

**AGENDA
REGULAR SESSION
HIGHLAND CITY COUNCIL
CITY HALL, 1115 BROADWAY
MONDAY, DECEMBER 20, 2021
7:00 PM**

NOTE: This is an in person meeting. However, due to COVID 19, anyone wishing to monitor the meeting via phone may do so by following the instructions on page 3 of this agenda.

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

MINUTES:

MOTION – Approve Minutes of December 6, 2021 Regular Session (attached)

PUBLIC FORUM:

A. Citizens' Requests and Comments:

**Anyone wishing to address the Council on any subject may do so at this time.
Please come forward to the microphone.**

B. Requests of Council:

C. Staff Reports:

NEW BUSINESS:

A. **MOTION** – Bill #21-192/ORDINANCE Amending the 2021-2022 Budget (attached)

B. **MOTION** – Bill #21-193/ORDINANCE for Levy, Assessment and Collection of Taxes (attached)

C. **MOTION** – Approve Schedule of 2022 Meeting Dates for Council, Boards, and Commissions (attached)

D. **MOTION** – Bill #21-194/ORDINANCE Declaring Weight Equipment from the Korte Recreation Center to be Surplus and Authorizing their Sale (attached)

E. **MOTION** – Bill #21-195/ORDINANCE Declaring Equipment from Highland Communication Services Surplus and Authorizing its Disposal (attached)

F. **MOTION** – Bill #196/RESOLUTION Authorizing and Directing Application to the 2022 Surface Transportation Block Grant Program for the Purpose of Resurfacing Veterans Honor Parkway from Broadway to Michael Road (attached)

G. **MOTION** – Bill #21-197/RESOLUTION Authorizing and Directing Application to the 2022 Rebuild Downtowns & Main Streets Capital Grant for Assistance, for the Purpose of Constructing Pedestrian and Streetscape Improvements Along Broadway in Our Downtown Central Business District (attached)

Continued

- H. **MOTION** – Bill #21-198/RESOLUTION Authorizing Request for Proposals for Outdoor Audio System for the Highland Square Band Shell (attached)
- I. **MOTION** – Bill #21-199/RESOLUTION Authorizing Contract with St. Rose Township for Ambulance Services (attached)
- J. **MOTION** – Bill #21-200/RESOLUTION Approving Payment of Sewer Backup Claim for Kristy Frey at 1408 Lynn Street (attached)
- K. **MOTION** – Bill #21-201/RESOLUTION Authorizing an Intergovernmental Agreement Between the City and the Madison County Sheriff’s Department for Police, Fire and Ems Dispatch Services, both 911 and Non-Emergency (attached)

REPORTS:

- A. **MOTION** – Accepting Expenditures Report #1209 for December 4, 2021 through December 17,2021 (attached)

EXECUTIVE SESSION:

The City Council will conduct an Executive Session pursuant to the Illinois Open Meetings Act, citing the following exemptions, allowing the meeting: **5 ILCS 120/2(c)(1) to discuss the appointment of legal counsel for the public body.**

NEW BUSINESS (continued):

- L. **MOTION** – Bill #21-202/RESOLUTION Appointing Lewis Brisbois Bisgaard & Smith as City Attorneys /Corporate Counsel for the City (attached)

ADJOURNMENT:

Continued



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Vazquez, ADA Coordinator, by 9:00 AM on Monday, December 20, 2021.

BE ADVISED this is a public meeting conducted in accordance with Illinois state law and may be recorded for audio and video content. City reserves the right to broadcast or re-broadcast the content of this meeting at City's sole discretion. City is not responsible for the content, video quality, or audio quality of any City meeting broadcast or re-broadcast.

Directions for Public Monitoring of Highland City Council Meetings:

In an effort to protect as many individuals as possible, including the leaders of our communities statewide, Governor J.B. Pritzker has issued a number of directives, one of which was to suspend the provisions of the Illinois Open Meetings Act (5 ILCS 120), requiring or relating to in-person attendance by members of a public body. Specifically, (1) the requirement in 5 ILCS 120/2.01 that “members of a public body must be physically present;” and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted, are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to their meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

In following this directive, the City of Highland is providing the following phone number for use by citizens to call in just before the start of this meeting:

618-882-5625

Once connected, you will be prompted to enter a conference ID number.

Conference ID #: 867900

This will allow a member of the public to hear the city council meeting.

Note: This is for audio monitoring of the meeting, only. Participants will not be able make comments.

Anyone wishing to address the city council on any subject during the Public Forum portion of the meeting may submit their questions/comments in advance via email to lhediger@highlandil.gov or, by using the citizens' portal on the city's website found here: https://www.highlandil.gov/citizen_request_center_app/index.php.

Any comments received prior to 3:00 PM on the day of the meeting, will be read into the record.

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE 3094 OF THE CITY OF HIGHLAND, ILLINOIS, PASSED ON APRIL 19, 2021, ADOPTING THE FINANCIAL BUDGET OF THE CITY OF HIGHLAND, ILLINOIS FOR THE FISCAL YEAR 2021-2022

WHEREAS, on the 19th day of April, 2021 the City Council of the City of Highland Madison County, Illinois adopted an ordinance entitled:

"AN ORDINANCE ADOPTING THE FINANCIAL BUDGET OF THE CITY OF HIGHLAND, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022 AND AUTHORIZING THE EXPENDITURES THEREIN CONTAINED"

WHEREAS, pursuant to 65 ILCS 5/8-2-9.6 the annual City budget may be revised by 2/3 vote of the City Council;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND, ILLINOIS AS FOLLOWS:

That the budget amendment identified by reference to the attached Exhibit "A" shall be and constitute amendments to the Budget referenced above by the budget changes as set forth in the attached Exhibit "A".

That this Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect after its adoption, as provided by law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the __ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

BUDGET AMENDMENTS - DECEMBER 2021

The budget change is necessary in order to levy enough taxes to cover next year's estimated expenses.
The rule is - we may not levy any more tax revenue for next year than we budgeted for in this fiscal year.

Account Number	Fund	Line Description	Budget was	Change	New Budget	Description
704-704-5-140-00	IMRF and Social Security	Benefit Social Security	485,000.00	15,000.00	500,000.00	For tax levy purposes



City of Highland

Finance Department

MEMO TO: Chris Conrad, City Manager
FROM: Kelly Korte, Director of Finance
SUBJECT: Budget Amendment
DATE: December 15 2021

I have prepared an ordinance for the upcoming agenda on December 20, 2021 that proposes a budget amendment for the budget year ending April 30, 2022. This amendment is needed in order to levy funds in the amount requested for Social Security expenditures. If there should be any questions, regarding this please let me know.

ORDINANCE NO. _____

**AN ORDINANCE FOR THE LEVY, ASSESSMENT, AND
COLLECTION OF 2021 TAXES TO BE PAYABLE IN 2022**

WHEREAS, the City Council of the City of Highland, County of Madison, State of Illinois, did on the 19th day of April 2021 adopt the "Annual Budget" for the said City of Highland for the aggregate sum of Fifty Nine Million, Four Hundred Sixteen Thousand, Four Hundred Ninety Six Dollars (\$59,416,496) which said budget was duly considered and heard by the public hearing on the 19th of April 2021 in accordance with the provisions of the Illinois Compiled Statutes, Chapter 65, Act 5, Article 8, Division 2, Section 9.4 and Section 9.9.

WHEREAS, the above annual budget was amended by the corporate authorities of the City of Highland on December 20, 2021; and these budget amendments have been included in the amounts listed as the amount budgeted in the attached detail for the tax levy for December 2021.

WHEREAS, the corporate authorities of the City of Highland have ascertained through the above described budget adoption process the total amount deemed necessary to defray expenses and liabilities for all corporate purposes and desire to levy taxes in accord therewith, pursuant to Illinois Compiled Statutes, Chapter 65, Act 5, Article 8, Division 3, Section 1;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND, ILLINOIS AS FOLLOWS:

SECTION 1. That there shall be and is hereby levied upon all taxable property within the corporate limits of the City of Highland, Illinois, subject to taxation for 2021 taxes payable in 2022 as that property is assessed and equalized for state and county purposes, the sum of Four Million, One Hundred Eighty Two Thousand, One Hundred Thirty One Dollars (\$4,182,131), for the specific purpose in said budget and in the respective sums as follows:

CITY OF HIGHLAND		Amount to be	
	Amount	Received from	AMOUNT
TAX LEVY FOR DECEMBER 2021	Budgeted	Other Sources	LEVIED
TOTAL GENERAL ADMINISTRATION	\$2,143,485	\$1,446,047	\$697,438
REF: General Corporate Tax (65 ILCS 5/8-3-1)			
TOTAL POLICE	\$3,540,900	\$3,383,819	\$157,081
REF: Police Protection Tax (65 ILCS 5/11-1-3)			
TOTAL FIRE	\$313,700	\$156,619	\$157,081
REF: Fire Protection Tax (65 ILCS 5/11-7-1 and 5/11-7-3)			
TOTAL COMMUNITY BUILDING	\$449,738	\$292,657	\$157,081
REF: Community Building Tax (65 ILCS 5/11-63-1)			
TOTAL PLAYGROUND AND REC PROGRAMS	\$449,738	\$261,241	\$188,497
REF: Playground & Rec Tax (65 ILCS 5/11-95-7 and 5/11-95-8)			
TOTAL PUBLIC COMFORT STATION	\$142,000	\$106,000	\$36,000
REF: Public Comfort Station Tax (65 ILCS 5/11-21-4)			
TOTAL CULTURAL ACTIVITIES	\$84,000	\$44,000	\$40,000
REF: Cultural Activities Tax (65 ILCS 5/11-45-1)			
TOTAL POLICE PENSION FUND	\$960,000	\$302,810	\$657,190
REF: Police Pension Fund (40 ILCS 5/3-125)			
TOTAL SOCIAL SECURITY	\$500,000	\$0	\$500,000
REF: Social Security Tax (40 ILCS 5/21-110) and Medicare Tax (40 ILCS 5/21-110.1)			
TOTAL MUNICIPAL AUDITING	\$26,800	\$1,800	\$25,000
REF: Municipal Auditing Tax (65 ILCS 5/8-8-8)			
TOTAL IMRF	\$398,000	\$43,000	\$355,000
REF: Illinois Municipal Retirement Fund (40 ILCS 5/7-171)			
TOTAL INSURANCE AND TORT JUDGMENTS	\$320,000	\$20,000	\$300,000
REF: Insurance and Tort Judgments (745 ILCS 10/9-107)			
TOTAL SCHOOL CROSSING GUARD	\$9,000	\$0	\$9,000
REF: School Crossing Guards Tax (65 ILCS 5/11-80-23)			
TOTAL INSTALLMENT CONTRACTS	\$31,000	\$1,000	\$30,000
REF: Installment Contracts (65 ILCS 5/11-76.1-2)			
TOTAL AMBULANCE	\$2,586,418	\$2,062,816	\$523,602
REF: Ambulance Tax (65 ILCS 5/11-5-7)			
TOTAL LIBRARY - INSURANCE AND TORT JUDGMENTS	\$148,500	\$113,500	\$35,000
REF: Insurance and Tort Judgments (745 ILCS 10/9-107)			
TOTAL LIBRARY TAX ACCOUNT	\$335,000	\$20,839	\$314,161
REF: Library Tax (75 ILCS 5/3-1 and 5/3-4)			
GRAND TOTAL OF TAXES LEVIED			\$ 4,182,131

SECTION 2. The amount budgeted and not carried forward in the Tax Levy Ordinance will be paid out of the monies from other sources than the Tax Levy.

SECTION 3. The City Clerk of the City of Highland, Illinois, is hereby authorized and directed to promptly file under the seal of the City of Highland, a duly certified copy of this Ordinance with the County Clerk, Madison County, Illinois.

SECTION 4. That this Ordinance shall be known as Ordinance No. _____, and shall be in full force and effect after its adoption, as provided by law.

SECTION 5. This levy Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois

CLERK CERTIFICATE

STATE OF ILLINOIS)
) SS
COUNTY OF MADISON)

The undersigned, Barbara Bellm, the duly elected and serving City Clerk of the City of Highland, Illinois, hereby certifies that Ordinance No. _____, levying 2021 taxes payable in 2022 is a true and accurate copy of the said Ordinance as the same is enrolled in the books and records of the City of Highland, Illinois; and as was duly adopted by the City Council of the said City on _____, 2021 at a regular City Council meeting held in accord with the Illinois Open Meetings Act.

_____, City Clerk

(Seal)

**TRUTH-IN-TAXATION
CERTIFICATE OF COMPLIANCE**

I, Kevin B. Hemann, Mayor of the City of Highland, hereby certify to the Madison County Clerk that the City of Highland, Illinois has complied with all provisions of Section 18-60 through 18-85 of the "Truth-In-Taxation Law" with respect to the adoption of the 2020 Tax Levy.

--CHECK ONE BOX--

- The District levied an amount of ad valorem tax that is less than or equal to 105% of the final aggregate levy extension of the preceding year, thereby requiring no Truth-In-Taxation hearing and/or notice.

--OR--

- The District levied an amount of ad valorem tax that is greater than 105% of the final aggregate levy extension of the preceding year and complied with the publication and hearing provisions of Section 18-75 and 18-80 of the Law.

Said Notice was published in the Highland News Leader on _____.

Said Public Hearing was held on _____.

Kevin B. Hemann, Mayor
City of Highland, Illinois

Date

HIGHLAND POLICE PENSION FUND
Actuarial Valuation Report

Showing Assets and Liabilities of the Fund in
Accordance with Actuarial Reserve Requirements
as of May 1, 2021

Summary

Accrued Liability		\$19,493,933
Actuarial Value of Assets		\$13,228,830
Unfunded Accrued Liability		\$6,265,103
Funded Ratio		68%

Liabilities

Reserves for Annuities and Benefits in Force

	Head Count:	Present Value:	
Retirement Annuities	11	11,131,344	
Disability Annuities	0	0	
Surviving Spouse Annuities	3	1,623,017	
Minor Dependent Annuities	0	0	
Deferred Retirement Annuities	0	0	
Handicapped Dependent Annuities	0	0	
Dependent Parent Annuities	0	0	
Terminated Liabilities	2	81,709	
Total:	16		\$12,836,070

Accrued Liabilities for Active Members	20		\$6,657,863
Total Accrued Liabilities			\$19,493,933
Total Normal Cost for Active Members			\$490,905
Total Normal Cost as a Percentage of Payroll			30%

Total Annual Payroll \$1,634,201

Amortization of Unfunded Liabilities:

Total Accrued Liability		\$19,493,933
90% Funded Ratio Target		\$17,544,540
Actuarial Value of Assets		\$13,228,830
Liabilities Subject to Amortization		\$4,315,710
Amortization Period		19 years
Amortization Payment, Beginning of Year		\$290,186

This report is provided to the Board and Municipality as part of the Public Pension Division advisory services under Section 1A-106 of the Illinois Pension Code. This report should not be relied upon for purposes other than determining the current tax levy required under the Illinois Pension Code. The assumptions have been set based on expectations for all Article 3 funds in the State of Illinois. The actuarial methods are prescribed by the Illinois Pension Code and do not necessarily represent the approach recommended by either the actuary or the Department of Insurance. This report was prepared under the direct supervision of the undersigned:

Brad Lee Armstrong (Enrolled Actuary #17-5614)
Lance Weiss (Enrolled Actuary #17-2468)
GRS

Deputy Director
Public Pension Division
Illinois Department of Insurance

HIGHLAND POLICE PENSION FUND
Actuarial Valuation Report

Assets

Actuarial Value of Assets

Current Year Gain/(Loss):

Market value of assets as of April 30, 2020	\$11,472,842
Benefit payments during fiscal year 2021	(955,727)
Administrative expense during fiscal year 2021	(12,993)
Total contributions during fiscal year 2021	849,413
Expected return during fiscal year 2021	741,857
Expected market value of assets as of April 30, 2021	\$12,095,392

Actual market value of assets as of April 30, 2021 \$14,750,633

Investment gain/(loss) during the fiscal year \$2,655,241

Development of Actuarial Value of Assets (market value less unrecognized amounts):

Market value of assets as of April 30, 2021	\$14,750,633
Unrecognized gain/(loss) from fiscal 2021	2,124,193
Unrecognized gain/(loss) from fiscal 2020	(512,783)
Unrecognized gain/(loss) from fiscal 2019	(54,141)
Unrecognized gain/(loss) from fiscal 2018	(35,466)
Actuarial value of assets as of April 30, 2021	\$13,228,830

Actuarially Determined Employer Contributions

Actuarially determined amount to provide the employer normal cost based on the annual payroll of active participants as of May 1, 2021. \$328,956

Amount necessary to amortize the unfunded accrued liability as determined by the State of Illinois Department of Insurance over the remaining 19 years as prescribed by Section 3-125 of the Illinois Pension Code. \$290,186

Interest to the end of the fiscal year. \$40,244

Total suggested amount of employer contributions to arrive at the annual requirements of the fund as prescribed by Section 3-125 of the Illinois Pension Code. * \$659,386

*The above figure is the suggested amount which should be obtained by the fund from the municipality exclusive of any other items of income, such as interest on investments, contributions from participants, etc. These items have already been taken into consideration in arriving at this amount.

HIGHLAND POLICE PENSION FUND

Actuarial Valuation Report

Actuarial Information

The following methods have been prescribed in accordance with Section 3-125 of the Illinois Pension Code.

Funding method	Projected Unit Credit
Amortization method	Normal cost, plus an additional amount (determined as a level percentage of payroll) to bring the plan's funded ratio to 90% by the end of fiscal year 2040.
Asset valuation method	Investment gains and losses are recognized over a 5-year period.

