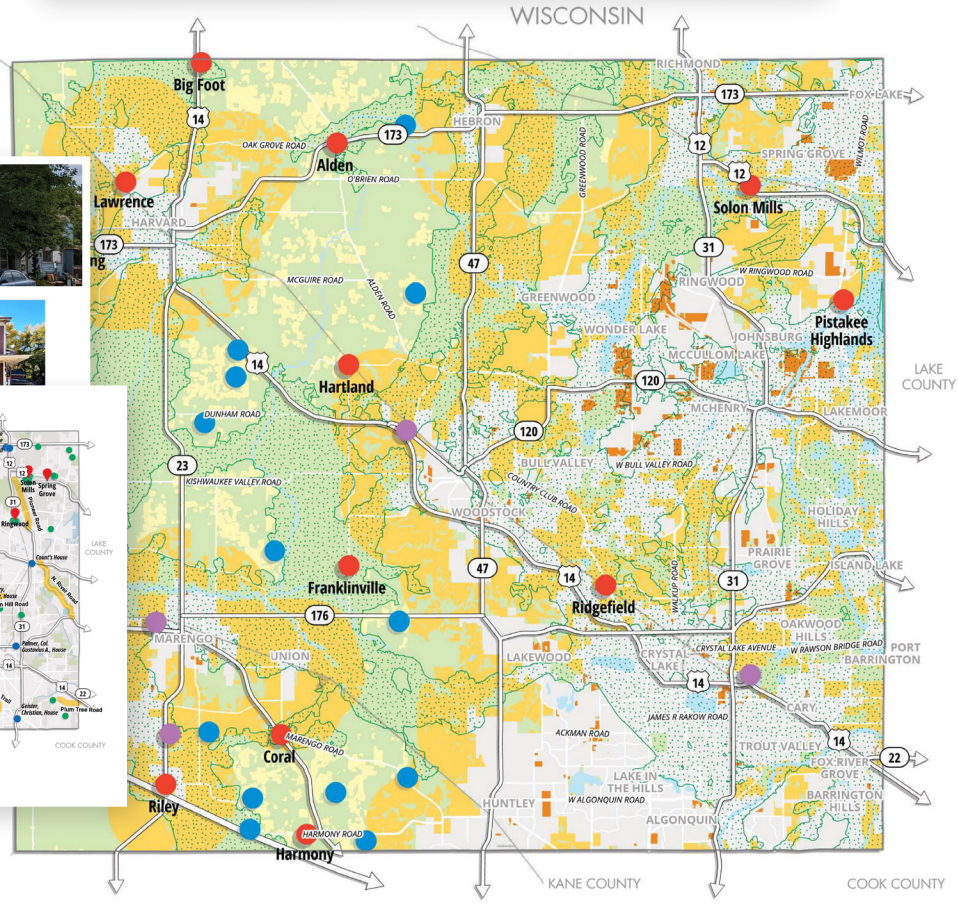
3.3 Encourage the preservation of historic resources through financial incentives

McHenry County should prioritize the implementation of financial incentives to promote the preservation of historic resources, as outlined in the Historic Preservation Plan.









McHENRY Co. 2050
OUR PLAN FORWARD

REFERENCES

We are proud of our work and the long-term relationships we maintain with clients. We believe each of these references demonstrates our ability to satisfy clients through an approach that meets the technical and financial needs of client communities. Below are the reference names and contact information as requested in the RFP.

PROJECT	CONTACT
Downers Grove, IL Comprehensive Plan	**Stan Popovich** Community Development Director 630-434-6893 spopovich@downers.us
Dixon, IL Comprehensive Plan	**Danny D. Langloss. Jr.** City Manager 815-288-5736 danny.langloss@discoverdixon.org
Galena, IL Comprehensive Plan	**Matt Oldenburg** City Administrator 815-777-1050 x209 mjoldenburg@cityofgalena.org
Countryside, IL Comprehensive Plan	**Richard M. Trent** Planning Manager 708-485-4775 rtrent@countryside-il.org
Wauwatosa, WI Comprehensive Plan	**Tammy Szudy** Planning and Zoning Manager 414-479-3521 tszudy@wauwatosa.net

COST PROPOSAL

SECTION 05

COST PROPOSAL

We propose a not-to-exceed amount of **$124,685** for the Village of Hampshire Comprehensive Plan assignment, including all professional fees and project expenses. If the selection committee favors our basic approach, we are willing to work with Village staff to amend our Scope of Work as necessary to meet budgetary constraints.

