



**BOARD OF TRUSTEES
STUDY SESSION
September 8, 2026
6:00 PM
503 E. MAIN STREET
MAHOMET, IL 61853**

AGENDA

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENT:** The Board welcomes your input on any matter not on the agenda during the public comment portion of the meeting. If you wish to participate in the public comment portion of the meeting, you must attend in person at the Village Administration Building, sign the attendance/oath sheet, and state your legal name for the public record. Public comments are accepted for a maximum of 30 minutes at each meeting. There is a five (5) minute time limit for your remarks. The Presiding Officer reserves the right to shorten the five-minute limit for any reason to progress through the agenda, or if there are several individuals wishing to speak. Please be aware that the Public Body is not required to respond to your remarks during their meeting. For any actionable item on the agenda, public comment is accepted but limited for a maximum of 30 minutes per actionable item after a motion to approve is made and seconded.
- 5. CEREMONIAL ADMINISTERING OF THE OATH FOR POLICE OFFICERS:**
 - A. JEREMY CANALES**
- 6. DISCUSSION:**
 - A. TRANSPORTATION:**
 1. A Continuation Regarding a Possible Amendment to Section 2-10 of Ordinance 07-12-03, Allowing for the Declaration of a Winter Weather Emergency that Prohibits On-Street Parking on Paved Streets in the Village of Mahomet During Certain Situations
- 7. ADMINISTRATORS REPORT:**
 - A. Departmental Reports:**
 1. Transportation

2. Water/Wastewater
3. Engineering
4. Police

8. MAYOR'S REPORT:

A. September 2026 Board Meeting Calendar

1. September 15, 2026, Study Session 6:00 PM
2. September 22, 2026, Board of Trustees Meeting 6:00 PM
3. September 28, 2026, Tentative Joint Meeting with School Board 6:30 PM

- 9. NEW BUSINESS:** Discussion of any items that the Trustees may have for new business not listed on the agenda. No formal action will be taken on these items during this proceeding.

10. ADJOURNMENT:



OATH OF OFFICE

POLICE Officer

MAHOMET, ILLINOIS

STATE OF ILLINOIS)
)
COUNTY OF CHAMPAIGN)

I, Jeremy Canales, do solemnly swear, that I shall support the Constitution of the United States, the Constitution of the State of Illinois, the laws and rules of the State of Illinois, the Ordinances of the Village of Mahomet, the Rules and Regulations, Practices and Procedures of the Mahomet Police Department and that I shall faithfully discharge the duties of Police Officer with the Village of Mahomet.

SUBSCRIBED AND SWORN (OR AFFIRMED) to before me this

_____ day of _____, _____

Signature

Village President (or designee)

Notary Public

(SEAL)



MEMORANDUM
TO THE
BOARD OF TRUSTEES



ITEM: Memo Regarding An Amendment to Section 2-10 of Ordinance 07-12-03 Allowing for the Declaration of a Winter Weather Emergency that Prohibits On-Street Parking on Paved Streets in the Village of Mahomet During Certain Situations	DEPARTMENT: Public Works / Transportation
AGENDA SECTION: Transportation	AMOUNT: \$0.00 - \$5,000.00
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER SUPPORTING DOCUMENTS	DATE: September 8, 2026

INTRODUCTION:

This memo is for informational purposes and is to seek feedback from the Board of Trustees for a possible amendment of section 2-10 of Parking Code Ordinance 07-12-03. Section 2-10 pertains to snow routes.

BACKGROUND:

The Board of Trustees adopted Parking Code Ordinance 07-12-03 in December 2007. Section 2-10 of that ordinance defines snow routes. A copy of that ordinance is attached.

When this ordinance was adopted in 2007, the Village population was estimated to be 6,500 residents. Many subdivisions we have now were in the infancy stages of development, or not even a thought. For example, Country Ridge and Thornewood Subdivisions were about ¼ the size they are now, and Whisper Meadow, Harvest Edge and Sangamon Fields Subdivisions were still farm ground.

The current areas with signed snow routes are the Sunnydale Acres (Center Street, Marietta Drive, Fawn Drive area) and Northridge Subdivision. Staff posted these areas as snow routes because so many vehicles were being parked on the street and usually parked one vehicle across from another. This made snow removal and salting operations extremely difficult, even with a smaller pickup truck.