Actuarial Assumptions

Interest rate	6.50%
Interest rate, prior fiscal year	6.50%
Healthy mortality rates - Male	RP-2014 Healthy Annuitant with Blue Collar Adjustment, males
Healthy mortality rates - Female	RP-2014 Healthy Annuitant with Blue Collar Adjustment, females
Disability mortality rates - Male	115% of RP-2014 Healthy Annuitant with Blue Collar Adjustment, males
Disability mortality rates - Female	115% of RP-2014 Healthy Annuitant with Blue Collar Adjustment, females
Decrements other than mortality	Experience tables
Rate of service-related deaths	10%
Rate of service-related disabilities	60%
Salary increases	Service-related table with rates grading from 11.00% to 3.50% at 33 years of service
Payroll growth	3.50%
Tier 2 cost-of-living adjustment	1.25%
Marital assumptions for active members	80% of members are assumed to be married; male spouses are assumed to be 3 years older than female spouses.

The actuarial assumptions used for determining the above amounts are based on experience for all Article 3 funds for the State of Illinois in aggregate. The Department of Insurance has approved the above actuarial assumptions. Contact the Department of Insurance for complete experience tables.

Data and Fund Information

The above valuation uses personnel data as reported to the Department of Insurance in the Schedule P. Specifically, the following data items have been determined as of the date of the Actuarial Valuation Report: attained age, annual salary or pension, completed years of service of each individual participant.

The fund specific information used in the production of this document was provided to the Department of Insurance by your pension fund board of trustees through the fund's annual statement filing.

Additional critical information regarding actuarial assumptions and methods, and important actuarial disclosures are provided in the Actuarial Valuation Report Disclosures Document located on the following Illinois DOI Website (<https://insurance.illinois.gov/Applications/Pension/FOIAReporting/FOIAPortal.aspx>)



City of Highland

Finance Department

MEMO TO: Chris Conrad, Interim City Manager
FROM: Kelly Korte, Director of Finance
SUBJECT: 2021 Tax Levy Ordinance
DATE: December 15, 2021

I am placing the 2021 tax levy ordinance on the agenda for the meeting on December 20, 2021. The amounts requested have not changed from the estimated amounts approved via resolution on November 15th. Following the discussion held at the Council meeting on December 6th, direction was provided to levy for police pension contributions based upon the independently provided actuarial report obtained by the Police Pension Board. The Department of Insurance Police Pension Actuarial report was received today. I have provided a copy for reference. The total amount suggested to levy from the DOI is \$4,704 below the independently provided actuarial report. If you have questions regarding any of the amounts requested please let me know.

City of Highland, Illinois

2022 List of Meeting Dates of the City Council and Boards and Commissions

	Day	Date	Time	Public Body	Location	Address
January						
	Tuesday	January 4	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	January 4	8:00 PM	Foreign Fire Insurance Board	Highland Public Safety Building	12990 Troxler Avenue
	Wednesday	January 5	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	January 5	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	January 10	7:00 PM	Telecommunications Advisory Board	City Hall	1115 Broadway
	Tuesday	January 18	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	January 18	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	January 18	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Thursday	January 20	7:00 PM	Silver Lake Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Friday	January 21	8:15 AM	Police Pension Board	Highland Public Safety Building	12990 Troxler Avenue
	Wednesday	January 26	4:00 PM	Cemetery Board of Managers	City Hall	1115 Broadway
February						
	Wednesday	February 2	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	February 2	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	February 7	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	February 8	4:00 PM	Tree Commission	Korte Recreation Center	#1 Nagel Drive
	Tuesday	February 15	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	February 22	7:00 PM	City Council	City Hall	1115 Broadway
	Monday	February 28	6:30 PM	Historical Commission	City Hall	1115 Broadway
March						
	Wednesday	March 2	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	March 2	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	March 7	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	March 15	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	March 15	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Monday	March 21	7:00 PM	City Council	City Hall	1115 Broadway
April						
	Friday	April 1	8:15 AM	Police Pension Board	Highland Public Safety Building	12990 Troxler Avenue
	Monday	April 4	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	April 5	4:00 PM	Tree Commission	Korte Recreation Center	#1 Nagel Drive
	Tuesday	April 5	8:00 PM	Foreign Fire Insurance Board	Highland Public Safety Building	12990 Troxler Avenue
	Wednesday	April 6	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	April 6	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	April 11	7:00 PM	Telecommunications Advisory Board	City Hall	1115 Broadway
	Monday	April 18	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	April 19	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Thursday	April 21	7:00 PM	Silver Lake Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Wednesday	April 27	4:00 PM	Cemetery Board of Managers	City Hall	1115 Broadway
May						
	Monday	May 2	7:00 PM	City Council	City Hall	1115 Broadway
	Wednesday	May 4	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	May 4	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	May 16	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	May 17	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	May 17	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Monday	May 23	6:30 PM	Historical Commission	City Hall	1115 Broadway
June						
	Wednesday	June 1	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	June 1	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	June 6	7:00 PM	City Council	City Hall	1115 Broadway
	Monday	June 20	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	June 21	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
July						
	Tuesday	July 5	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	July 5	8:00 PM	Foreign Fire Insurance Board	Highland Public Safety Building	12990 Troxler Avenue
	Wednesday	July 6	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	July 6	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	July 11	7:00 PM	Telecommunications Advisory Board	City Hall	1115 Broadway
	Friday	July 15	8:15 AM	Police Pension Board	Highland Public Safety Building	12990 Troxler Avenue
	Monday	July 18	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	July 19	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Thursday	July 21	7:00 PM	Silver Lake Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Wednesday	July 27	4:00 PM	Cemetery Board of Managers	City Hall	1115 Broadway
August						
	Monday	August 1	7:00 PM	City Council	City Hall	1115 Broadway
	Wednesday	August 3	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	August 3	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	August 15	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	August 16	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Monday	August 22	6:30 PM	Historical Commission	City Hall	1115 Broadway
September						
	Tuesday	September 6	7:00 PM	City Council	City Hall	1115 Broadway
	Wednesday	September 7	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	September 7	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	September 19	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	September 20	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	September 20	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
October						
	Monday	October 3	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	October 4	4:00 PM	Tree Commission	Korte Recreation Center	#1 Nagel Drive
	Tuesday	October 4	8:00 PM	Foreign Fire Insurance Board	Highland Public Safety Building	12990 Troxler Avenue
	Wednesday	October 5	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	October 5	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Friday	October 7	8:15 AM	Police Pension Board	Highland Public Safety Building	12990 Troxler Avenue
	Monday	October 10	7:00 PM	Telecommunications Advisory Board	City Hall	1115 Broadway
	Monday	October 17	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	October 18	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Thursday	October 20	7:00 PM	Silver Lake Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Wednesday	October 26	4:00 PM	Cemetery Board of Managers	City Hall	1115 Broadway
November						
	Wednesday	November 2	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	November 2	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	November 7	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	November 15	5:00 PM	Library Board of Trustees	Louis Latzer Memorial Public Library	1001 Ninth Street
	Tuesday	November 15	7:00 PM	Parks & Recreation Advisory Commission	Korte Recreation Center	#1 Nagel Drive
	Monday	November 21	7:00 PM	City Council	City Hall	1115 Broadway
	Monday	November 28	6:30 PM	Historical Commission	City Hall	1115 Broadway
December						
	Monday	December 5	7:00 PM	City Council	City Hall	1115 Broadway
	Tuesday	December 6	4:00 PM	Tree Commission	Korte Recreation Center	#1 Nagel Drive
	Wednesday	December 7	12:00 PM	Industrial Development Commission	City Hall	1115 Broadway
	Wednesday	December 7	7:00 PM	Combined Planning Zoning Board	City Hall	1115 Broadway
	Monday	December 19	7:00 PM	City Council	City Hall	1115 Broadway
Note: The Highland Police and Fire Commission only meets as needed. No regular meetings scheduled at time of posting.						
Note: The Highland Liquor Control Commission only meets as needed. No regular meetings scheduled at the time of posting.						
Note: A meeting of the Highland Combined Planning Zoning Board may be cancelled if there are no agenda items to address.						

CITY OF HIGHLAND

Highland, Illinois

Phone: (618) 654-9891
Fax: (618) 654-4768

Office – 1115 Broadway
P.O. Box #218

NOTICE

Please take notice that the regular meetings of the City Council of the City of Highland are held on the first and third Mondays of each month , except as noted below, at City Hall, 1115 Broadway, Highland, IL, or, as determined by the City Council, if the first or third Monday is a legal holiday.

The Regular meetings shall commence at 7:00 PM on the following dates:

January 4, 2022 * *(Tuesday)*

January 18, 2022 * *(Tuesday)*

February 7, 2022

February 22, 2022 * *(Tuesday)*

March 7, 2022

March 21, 2022

April 4, 2022

April 18, 2022

May 2, 2022

May 16, 2022

June 6, 2022

June 20, 2022

July 5, 2022 * *(Tuesday)*

July 18, 2022

August 1, 2022

August 15, 2022

September 6, 2022 * *(Tuesday)*

September 19, 2022

October 3, 2022

October 17, 2022

November 7, 2022

November 21, 2022

December 5, 2022

December 19, 2022

Posted: December 29, 2021

* (Tentative – another date may be set by the Council)

ORDINANCE NO. _____

AN ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF HIGHLAND, ILLINOIS, D/B/A KORTE RECREATION CENTER, SURPLUS AND AUTHORIZING ITS SALE AND/OR DISPOSAL, INCLUDING WEIGHT EQUIPMENT, AND OTHER PERSONAL PROPERTY

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, 65 ILCS 5/11-76-4 provides that whenever a municipality in the state of Illinois owns any personal property which, in the opinion of a simple majority of the corporate authorities then holding office, is no longer necessary or useful to, or in the best interests of the municipality to keep, a majority of the corporate authorities at any regular or special meeting called for that purpose, may: (1) by Ordinance authorize the sale of such personal property in whatever manner they designate with or without advertising the sale; or (2) may authorize any municipal officer to convert that personal property to the use of the City; or (3) may authorize any municipal officer to convey or turn in any specified article of personal property as part payment on a new purchase of any similar article; and

WHEREAS, the City of Highland d/b/a Korte Recreation Center (“KRC”) currently owns equipment which, in the opinion of this City Council, is no longer necessary or useful to or in the best interests of the City to retain, and should be declared surplus personal property (*see Exhibit A*); and

WHEREAS, City has determined the City Manager and/or his designee is permitted to sell the surplus personal property for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager and/or his designee; and

WHEREAS, City has determined it to be in the best interest of public health, safety, general welfare and economic welfare to declare the aforementioned personal property surplus, and sell and/or dispose of the same.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. That the City personal property, including the weight equipment shown on **Exhibit A**, is hereby declared no longer useful to the City or necessary for City purposes, that the City personal property is declared surplus, and that it is in the best interest of the City to sell and/or dispose of the same.

Section 3. That the City Manager and/or his designee is directed and authorized to sell the surplus personal property listed herein for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager and/or his designee.

Section 4. That this Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

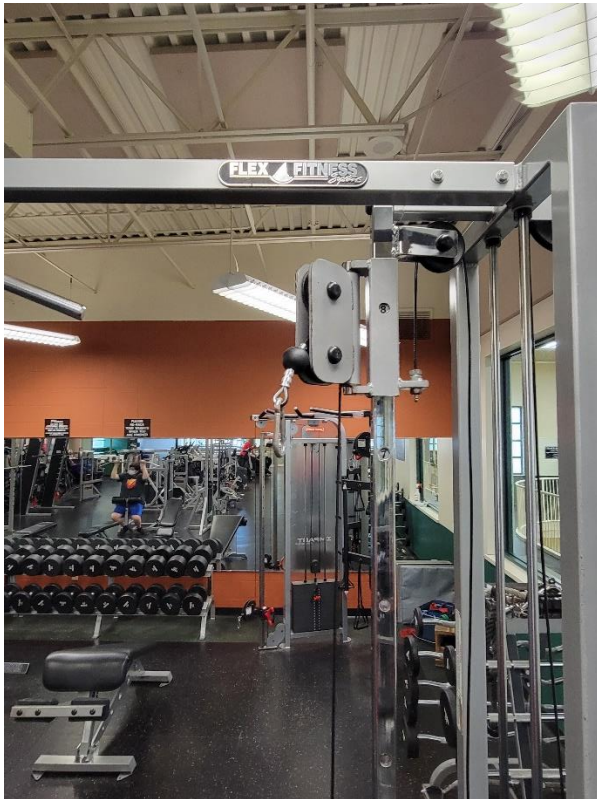
APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

Ex A





HIGHLAND

PARKS & RECREATION... The *FUN* Theory!

To: City Manager, Chris Conrad
From: Mark Rosen, Director of Parks & Recreation
Date: December 20, 2021
Subject: Surplus Property Disposal

Recommendation

I am recommending city council approval to surplus weight equipment from the Korte Recreation Center.

Discussion

The weight equipment has exceeded its useful life and replacement parts are quickly becoming obsolete. We will be replacing these original items of the weight room with an updated and more versatile piece.

Fiscal Impact

Minimum \$500.00 sale

ORDINANCE NO. _____

**AN ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF
HIGHLAND, ILLINOIS, SURPLUS AND AUTHORIZING ITS SALE AND/OR
DISPOSAL, INCLUDING HIGHLAND COMMUNICATION SERVICES EQUIPMENT,
AND OTHER PERSONAL PROPERTY**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, 65 ILCS 5/11-76-4 provides that whenever a municipality in the state of Illinois owns any personal property which, in the opinion of a simple majority of the corporate authorities then holding office, is no longer necessary or useful to, or in the best interests of the municipality to keep, a majority of the corporate authorities at any regular or special meeting called for that purpose, may: (1) by Ordinance authorize the sale of such personal property in whatever manner they designate with or without advertising the sale; or (2) may authorize any municipal officer to convert that personal property to the use of the City; or (3) may authorize any municipal officer to convey or turn in any specified article of personal property as part payment on a new purchase of any similar article; and

WHEREAS, the City of Highland d/b/a Highland Communications Services (“HCS”) currently owns equipment which, in the opinion of this City Council, is no longer necessary or useful to or in the best interests of the City to retain, and should be declared surplus personal property, including:

STB Type	Quantity	Approximate Purchase Price	Value
Amino	280	\$280.0	0
ADB	942	\$350.00	0

and

WHEREAS, City has determined the City Manager and/or his designee is permitted to sell the surplus personal property for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager and/or his designee; and

WHEREAS, City has determined it to be in the best interest of public health, safety, general welfare and economic welfare to declare the aforementioned personal property surplus, and sell and/or dispose of the same.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. That the City personal property, including:

STB Type	Quantity	Approximate Purchase Price	Value
Amino	280	\$280.0	0
ADB	942	\$350.00	0

is hereby declared no longer useful to the City or necessary for City purposes, that the City personal property is declared surplus, and that it is in the best interest of the City to sell and/or dispose of the same.

Section 3. That the City Manager and/or his designee is directed and authorized to sell the surplus personal property listed herein for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager and/or his designee.

Section 4. That this Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

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To: Chris Conrad, City Manager
From: Angela Imming, Director, Technology and Innovation
Date: Dec. 6, 2021
Subject: Equipment surplus and disposal

Recommendation:

I recommend the items listed below be approved for surplus and sale or disposal.

STB Type	Quantity	Approximate Purchase Price	Value
Amino	280	\$280.0	0
ADB	942	\$350.00	0

Discussion:

The items on the list have been returned due to the cost saving measures HCS is taking by converting to Victory TV.

Financial Impact:

Potential revenue depending on the current market for used STB. We have tried to auction previously surplus boxes to no avail. These will likely be recycled.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AND DIRECTING APPLICATION TO THE
2022 SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STP)
FOR THE PURPOSE OF RESURFACING VETERANS HONOR PARKWAY
FROM BROADWAY TO MICHAEL ROAD.**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, the City proposes to apply for assistance from the Surface Transportation Block Grant Program (STP) for the purpose of resurfacing Veterans Honor Parkway from Broadway to Michael Road; and

WHEREAS, the proposed improvement will consist of diamond grinding existing concrete pavement, dowel bar retrofitting and replacing non-compliant ADA sidewalks and curb ramps, and all other miscellaneous work; and

WHEREAS, the proposed improvements will reduce future maintenance on the roadway, resolve current settlement issues, and enhance accommodations for all to navigate this critical north – south route; and

WHEREAS, the City has available funds to finance the activity until reimbursed by STP, and the financial capability to operate, maintain, and manage the completed project in a safe manner for public use; and

WHEREAS, the City has determined it to be in the best interest of the public health, safety, general welfare and economic welfare to resurface Veterans Honor Parkway form Broadway to Michael Road; and

WHEREAS, the City has determined City Manager should be authorized and directed to execute any contracts or requisite documents required to apply to STP for funding to reimburse City for resurfacing Veterans Honor Parkway form Broadway to Michael Road; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The City shall apply to the STP for financial assistance for the purposes of resurfacing Veterans Honor Parkway from Broadway to Michael Road including diamond grinding existing concrete pavement, dowel bar retrofitting and replacing non-compliant ADA sidewalks and curb ramps, and all other miscellaneous work.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, and deposited and filed in the Office of the City Clerk, on the _____ day of _____, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

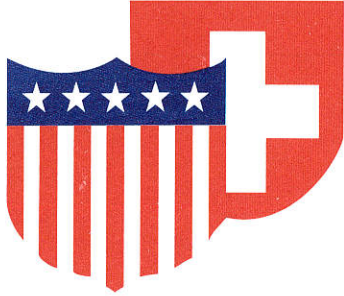
ABSENT:

APPROVED:

Kevin Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois



City of Highland

MEMO TO: Christopher Conrad, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: December 15, 2021
SUBJECT: Veterans Honor Parkway Pavement Restoration Broadway to Michael Road
Recommendation for Approval of a Resolution Authorizing and Directing Application to the 2022 Surface Transportation Block Grant Program (STP)

RECOMMENDATION

I recommend that you request council approval of a resolution authorizing and directing application to the 2022 STP grant for Veterans Honor Parkway as attached.