Project Budget by Scope Step

STEP	COST
Phase 1: Priority Area Interim Framework (60-90 Days)	
Step 1: Project Kick-off	$ 6,457
Step 2: Priority Area Assessment and Interim Framework	$ 6,457
Phase 2: Comprehensive Plan	
Step 1: Comprehensive Plan Kick-off	$ 6,084
Step 2: Upfront Public Engagement	$ 16,884
Step 3: Existing Conditions	$ 28,264
Step 4: Plan Visioning	$ 13,059
Step 5: Draft Comprehensive Plan	$ 30,804
Step 6: Revised and Final Comprehensive Plan	$ 16,674
TOTAL CONTRACT AMOUNT	**$ 124,685**

Houseal Lavigne Hourly Rates

POSITION	RATE
Partner	$ 305
Principal	$ 295
Practice Lead	$ 245
Studio Lead	$ 225
Senior Project Manager	$ 200
Project Manager	$ 190
Planner II/Analyst II	$ 140-160
Planner I/Analyst I	$ 120-130
Clerical/Technical	$ 90

Optional Tasks

TASK	COST
Community Education – Branding and Collateral (Step 1)	$ 4,000
Complete Neighborhood Index (Step 3)	$ 10,000
Zoning Audit (Step 6)	$ 7,500
Interactive Web-based Executive Summary (Step 6)	$ 7,500

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

A RESOLUTION AWARDING A PROPOSAL TO HOUSEAL LAVIGNE TO REWRITE THE COMPREHENSIVE PLAN FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS

WHEREAS, the Village of Hampshire, Illinois (the "Village") is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq*.); and

WHEREAS, the President of the Village (the "President") and the Board of Trustees of the Village (and with the President, the "Corporate Authorities") are committed to furthering the growth of the Village, enabling the Village to control development in the area and promoting public health, safety, comfort, morals and welfare; and

WHEREAS, pursuant to Section 11-12-6 of the Illinois Municipal Code (65 ILCS 5/11-12-6), the Village may adopt and implement a comprehensive plan; and

WHEREAS, although a comprehensive plan is advisory in nature, it assists the Village, residents and potential developers by setting forth the Village's long-term growth, development and land use goals and objectives; and

WHEREAS, the Village's current comprehensive plan is outdated and needs to be updated; and

WHEREAS, the Village desires to rewrite its comprehensive plan (the "Project") and, after advertising in accordance with applicable laws, the Village received proposals for the Project; and

WHEREAS, Village staff has determined that Houseal Lavigne or a related entity ("Houseal"), submitted the lowest responsible and responsive proposal for the Project (the "Proposal"), attached hereto and incorporated herein as Exhibit A; and

WHEREAS, the Corporate Authorities have determined that it is necessary and in the best interests of the Village and its residents to accept and authorize the Proposal from Houseal;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby accept and award the Proposal to Houseal, the lowest responsive and responsible entity that submitted a proposal, as determined by Village staff. The Corporate Authorities hereby authorize and direct the President or his designee to enter into, execute and approve all necessary documentation in connection with awarding the Proposal to Houseal and Houseal carrying out the Project. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The Village is authorized to allocate and spend all necessary funds to fulfill the requirements of the Proposal and this Resolution.

SECTION 3. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and give effect to the purpose of this Resolution.

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute

or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

ADOPTED THIS __ DAY OF _____, 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____, 2026.

_____
Michael J. Reid, Jr., Village President

ATTEST:

_____
Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

EXHIBIT A
(PROPOSAL)

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK'S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

A RESOLUTION AWARDING A PROPOSAL TO HOUSEAL LAVIGNE TO REWRITE THE COMPREHENSIVE PLAN FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____, 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq*.).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____day of _____, 2026.

_____
Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)

Village of Hampshire
234 S. State Street, Hampshire, IL 60140
Phone: 847-683-2181 | www.hampshireil.org