Staff believes the snow route portion of this ordinance needs to be amended to ban parking on the street after a 2" snowfall, or other winter weather emergencies such as freezing rain and ice storms, in certain areas or subdivisions in the Village

Staff understand amending this ordinance to ban parking during winter weather emergencies will upset many people, however amending the ordinance will help protect both the Village and vehicle owners by greatly reducing the risk of damage to Village equipment and private property. This would also allow for better response times for emergency services such as fire and police.

Attached to this memo is information compiled from a search of how other municipalities handle snow routes / winter weather emergencies regarding parking, along with some other information staff felt could be beneficial.

After meeting with snow removal staff, a large portion of the problems are in subdivisions away from the “Middletown” of the Village. While the Middletown area does pose challenges with parking, some of those addresses do not have anywhere else to park.

After several months of deliberation, staff feel one of the two following alternatives is the best option.

DISCUSSION OF ALTERNATIVES:

1. Amend the Ordinance to ban parking on all Village street during a winter weather emergency.

While this alternative would be beneficial for operations, it could create issues with businesses, especially in the Main Street area. However, language could be included for that and other specific areas, that allow parking until a designated time.

2. Amend the Ordinance to ban parking on Village streets on certain streets, areas and subdivisions.

This alternative would be more precise with exact locations being designated snow routes, rather than a blanket for the entire Village.

3. Do not amend the Ordinance and provide further Board directions.

Enforcement of the Ordinance should be discussed as well. One of the examples in the attachment indicated a fine of no less than \$25, nor more than \$50. However, the fines would need to be served by the Police Department.

COMMUNITY INPUT:

No community input has been sought or given.

PRIOR BOARD ACTION:

We previously had a discussion about snow routes at the January 13, 2026 study session.

The Board of Trustees adopted Parking Code Ordinance 07-12-03 in December 2007. Section 2-10 of that Ordinance defined Snow Routes at that time.

BUDGET IMPACT:

Eric Crowley has spent approximately 8 hours researching and comparing similar ordinances and policies of other towns, cities and villages.

OPERATING COSTS:

If alternative #1 is chosen, staff would inform residents through the Village website, and we have the ability to place informational notes on the water bills.

If alternative #2 is chosen, staff would inform residents through the Village website, and we have the ability to place informational notes on the water bills. A map depicting the snow routes will need to be created as well, and there would also be a need to place signage at subdivision entrances at an estimated cost of approximately \$5,000 for signs and posts.

STAFF IMPACT:

Village Staff will be responsible for creating the amendment for the ordinance, creating maps and / or installing signage.

RECOMMENDED ACTION:

Staff recommend amending this ordinance.

DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR:
Eric Crowley	



INFORMATION COLLECTED FROM OTHER MUNICIPALITIES REGARDING SNOW ROUTES / SNOW BANS / WINTER WEATHER EMERGENCY

Normal, IL - Snow Ban

Do Not Park On the Street During a Snow Ban

Parking a vehicle on a public street at any time after a snowfall of two (2) inches, or more, is prohibited to expedite the process of removing snow from Town streets. Parking may resume once snow has been cleared and the snow ban has been lifted.

The Town has the right to tow or ticket any violators. Snow emergency parking bans are instituted by the Director of Public Works with the concurrence of the Chief of Police in anticipation of predicted or on-going severe snowstorms.

The Town notifies residents of a snow ban via its social media accounts (Facebook and Instagram) and through local news media. The same communication methods are used when snow bans are lifted.

Galesburg, IL - Snow Emergency Guidelines

When snow accumulation reaches two inches or more, a snow emergency and parking prohibition will automatically go into effect for the City of Galesburg. What does this mean for citizens who park on City streets? All cars must be removed from City streets, except in the central business district, to allow snow plows to clear the streets. Any vehicles parked on City streets during a snow emergency are subject to ticketing and towing.

Sterling, IL - Declaration of Snow Emergency & Notification to Public

Public Works may declare a snow emergency whenever snow, freezing rain, sleet, snowdrifts etc. create or are likely to create hazardous road conditions. A snow emergency remains in effect until the snow has been removed from the full width of the street or until the Superintendent of Public Works declares the snow emergency is over.

Snow Emergency declarations are issued through local news media and social media platforms.

Snow Disposal: Snow from driveways and property must not be plowed onto public streets.

It is widely illegal to shovel, blow, or plow snow from private property into the public roadway.