DISCUSSION

East-West Gateway administers the federal grant opportunities for this area. I am proposing a project for the restoration of the pavement for Veterans Honor Parkway from Broadway to Michael Road. This section of concrete pavement was constructed in 2000 when the adjacent subdivision was developed. The pavement is 8" of full-depth concrete non-reinforced which was the standard at the time of construction. The panels are moving similar to what the Troxler Avenue pavement was doing 10 years ago. The movement creates the thumping sound as vehicles drive along this section. The project will include dowel bar retrofitting diamond grinding the surface, and replacement of non-ADA compliant sidewalks and curb ramps.

The estimated total project cost is \$390,000. The grant is 80% (State)-20% (City) for construction and we will be responsible for an estimated \$78,000. The grant funding, if approved, is not available until 2027.

FISCAL IMPACT

The proposed supplemental funding is through the Non-Home Rule Sales Tax.

CONCURRENCE

Recommended by: _____

Joe Gillespie, Director of Public Works

Approved by: _____

Christopher Conrad, City Manager

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AND DIRECTING APPLICATION
TO THE 2022 REBUILD DOWNTOWNS & MAIN STREETS CAPITAL GRANT
(RDMS) FOR ASSISTANCE, FOR THE PURPOSE OF CONSTRUCTING PEDESTRIAN
AND STREETScape IMPROVEMENTS ALONG BROADWAY IN OUR DOWNTOWN
CENTRAL BUSINESS DISTRICT FROM NEW TRENTON ROAD (IL ROUTE 160)
EASTERLY TO LAUREL STREET**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City proposes to apply for assistance from the Rebuild Downtowns & Main Streets Capital Grant (“RDMS”) for the purpose of providing pedestrian and streetscape improvements along Broadway in our downtown central business district from New Trenton Road (IL Route 160) easterly to Laurel Street; and

WHEREAS, the RDMS will provide grants to support improvements and encourage investment in commercial corridors and downtowns that have experienced disinvestment, particularly in communities hardest-hit by the COVID-19 public health and economic crisis. Through this program, capital projects will be funded that make these commercial areas in Illinois more attractive for private investment, generate short-term and long-term employment opportunities, and improve the quality of life in the community through high-quality infrastructure and amenities; and

WHEREAS, the proposed improvement will enhance the downtown experience by installing new ADA compliant sidewalks and ramps, decorative pedestrian lighting, street trees, decorative crosswalks, and wayfinding signage; and

WHEREAS, the preservation and beautification of this corridor is critical to the long-term

economic vitality of the City; and

WHEREAS, City has available the funds to finance the activity until reimbursed by the RDMS, and the financial capability to operate, maintain, and manage the completed project in a safe and attractive manner for public use; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare and economic welfare to provide pedestrian and streetscape improvements along Broadway in the downtown central business district from New Trenton Road (IL Route 160) easterly to Laurel Street; and

WHEREAS, City has determined City Manager should be authorized and directed to execute any contracts or requisite documents required to apply to RDMS for funding to reimburse City for providing pedestrian and streetscape improvements along Broadway in our downtown central business district from New Trenton Road (IL Route 160) easterly to Laurel Street.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. City shall apply to the RDMS for financial assistance for the purposes providing pedestrian and streetscape improvements along Broadway in our downtown central business district from New Trenton Road (IL Route 160) easterly to Laurel Street, the proposed improvement will enhance the downtown experience by installing new ADA compliant sidewalks and ramps, decorative pedestrian lighting, street trees, decorative crosswalks, and wayfinding signage.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be

effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

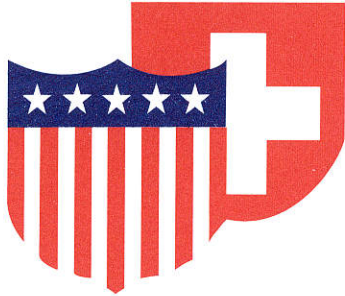
ABSENT:

APPROVED:

Kevin B. Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois



City of Highland

MEMO TO: Christopher Conrad, City Manager

FROM: Joe Gillespie, Director of Public Works

DATE: December 15, 2021

SUBJECT: Broadway Streetscape Phase 2-New Trenton Road (IL Rte. 160) to Laurel Street
Recommendation for Approval of a Resolution Authorizing and Directing Application to the Illinois Rebuild Downtowns and Main Street Capital Grant

RECOMMENDATION

I recommend that you request council approval of a resolution authorizing and directing application to the Illinois Rebuild Downtowns and Main Street Capital Grant for federal funds for the streetscape improvements along Broadway as attached.

DISCUSSION


The state of Illinois announced a funding opportunity in September for the Rebuild Downtowns and Main Streets Capital Grant to support improvements to commercial corridors and downtowns that were affected by the COVID-19 public health and economic crisis. I see this as another opportunity to seek supplemental funding to finish our Broadway Streetscape project from New Trenton Road (IL Route 160) to Laurel Street. We received approval of ITEP funding through the state of Illinois for phase 1 in 2018. The estimated total project for cost for phase 2 is \$2.6 million. We are proposing a 20% match of \$515,000. The project continues the streetscape improvements as in phase 1 such as ADA compliant sidewalks, curbing, street lighting, signage, driveways, and trees.

FISCAL IMPACT

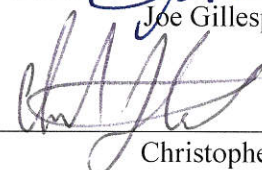
The proposed supplemental funding is through the Non-Home Rule Sales Tax.

CONCURRENCE

Recommended by: _____


Joe Gillespie, Director of Public Works

Approved by: _____


Christopher Conrad, City Manager

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING REQUEST FOR PROPOSALS FOR OUTDOOR AUDIO SYSTEM FOR THE HIGHLAND SQUARE BAND SHELL

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City has identified issues with the current outdoor audio system at the City Square; and

WHEREAS, City has determined the City Square Band Shell needs a new outdoor audio system; and

WHEREAS, the Director of Parks and Recreation has drafted a “Request for Proposals for Outdoor Audio System, Highland Square Band Shell” (*See Exhibit A*); and

WHEREAS, City has determined a request for proposals for a new outdoor audio system for the City Square Band Shell should be authorized (*See Exhibit A*); and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare and economic welfare to authorize a request for proposals for a new outdoor audio system at the Highland Square Band Shell (*See Exhibit A*); and

WHEREAS, City has determined the City Manager and/or Mayor should be authorized and directed to execute any documents required to issue a “Request for Proposals for Outdoor Audio System, Highland Square Band Shell” (*See Exhibit A*).

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The “Request for Proposals for Outdoor Audio System, Highland Square Band Shell” (See **Exhibit A**) is approved.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

Request for Proposals for Outdoor Audio System Highland Square Band Shell

Outline Scope of Work

Owner: City of Highland
Project Name: Highland Square Band Shell Audio System
Contact Person: Mark Rosen, Director of Parks & Recreation
Phone: 618-651-8899

This project will involve consultation with the City of Highland (“City”) Director of Parks & Recreation, fellow City administration, and any third-party consultants as needed. A presentation to the Mayor and City Council may be required. The City will provide an overview map of the site upon request.

Proposals are sought from qualified respondents in good standing (“Proposers”), to provide proposals for the purchase and installation of an audio system at the band-shell located on the Highland Square, 914 Main Street, Highland, IL 62249. The Proposers will provide a turnkey solution that includes all materials, equipment, labor, mechanical, electrical work, hardware, and software setup associated with the project.

Anticipated time frame:

Submittals: by 12:00 PM CST on March 1, 2022.

Projected completion: June 1, 2022

A selection committee may review submittals and interview the top three firms if deemed necessary.

Mail to:
Highland Parks & Recreation
C/O Director of Parks & Recreation
P.O. Box 218
Highland, IL 62249

Responding firms should submit four (4) copies of all documents for the submittal.

This is a “Public Works Construction” Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department’s official website.

HIGHLAND SQUARE BAND SHELL AUDIO SYSTEM

PROPOSAL SUBMISSION

A written proposal, inclusive of all requested information and supporting documents, shall be submitted to the Director of Parks & Recreation, Attn: Audio System Proposal, P.O. Box 218, Highland, IL 62249. Proposals shall be received on March 1st, 2022, until 12:00PM CST, at which time the proposal shall be opened publicly at the City's council chambers (1115 Broadway, Highland, IL 62249). Proposals received after the hour specified will not be considered.

PRE-PROPOSAL CONFERENCE

Proposers are encouraged to schedule a time to meet with the Director of Parks & Recreation, with a minimum 24-hour notice, at the Highland Square to review the proposed sound system and speaker locations.

PROPOSER'S CLARIFICATION

By submitting a proposal, the Proposer certifies that the RFP has been fully read and that the Proposer understands the proposal method and has full knowledge of the scope, nature, and quality of work to be performed.

SCOPE OF SERVICES

The scope includes, but not limited to the installation of electronic sound system components, speakers, supporting structures, wiring, power, hardware, software, etc., as well as any ancillary equipment as needed in or around the Band Shell.

- The Band Shell is host to many large events that require:
 - Public address needs
 - Munny Band
 - Thursday Night musical performers that range from solo acoustics, orchestra, and traditional rock/country bands
- Capability to utilize Bluetooth from either phone or I-pad.
- Radio

EXISTING EQUIPMENT

The Band Shell currently has an audio system that has received some updates over the last 15 years. Any possibility of incorporating any of the existing system should be considered.

INSURANCE

The successful Proposer, at the time of execution of the contract, shall also furnish the City of Highland with insurance certificates of adequate limits, as later indicated, to protect the City of Highland, its agents, and employees, from any litigation involving Worker's Compensation, Public Liability and Property Damage, involved in the work. All subcontractors must also furnish copies of the liability insurance, Worker's Compensation Insurance certificates to the City. No subcontractor will be allowed to perform any work under this contract by the City unless such certificates are submitted to and approved by the City beforehand.

This is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.

COMPREHENSIVE GENERAL LIABILITY

For bodily injury and property damage – including any liability normally covered by a general liability policy with limits of not less than \$1,000,000 per occurrence and \$2,000,000 in annual aggregate.

PROFESSIONAL LIABILITY

In minimum amounts of \$1,000,000 per occurrence and \$2,000,000 aggregate.

WORKER'S COMPENSATION

The status of the Proposer in the work to be performed is that of any independent Proposer and as such, he shall properly safeguard against any and all injury or damage to the public, to public and private property, materials and things, and as such they alone shall be responsible for any and all damage, loss or injury to persons or property that may arise, or be incurred, in or during the conduct or progress of said work without regard to whether or not the Proposer, sub-contractors, agents, or employees have been negligent, and the Proposer shall keep the City free and discharged of and from any and all responsibility and liability therefore of any sort or kind. The Proposer shall assume all responsibility for risks or casualties of every description, for any or all damage, loss or injury to persons or property arising out of the nature of the work from the action of the elements, or from any unforeseen or unusual difficulty, including all legal defense costs incurred by the City. The Proposer shall assume and be liable for all blame and loss of whatsoever nature by reason of neglect or violation of any Federal, State, County or Local laws, regulations, or ordinances; the Proposer shall indemnify and save harmless the City from all suits or actions at law of any kind whatsoever in connection with this work and shall if required by the City, produce evidence of settlement of any such action before final payment shall be made by the City. Proposer's Liability Insurance Certificate shall include the save harmless clause and shall be filed with the City. The Proposer shall maintain such insurance as will protect the proposer from claims under worker's compensation acts and from claims for damages because of bodily injury, including death, and property damage, which may arise from and during operations under this Contract, whether such operations be by himself, by any subcontractor or anyone directly or indirectly employed by either of them. Proposer's liability insurance shall be in the names of the Proposer and the City as their respective interests may appear. Each policy and Certificate of Insurance shall contain an endorsement naming the City of Highland as additionally insured. Certificates of such insurance shall be filed with the City Deputy Clerk.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract, the Proposer agrees as follows:

The Proposer will not discriminate against any employees or applicant for employment because of race, color, religion, sex, or national origin. The Proposer will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Proposer agrees to post in conspicuous places, available to employees and applicants for employment, notices which may be provided by the City setting forth the provisions of this nondiscrimination clause. The Proposer will, in all solicitations or advertisements for employees placed by or on behalf of the Proposer, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. In the event of the

This is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.

Proposer's noncompliance with the non-discrimination clauses of this Contract or with any of the said rules, regulations, or orders, this Contract may be canceled, terminated, or suspended in whole, or in part and the Proposer may be declared ineligible for further City contracts. The Proposer will include the provisions of these paragraphs in every subcontract or purchase order unless exempted.

PRICING AND BUDGET

Highland Square Band-shell audio system installation is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all proposers shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.

WITHDRAWS OF PROPOSALS

Proposers may revise or withdraw their proposal at any time prior to the due date and time. No proposals may be withdrawn for a period of ninety (90) days following the formal opening and receipt of proposals by the city of Highland.

PROPOSAL REJECTION

The city of Highland reserves the right to reject any or all proposals and to accept or reject any part of any proposal. The City also reserves the right to waive any technical defects or minor irregularities, which in its discretion, is in the best interest of the City.

EXECUTION OF CONTRACT

The successful Proposer shall, within ten (10) calendar days after mailing of contract documents by the City to the Principal, enter contract with the City.

CONTRACT TERMINATION

The City shall have the right to terminate a contract or a part thereof before the work is completed in the event:

- Previous unknown circumstances arise making it desirable in the public interest to void the contract.
- The Proposer is not adequately complying with the specifications.
- The Proposer refuses, neglects, or fails to supply properly trained or skilled supervisory personnel and/or workers or proper equipment.
- The Proposer in the judgment of the City is unnecessarily or willfully delaying the performance and completion of the work.
- The Proposer refused to proceed with work when and as directed by the City.
- The Proposer abandons the work.

EVALUATION OF PROPOSALS

The City of Highland will evaluate each written proposal, determine whether oral discussions with the individuals, firms or organizations are necessary, then based on the content of the written proposal and any oral discussions, select the best qualified for the assignment and which is most advantageous to the City of Fort Stockton, price and all other factors considered. The evaluation will be based upon the following areas:

This is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.

1. Completeness of response to the RFP
2. Overall Plan
3. Relevant experience
4. References
5. Bidder Financial Stability
6. Initial Purchase & Installation Price
7. Solution Stability
8. Cost to City

The key member(s) of the contract identified must be assigned to the contract and must remain assigned to the contract for its duration unless the City agrees in writing to modify the assignment. If a key member leaves during the contract, the City must be notified immediately, and the contractor must submit the replacements name and credentials for approval by the City prior to that person starting work on the contract.

REVIEW OF PROPOSALS

The City will review and evaluate all proposals submitted in response to this Request for Proposals (RFP). The City shall conduct a preliminary evaluation of all proposals based on the information provided. The City will first review each proposal for compliance with the minimum qualifications and mandatory requirements of the RFP. Failure to comply with any mandatory requirements may disqualify a proposal. The City reserves the right to reject any and all proposals and to waive minor irregularities. The City further reserves the right to seek new proposals when such a procedure is reasonably in the best interest of the City to do so.

QUESTIONS REGARDING SPECIFICATIONS OR PROPOSAL PROCESS

To ensure fair consideration for all proposers, the City prohibits communication to or with any department director, division manager or employee during the submission process with the exception of those questions relative to interpretation of specifications or the proposal process. No interpretations of the meaning of the RFP documents will be made to any proposer orally. Every request for such interpretation shall be submitted in writing to be given consideration must be sent in prior to 12:00PM (CDT) on March 1, 2022.

Direct inquiries to:

Mark Rosen
Director of Parks & Recreation
P.O. Box 218
Highland, IL 62249

Office: (618) 651-8899
mdrosen@highlandil.gov

Additionally, the city prohibits communications initiated by a proposer to any City Official or employee evaluating or considering the proposals prior to the time an award decision has been made. Any communication between proposer and the City will be initiated by the appropriate City Official or employee in order to obtain information or clarification needed to develop a proper, accurate

This is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.

evaluation of the proposal. Such communications initiated by a proposer may be grounds for disqualifying the offending proposer from consideration for award of the proposal and/or any future proposal.

This is a "Public Works Construction" Project as defined in the Illinois Prevailing Wage Act 820 ILCS 130. As such, all bidders shall account for in their bids and will be subject to the general prevailing wage rates for Madison County, Illinois, currently published and as amended from time to time by the Department of Labor. Prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website.



City of Highland

Department of Parks & Recreation

To: City Manager, Chris Conrad
From: Mark Rosen, Director of Parks & Recreation
Date: December 20, 2021
Subject: RFP – Highland Square Band Shell

RECOMMENDATION

I am recommending to seek City Council approval to approve the Request for Proposals to install an upgraded audio system at the stage on the Square.

DISCUSSION

The Square and its stage are becoming more and more popular for hosting events and gatherings. Due to my very limited knowledge of audio production, I believe that issuing a request for proposals will ensure that the city will get a robust and adequate system.

FISCAL IMPACT

Not to exceed \$8,000 based on preliminary discussions with sound technicians that provided audio for summer concerts.

Recommended: Mark Rosen, Director of Parks & Rec.

Approved: Chris Conrad, City Manager

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING CONTRACT WITH ST. ROSE TOWNSHIP FOR
AMBULANCE SERVICES**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City and the St. Rose Township desire to enter into a contract whereby City shall provide ambulance services to St. Rose Township; and

WHEREAS, City and St. Rose Township have agreed to a Contract for Ambulance Services (*see Exhibit A*); and

WHEREAS, the City Council finds that the City Manager and/or Mayor should be authorized and directed, on behalf of the City, to execute whatever documents are necessary to enter the Contract for Ambulance Services (*see Exhibit A*).