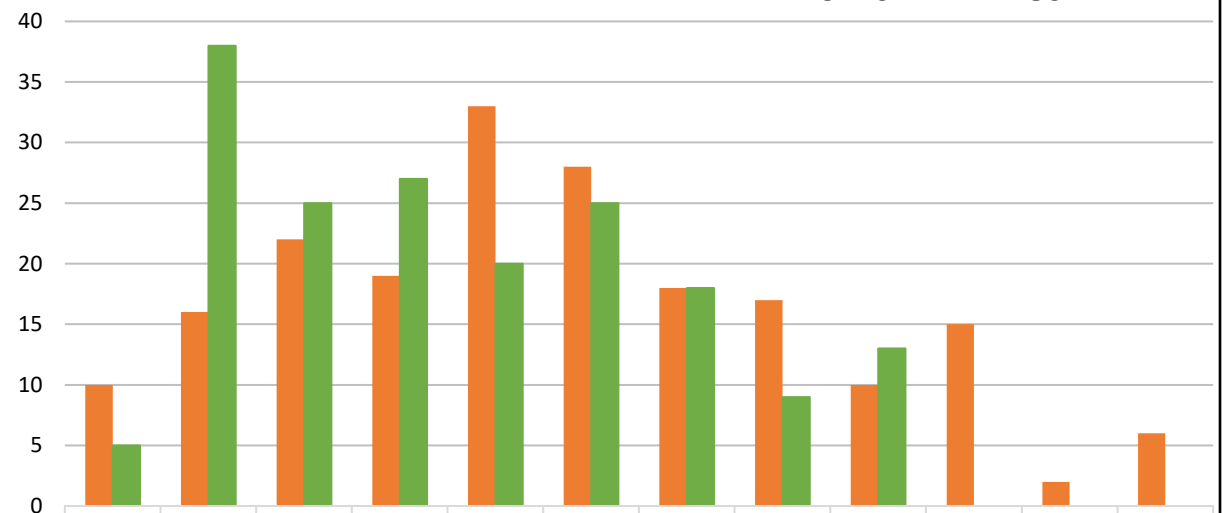
Monthly Report

TO: **President Reid; Board of Trustees**
FROM: **Mo Khan, Assistant Village Manager for Development**
FOR: **Village Board Meeting on October 15, 2026**
RE: **Building Report – September 2026**

Building Performance Metrics	September	Monthly Avg.	CY26 TTD
• Total permits issued	80	77	695
○ New single-family homes	13	20	180
○ Townhome/duplex units	0	0	0
• Avg. plan review time	7.46	5.46	n/a
• Inspections	1,004	862	7,758
• Permit fees collected	$53,936	$60,831	$547,475
• Other Village fees collected	$40,575	$68,013	$612,119
Code Enforcement Performance Metrics	September	Monthly Avg.	CY26 TTD
• No. of complaints	0	0.89	8
• No. of new cases	0	0.89	8
• No. of active cases	0	n/a	n/a

New Single-Family Detached Home Permits Issued

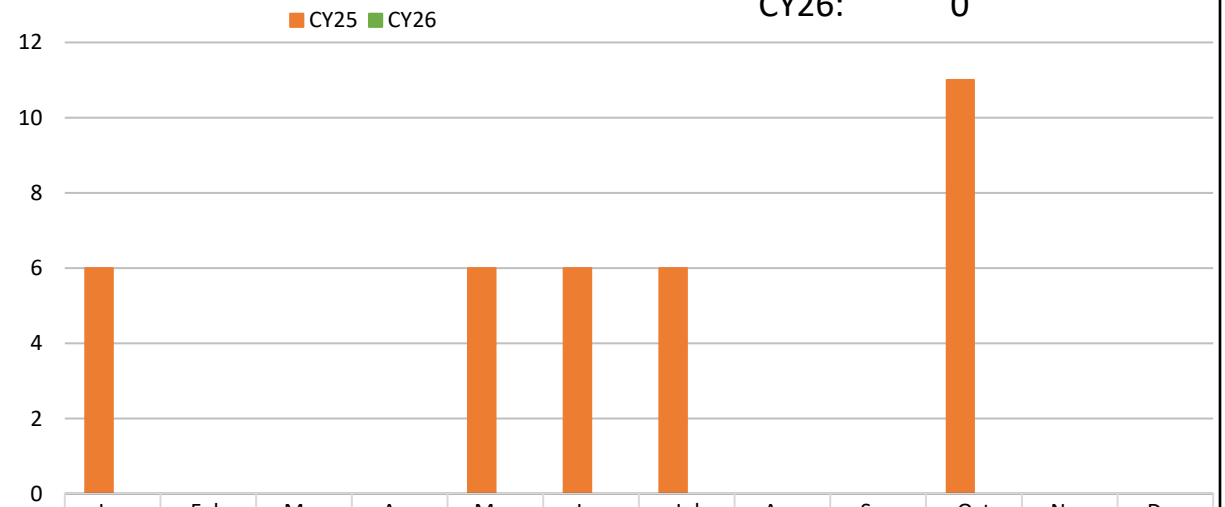
	CY TTD
CY25:	196
CY26:	180



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CY25	10	16	22	19	33	28	18	17	10	15	2	6
CY26	5	38	25	27	20	25	18	9	13			

New Duplex/Townhome Units Permits Issued

	CY TTD
CY25:	35
CY26:	0



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CY25	6	0	0	0	6	6	6	0	0	11	0	0
CY26	0	0	0	0	0	0	0	0	0			