Vehicles obstructing snow removal or emergency routes are subject to immediate towing and impoundment at the owner's expense.

Winnebago, IL – Snow Emergency

A Snow Emergency is declared after 2 inches of snow has fallen and remains in effect until further notice or until all snow has been plowed to the side of the street. During a Snow Emergency, parking is not allowed on any street within the corporate limits of the Village of Winnebago. The Police Department is authorized to issue citations for failing to comply with the provisions of Ordinance #04-21 and shall issue a fine of not less than \$25.00, nor more than \$50.00 for each offense. (Each day of violation constitutes a separate offense). You can find Ord. #04-21 in its entirety on our website by typing “ordinance” in the search box.

Regarding snow plowing, we understand how frustrating it can be when a snowplow pushes snow from the street into the base of a driveway. Unfortunately, there is no way to avoid this if the streets need to be cleared. The snowplow blade needs to be angled to the right in order to be plow snow away from traffic. In the case of such emergencies, the community can help by shoveling driveway aprons after the snowplows have stopped plowing and the street is cleared of snow. If you are able to help a neighbor in need, please do so. If you find the need to be on the roadways, please keep a safe distance behind any snowplow or salt truck. The public’s cooperation is greatly appreciated.

Rockford, IL – not really a snow route plan but good information

In order for our crews to remove snow and ice, we must have the ability to safely and effectively maneuver a plow truck up and down our streets. If a snow or ice storm reaches the point that streets are becoming difficult to clear, City officials can declare a Snow Emergency.

Do not assume that you can move your car when the street is plowed. Your car must remain parked appropriately until after the Snow Emergency has been lifted.

Citizen Responsibilities

Clearing sidewalks on property that border a public place, driveways, and alleys.

Per Rockford Code of Ordinances Section 26-9, it is unlawful to plow, push, blow, or otherwise deposit snow on public streets or places. This applies to but is not limited to, the depositing of snow removed from sidewalks and/or driveways.

Mailboxes

The goal of the Street Maintenance Department is to clear the streets for travel. No matter how hard we try, it is not possible to provide perfect conditions for your mail carrier. Final clearing adjacent to mailboxes is the responsibility of each resident.

If your mailbox gets damaged by a snowplow, please call the Street Division at 779-348-7260. A temporary mailbox will be placed until the ground thaws in the spring at which point, a permanent wooden post and new mailbox will be installed as a replacement.

The End of Your Driveway

The City's crews and contractors use side discharge plows. As the plows move forward, snow moves along the blade from the left to the right. The discharge from the blade is deposited along the curb or in the grass boulevard on the city right-of-way. This discharge, officially known as a "windrow", ends up leaving a relatively small amount of snow in driveway approaches along the route. While we understand the aggravation this can cause, this natural result of plowing is unavoidable.

Please do not place trash receptacles directly in the streets on days of scheduled pickups. Plow trucks will be unable to adequately plow to the curbs if garbage cans are blocking them. Please place it in your driveway approach or in the terrace behind the curb.

Important Points to Remember

Always call 911 if you are in need of fire or police assistance

Do not put garbage cans in the streets.

Snow "windrows" left at the end of driveways after plowing is unavoidable.

City crews are responsible for clearing streets. Residents are responsible for clearing around mailboxes.

If you suspect your mailbox was damaged by a plow truck. Please call the Street Division mainline.

City trucks plow and salt arterial and collector roads 1st and salt residential streets 2nd.

DRAFT

ORDINANCE NO. 07-12-03
PARKING CODE ORDINANCE
CHANGES TO SECTION 2-10: SNOW ROUTES

Section 2-10: Winter Weather Emergency Parking Ban

- (a) After notice to local media, on social media and Village website by the Village Administrator, Village Clerk, Public Works Superintendent, or Chief of Police that a two (2) inch or more snowfall has accumulated or is eminent, freezing rain, ice storm is eminent or forecast, no person shall park any motor vehicle on either side of any paved (concrete, asphalt, seal coated) street until such time as the Public Works Superintendent gives similar notice that parking on the streets may resume.
- (b) Any violation of this section is a **Class A Violation**.
- (c) Any vehicle parked on the pavement any street or highway or any part thereof in violation of this Section may be ordered by any police officer of the Village of Mahomet or the Public Works Superintendent to be towed by a towing service at the expense of the registered owner or operator of any such vehicle.
- (d) The Public Works Superintendent is hereby authorized and directed to provide a news release to local media (radio, television and social media) at the beginning of any period occurring after a snowfall in which there is an accumulation of two (2) inches or more of snow, two (2) inches or more of snow is eminent or forecast, or freezing rain or and ice storm is occurring or eminent, of the Village's intent to plow or remove snow from streets and / or chemically (salt) treat for ice, on Village streets and to tow vehicles which may be standing or parked thereon in violation of this section.