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The Contract for Ambulance Services between City and St. Rose Township (**Exhibit A**) is approved.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

CONTRACT FOR AMBULANCE SERVICES

Provided to Special Service Area No. 5
(St. Rose Township)

This contract entered by and between the City of Highland, hereinafter referred to as “The Service Provider”, and the County of Clinton, State of Illinois, hereinafter referred to as “The County”, both being bodies politic, WITNESSETH:

1. That in return for the payment described in Paragraph Two (2) below, the Service Provider agrees to furnish to St. Rose Township in said County hereinafter referred to as “SSA No. 5”, ambulance services comparable to the services provided the residents of the City of Highland, provided that the Service Provider need not maintain an ambulance in said SSA No. 5 and that the County acknowledges that the response time to calls to said SSA No. 5 will be greater than the response time to calls in City of Highland due to the distances involved.

2. That in return for the services described in Paragraph One (1) above, the County agrees to pay to the Service Provider the sum of **Thirty-Three Thousand Eight Hundred Fifty-Eight Dollars (\$33,858.00)**, with the payment of that sum to be made prior January 1, 2023.

3. In addition, it is understood and agreed that those residents within said SSA No. 5 actually using such ambulance services shall pay in addition to any tax levied, such charges as are set forth by the Service Provider in its rules, regulations, resolutions, and ordinances as are now or are hereafter enacted or adopted pertaining to such service. No rules, regulations, resolutions, and ordinances enacted or adopted after the County approves this agreement regarding such charges shall be applicable to SSA No. 5, unless such are rules, regulations, resolutions, and ordinances are applicable to all special

services areas serviced by the Service Provider during the term of this agreement. The description and amount of any such current charges are set forth in Exhibit A hereto. The Service Provider shall furnish the County with an updated Exhibit A within thirty (30) after any charges are changed by the Service Provider during the term of this agreement.

4. That Service Provider shall be free to discontinue service herein provided for upon thirty (30) days written advance notice to the County thereof, and if discontinued monies, advanced to the Service Provider pursuant hereto shall be returned to County on a pro-rata basis, based on the number of days such service was rendered as compared to the number of days for which payment was advanced by the County.

5. That in the event that the ambulance service provided by the Service Provider materially diminishes or changes in nature or cost, the County shall have the option to terminate this contract upon thirty (30) days advance written notice to the Service Provider, and a pro-rata refund to the County shall be made by the Service Provider, computed as in Paragraph Four (4) above. Nothing contained in this paragraph five (5) shall require the County to given any prior written notice to the Service Provider of the County's intention to not renew this agreement beyond the term specified in Paragraph Eight (8) below.

6. That the County shall play no role in the operation of the ambulance service or in its decision process. The Service Provider shall hold the County harmless for any loss arising from any and all claims, suits, losses and expenses (other than punitive damages, attorneys' fees, expert witness fees, and other costs of litigation) incurred by the Service Provider arising from the services rendered pursuant to this contract. The Service Provider shall indemnify the County for any loss arising from any loss (other than punitive damages, attorneys' fees, expert witness fees, and other costs of

litigation) arising from any and all claims, suits, losses and expenses incurred by the County arising from the services rendered by the Service Provider pursuant to this contract. The Service Provider's duty to indemnify the County and to hold the County harmless shall not extend to any loss or expense arising in whole or in part from a negligent act or omission by an employee or agent of the County or from other misconduct of an employee or agent of the County. Nor does the Service Provider's duty to indemnify the County and to hold the County harmless extend to paying (or reimbursing the County for) any award of punitive damages against the County or any of its employees or agents, or to paying (or reimbursing the County for) attorneys' fees, expert witness fees, and other costs of litigation incurred by the County or by any of its employees or agents. Nothing in this agreement shall be construed to subject either the Service Provider or the County to any liability from which it would otherwise be immune by reason of a privilege under the common law of the State of Illinois, the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS10/), or other Illinois or federal statute of regulation. The Service Provider shall maintain adequate insurance coverage, including but not limited to, general liability, casualty, vehicle, health, accident and worker's compensation insurance to protect the Service Provider from liability arising out of the provision of services rendered under this agreement. Service Provider shall provide proof of such insurance coverage to the County upon request.

7. That each party warrants that the execution of this agreement by the official executing it on behalf of such party is done by and with the authority of its respective corporate authority to do so.

8. The term of this contract shall be from January 1, 2022, and continuing through December 31, 2022.

9. This written agreement constitutes the entire agreement between the parties and may be modified, altered or amended only upon the written agreement of the Service Provider and County.

10. The provisions of this agreement are severable. Should any provision be held unenforceable, the remaining provisions of this agreement shall remain in full force and effect.

IN WITNESS THEREOF, this agreement has been executed by the County of Clinton this ____ day of _____, 2021, and the City of Highland on this ____ day of _____ 2021.

City of Highland - "Service Provider"

Mayor of the City of Highland

ATTEST:

City Clerk of the City of Highland

County of Clinton

Larry Johnson, Chairperson
Clinton County District Board

ATTEST:

Vicky Albers, County Clerk

RESOLUTION NO. _____

**A RESOLUTION APPROVING PAYMENT OF SEWER BACKUP CLAIM FOR
KRISTY FREY AT 1408 LYNN STREET, HIGHLAND, ILLINOIS**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City has determined, by previously passed Resolution No. 08-11-1760, City may provide limited financial assistance to a City property owner or lessee when a sewer backup occurs under specific circumstances (“Sewer Backup Claim Program”) (*See Exhibit A*); and

WHEREAS, City has determined, by previously passed Resolution No. 10-06-1890, City amended the Sewer Backup Claim Program to provide some additional clarity as to what may be required to file a claim under the Sewer Backup Claim Program (*See Exhibit B*); and

WHEREAS, City has determined Kristy Frey, 101 1408 Lynn Street, Highland, Illinois, has applied to the City for \$7,700.83 in assistance under the Sewer Backup claim program (*See Exhibit C*); and

WHEREAS, City has determined the costs associated with remediating the sewer back up are as follows:

-Serv Pro Demolition & cleanup -	\$5433.22
-Sparling Plumbing Emergency after hours’ services -	\$744.52
-Destroyed Personal Property -	\$782.00
-Serv Pro Re-construction to replace flooring, carpet, bottom <u>3ft of drywall & insulation -</u>	
<u>\$12890.64</u>	
Total Damages:	\$19,850.38
Less insurance:	<u>(\$12,149.55)</u>
Remaining:	\$7,700.83

and

WHEREAS, City has determined the following requirements of the Sewer Backup Claim Program have been met:

1. "sewer backup claim," as used in this resolution, refers to any claim which a person has, or purports to have, arising from the alleged backup of sewage, from the City of Highland's sewer system, on to private property owned or leased by that person.
 - a. Kristy Frey had a backup of sewage onto her private property. (See **Exhibit C**).
2. All persons who have, or purport to have, sewer backup claims shall submit those claims, in the first instance, to the adjusters employed or retained by the City of Highland's liability insurer.
 - a. Kristy Frey submitted her sewer backup claim to City's insurance carrier, and the claim was denied. (See **Exhibit C**).
3. Cause limitation. No sewer backup claim shall be paid unless the claim arises from a physical blockage of a sewer main (due to an obstruction, or collapse of, the main) of the City of Highland.
 - a. Kristy Frey's sewer backup claim arises from a sewer main issue related to a physical blockage. (See **Exhibit C**).
4. Time limitation. No sewer backup claim shall be paid which is presented to the City Council for consideration, after denial by the adjuster for the City of Highland's liability insurer, more than one (1) year after the occurrence of the sewer backup.
 - a. Kristy Frey's sewer backup claim was submitted within one (1) year after the occurrence. (See **Exhibit C**).
5. Amount limitation. No sewer backup claim shall be paid for an amount in excess of Ten Thousand Dollars (\$10,000).
 - a. Kristy Frey's sewer backup claim payment does not exceed \$10,000.00, according to the Sewer Backup Claim Program. (See **Exhibit C**).
6. *Owner limitation*. No sewer backup claim shall be paid unless all of the owners, of the fee simple interest in the land in question, join in submitting the claim and in making the release and hold harmless agreement required for payment of the claim.
 - a. Kristy Frey, and all owners of the property in question shall sign a release and hold harmless agreement according to the Sewer Backup Claim Program. (See **Exhibit C**). No payment shall be made until the agreement is signed.

7. Owner's casualty insurance limitation. No sewer backup claim shall be paid unless the owners certify, in their application to the City of Highland for payment of the sewer backup claim, either that (1) they have no policy of casualty insurance covering the land in question which would pay them for any part of the damages (including damages for both personal injury and property damage) that they claim, or (2) that they have applied to the insurer which issued a casualty insurance policy covering the land in question for payment of the damages (including damages for both personal injury and property damage) that they claim and the insurer denied (finally and without the possibility of reconsideration or review) their claim at least in part, or, by reason of the application of a deductible amount or policy limit, or both, failed to pay the owners all the damages that they suffered from the sewer backup.
 - a. Kristy Frey's claim to the insurance company did not cover the damage in full. (See **Exhibit C**).

8. Release and hold harmless agreement limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - to release the City of Highland, its officers, employees, agents, and independent contractors from all claims for damages (including damages for both personal injury and property damage) arising from the sewer backup, and further agreeing - should any other person commence a lawsuit against the City of Highland, or any of its officers, employees, agents, or independent contractors, for personal injury or property damage attributable to the sewer backup in question - to hold the City of Highland harmless by refunding to the City of Highland all of the money paid to them by the City of Highland on the sewer backup claim.
 - a. Kristy Frey, and all owners of the property in question, shall sign a release and hold harmless agreement and agree to all terms according to the Sewer Backup Claim Program. (See **Exhibit C**).

9. Non-liability limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - that the City of Highland, by making such payment, does not admit fault or liability on its part, and that the City of Highland pays the sewer backup claim merely to buy its peace and to avoid the expense of litigation.
 - a. Kristy Frey, and all owners of the property in question, shall sign a release and hold harmless agreement and agree to all terms according to the Sewer Backup Claim Program. (See **Exhibit C**).

WHEREAS, City has determined Kristy Frey's claim under the Sewer Backup Claim Program qualify for payment of \$7,700.83; and

WHEREAS, the City Council finds that the City Manager and/or Mayor should be authorized and directed, on behalf of the City, to execute whatever documents are necessary to make payment to Kristy Frey of \$7,700.83 under the City Sewer Backup Claim Program.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. Payment of \$7,700.83 to Kristy Frey under the City Sewer Backup Claim Program is approved.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

RESOLUTION NO. 08-11-1760**SETTING POLICY FOR ADJUSTMENT OF SEWER BACKUP CLAIMS**

WHEREAS, the City of Highland receives claims for damages arising from the alleged backup of sewage, from the City of Highland's sewer system, on to private property;

WHEREAS, the City of Highland maintains liability insurance on the operation of its sewer system, and persons making such claims should apply first to the City of Highland's liability insurer for the adjustment of their claims;

WHEREAS, if the City of Highland's liability insurer denies such a claim, the City Council may be willing, under certain circumstances and within certain limits, to pay the claim from the general revenues of the operation of the City of Highland's sewer system;

WHEREAS, the circumstances under which - and the limits within which - the City Council of the City of Highland will consider paying such a claim from the general revenues of the operation of the City of Highland's sewer system, should be defined;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The term, "sewer backup claim," as used in this resolution, refers to any claim which a person has, or purports to have, arising from the alleged backup of sewage, from the City of Highland's sewer system, on to private property owned or leased by that person. The term, "sewer backup claims," as used in this resolution, refers to such claims in the plural.

Section 3. All persons who have, or purport to have, sewer backup claims shall submit those claims, in the first instance, to the adjusters employed or retained by the City of Highland's liability insurer. With respect to a sewer backup claim which is denied by the adjuster for the City of Highland's liability insurer, the City Council of the City of Highland will consider paying the denied sewer backup claim from the general revenues of the operation of the City of Highland's sewer system, subject to the *cause limitation, time limitation, amount limitation, owner limitation, owner's casualty insurance limitation, release and hold harmless agreement limitation, and non-liability limitation* set forth in the following seven sections of this resolution.

Section 4. Cause limitation. No sewer backup claim shall be paid unless the claim arises

from a physical blockage of a sewer main (due to an obstruction, or collapse of, the main) of the City of Highland.

Section 5. Time limitation. No sewer backup claim shall be paid which is presented to the City Council for consideration, after denial by the adjuster for the City of Highland's liability insurer, more than one (1) year after the occurrence of the sewer backup.

Section 6. Amount limitation. No sewer backup claim shall be paid for an amount in excess of Ten Thousand Dollars (\$10,000).

Section 7. Owner limitation. No sewer backup claim shall be paid unless all of the owners, of the fee simple interest in the land in question, join in submitting the claim and in making the release and hold harmless agreement required for payment of the claim.

Section 8. Owner's casualty insurance limitation. No sewer backup claim shall be paid unless the owners certify, in their application to the City of Highland for payment of the sewer backup claim, either that (1) they have no policy of casualty insurance covering the land in question which would pay them for any part of the damages (including damages for both personal injury and property damage) that they claim, or (2) that they have applied to the insurer which issued a casualty insurance policy covering the land in question for payment of the damages (including damages for both personal injury and property damage) that they claim and the insurer denied (finally and without the possibility of reconsideration or review) their claim in its entirety.

Section 9. Release and hold harmless agreement limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - to release the City of Highland, its officers, employees, agents, and independent contractors from all claims for damages (including damages for both personal injury and property damage) arising from the sewer backup, and further agreeing - should any other person commence a lawsuit against the City of Highland, or any of its officers, employees, agents, or independent contractors, for personal injury or property damage attributable to the sewer backup in question - to hold the City of Highland harmless by refunding to the City of Highland all of the money paid to them by the City of Highland on the sewer backup claim.

Section 10. Non-liability limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - that the City of Highland, by making such payment, does not admit fault or liability on its part, and that the City of Highland pays the sewer backup claim merely to buy its peace and to avoid the expense of litigation.

Section 11. This Resolution shall be known as Resolution No. 08-11-1760 and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and

deposited and filed in the Office of the City Clerk, on the 17th day of November, 2008, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES: Zobrist, Bardill, Bellm

NOES: Riffel

APPROVED:

Joseph R. Michaelis
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

RESOLUTION NO. 10-06-1890**AMENDING THE POLICY FOR ADJUSTMENT OF SEWER BACKUP CLAIMS**

WHEREAS, the City of Highland receives claims for damages arising from the alleged backup of sewage, from the City of Highland's sewer system, on to private property;

WHEREAS, the City of Highland maintains liability insurance on the operation of its sewer system, and persons making such claims should apply first to the City of Highland's liability insurer for the adjustment of their claims;

WHEREAS, if the City of Highland's liability insurer denies such a claim, the City Council may be willing, under certain circumstances and within certain limits, to pay the claim from the general revenues of the operation of the City of Highland's sewer system;

WHEREAS, the circumstances under which - and the limits within which - the City Council of the City of Highland will consider paying such a claim from the general revenues of the operation of the City of Highland's sewer system, should be defined;

WHEREAS, the City Council, on November 17, 2008, by its adoption of Resolution No. 08-11-1760 , initially set the City of Highland's policy for the adjustment of sewer backup claims;

WHEREAS, Resolutions 08-11-1760 provided, in Section 8 thereof,

" Owner's casualty insurance limitation. No sewer backup claim shall be paid unless the owners certify, in their application to the City of Highland for payment of the sewer backup claim, either that (1) they have no policy of casualty insurance covering the land in question which would pay them for any part of the damages (including damages for both personal injury and property damage) that they claim, or (2) that they have applied to the insurer which issued a casualty insurance policy covering the land in question for payment of the damages (including damages for both personal injury and property damage) that they claim and the insurer denied (finally and without the possibility of reconsideration or review) their claim in its entirety."

WHEREAS , the effect of the existing *Owner's casualty insurance limitation* - as applied to owners who have a casualty insurance policy covering the land in question - is to require that the insurer deny "their claim in its entirety," in order for the owners to be eligible for an adjustment of their sewer backup claim by the City of Highland;

WHEREAS, the City Council desires to amend Section 8 to render eligible owners who have a casualty insurance policy covering their land, but whose loss is not completely covered by that casualty insurance policy because "the insurer denied (finally and without the possibility of reconsideration or review) their claim at least in part, or, by reason of the application of a deductible amount or policy limit, or both, failed to pay the owners all the damages that they suffered from the sewer backup";

WHEREAS, City Council desires to retain in effect the \$10,000 *Amount limitation* set

forth in Section 6 and all other limitations set forth in other sections of Resolutions 08-11-1760;

WHEREAS, the policy initially set by Resolutions 08-11-1760, for the adjustment of sewer backup claims, should be amended in a manner consistent with these findings and statements;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The term, "sewer backup claim," as used in this resolution, refers to any claim which a person has, or purports to have, arising from the alleged backup of sewage, from the City of Highland's sewer system, on to private property owned or leased by that person. The term, "sewer backup claims," as used in this resolution, refers to such claims in the plural.

Section 3. All persons who have, or purport to have, sewer backup claims shall submit those claims, in the first instance, to the adjusters employed or retained by the City of Highland's liability insurer. With respect to a sewer backup claim which is denied by the adjuster for the City of Highland's liability insurer, the City Council of the City of Highland will consider paying the denied sewer backup claim from the general revenues of the operation of the City of Highland's sewer system, subject to the *cause limitation, time limitation, amount limitation, owner limitation, owner's casualty insurance limitation, release and hold harmless agreement limitation, and non-liability limitation* set forth in the following seven sections of this resolution.