EMBRACE OPPORTUNITY

HONOR TRADITION

HAMPSHIRE POLICE DEPARTMENT MONTHLY REPORT

October 2026

Chief Doug Pann

HAMPSHIRE POLICE DEPARTMENT SEPTEMBER STATISTICS

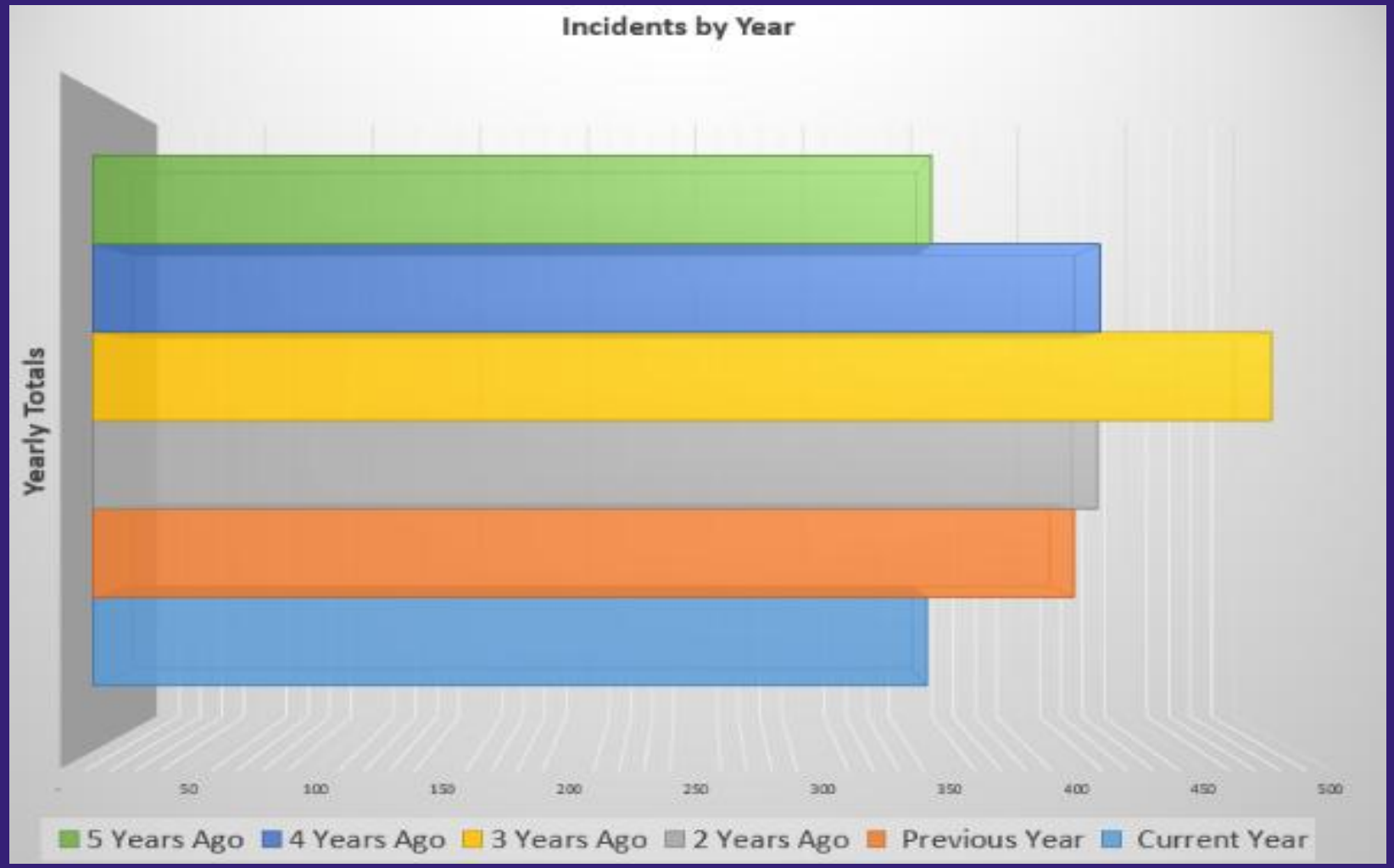
Hampshire Police Department Scorecard

Sep-26

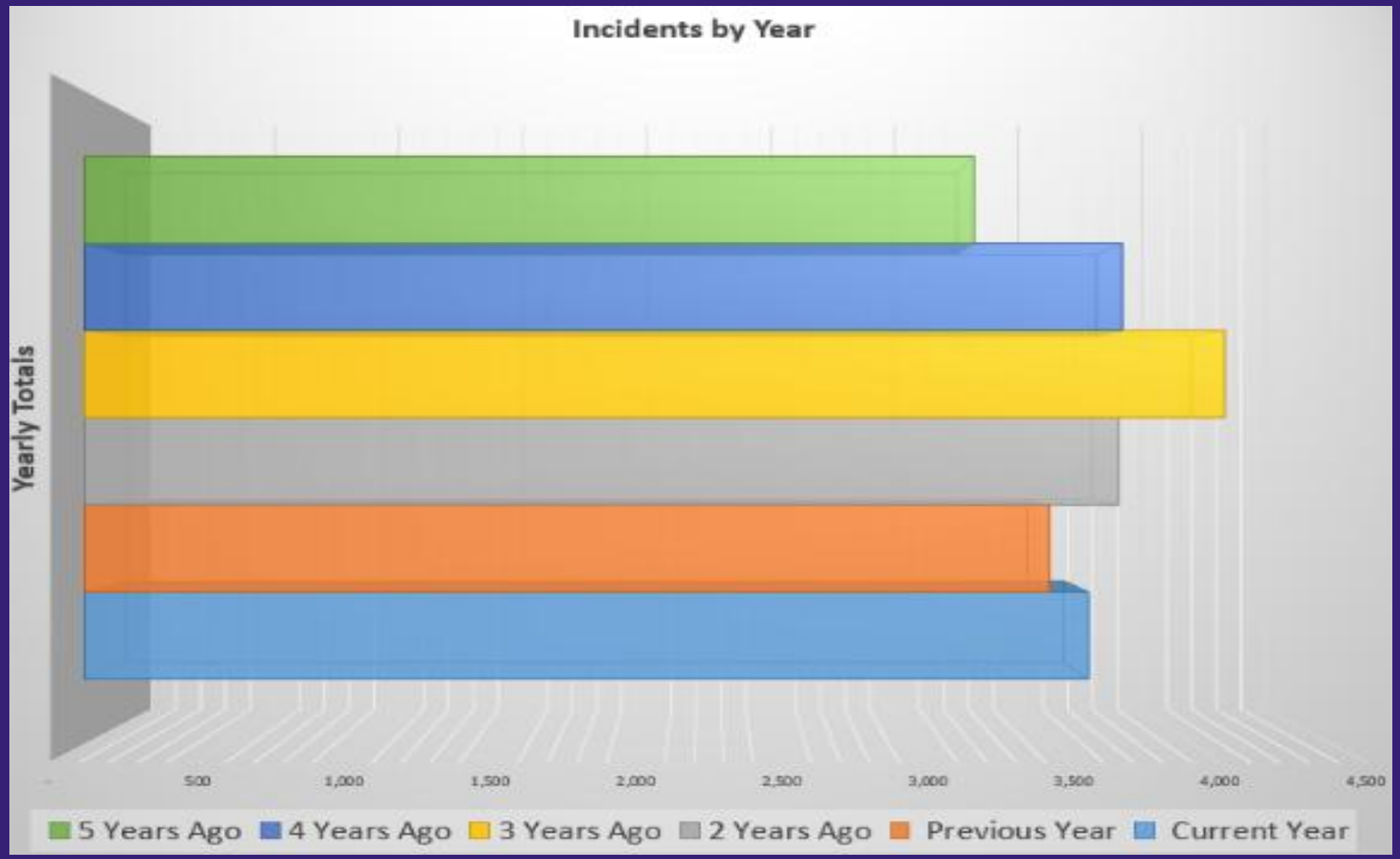
OFFENSES

	Previous Month	Current Month	% Change	YTD	YTD '25	YTD '24
Group A Offenses	11	26	136.4%	136	94	55
All Dispatched Calls for Service	347	306	-11.8%	2942	2616	2241
Burglary	0	1	100.0%	2	3	0
Burglary to Motor Vehicle and Theft from Motor Vehicle	0	9	100.0%	18	12	3
Auto Theft	0	0	0.0%	6	4	6
Theft	2	2	0.0%	21	25	19
Domestic Violence Cases	2	3	50.0%	19	27	18
Mental Health Calls for Service	6	9	50.0%	46	55	29
Alarm Responses	8	7	-12.5%	99	112	109
Assists to Neighboring Communities / KCSO	20	15	-25.0%	184	185	210