**Transportation Department
Completed Work Report
August 2026**

- Checked / emptied trash can on Main Street.
- Mowed all parks and Village facilities as assigned; string trimmed as needed.
- Swept streets for monthly maintenance sweeping.
- Swept the streets that were seal coated with steel slag in the Middletown area.
- Picked up tree limbs that were blown down during a storm.
- Fertilized Freedom Plaza and Admin.
- Finished building the service drive on South Mahomet Road.
- Rocked driveways as needed on State Street where the road was overlayed.
- Placed soil on the inside of the curve on CR 150 E. where the road was overlayed.
- Cleaned up rock from a washout in the alley between Franklin Street and Main Street.
- Went to Chicago to pick up the new vehicle barriers and trailer.
- Retrieved barricades that were used for the MAYC Marathon.
- Made a crate and pallet for the newest tent.
- Weeded on Main Street.
- Cleaned the shop.
- Cleaned up rock that washed out of an alley due to the heavy rain.
- Swept the streets that were seal coated with steel slag in the Middletown area a second time.
- Demonstrated a Yanmar mini excavator.
- Worked on installing communication radios in the trucks
- Edged the sidewalks and curbs on at Admin and Freedom Plaza.
- Sprayed a few spots at Admin, and two lift stations.
- Began getting supplies ready for the Music Festival
- Music Festival set-up, parade, backstage help, clean-up. This takes about 10 days from start to finish.
- Trimmed trees on S. East Street.



Water / Wastewater Department Completed Work Report August 2026

- Checked lift stations.
- Utility locates.
- Meter work and readings (final and initial readings, meter replacement, etc.) as needed and scheduled.
- Read water meters for the month; turn off / on water for non-payment.
- Normal day-to-day readings and maintenance.
- Mowed and trimmed the treatment plants.
- Repaired a water service leak at 1001 N. Garden Court.
- Vacuum excavated on State Street to help find sanitary service lines for SNC Construction to bore in the water main between Division Street and the high school.
- Attended joint meetings for utility locating with Volo and Frontiers subcontractors to begin.
- The EPA inspected the WWTP and found no issues that we were told about except for a clerical error that was corrected before the inspector left the plant.
- Cleaned and tidied up the plant prior to the inspection.
- Cleaned the WTP for an upcoming inspection on August 24th that went well.
- Shut off / turned on water for non-payment / payment.
- SNC had two crews working; one on the sanitary sewer extension and one on finishing the water main up to the high school. They are still working on the sanitary sewer extension.
- Assisted SNC with vacuum excavating to locate water main on Lake of the Woods Road.
- Several call-outs and time worked over the last few weeks for a multitude of reasons; power failures, high water alarms at WWTP and lift stations, back-ups, etc.
- Replaced a vacuum pump at Woodglen lift station.
- SNC made the connection of the new water main at Washington Street and Division Street.
- SNC is also continuing work on the Lake of the Woods Road sanitary sewer extension.
- Working on iron pump issue at the WTP. Pulled both pumps, sent one to be repaired and had new legs welded on the other and reinstalled that pump.
- Gasvoda has been here for a few lift station issues, the biggest being the new Nazarene lift station. The heavy a couple weeks ago caused a high-water situation. As it turns out the floats were wired incorrectly, but there were no previous issues because it was running on the transducer.
- Music Festival help with the parade and some back stage help.
- Repaired a water service line at 205 E. Main Street.
- Staff has been working with Ameren the last couple weeks regarding electrical overload at two lift stations, well #4 and the WWTP.