Section 4. Cause limitation. No sewer backup claim shall be paid unless the claim arises from a physical blockage of a sewer main (due to an obstruction, or collapse of, the main) of the City of Highland.

Section 5. Time limitation. No sewer backup claim shall be paid which is presented to the City Council for consideration, after denial by the adjuster for the City of Highland's liability insurer, more than one (1) year after the occurrence of the sewerbackup.

Section 6. Amount limitation. No sewer backup claim shall be paid for an amount in excess of Ten Thousand Dollars (\$10,000).

Section 7. Owner limitation. No sewer backup claim shall be paid unless all of the owners, of the fee simple interest in the land in question, join in submitting the claim and in making the release and hold harmless agreement required for payment of the claim.

Section 8. Owner's casualty insurance limitation. No sewer backup claim shall be paid unless the owners certify, in their application to the City of Highland for payment of the sewer backup claim, either that (1) they have no policy of casualty insurance covering the land in question which would pay them for any part of the damages (including damages for both personal injury and property damage) that they claim, or (2) that they have applied to the insurer which issued a casualty insurance policy covering the land in question for payment of the damages (including damages for both personal injury and property damage) that they claim and the insurer denied (finally and without the possibility of reconsideration or review) their claim at

least in part, or, by reason of the application of a deductible amount or policy limit , or both, failed to pay the owners all the damages that they suffered from the sewer backup;

Section 9. Release and hold harmless agreement limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - to release the City of Highland, its officers, employees, agents, and independent contractors from all claims for damages (including damages for both personal injury and property damage) arising from the sewer backup, and further agreeing - should any other person commence a lawsuit against the City of Highland, or any of its officers, employees, agents, or independent contractors, for personal injury or property damage attributable to the sewer backup in question - to hold the City of Highland harmless by refunding to the City of Highland all of the money paid to them by the City of Highland on the sewer backup claim.

Section 10. Non-liability limitation. No sewer backup claim shall be paid unless all the owners of the land in question agree in writing - contemporaneously with the payment of the sewer backup claim - that the City of Highland, by making such payment, does not admit fault or liability on its part, and that the City of Highland pays the sewer backup claim merely to buy its peace and to avoid the expense of litigation.

Section 11. This Resolution shall be known as Resolution No. 10-06-1890 and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the 7th day of June, 2010, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES: Bardill, Bellm, Zobrist, Schwarz

NOES: None

APPROVED:

Joseph R. Michaelis, Mayor of the City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk of the City of Highland
Madison County, Illinois



City of Highland
1115 Broadway, PO Box 218
Highland, IL 62249

Ex C

To: Honorable Mayor Hemann and City Council
From: Chris Conrad-City Manager
Date: December 15, 2021
Re: Residential Request for Payment of Sewer Backup Claim based upon Policy for
"Adjustment of Sewer Backup Claims" Resolution 10-06-1890

On November 30, 2021, Kristy Frey of 1408 Lynn St., Highland, IL, reported a sewer backup into the basement of her home causing extensive damage to the finished area. Our crews responded as well as a private plumber to try and alleviate the problem. It was discovered that our sewer main had 2 blockages that were previously unreported. The claim was submitted to our insurance carrier RMA and was denied due to the City being protected under the Tort Immunity Act for the issue having not previously being reported.

Ms. Frey then submitted a claim under her property owner's policy (State Farm) which has been awarded in the amount of \$12,149.55 based upon total damages estimated to be \$19,850.38, leaving \$7,700.83 as the difference. This amount includes the deductible and amount over the policy limits of Ms. Frey's insurance.

Please see the information below which has been provided by Ms. Frey in the attached documents.

-Serv Pro Demolition & cleanup -	\$5433.22
-Sparling Plumbing Emergency after hours' services -	\$744.52
-Destroyed Personal Property -	\$782.00
-Serv Pro Re-construction to replace flooring, carpet, bottom 3ft of drywall & insulation -	\$12890.64
<u>Total Damages:</u>	\$19,850.38
<u>Less insurance:</u>	<u>(\$12,149.55)</u>
Remaining:	\$7,700.83



City of Highland
1115 Broadway, PO Box 218
Highland, IL 62249

Ex C

I am requesting authorization under the policy to pay up to \$7,700.83 in reimbursement of expenses related to the cleanup and repair and upon the submission of invoices and execution of the required Release and Hold Harmless agreement and Non-liability Limitation as specified in Resolution 10-06-1890

Description of event: On November 30, 2021, the applicant called to report that sewer was backing up into her basement. She had called Sparlin Plumbing who responded and serviced her connection finding no blockages. She was then instructed to have city crews respond to check the main. Our crews checked the main and located a previously unknown blockage in the main of 2 separate root balls. Crews cleared the line and the issue subsided. Crews provided city loss prevention with both a written report and video footage of the issue within the main.

Budget Impact: After budgeting for sewer backup claims for many years without having a claim paid under that line-item, we had removed funding for this line item in the budget for FY 20-21. Therefore, the funds would be drawn upon the sewer department reserves. Staff believes this particular circumstance fits the intent and spirit of the Resolution and the damages were off-set by the homeowner having the appropriate coverage for this type of incident.

Respectfully Submitted,

Kristy Frey

Christopher Conrad- City Manager

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF HIGHLAND, MADISON COUNTY, AND THE MADISON
COUNTY SHERIFF'S DEPARTMENT FOR POLICE, FIRE AND EMS DISPATCH
SERVICES, BOTH 911 AND NON-EMERGENCY**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter "City"), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, Intergovernmental Agreements are authorized by the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, City, Madison County, Illinois ("Madison County"), and the Madison County Sheriff's Department ("Sheriff") desire to enter an Intergovernmental Agreement whereby Madison County and Sheriff shall provide City's Police, Fire and EMS Dispatch services for both 911 and non-emergency (*See* "Agreement" attached hereto as **Exhibit A**); and

WHEREAS, City agrees to pay Madison County at least \$299,738.00 for each year of the Agreement, minus any credits Madison County may receive from ETSB reimbursements; and

WHEREAS, City has determined approving the Agreement is in the best interests of the health, safety, general welfare, and economic welfare of the City; and

WHEREAS, the City Council finds that the City Manager and/or Mayor should be authorized and directed, on behalf of the City, to execute whatever documents are necessary to enter the Agreement (*see* **Exhibit A**).

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The Agreement between City, Madison County, and Sheriff (**Exhibit A**) is approved.

Section 3. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

**INTERGOVERNMENTAL AGREEMENT
FOR POLICE, FIRE AND EMS DISPATCH SERVICES,
BOTH 911 AND NON-EMERGENCY**

This Intergovernmental Agreement (“Agreement”) is entered into on the date and by execution shown hereafter, by and among the County of Madison, a body politic and corporate (“County”), the Madison County Sheriff’s Department (“Sheriff”), and the City of Highland, County of Madison (“City”). County, Sheriff and City may hereinafter be referred to as the “Parties, or individually as “Party.” This Agreement shall be effective when approved and signed by all Parties (“Effective Date”):

PREAMBLES

WHEREAS, this Agreement is authorized by the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act 5 ILCS 220/1 *et seq.*, providing for the execution of agreements and implementation of cooperative ventures between the public agencies of the State of Illinois; and

WHEREAS, Parties are public agencies of the State of Illinois vested with police powers, including the responsibility and authority to enforce and uphold the law, to protect and safeguard the people against public menace and crime, to keep peace in the community, provide fire protection services, provide EMS services and the dispatching both emergency and non-emergency of those services; and

WHEREAS, in 2015, Illinois passed the Emergency Telephone System Act (“Act”), making significant changes to the previous Emergency Telephone System Act of 2013 and repealing the Wireless Emergency Telephone Safety Act; and

WHEREAS, under the Act, and in the effort to modernize emergency response systems, the Illinois Legislature mandated that counties with a population of at least 250,000 and one Emergency Telephone System Board (“ETSB”), which includes Madison County, Illinois, can have no more than two (2) Public Service Answering Points (“PSAP” or “Dispatch”), or to consolidate the number of PSAPs in half; and

WHEREAS, the intent of the Act is to shorten the time required for citizens to request and receive emergency aid, to facilitate operations savings, to share data more efficiently between agencies and responders, to eliminate duplicative technology systems, to reduce the necessity of future capital investments, and to modernize emergency response systems in Illinois to make way for Next Generation 9-1-1 (“NG911”); and

WHEREAS, because of the Act and consolidation of Dispatch in the County, City has determined there presently exists a need for police, fire, and EMS dispatch services, both emergency and non-emergency, for the City; and

WHEREAS, because of the Act and consolidation of Dispatch in the County, City desires to contract for police, fire, and EMS dispatch services, both emergency and non-emergency, with

the County; and

WHEREAS, City and Sheriff contracted with MGT Consulting Group (“MGT”) to create a cost analysis determining the cost of providing NG911 services to City (“MGT Cost Analysis”); and

WHEREAS, according to the MGT Cost Analysis:

The City of Highland received 9,641 police calls last year and 2,775 Fire/EMS calls, for a total of 12,416. Including these calls in the total received by Madison County’s E911 center would yield a total call volume for Madison County of 72,161. To a degree, Highland’s share of cost would be 12,416/72,161 . . .; and

WHEREAS, the MGT Cost Analysis estimates the cost for the County to contract with the City for police, fire, and EMS dispatch services, both emergency and non-emergency, is as follows:

Madison County Sheriff's Office Cost to Add City of Highland as an Dispatch Subscriber	
	Dispatch Center Ops
Expenses-Direct Salary and Other	\$1,239,992
Indirect Cost	\$502,329
Total Expenses	\$1,742,320
Total Calls	72,161
Calls, City of Highland	12,416
Share of calls for Highland	17.21%
Total cost to serve Highland	\$299,783
<i>Credit for Highland 911 Reimbursed 911 calls from ETSB</i>	<i>(\$39,312)</i>
<i>Credit per 911 call (FY2020) \$13/call</i>	
Total cost to serve Highland net of ETSB reimbursement	\$260,471
Cost per call	\$20.98

; and

WHEREAS, pursuant to the MGT Cost Analysis and good faith negotiations between the Parties, the Parties have agreed upon appropriate consideration to be paid by the City to the County for County to begin dispatching for City’s police, fire, and EMS dispatch services, both emergency and non-emergency, to be effective on January 1, 2022 with the contracted services to commence as soon as practicable but no later than March 31, 2022; and

WHEREAS, the Parties are authorized to execute this Agreement, and agree to the terms and conditions stated herein.

NOW, THEREFORE, in consideration of the foregoing, as well as the mutual covenants and agreements hereinafter set forth, the Parties hereby agree as follows:

Section 1. The foregoing recitals are incorporated as if fully stated herein.

Section 2. City agrees to contract with County for an initial ten (10) year term for all dispatch services to be effective on January 1, 2022 with the contracted services to commence as soon as practicable but no later than March 31, 2022.

Section 3. County agrees to contract with City for an initial ten (10) year term for all dispatch services to be effective on January 1, 2022 with the contracted services to commence as soon as practicable but no later than March 31, 2022.

Section 4. City agrees to pay County for dispatch services as stated below:

- a. City agrees to pay County \$299,738.00 for each year of the contract payable in quarterly installments with the first four payments of \$74,934.50 due no later than January 31, 2022, April 30, 2022, July 31, 2022, and October 31, 2022, respectively, and all future payments for years 2-10 to be made quarterly no later than January 31, April 30, July 31, and October 31 each year. It is anticipated that all payments due following the initial payment due on January 31, 2022, including for the final three payments in the first year of the contract and for all payments made in years 2-10, will be reduced by certain amounts the County receives as reimbursement from ETSB for 911 calls originating from within the corporate limits of the City of Highland, Illinois during the quarter immediately preceding each payment due date. Notwithstanding the foregoing, the City shall be liable to County for the entire amount of \$299,738.00 subject only to credits that may be applied following the County's receipt of the aforementioned reimbursements from ETSB.
- b. Following the close of each fiscal year for County, but before the end of the calendar year, the Sheriff and County will determine City's share of the year to date overall call volume as of November 30 to determine whether an upward adjustment in the annual amount of \$299,738.00 is warranted for the following contract year, which would similarly increase the quarterly payments due for the coming year. Notwithstanding the foregoing, the annual amount due for the duration of the contract shall not be less than \$299,738.00, subject only to credits that may be applied following the County's receipt of the aforementioned reimbursements from ETSB.
- c. City agrees that it will take any action necessary and will fully cooperate in assigning, transferring, or paying any and all reimbursements that it receives from ETSB or any other agency or unit of government as compensation or assistance in funding the services provided by this Agreement. The Parties acknowledge that any such assigned, transferred, or paid reimbursements to County shall be in addition to the other compensation paid to County by City as provided herein.

Section 5. The City agrees to indemnify, defend, and hold harmless the County and Sheriff from and against any and all claims, actions or causes of action which may be asserted against the County or Sheriff by third parties in connection with the City's performance of its obligations under this Agreement.

Section 6. This Agreement is intended to have a ten (10) year initial term. However,

it is agreed that either party shall have the right to terminate this Agreement at any time after the initial thirty-six (36) months of the initial term. Any decision to terminate this Agreement must be made by a majority vote of the corporate authorities of the respective Party electing to terminate, with written notice of the election to terminate this Agreement being delivered to the other party not less than twelve (12) months prior to the date of termination, or twenty-four (24) months after the Agreement Effective Date.

Section 7. In the event any Party fails to perform its obligations under his Agreement, and if said failure to perform shall continue for sixty (60) days after written notice thereof is given to the party who has failed to perform, the other party may terminate this Agreement. The City shall be responsible for payment to the County for actual costs incurred through the proposed termination date. Said costs shall be calculated on a daily, pro-rata basis, based upon contractual costs for the year of termination. The County shall be responsible for the billing of said costs.

Section 8. The City Director of Public Safety, or his/her designee, and the County Director of Dispatch, or his/her designee, agree to meet to discuss County dispatch services for City as follows:

- a. Year 1, Months 1-3 – bi-monthly at a place and time to be determined and agreed to by the Parties.
- b. Year 1, Months 4-6 – monthly at a place and time to be determined and agreed to by the Parties.
- c. Year 1, Months 5-12 – quarterly at a place and time to be determined and agreed to by the Parties.
- d. Years 2-10 - at the written request of any Party at a place and time to be determined by the Parties.

Section 9. The City Manager and/or Mayor is authorized and directed to execute this Agreement on behalf of the City.

Section 10. The undersigned representatives from Madison County, Illinois are authorized and directed to execute this Agreement on behalf of Madison County, Illinois.

Section 11. The undersigned representatives from the Sheriffs' Department are authorized and directed to execute this Agreement on behalf of Madison County, Illinois.

IN WITNESS WHEREOF, the County of Madison by a resolution duly adopted by the County Board of Madison County, causes this Agreement to be signed by its Chairman and attested to by its Clerk, and the City of Highland, by resolution duly adopted by the City Council, has caused these presents to be executed by the Mayor and/or City Manager and attested to by its Clerk all on the day and year hereinafter written.

*The remainder of this page is intentionally left blank.
Signature page to follow.*

Mayor / City Manager, Highland, IL

Madison County, IL

Sheriff Lakin

Madison County Board Chairman Prenzler

**A RESOLUTION APPOINTING LEWIS BRISBOIS BISGAARD &
SMITH AS CITY ATTORNEYS / CORPORATE COUNSEL FOR
THE CITY OF HIGHLAND, ILLINOIS**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter "City"), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 *et seq.* of Chapter 65 of the Illinois Statutes); and

WHEREAS, City has a vital interest in the administration of justice and enforcement of the laws of City, Madison County, the State of Illinois, and the United States of America; and

WHEREAS, City desires to engage the legal services Lewis Brisbois Bisgaard & Smith LLP ("Lewis Brisbois") to represent City as City Attorneys/Corporate Counsel; and

WHEREAS, Lewis Brisbois desires to perform legal work for City; and

WHEREAS, City has determined it would be in the best interests of public health, safety, general welfare, and economic welfare to engage the legal services of Lewis Brisbois according to the "City of Highland, Illinois Contract for Legal Services" attached hereto as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. Lewis Brisbois is hereby appointed to the position of City Attorneys/Corporate Counsel for City.

Section 3. For legal work performed, Lewis Brisbois shall receive as compensation such amounts as established by the City of Highland, Illinois, Contract for Legal Services attached hereto as **Exhibit A**.

Section 4. The Mayor and/or City Manager is directed and authorized, on behalf of the City of Highland, to execute any documents necessary to appoint Lewis Brisbois to the position of City Attorneys /Corporate Counsel for City

Section 5. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with Illinois law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2021, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



Michael P. McGinley
Mark Twain Plaza II
103 W. Vandalia Street, Suite 300
Edwardsville, Illinois 62025
Michael.McGinley@lewisbrisbois.com
Direct: 618.307.7279

December 17, 2021

Mr. Christopher Conrad
City of Highland, Illinois

Re: Engagement Letter

Dear Mr. Conrad:

The purpose of this correspondence is to, upon execution: 1) establish an attorney client relationship between Lewis Brisbois Bisgaard & Smith LLP (“LBBS” or “the Firm”) and the City of Highland (“You” or “City”); 2) define the scope of the Firm’s representation of You; and 3) establish other material terms and conditions of the representation, including but not limited to the financial terms. This correspondence may be referred to as “Engagement Letter” or the “Agreement.”

Please read the Engagement Letter with care. By executing this Engagement Letter, You are entering into a contract that is binding on both the Firm and You, on the following terms and conditions.

1. PARTIES TO ENGAGEMENT LETTER

The parties to the Agreement are LBBS and City. No other person or entity shall be entitled to claim an attorney client relationship with the Firm with respect to the legal services to be provided pursuant to the Engagement Letter.