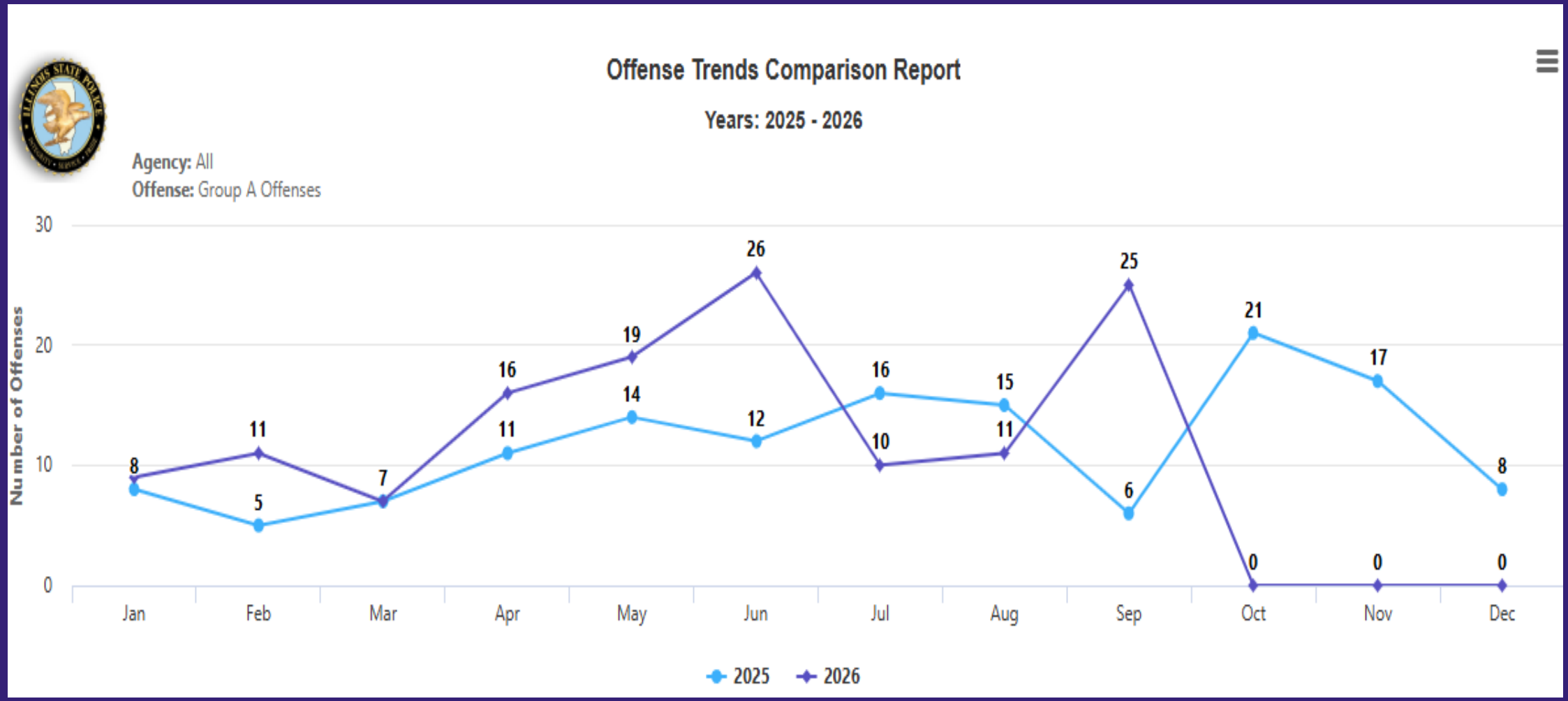
SEPTEMBER CALLS FOR SERVICE COMPARISON



YTD CALLS FOR SERVICE COMPARISON



NIBRS OFFENSE TRENDS COMPARISON



Group A Offense Report

Printed On: 10/08/2026

Beginning Date: 01/01/2026 **Ending Date: 09/30/2026**

Agency: HAMPSHIRE

Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	1	-100.00%	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Non-consensual Sex Offenses:							
Rape	3	0	NA	0	0.00%	12.00%	32.60
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	0	1	-100.00%	0	0.00%	0.00%	0.00
Aggravated Assault	0	0	NA	0	0.00%	0.00%	0.00
Simple Assault	17	17	0.00%	6	35.29%	68.00%	184.74
Intimidation	4	2	100.00%	1	25.00%	16.00%	43.47
Kidnapping/Abduction	1	0	NA	0	0.00%	4.00%	10.87
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Persons Total	**25**	**21**	**19.05%**	**7**	**28%**	**18.66%**	**271.68**