Engineer's Monthly Report August 2026

- Construction projects:
 - Evergreen Roadworks: applied steel slag seal coat to downtown streets (Walnut, Center, Lincoln, Vine, Maple, Dunbar, Union) and chip seal to the pug paved streets (W State, CR 150E, and LoW Ct) also to our portion of Timberview just south of State St. Swept excess gravel on W State, Timberview, and CR 150E.
 - Turner emergency culvert replacement was completed.
 - Sidewalk mud jacking got started, but sidelined by storms – our contractor does a lot of work with storm cleanup around the county, etc.
 - Wrote purchase order for joint and crack sealing for Freehill Asphalt. Created map of locations and priorities.
 - Also have a purchase order and IDOT permit for tree removal with Mahomet Landscapes.
 - Issued partial payments and worked on final quantities for recently completed projects.
- SmithGroup and comp plan activities: had a progress meeting with SG. Participated in public engagement at Music Festival. Tallied data and uploaded photos.
- Downtown Planning: Teams meeting with Patrick and Farnsworth regarding 500-600 E Main, Freedom Plaza, Lincoln St, and wayfinding signage planning.
- Received and reviewed final plans for the MASG improvements related to mine reclamation. Tried but have gotten no further update on this. Hopes for getting at least some of the paving done this year are dwindling.
- ITEP grant work going on with 2 firms. Hanson engineers came to Mahomet for a site visit for the East Mahomet connectivity project. Scheduled, advertised and prepared for the public comment meeting (held Sep 2). We have 2 surveys under way. Have gotten great response on the bridge survey, need more participation on east Mahomet trail connectivity survey:

This is part of my email signature:

Please take our multi-use path/[bridge survey open until Sept 9](#)

Please take our Comprehensive Planning and Park Planning Survey:
[Mahomet-Comprehensive-and-Parks-Plan-Kick-Off-Survey](#)

Please take our multi-use path survey for the east side of Mahomet:
[East Mahomet Connectivity survey](#) (email me for the links!)

- Gathered data for Everything Mahomet writer for article about our trail bridge over the Sangamon in conjunction with our applying for a grant to fund repairs and enhancements.

It 's a nice article, check it out; <https://www.everythingmahomet.com/post/village-requests-feedback-for-proposal-to-repair-historic-east-bridge>

Sorry, I don't usually write
2 page monthly reports...

- Wrote and sent a letter to IDOT regarding permanent signals at I-74 WB off-ramp at Prairieview Rd and found out that their signal committee definitely has this on their radar.
- Got some help with CCGIS but still have a lot to do and learn (winter work). Always working on street assessments and planning for future maintenance projects.
- Completed a few GeoCivix review tasks.
- Reviewing landscape replanting needs for 400 E Main block.
- RPC trail planning exercise with CCFPD.
- ESI mini conference organizational calls.
- Fehr Graham structural engineer did an inspection on the Victorian House 408 E Main St and I got a chance to tour the building. Have not received the report from FG yet.
- Had a drainage meeting with Farnsworth Group engineers and new owner of the Lake of the Woods apartments. Followed up with some information for the owner and by contacting the Champaign County Highway Dept. about ditch cleaning on Prairieview Rd
- Working with RPC on Bike Month Planning.

**MAHOMET POLICE DEPARTMENT MONTHLY REPORT SUMMARY**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
METCAD Calls	391	386	463	472	577	581	678	561					4109
2025	413	474	584	592	550	506	471	524	551	591	450	496	6202
													YTD
Reports	45	32	49	57	55	64	65	52					419
2025	57	45	47	65	64	54	55		50	65	58	57	617
Incidents (All contacts)*					577	582	680	562					2401
													YTD
Activity Logs	159	110	136	75									480
2025	116	105	171	149									541
													YTD
Impound Vehicles	4	4	5	6	16	8	9	6					58
2025	10	8	8	12	15	12	12	14	5	12	6	11	125
													YTD
Criminal Arrests	3	1	3		4	7	2	2					22
Traffic Arrests	1	2	1	1	13	8	12	1					39
Warrant Arrests	1	1	3	3	2	2	5						17
VillageNTA's	3		6	1	2	4	2	1					19
													YTD
Citations	55	47	51	27	121	101	194	134					730
Civil Citations													0
Written Warnings	120	133	107	81	139	152	137	136					1005
													YTD
Training Hours	128	80	293	236	108	268	36	120					1269
Patrol Miles Driven	14005.2	13676.4	14343.6	10204.7									52229.9
Burning Complaints			1										1
ESDA Events													0
Animal Calls	3	5	8	2	14	16	11	9					68

*Including traffic stops, FIs, etc