2. INCEPTION OF ATTORNEY CLIENT RELATIONSHIP

No attorney client relationship will exist between LBBS and You until You have executed the Agreement, nor will LBBS be obligated to provide legal services, until You have returned a signed copy of this Agreement.

3. SCOPE OF REPRESENTATION: CITY OF HIGHLAND, ILLINOIS CONTRACT FOR LEGAL SERVICES

LBBS will perform only those legal services set forth in the City of Highland, Illinois Contract for Legal Services attached as Schedule A. You shall have no expectation that the Firm will provide legal services beyond those set forth in Schedule A, unless LBBS and You amend the

Engagement Letter in writing or execute a separate agreement with respect to any such additional legal services. You are generally required by law to retain documents, including electronically stored information ("ESI"), which may be relevant to the matter which is the subject of the representation. Preservation of documents including ESI is Your responsibility, and it is important that You take all necessary and reasonable steps to preserve this information. The Firm is available to discuss the scope of Your obligations and to provide advice or recommendations in this regard. Nothing in this paragraph shall in any way limit Your obligation to pay for or the Firm's right to receive payment for any services provided by the Firm at Your request.

4. DUTIES OF CLIENT/YOU

You agree to provide LBBS with complete and accurate information and documents, cooperate, keep us informed of relevant developments, abide by this Agreement, and pay our statements on time. In addition, You will advise us of any changes to Your address and telephone number.

5. LEGAL FEES

We will charge You for the services provided pursuant to the Agreement and the City of Highland, Illinois Contract for Legal Services based on the monthly fee as set forth in Schedule B. We bill in minimum units of 6 minutes, or .1 hour. We reserve the right to reasonable annual rate increases, subject to Your consent, which shall not be unreasonably withheld. We reserve the right to staff the handling of the matter with the partners, associates, paralegals and/or other personnel of our choice, at the rate we establish for each such timekeeper, although we will discuss the staffing of Your matter with You at any time, and will consider Your input in the staffing of the matter.

6. COSTS, EXPENSES AND OTHER CHARGES

a. COSTS AND EXPENSES: SCHEDULE B

We will incur on Your behalf various costs and expenses in performing legal services under the Agreement. You agree to pay for those costs and expenses, in addition to the hourly fees. Schedule B, attached, includes a non-exhaustive list of costs we may incur on Your behalf.

b. OUTSIDE CONSULTANTS/OTHER VENDORS

In addition to the costs of the type set forth in Schedule B, it may become necessary to hire persons or entities outside LBBS, including but not limited to consultants, experts, investigators, co-counsel, or other professionals. We will select any consultants or investigators to be hired after notice to and consultation with You, and You agree to honor the terms and conditions of any agreement that we enter into on Your behalf with any such outside person or entity.

c. REIMBURSEMENT OR DIRECT PAY

We reserve the right in our sole discretion to either pay directly any of the costs incurred such as those set forth in Schedule B, and/or for outside consultants or other vendors, or to ask You to pay any such expense directly. If we exercise our right to require You to pay an outside vendor invoice directly, and You fail to do so, You agree to defend and indemnify the Firm with respect to any claim, demands or suit brought against the Firm as a result of Your failure to pay such invoice. Payment directly by the Firm of any such expense shall not be construed as a waiver of our right to require You in the future to pay any similar expense directly.

7. PERIODIC STATEMENTS AND BILLING TERMS

Our practice is to send periodic statements for services rendered and for costs incurred during the previous month or months on our client's behalf. The detail in the periodic statement will inform You of both the nature and progress of work and of the fees and costs being incurred.

Our fee structure is based upon Your promise to pay all statements no later than 30 days after receipt.

We do our best to see that our clients are satisfied not only with our services, but also with the reasonableness of the fees and costs. Therefore, while we urge You to raise any question about or objection to a fee statement, You must do so promptly. Such inquiry shall be timely only if made, in writing, within thirty (30) days after the date of the invoice. In the absence of a timely written inquiry, You will be deemed to have accepted the invoice and to have acknowledged that You are satisfied with it, in the absence of good cause for not having objected more timely.

In the event You fail to pay any invoice within thirty (30) days of the statement date, You agree to pay interest at the maximum rate allowed by law on the amount of such invoice, from the statement date until paid in full. If we accept late payment of any invoice without interest, we shall not be deemed to have waived any claim in the future for interest on other invoices. If You timely object in writing to a portion of a statement, You agree to pay the remainder of the statement which is not in dispute. We agree to accept such partial payment without claiming You have waived Your right to contest the unpaid portion of the bill.

Failure to pay the undisputed amount of any invoice in full within 30 days shall constitute grounds for termination of this Engagement Letter and withdrawal of the Firm from representation, as more fully discussed in Paragraph 11 ahead.

8. RETAINER: SECURITY AND ADVANCE PAYMENT OF FINAL INVOICE

This Engagement Letter shall not be effective until You have signed it and delivered a retainer in the amount of \$0. This retainer is not an estimate of the total charges which may be incurred. The retainer is: 1) a sum to be held as security for the Firm with respect to Your obligations to pay the fees and costs incurred by the Firm pursuant to the Engagement Letter; and 2) an advance payment to be applied to the Firm's final invoice in this matter. We expect that You

will live up to the terms and conditions of the Engagement Letter in full, in which case the full amount of the remaining retainer will be applied against the final invoice and any excess returned to You. However, should You become delinquent on the payment of any statement, we may in our discretion apply the retainer to the payment of that statement. In that event, You shall immediately restore the retainer to its full amount upon our request. Failure to restore the retainer upon our request shall constitute grounds for termination of this Engagement Letter and withdrawal from representation, as more fully discussed in Paragraph 11 ahead.

We also reserve the right to require, and You agree to provide, increases to the retainer should the time and expense required to carry out the representation contemplated by this Engagement Letter increase beyond that reasonably anticipated at the beginning of the engagement.

The case which is the subject of this Engagement Letter may resolve in one of a variety of different ways, including dismissal, settlement, or trial. Trial preparation and the actual trial of a case are the most time consuming part of any litigation engagement. We are likely, therefore, to require an increased retainer before we begin trial preparation. We will determine the amount of the increase in the retainer prior to the trial, based upon an estimate of time and costs that may be involved for trial preparation and trial. Failure to provide the increased retainer upon our request shall constitute grounds for termination of this Engagement Letter and withdrawal of the Firm from the representation as more fully discussed in Paragraph 11 ahead.

9. ATTORNEY LIEN

You hereby grant LBBS a lien on any and all claims or causes of action that are the subject of the representation under this Agreement. The lien will be in the amount of sums owing to LBBS at the conclusion of services performed plus any costs, attorney's fees, or interest to which LBBS may be entitled. The lien will attach to any recovery You may obtain, whether by arbitration award, judgment, order, settlement or otherwise arising out of or relating to all claims or causes of action that are the subject of the representation under this Agreement. The effect of such a lien is that LBBS may be able to compel payment of fees and costs from any such funds recovered by You even if LBBS has been discharged before the end of the case. As noted in Paragraph 15, You have the right to seek the advice of separate counsel with respect to this Agreement. This right applies to all of the provisions of this Agreement, but is especially important with respect to this paragraph granting the Firm lien rights which may affect Your property rights.

10. TERMINATION OF THE FIRM BY YOU

You shall have the right to terminate this Engagement Letter and discharge the Firm at any time. However, to be effective, termination or discharge of the Firm must be in writing. In such event, You authorize the Firm to make and retain a duplicate of Your file.

You shall bear all reasonable costs of transferring the new matter to counsel chosen by You.

The attorney client relationship between the Firm and You shall end upon discharge of the Firm by You pursuant to this paragraph. However, such discharge shall not relieve You of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the Firm's sole discretion to protect Your interests prior to court order substituting new counsel or permitting withdrawal of the Firm from the litigation.

11. WITHDRAWAL FROM REPRESENTATION BY THE FIRM

The Firm shall be permitted to withdraw from representation whenever required or permitted to do so by law. In addition, the Firm may withdraw as counsel at any time if withdrawal can be accomplished without material adverse effects on the interests of You, or if: 1) You persist in a course of action involving a lawyer's services that the lawyer reasonably believes to be criminal or fraudulent; 2) You have used the lawyer's services to perpetrate a crime or fraud; 3) You insist upon pursuing an objective that the lawyer considers repugnant or imprudent; 4) You fail substantially to fulfill an obligation to LBBS regarding the Firm's services (including, but not limited to, Your financial obligations under this Engagement Letter) after reasonable warning from the lawyer that the lawyer will withdraw unless the obligation is fulfilled; 5) the representation will result in an unreasonable financial burden on the lawyer or has been rendered unreasonably difficult by You; or 6) where other good cause for withdrawal exists.

12. DOCUMENT STORAGE POLICY

On termination of a matter, the Firm will maintain file documents for 10 years, or any alternate period as determined by Illinois. Upon termination of the matter, You have the right to take possession of the file. If You choose to take possession of the file, the firm may copy all or any part of the file. If You choose not to take possession of the file, the firm will retain the file pursuant to its document storage policy stated above.

13. CHOICE OF LAW/FORUM SELECTION

This Agreement is deemed to have been executed, and is intended to be performed in the state of Illinois, subject to its laws, regardless of whether services are actually rendered outside of the State. Any dispute arising from this Agreement shall be governed by the laws of the state of Illinois. The venue for the judicial resolution of such dispute shall be proper only within the state of Illinois.

14. NO PROMISES OR GUARANTEES

You understand that LBBS has made no representation or guarantee concerning the outcome of the matter set forth in the attached Schedule A.

15. RIGHT TO SEPARATE COUNSEL

You acknowledge having had the opportunity to seek the advice of separate counsel with respect to this Agreement.

16. LEGAL MALPRACTICE INSURANCE

As of the date of this letter, Lewis Brisbois Bisgaard & Smith LLP has errors and omissions (legal malpractice) insurance applicable to the services to be rendered pursuant to this Agreement, subject to any applicable deductible or self-insured retention.

17. MODIFICATION IN WRITING ONLY

No change to this Agreement shall be effective unless and until confirmed in writing and signed and acknowledged by the Firm and You making express reference to this Agreement. This Engagement Letter embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or other agreements, either oral or written, between the Firm and You.

18. COUNTERPARTS AND FACSIMILES EFFECTIVE

This Agreement may be signed in counterpart. Facsimile or imaged signature pages executed by the Firm or You shall be effective as original signatures.

Thank You for choosing Lewis Brisbois Bisgaard & Smith LLP as Your counsel with respect to the matter set forth in Schedule A.

We look forward to working with You and thank You once again for the opportunity to serve You, upon execution of this Engagement Letter.

Dated: _____

Accepted and agreed to:

By: _____
Name _____
Title: _____
Address: _____
Phone: _____
Fax: _____
E-mail _____

Mr. Christopher Conrad
December 17, 2021
Page 7

Very truly yours,

/s/ Michael P. McGinley

Michael P. McGinley of
LEWIS BRISBOIS BISGAARD & SMITH LLP

MPM

SCHEDULE "A":

SCOPE OF REPRESENTATION

SEE CITY OF HIGHLAND, ILLINOIS CONTRACT FOR LEGAL SERVICES

**CITY OF HIGHLAND, ILLINOIS
CONTRACT FOR LEGAL SERVICES**

THIS AGREEMENT ("Agreement") is entered into on the date passed by a majority of the corporate authorities of the City of Highland, Illinois, an Illinois Municipal Corporation ("City"), and Lewis Brisbois Bisgaard & Smith, LLP ("Lewis Brisbois"). The City desires to engage the legal services of Lewis Brisbois to represent City as its City Attorneys/Corporate Counsel, and Lewis Brisbois desires to perform legal work for City in connection with the terms herein.

NOW, THEREFORE, City and Lewis Brisbois mutually agree as follows:

In consideration of payment of the monthly fee, Lewis Brisbois agrees to ensure attendance by an attorney from Lewis Brisbois at the two (2) regularly scheduled City Council Meetings each month, the (1) regularly scheduled Combined Planning and Zoning Meeting each month, and other City meetings as are reasonably required. Lewis Brisbois agrees to make available attorneys as reasonably requested to receive and respond to telephone calls and emails originating from the Mayor, City Council, City Manager, Directors, Clerk and City Department Heads. Lewis Brisbois agrees to provide representation of City in connection with ordinance violations as reasonably required. Lewis Brisbois agrees to meet with the Mayor, City Council, City Manager, Clerk, City Department Heads, and residents of City as reasonably requested. Lewis Brisbois agrees to advise on legal issues and perform all routine business of the City as reasonably required by a City Attorney in the State of Illinois. City shall pay Lewis Brisbois the sum of \$16,800.00 per month for legal services rendered falling within the scope of this Agreement.

For all litigation matters and transaction matters, Lewis Brisbois must ensure that no impermissible legal conflict of interest exists. While no known conflicts exist at present, Lewis Brisbois is ethically bound to raise any legal conflicts which are later discovered during representation on a matter-by-matter basis and govern itself accordingly. Should a waivable legal conflict arise for which Lewis Brisbois

cannot obtain conflict waivers, the legal representation of City in said matter would be excluded from this agreement.

Excluded from the scope of legal services provided by Lewis Brisbois is anything outside the scope of this Agreement, including: labor negotiations and collection bargaining, civil litigation, and any specialized legal need not within the normal and ordinary scope of legal services provided. The legal services not within the scope of this Agreement can be performed on an “as-needed” basis by Lewis Brisbois with rates depending on the experience and expertise of the lawyer performing the work. For purposes of providing the City with an example of rates to be charged for “as-needed” legal work (outside the scope of the monthly fee arrangement), Lewis Brisbois may charge: \$250.00 per hour for Partners / Counsel; \$200.00 per hour for Associates; and \$125 per hour for paralegals. Rates to be agreed upon by Lewis Brisbois and the Mayor at the time of any “as-needed” legal work.

Lewis Brisbois agrees to discuss any proposed annual fee change or hourly rate change to coincide with the City’s fiscal year. Lewis Brisbois agrees to bill City monthly for all work performed according to this Agreement. This agreement shall run for a period of one year following the date of execution by Lewis Brisbois and City.

City of Highland, Illinois
Kevin B. Hemann, Mayor

Lewis Brisbois Bisgaard & Smith, LLP
Michael P. McGinley, Partner

SCHEDULE "B":

RATE SCHEDULE AND COST/EXPENSE ITEMS SCHEDULE

A. **Identification**

Client(s): Example

Matter: Example v. Example

B. **Flat Monthly Fee: \$16,800.00**

C. **Standard charges**

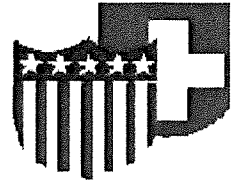
We charge for our time in minimum units of .1 hours (6 minutes).

D. **Costs and expenses incurred on Your behalf may include but are not limited to:**

Process server fees	At cost
Filing fees or other fees fixed by law or assessed by public agencies	At cost
Meals	At cost
Parking	At cost
Travel expenses including e.g., lodging, air fare, taxis, public transportation, car rental, and meals	At cost
Facsimiles	\$.25 per page
Deposition costs	At cost
Experts, consultants or investigators	At cost
Computer Research	
Word processing support	\$35.00 per hour
Mileage	At the Internal Revenue Service's business mileage reimbursement guidelines
Messenger and other delivery fees	At cost
Photocopying and other reproduction costs	In-house - \$0.10 per page Outside service-At cost
After hours building services (when dictated by special client need)	At cost