Group A Offense Report

Printed On: 10/08/2026

Page 1 of 1

Beginning Date: 01/01/2026 **Ending Date:** 09/30/2026

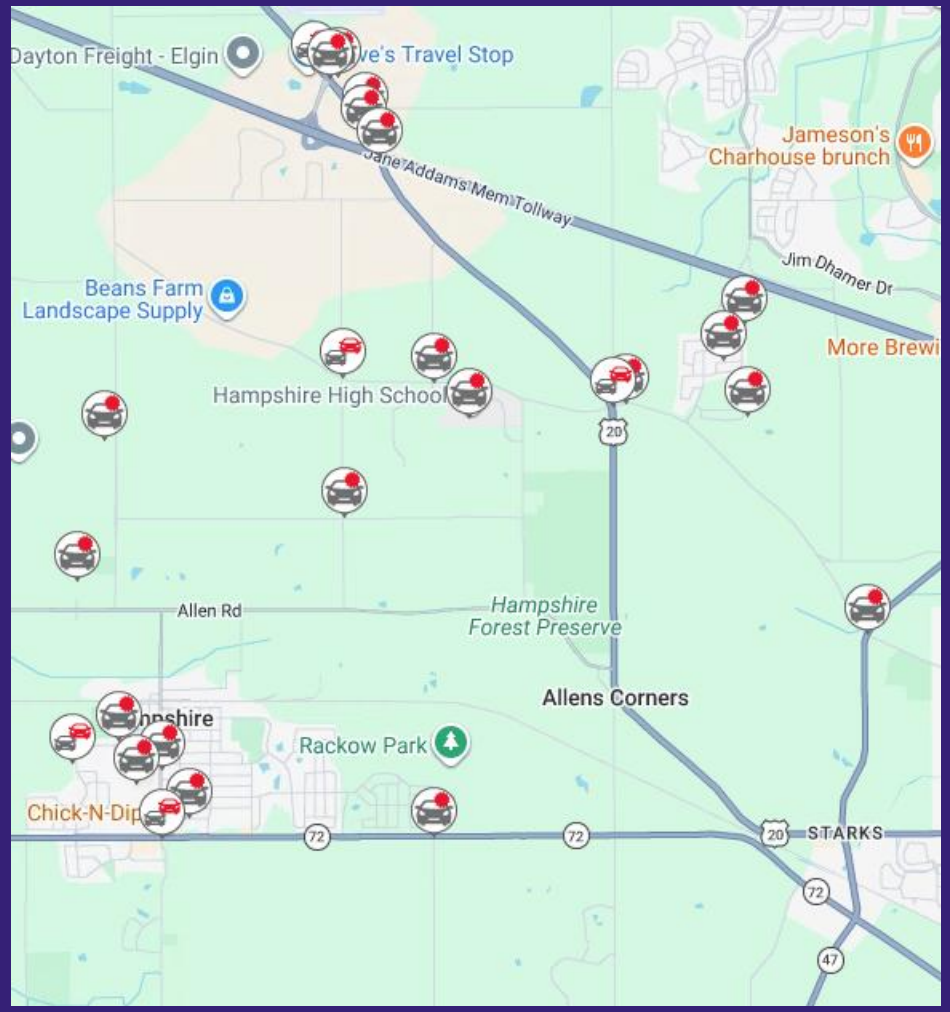
Agency: HAMPSHIRE

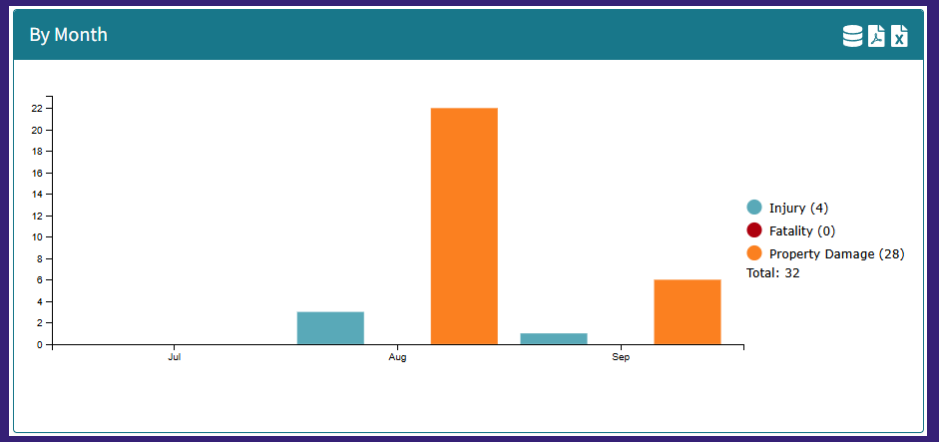
Offense	Reported in 2026	Reported in 2025	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Robbery	0	1	-100.00%	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	2	3	-33.33%	0	0.00%	1.87%	21.73
Larceny/Theft Offenses	37	24	54.17%	3	8.11%	34.58%	402.09
Motor Vehicle Theft	6	1	500.00%	2	33.33%	5.61%	65.20
Arson	0	0	NA	0	0.00%	0.00%	0.00
Destruction Of Property	23	25	-8.00%	2	8.70%	21.50%	249.95
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	0.00
Fraud Offense	38	18	111.11%	0	0.00%	35.51%	412.95
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	0.00
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	1	0	NA	0	0.00%	0.93%	10.87
Crimes Against Property Total	**107**	**72**	**48.61%**	**7**	**6.54%**	**79.85%**	**1162.79**
Drug/Narcotic Violations	0	0	NA	0	0.00%	0.00%	0.00
Drug Equipment Violations	0	0	NA	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	2	1	100.00%	2	100.00%	100.00%	21.73
Animal Cruelty	0	0	NA	0	0.00%	0.00%	0.00
Crimes Against Society Total	**2**	**1**	**100%**	**2**	**100%**	**1.49%**	**21.73**
Total Group "A" Offenses	**134**	**94**	**42.55%**	**16**	**11.94%**	**100%**	**1456.21**

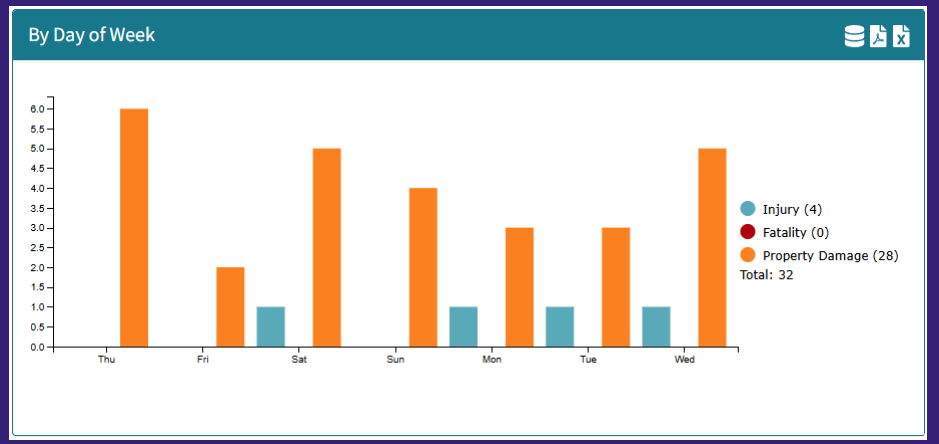
PROFESSIONAL STANDARDS OVERVIEW

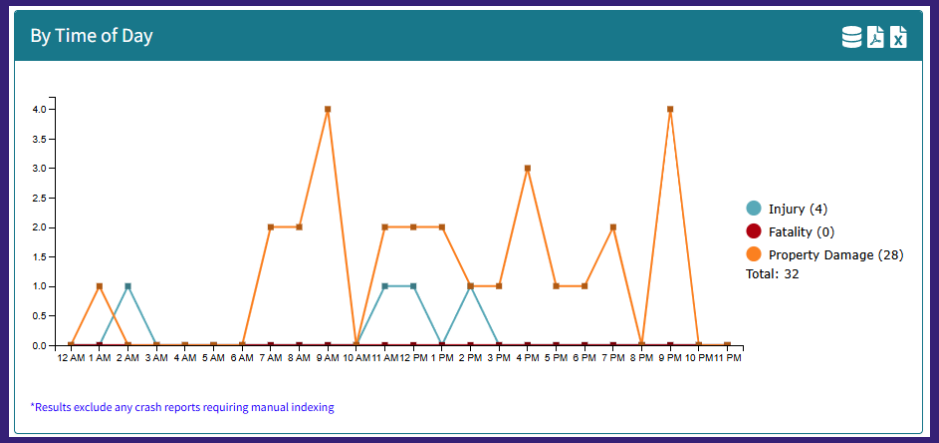


PAST 3 MONTHS CRASH DATA









Village of Hampshire Street Department

Monthly Report: September 2026

New Public Works facaility - HVAC BAS Training

Large Group Gathering - Homecoming Parade
Road Closures Sunday

Various Asphalt Patches - 9.28 Tons HMA

Winter Vehicle and Equipment Maintenance - Fabrication
Continuing truck fabrication and painting
Oil and Filter changes

Tree Removal - Hazardous, Dead or Diseased parkway tree
504 Whitetail cir - 730 Kathi dr - 723 Bruce dr X2 - Jake ln between DaVinci and Marcello dr - E. Meadowdale cir island

Sidewalk Grind - Various locations

Sweeper - Swept entire Village

Mowing - SSA and Right of Ways

Pothole Patched - Entire Village

Utility Locates
251 Locates Normal
14 Locates Emergency

Other Work Performed
Miscellaneous Projects