Expenditure Listing #1209
From 12/04/2021 to 12/17/2021

City of Highland
1115 Broadway, PO Box 218
Highland IL 62249



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 001 General Fund				
Department: 000 Balance Sheet Accounts				
7317	AMAZON CAPITAL SERVICES	QTY 1 -RUBBER BANDS, QTY 2- DVD-R BLANK DISCS, QTY 3- CD-R DISC	12/17/2021	105.71
7380	Highland's Tru Buy	GROCERIES	12/17/2021	266.47
7460	TRIPACK, INC.	Central Purchasing Supplies	12/17/2021	1,498.36
Total for Department: 000 Balance Sheet Accounts				1,870.54
Department: 011 General Admin				
ACH PAID	US POSTAL SERVICE	DECEMBER UTILITY BILLING POSTAL CHARGES	12/15/2021	2,697.59
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	3,735.75
7317	AMAZON CAPITAL SERVICES	QTY 2 - BABY CHANGING STATIONS FOR CITY HALL	12/17/2021	299.98
7320	Aramark Uniform Services	RUG SERVICE	12/17/2021	51.28
7334	C.A.V. Inc	SECURITY ALARM MONITORING 12-15-2021 TO 12-15-2022	12/17/2021	468.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	7,411.42
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	292.99
7345	COMPUSTITCH SCREEN PRINTING AND EMB	WORK SHIRTS FOR LISA LEJEUNE	12/17/2021	108.00
7352	DigitalArtz LLC	CITY HALL SHIELD DECAL AND INTALLATION	12/17/2021	75.27
7362	FRONTIER	PHONE CHARGES - ALARM	12/17/2021	46.81
7375	Highland Area Christian Servie	NOVEMBER GOOD SAMARITAN	12/17/2021	168.36
7376	Highland Chamber Of Commerce	CHRISTMAS LUNCHEON ATTENDEES - K.HEMANN, S.SLOAN, P. BELLM	12/17/2021	75.00
7377	Highland Communication Services	HCS SERVICES - HACSM	12/17/2021	551.98
7379	HIGHLAND OPTIMIST CLUB	HIGHLAND OPTIMIST CLUB SHOOTOUT	12/17/2021	3,500.00
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	4,872.33
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	453.54
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	72.20
7476	When To Work, Inc.	ONLINE SCHEDULING SERVICE FOR SCHEDULE/PAYROLL SOFTWARE	12/17/2021	275.00
Total for Department: 011 General Admin				25,155.50
Department: 012 Police Dept				
ACH PAID	CHARLES J BECHERER	INTERIM CHIEF OF POLICE PER CONTRACT	12/07/2021	5,000.00
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	1,124.38
7317	AMAZON CAPITAL SERVICES	MAT,DOORSTOPPER, CLEANING CLOTH, BROOM, SPACE HEATER, DOOR CHIME	12/17/2021	671.93
7318	Ameren Illinois	POLICE DEPT GAS UTILITIES	12/17/2021	892.92
7320	Aramark Uniform Services	RUG SERVICE	12/17/2021	60.70
7326	Better Newspapers Inc	TIMECARDS RECEIVED DEC	12/17/2021	73.50
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	8,715.29
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	1,195.05
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	15.40
7348	CORPORATE INTERIORS INC	EMS BEDS AND FURNITURE FOR BUNK ROOMS	12/17/2021	4,216.13
7362	FRONTIER	POLICE DEPT FAX LINE	12/17/2021	39.17
7364	Galls, LLC	FLASHLIGHT AND WAIST BELT	12/17/2021	160.57
7373	Heros In Style	UNIFORMS POLOS AND PANTS Z2	12/17/2021	483.84
7377	Highland Communication Services	POLICE TV/ PHONE/ INTERNET	12/17/2021	503.19
7378	Highland Community Title LLC	PURCHASE OF LAND 12866 TROXLER AVE FROM ST JOSEPH HOSPITAL	12/17/2021	998.00
7384	Rob Horner	BOOTS FOR HORNER	12/17/2021	170.96
7402	Brian McClenahan	TQ HOLSTER X2	12/17/2021	42.95
7404	Mark McKinney	SHIRTS AND SOCKS-MCKINNEY	12/17/2021	404.91
7405	METROLINE INC.	Polycom VVX 411 Business Media Phone	12/17/2021	4,726.80
7428	Ray O'Herron Co Inc	MCCOY OUTVEST AND BULLETPROOF VEST	12/17/2021	985.31
7430	Reding Tire & Battery Inc	CAR 6 OIL CHANGE	12/17/2021	29.45
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	5,138.55
7444	Brad Sutton	SUTTON-POLO SHIRTS AND HANGER	12/17/2021	87.19
7446	Tech Electronics Inc	SUBSCRIPTION MONITORING - PSB	12/17/2021	840.00
7456	TRANSUNION RISK AND ALTERNATIVE	TLO BACKGROUND CHECKS INVESTIGATIONS	12/17/2021	136.90
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	739.68
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	3,715.19
Total for Department: 012 Police Dept				41,167.96
Department: 013 Building & Zoning				
ACH PAID	BRIDGEPAY NETWORK SOLUTIONS	BRIDGEPAY FEE	12/09/2021	4.90
ACH PAID	CARDPOINT MERCHANT SERVICES	DECEMBER CREDIT CARD FEES	12/15/2021	271.11
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	46.50
7317	AMAZON CAPITAL SERVICES	STYLUS PEN FOR iPad	12/17/2021	31.99
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	1,743.05
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	16.64
7377	Highland Communication Services	COMMUNICATION CHARGE	12/17/2021	79.00
7380	Highland's Tru Buy	WATER	12/17/2021	208.32

7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	187.71
7443	SUMNER ONE, INC.	COLOR OVERAGE	12/17/2021	226.14
7450	The Kwik Konnection Printing Inc	LEGAL - PLANNING & ZONING	12/17/2021	210.00
7455	Torbis Decorating Shoppe Inc	CARPET FOR BREANNS OFFICE	12/17/2021	1,399.33
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	201.57
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	56.32
7484	Zobrist Electric Inc	FINAL BUILDING INSPECTIONS	12/17/2021	832.80

Total for Department: 013 Building & Zoning 5,515.38

Department: 014 Fire Dept

7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	2,674.88
7318	Ameren Illinois	GAS CHARGES - STATION # 1	12/17/2021	724.96
7325	Bestone Tire of Clinton Co	FLAT TIRE REPAIR, SERIVE CALL, TRUCK STEMS	12/17/2021	118.89
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	434.62
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	44.21
7362	FRONTIER	FIRE STATION # 2	12/17/2021	46.69
7365	GLOBAL TECHNICAL SYSTEMS, INC	KENWOOD RADIO REPAIR	12/17/2021	112.17
7377	Highland Communication Services	HCS SERVICES - FIRE STATION # 1	12/17/2021	2.00
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	155.44
7408	MIDWEST OCCUPATIONAL MEDICINE, LTD	HIGHLAND FIRE DEPT PHYSICALS	12/17/2021	2,365.00
7413	MUNICIPAL EMERGENCY SERVICES, INC.	LADDER/ESCAPE POMPIER BELT,M,L,XL,AC-17, DOOR STOP	12/17/2021	3,647.63
7424	PEARSON EDUCATION, INC.	EMERG MED RESPONDER & WORKBOOK EMERG MED	12/17/2021	2,221.81
7436	SENTINEL EMERGENCY SOLUTIONS	QTY 1 - ADAPTER 6" NHF X 5" NHM	12/17/2021	818.48
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	195.22
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	194.66

Total for Department: 014 Fire Dept 13,756.66

Department: 017 Streets / PW Admin

7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	1,215.75
7317	AMAZON CAPITAL SERVICES	QTY 3 - CARHARTT MEN'S FORCE COTTON DELMONT SHORT SLEEVE T-SHIRT	12/17/2021	65.97
7318	Ameren Illinois	Utilities	12/17/2021	217.79
7322	Aviston Lumber Company	3/8 x 4 Screw Bolt	12/17/2021	7.12
7330	Bradford National Bank	Street Sweeper	12/17/2021	3,900.97
7331	Broadway Battery & Tire	Refrigerator Service Call at PW.	12/17/2021	270.66
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	3,051.50
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	117.58
7345	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo on Coat - Kurtis Skogley	12/17/2021	32.00
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	113.17
7354	Dr. Wood Trees & Landscape	Tree Work Sector 2, Olive St. Stump removal	12/17/2021	3,850.00
7377	Highland Communication Services	Communication Services	12/17/2021	33.95
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	1,077.31
7388	JANSEN CHEVROLET	Truck # 62 Safety Inspection	12/17/2021	41.00
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	607.68
7397	London Shoe Shop	SAFETY BOOTS - NICHOLAS WINKELER	12/17/2021	200.00
7403	McKay Auto Parts Inc	Coupler	12/17/2021	220.67
7415	Northtown Auto & Tractor	Starting Fluid	12/17/2021	61.08
7416	Nu Way Concrete Forms Troy LLC	Rental - Roller, Trailer, Chains, Binder	12/17/2021	1,230.00
7417	Oates Associates Inc	Highland Parking Lot- Broadway & Zschokke St. Construct. Serv.	12/17/2021	1,947.50
7427	R P Lumber Co Inc	QTY 2 - PRIME LAP CONCRETE , QTY 2 - DUPLEX NAIL	12/17/2021	28.06
7432	Safe Supply Company Inc	Hydraulic Hoses, Hydraulic Couplings	12/17/2021	177.97
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	351.96
7442	STUTZ EXCAVATING INC	PCC Pvmnt. 6.5" over planned quantity,Materials removal & replace	12/17/2021	7,576.49
7461	Truck Centers Inc	Truck #57 Service, Maintenance, Repair	12/17/2021	2,578.41
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	243.93
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	296.61
7480	Woody's Municipal Supply	SNO - Rubber Tire - Snow Plow, Labor, Supplies- Snow Plow.	12/17/2021	995.32

Total for Department: 017 Streets / PW Admin 30,510.45

Total for Fund:001 General Fund 117,976.49

Fund: 006 TIF #1

Department: 006 TIF #1

7417	Oates Associates Inc	Detention Basin Impact on FEMA HWE	12/17/2021	675.00
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	827.50

Total for Department: 006 TIF #1 1,502.50

Total for Fund:006 TIF #1 1,502.50

Fund: 007 Community Development Fund

Department: 007 Community Development

7309	RICK D GRUENENFELDER	SANTA SERVICES 20 HRS.	12/09/2021	500.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	434.62
7352	DigitalArtz LLC	QTY 3 - YARD SIGNS FOR SANTA'S HOUSE	12/17/2021	57.93
7382	HO HO HARMONY LLC	SANTA SERVICES 7 HRS	12/17/2021	175.00
7399	M5 MANAGEMENT GROUP	2021 TAX INCENTIVE REIMBURSEMENT	12/17/2021	2,996.42
7409	FRANK MILOS	SANTA SERVICES 15 HRS	12/17/2021	375.00
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	2,275.98
7440	BILL SLOAN	SANTA SERVICES 2 HRS	12/17/2021	50.00
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	51.18

				Total for Department: 007 Community Development	6,916.13
				Total for Fund:007 Community Development Fund	6,916.13
Fund: 008 Motor Fuel Tax Fund					
Department: 008 Motor Fuel Tax					
7338	Christ Bros Inc	HMA SC "C" N50	12/17/2021	211.56	
7417	Oates Associates Inc	Matter Drive Reconstruction	12/17/2021	15,112.60	
7429	Red E Mix LLC	88 PCCEP32PP-1.,Winter Serv. 1% Calcium Chloride. Tic # 60135232	12/17/2021	1,525.00	
				Total for Department: 008 Motor Fuel Tax	16,849.16
				Total for Fund:008 Motor Fuel Tax Fund	16,849.16
Fund: 009 Parks & Rec Fund					
Department: 009 Korte Rec Center					
ACH PAID	CARDPOINT MERCHANT SERVICES	DECEMBER CREDIT CARD FEES	12/15/2021	485.81	
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	1,825.26	
7314	Albers Fire Prot. Equipment Inc.	Fire extinguisher check and recharge	12/17/2021	173.00	
7317	AMAZON CAPITAL SERVICES	LAMINATING POUCHES, SAFETY SIGN STICKERS	12/17/2021	52.95	
7318	Ameren Illinois	Gas utilities for the KRC	12/17/2021	1,192.50	
7326	Better Newspapers Inc	Holiday gift guide	12/17/2021	175.00	
7327	Bond & Fayette County Shopper	Christmas catalog	12/17/2021	250.00	
7333	BUILDINGSTARS INC	KRC cleaning service payment	12/17/2021	2,663.00	
7336	Capri Pools & Aquatics	CHEM PULSAR INFINITY TABLETS 25LB	12/17/2021	216.00	
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	2,612.29	
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	483.35	
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	784.60	
7350	Da-Com Digital Office Solutions	Printer contract fees	12/17/2021	231.63	
7362	FRONTIER	phone bill KRC	12/17/2021	162.67	
7377	Highland Communication Services	KRC wifi	12/17/2021	334.29	
7381	Hillyard St Louis Inc	brush prolite	12/17/2021	112.62	
7396	Linda Kues	Prorated refund for chance card she can no longer use	12/17/2021	45.00	
7431	JENN ROGERS	HOT DOGS & HOT DOG BUNS	12/17/2021	9.51	
7445	Switzer Food and Supplies	KRC concessions supplies	12/17/2021	191.00	
7446	Tech Electronics Inc	CENTRAL MONITORING - KRC	12/17/2021	485.21	
7451	The Lifeguard Store	Life guard suits and supplies	12/17/2021	139.40	
7454	KAMRYN TOLER	REIMBURSEMENT FOR POPCORN FROM DOLLAR GENERAL	12/17/2021	11.64	
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	51.18	
				Total for Department: 009 Korte Rec Center	12,687.91
Department: 016 Parks & Recreation					
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	1,981.33	
7312	ACS- ANDREAS CONSULTING SERVICES	Lake work with Heartlands	12/17/2021	1,980.00	
7315	Greg Allen	Muny Band Payroll 2021	12/17/2021	85.00	
7316	Sandra Allen	Muny Band Payroll 2021	12/17/2021	200.00	
7318	Ameren Illinois	Gas utilities for the shed	12/17/2021	102.57	
7323	Barco Products Company	MEMORIAL BENCH - ORVILLE & OLIVIA LANDMANN	12/17/2021	10,016.15	
7328	Ethan Boulanger	Muny Band Payroll 2021	12/17/2021	55.00	
7332	ELANA BROWN	Muny Band Payroll 2021	12/17/2021	55.00	
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	3,486.12	
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	350.11	
7341	City Utilities	UTILITIES - QUARTERBACK CLUB	12/17/2021	59.66	
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	28.81	
7358	Everlasting Etch	plaques for SL	12/17/2021	134.00	
7359	Buddy Ferguson	Muny Band Payroll 2021	12/17/2021	110.00	
7362	FRONTIER	phone bill Parks	12/17/2021	46.81	
7369	Grinnell Mutual Payment Center	Muny Band commercial lines policy	12/17/2021	335.00	
7372	HEARTLANDS CONSERVANCY	Lake grant writing work	12/17/2021	4,480.00	
7377	Highland Communication Services	WCC wifi	12/17/2021	19.90	
7380	Highland's Tru Buy	SENIOR DAY SUPPLIES	12/17/2021	66.60	
7383	Home Nursery Inc	acer rub redpointe	12/17/2021	222.85	
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	147.08	
7389	JOHN DEERE FINANCIAL	wire	12/17/2021	977.50	
7392	Heather Kastelein	Muny Band Payroll 2021	12/17/2021	55.00	
7395	Korte Meat Processing	Meat for senior day at the senior center	12/17/2021	100.00	
7400	Mastercard	Fabulous Fox trip	12/17/2021	5,537.58	
7415	Northtown Auto & Tractor	truck maint parts	12/17/2021	66.70	
7420	JAY OTIS	2021 MUNY BAND HOLIDAY PAYROLL	12/17/2021	55.00	
7421	Amy Page	Muny Band Payroll 2021	12/17/2021	110.00	
7425	Pepsi	WCC concessions supplies	12/17/2021	512.53	
7427	R P Lumber Co Inc	QTY 2 - 1X4X8 #2 WHITE PINE	12/17/2021	12.00	
7429	Red E Mix LLC	concrete at frank watson parkway	12/17/2021	274.00	
7438	Kyle Simpson	Muny Band Payroll 2021	12/17/2021	55.00	
7443	SUMNER ONE, INC.	WCC printer	12/17/2021	52.00	
7445	Switzer Food and Supplies	WCC concessions supplies	12/17/2021	188.83	
7459	CHRIS TRIMBLE	Muny Band Payroll 2021	12/17/2021	55.00	
7468	Vandalia Bus Lines Inc	science center bus	12/17/2021	2,335.00	
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	285.34	
7472	Sandra D. Wakefield	Muny Band Payroll 2021	12/17/2021	55.00	
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	1,644.15	
7477	BROCK WILKINSON	Muny Band Payroll 2021	12/17/2021	110.00	

7478	William F. Brockman Co	WCC concession items	12/17/2021	336.04
			Total for Department: 016 Parks & Recreation	36,778.66
Department: 503 Swimming Pool Fund				
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	513.16
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	869.24
			Total for Department: 503 Swimming Pool Fund	1,382.40
Department: 715 Cemetery Fund				
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	55.75
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	77.86
7389	JOHN DEERE FINANCIAL	bristle brush	12/17/2021	207.44
7391	Kalmer Landscape Supply	TOPSOIL - CEMETERY	12/17/2021	314.16
7429	Red E Mix LLC	3/4 rock at the cemetery	12/17/2021	3,401.25
			Total for Department: 715 Cemetery Fund	4,056.46
			Total for Fund:009 Parks & Rec Fund	54,905.43
Fund: 010 TIF #2 Northside				
Department: 010				
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	827.50
			Total for Department: 010	827.50
			Total for Fund:010 TIF #2 Northside	827.50
Fund: 012 Business District A				
Department: 012 Police Dept				
7417	Oates Associates Inc	Highland Parking Lot- Broadway & Zschokke St. Construct. Serv.	12/17/2021	505.00
7442	STUTZ EXCAVATING INC	PCC Pvmnt. 6.5" over planned quantity,Materials removal & replace	12/17/2021	7,576.48
			Total for Department: 012 Police Dept	8,081.48
			Total for Fund:012 Business District A	8,081.48
Fund: 050 Street NHR Construction				
Department: 050 Street NHR Construction				
7417	Oates Associates Inc	Bellm & Iberg Rd. ROW Study	12/17/2021	5,445.00
			Total for Department: 050 Street NHR Construction	5,445.00
			Total for Fund:050 Street NHR Construction	5,445.00
Fund: 101 Electric Fund				
Department: 000 Balance Sheet Accounts				
ACH PAID	AMERICAN EXPRESS	DECEMBER CREDIT CARD FEES	12/15/2021	488.45
ACH PAID	CARDPOINT MERCHANT SERVICES	DECEMBER CREDIT CARD FEES	12/15/2021	140.43
ACH PAID	IMEA	NOVEMBER PURCHASE POWER	12/17/2021	-45,568.33
ACH PAID	MERCHANT TRANSACT	WEB PROCESSING FEE	12/15/2021	3,637.54
ACH PAID	SPRINGBROOK SOFTWARE LLC	NOVEMBER ACH SERVICES	12/16/2021	710.40
7302	SIR JAMES ADDIE IV	Refund Check 021927-000	12/08/2021	36.69
7303	DANA BIVENS	Refund Check 018728-001	12/08/2021	15.10
7304	JENNIFER BOYER	Refund Check 014674-001	12/08/2021	108.78
7305	ALLON CASTELLI	Refund Check 022169-000	12/08/2021	12.25
7306	HEATHER DAY	Refund Check 022649-000	12/08/2021	60.22
7307	JEFF GARNER PROPERTIES	Refund Check 022492-000	12/08/2021	20.54
7308	JAKE TAYLOR	Refund Check 022391-000	12/08/2021	14.63
			Total for Department: 000 Balance Sheet Accounts	-40,323.30
Department: 101 Electric Admin				
ACH PAID	IL Dept Of Revenue	NOVEMBER UTILITY TAX	12/15/2021	29,135.40
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	28,188.24
7317	AMAZON CAPITAL SERVICES	ELECTRONIC WIPES	12/17/2021	194.10
7320	Aramark Uniform Services	RUG SERVICE	12/17/2021	136.18
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	1,308.43
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	78.69
7377	Highland Communication Services	COMMUNICATION CHARGE	12/17/2021	99.85
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	703.90
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	3,500.00
7441	SPRINGBROOK HOLDING COMPANY LLC	NOVEMBER CIVIC PAY TRANSACTION FEE	12/17/2021	1,381.00
7443	SUMNER ONE, INC.	COLOR OVERAGE	12/17/2021	136.33
7465	UPS	SHIPPING CHARGE	12/17/2021	8.52
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	201.91
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	229.29

Total for Department: 101 Electric Admin 65,301.84

Department: 102 Electric Production

ACH PAID	IMEA	NOVEMBER PURCHASE POWER	12/17/2021	746,816.94
7320	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	12/17/2021	154.90
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	434.62
7377	Highland Communication Services	COMMUNICATION CHARGE	12/17/2021	2.00
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	301.29
7437	SERVICE LIGHTING & ELECTRICAL SUPPLIE	LIGHTS FOR ELECTRIC BUILDING	12/17/2021	157.54
7462	TURF GATOR LLC	FERTILIZED THE ROUND ABOUTS	12/17/2021	100.00
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	915.36

Total for Department: 102 Electric Production 748,882.65

Department: 104 Electric Distribution

7319	ANIXTER, INC.	J822004	12/17/2021	9,385.00
7322	Aviston Lumber Company	FOAN SEALANT FOR INSULATING GARAGE DOOR	12/17/2021	128.23
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	3,920.74
7366	Graybar	T4032557	12/17/2021	2,991.47
7380	Highland's Tru Buy	WATER	12/17/2021	208.32
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	1,006.02
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	465.33
7390	JOHN SAKACH CO	QTY 1 - SPLICE EYE ON ONE END OF CUSTOMER 3/4" DBL BRAID ROPE	12/17/2021	65.00
7403	McKay Auto Parts Inc	OIL DRY	12/17/2021	25.56
7418	Mike Odorizzi	POLE TESTING	12/17/2021	1,170.00
7419	O'Reilly Automotive Inc.	QTY 1 - OIL FILTER, FUEL FILTER, AIR FILTER	12/17/2021	704.08
7457	Trendy Tees & More LLC	LOGO ON WORK SHIRTS	12/17/2021	36.00
7458	Tri Ford Inc	TRUCK 50 TUBE	12/17/2021	82.79
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	237.58
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	204.87

Total for Department: 104 Electric Distribution 20,630.99

Total for Fund:101 Electric Fund 794,492.18

Fund: 111 FTTP Fund

Department: 000

7324	LYDIA BELLM	HCS REFUND FOR ACCOUNT # 301639	12/17/2021	24.37
7355	LEONARD DRDA	HCS REFUND FOR ACCOUNT # 353434	12/17/2021	205.52
7357	CHRISTIE ETLING	HCS REFUND FOR ACCOUNT # 311856	12/17/2021	44.94
7361	CINDY FORD	HCS REFUND FOR ACCOUNT # 500528	12/17/2021	26.47
7393	KERRY KAUFMAN	HCS REFUND FOR ACCOUNT # 414370	12/17/2021	27.74
7398	DIANA LUBER	HCS REFUND FOR ACCOUNT # 309013	12/17/2021	33.48
7406	JOANN MICHAEL	HCS REFUND FOR ACCOUNT # 527105	12/17/2021	58.84
7411	TERRY MOORE	HCS REFUND FOR ACCOUNT # 385519	12/17/2021	32.02
7412	MAC MORLAND	HCS REFUND FOR ACCOUNT # 312500	12/17/2021	9.27
7479	AL WILSON	HCS REFUND FOR ACCOUNT # 302829	12/17/2021	27.30

Total for Department: 000 489.95

Department: 111

ACH PAID	CARDPOINT MERCHANT SERVICES	DECEMBER CREDIT CARD FEES	12/15/2021	1,641.60
ACH PAID	RELIAFUND	HCS ACH PROCESSING FEES	12/15/2021	193.26
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	12,243.91
7311	4COM Inc	DECEMBER 2021 PROGRAMMING	12/17/2021	11,295.01
7318	Ameren Illinois	GAS CHARGES - HCS	12/17/2021	75.10
7320	Aramark Uniform Services	RUG SERVICE	12/17/2021	91.70
7335	Calix Networks Inc	4 yr Extended Warranty 721 and 727s	12/17/2021	1,360.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	2,612.30
7339	Home Box Office Cinemax	DECEMBER VIDEO CONTENT	12/17/2021	20.00
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	8.02
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	17.44
7367	GREAT LAKES DATA SYSTEMS	SMS OUTBOUND MESSAGING FEES	12/17/2021	1,350.00
7371	Home Box Office HBO	DECEMBER VIDEO CONTENT	12/17/2021	7.50
7377	Highland Communication Services	HCS SERVICES	12/17/2021	507.36
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	145.35
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	65.50
7410	MOMENTUM TELECOM, INC.	DECEMBER VOICE CONTENT FEE ACCT # 325794	12/17/2021	10,575.20
7426	PERSONAL PREFERENCE SERVICES	MONTHLY CLEANING SERVICES - HCS	12/17/2021	69.00
7430	Reding Tire & Battery Inc	OLF 6 QTS, CANNISTER FILTER	12/17/2021	40.99
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	1,750.00
7439	SINCLAIR TELEVISION GROUP, INC.	NOVEMBER 2021 SUBSCRIBER COUNTS	12/17/2021	4,546.58
7447	TEGNA	NOVEMBER VIDEO CONTENT FEE	12/17/2021	5,962.00
7450	The Kwik Konnection Printing Inc	11/17/21 - 3 COL. X 6" AD W/ COLOR (VICTORY TV)	12/17/2021	216.00
7453	TIVO PLATFORM TECHNOLOGIES LLC	NC PT MOBI-679.5 ACCTS,112 NDVR ADDTL USSAGE,338 STREAMS ADDTL	12/17/2021	5,292.75
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	328.65
7471	VIVICAST MEDIA, LLC	VIDEO CONTENT FEE	12/17/2021	55,818.96
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	117.26
7483	Duane E. Zobrist	DECEMBER SIGN RENTAL -RTE 160 & HIGHLAND RD BY AMERICAN LEGION	12/17/2021	100.00

Total for Department: 111 116,451.44

Total for Fund:111 FTTP Fund 116,941.39

Fund: 201 Water Fund

Department: 000 Balance Sheet Accounts

7302	SIR JAMES ADDIE IV	Refund Check 021927-000	12/08/2021	9.84
7303	DANA BIVENS	Refund Check 018728-001	12/08/2021	5.48
7307	JEFF GARNER PROPERTIES	Refund Check 022492-000	12/08/2021	13.54
7308	JAKE TAYLOR	Refund Check 022391-000	12/08/2021	1.94

Total for Department: 000 Balance Sheet Accounts 30.80

Department: 201 Water Admin

7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	10,652.20
7318	Ameren Illinois	Utilities	12/17/2021	183.91
7331	Broadway Battery & Tire	Refrigerator Purchase at PW.	12/17/2021	270.67
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	434.62
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	77.04
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	2,909.50
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	1,750.00
7441	SPRINGBROOK HOLDING COMPANY LLC	NOVEMBER CIVIC PAY TRANSACTION FEE	12/17/2021	552.40
7450	The Kwik Konnection Printing Inc	Water Division Notice - Pioneer Posting 11/17/21	12/17/2021	27.50
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	51.18

Total for Department: 201 Water Admin 16,909.02

Department: 202 Water Production

7310	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo on Shirts - Reissued check	12/13/2021	40.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	1,743.05
7346	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	12/17/2021	17.04
7349	Curry & Associates Engineers Inc	Concrete Repairs for Silver Lake Spillway	12/17/2021	4,724.52
7353	DPC Enterprises, L.P	Chlorine Gas	12/17/2021	580.00
7363	Frost Electric Supply Co. Inc.	Eiko LED 12WT - 4'	12/17/2021	150.00
7370	Hach Company	Hach yearly equipment maintenance contract	12/17/2021	8,709.00
7377	Highland Communication Services	Communication Services	12/17/2021	121.45
7386	Illinois Electric Inc	On Site T/S 125 HP VFD	12/17/2021	451.00
7387	ISAWWA	IEPA training - Danielle Schaake	12/17/2021	56.00
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	213.52
7394	Korte & Luitjohan Contr Inc	HIGHLAND SPILLWAY WALL REP HWY 143	12/17/2021	46,985.93
7423	PDC Laboratories Inc	Fluoride by probe	12/17/2021	134.48
7452	The Mail Box Store	SHIPPING CHARGES - WATER DEPT	12/17/2021	49.22
7467	USALCO	Poly-Aluminum Chloride (Delpac2950)	12/17/2021	9,220.80
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	93.05
7473	Water Solutions Unlimited	Caustic Soda 50%	12/17/2021	1,679.00
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	70.81
7481	ZELLER TECHNOLOGIES, INC.	High Service Pump #2 VFD Replacement	12/17/2021	7,822.50

Total for Department: 202 Water Production 82,861.37

Department: 203 Water Distribution

7310	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo on Shirts - Reissued Check	12/13/2021	28.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	654.22
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	9.48
7342	Coe Equipment Inc	Debris Hose, Rubber 8x62	12/17/2021	253.03
7345	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo - 2 Sweatshirts - Dustin Gilomen	12/17/2021	8.00
7351	Dave Schmidt Truck Service Inc	Repair -Truck # 48 Hoses, Fittings, Parts	12/17/2021	582.63
7356	Essenpreis Plumbing & Htg	6- 3/4" angle stops	12/17/2021	91.50
7377	Highland Communication Services	Communication Services	12/17/2021	4.48
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	240.43
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	182.14
7407	Midwest Municipal Supply Inc	Supplies	12/17/2021	1,023.51
7414	Navy Brand	Big Red, Navy Shield	12/17/2021	239.56
7415	Northtown Auto & Tractor	1/2 DR HX Bit Set SAE, 5 PC Pin Punch Set	12/17/2021	32.99
7419	O'Reilly Automotive Inc.	Antifreeze	12/17/2021	32.97
7430	Reding Tire & Battery Inc	Flat Tire Repair Tube	12/17/2021	15.00
7435	Schulte Supply Inc	1" x CTSPJ Corporation Stop	12/17/2021	2,588.28
7448	Teklab Inc	Coliform Total Membrane Filter	12/17/2021	265.20
7464	United Rentals Inc	Male Couplers, Hex Nipples	12/17/2021	41.50
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	144.38
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	270.36

Total for Department: 203 Water Distribution 6,707.66

Total for Fund:201 Water Fund 106,508.85

Fund: 301 Sewer Fund

Department: 000 Balance Sheet Accounts

7302	SIR JAMES ADDIE IV	Refund Check 021927-000	12/08/2021	10.04
7303	DANA BIVENS	Refund Check 018728-001	12/08/2021	5.65
7307	JEFF GARNER PROPERTIES	Refund Check 022492-000	12/08/2021	13.75
7308	JAKE TAYLOR	Refund Check 022391-000	12/08/2021	1.97

Total for Department: 000 Balance Sheet Accounts 31.41

Department: 301 Sewer Admin

7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	9,402.20
7331	Broadway Battery & Tire	Refrigerator Service Call at PW.	12/17/2021	270.67
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	434.62
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	42.32
7377	Highland Communication Services	Communication Services	12/17/2021	204.00
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	1,750.00
7441	SPRINGBROOK HOLDING COMPANY LLC	NOVEMBER CIVIC PAY TRANSACTION FEE	12/17/2021	552.40
7474	WELLS FARGO VENDOR FIN SERV	Ricoh Copier IM C3500	12/17/2021	197.84

Total for Department: 301 Sewer Admin 12,854.05

Department: 303 Sewer Collection

7310	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo on Shirts - Reissue Check	12/13/2021	28.00
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	654.22
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	9.48
7342	Coe Equipment Inc	Debris Hose, Rubber 8x62	12/17/2021	253.02
7345	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo - 2 Sweatshirts - Dustin Gilomen	12/17/2021	8.00
7349	Curry & Associates Engineers Inc	Force Main Gravity Sewer & Pump Station@ Intersect. VHP- Rte. 40	12/17/2021	243.75
7351	Dave Schmidt Truck Service Inc	Repair -Truck # 48 Hose, Fittings, Parts	12/17/2021	582.62
7377	Highland Communication Services	Communication Services	12/17/2021	4.47
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	240.43
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	182.15
7407	Midwest Municipal Supply Inc	Supplies	12/17/2021	973.16
7414	Navy Brand	Big Red, Navy Shield	12/17/2021	239.56
7415	Northtown Auto & Tractor	1/2 DR HX Bit Set SAE, 5 PC Pin Punch Set	12/17/2021	32.99
7419	O'Reilly Automotive Inc.	Antifreeze	12/17/2021	32.97
7430	Reding Tire & Battery Inc	Flat Tire Repair Tube	12/17/2021	15.00
7450	The Kwik Konnection Printing Inc	Trunk Sewer Rehab. Project - Pioneer Posting 11/3 & 11/10/21	12/17/2021	480.00
7464	United Rentals Inc	Male Couplers, Hex Nipples	12/17/2021	41.50
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	30.00
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	270.36

Total for Department: 303 Sewer Collection 4,321.68

Department: 304 Water Reclamation Facility

7310	COMPUSTITCH SCREEN PRINTING AND EMB	City Logo on Shirts - Reissue Check	12/13/2021	24.00
7317	AMAZON CAPITAL SERVICES	QTY 1 - GEARWRENCH 84 PC SOCKET SET	12/17/2021	99.58
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	1,743.06
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	3.68
7360	Ferrellgas	PROPANE -SEWER PLANT	12/17/2021	666.04
7377	Highland Communication Services	Communication Services	12/17/2021	149.99
7389	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING SUPPLIES	12/17/2021	14.99
7466	USA Blue Book	Supplies, Signs, Gloves	12/17/2021	1,101.28
7469	Vandevanter Engineering Inc	Clarifier Troubleshoot - Influent Pump Station	12/17/2021	2,300.00
7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	123.20
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	210.35

Total for Department: 304 Water Reclamation Facility 6,436.17

Department: 305 WRF Pretreatment

7343	KIMBERLY A. COLE	PRETREATMENT CONSULTING, DATA MANAGEMENT/COMPLIANCE REVIEW	12/17/2021	1,556.25
7448	Teklab Inc	Annual Industrial Crosschecks	12/17/2021	606.40

Total for Department: 305 WRF Pretreatment 2,162.65

Total for Fund:301 Sewer Fund 25,805.96

Fund: 401 Ambulance Fund

Department: 000 Balance Sheet Accounts

ACH PAID	CARDPOINT MERCHANT SERVICES	DECEMBER CREDIT CARD FEES	12/15/2021	399.22
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Total for Department: 000 Balance Sheet Accounts 399.22

Department: 401 Ambulance Fund

7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	532.75
7313	Airgas USA,LLC	OXYGEN	12/17/2021	123.69
7321	AT&T MOBILITY	EMS AIR CARDS	12/17/2021	63.20
7329	Bound Tree Medical, LLC	EMS SUPPLIES	12/17/2021	1,228.86
7337	CDW G Inc	SURVEYMONKEY.COM RENEWAL	12/17/2021	3,051.49
7340	City Of Highland	NOVEMBER CENTRAL PURCHASING	12/17/2021	31.78
7344	COMMERCIAL ACCEPTANCE CO	NOVEMBER COLLECTION AGENCY DUES	12/17/2021	291.32
7347	Daniel Cook	AMBULANCE REFUND	12/17/2021	112.08
7365	GLOBAL TECHNICAL SYSTEMS, INC	RADIO REPAIR EMS PORT 8 - LABOR	12/17/2021	225.00
7368	PEARL GREENWOOD	AMBULANCE REFUND	12/17/2021	19.52
7374	HFS Bureau of Fiscal Operations- GEMT	PROCEDURE CODE A0429, A0427, A0429, A0427	12/17/2021	54,738.95
7377	Highland Communication Services	HCS SERVICES - EMS	12/17/2021	284.35
7385	Huels Oil Co	NOVEMBER DIESEL FUEL	12/17/2021	1,431.13
7401	WANDA MAY	AMBULANCE REFUND	12/17/2021	99.22
7422	BRADEN PATTERSON	SAFETY BOOTS - BRADEN PATTERSON	12/17/2021	80.00
7433	SANDBERG PHOENIX & VON GONTARD P.C.	Legal Services	12/17/2021	469.27
7463	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE / USAGE	12/17/2021	180.20

7470	Verizon Wireless - State	VERIZON CELL PHONE CHARGES	12/17/2021	260.62
7475	WEX BANK	NOVEMBER FUEL	12/17/2021	204.48
7482	ZirMed INC.	MONTHLY MANAGEMENT FEE / REMITTANCE ADVICE ACCESS FEE	12/17/2021	143.55
7485	Zoll Data Systems Inc	HOSTED BILLING PRO - 3 YEAR (01/01/2022 - 01/31/2022) - QTY 125	12/17/2021	262.12
			Total for Department: 401 Ambulance Fund	63,833.58
			Total for Fund:401 Ambulance Fund	64,232.80
Fund: 702 Police Pension Fund				
Department: 702 Police Pension Fd				
7449	THE HOWARD E NYHART CO. INC.	ACTUARIAL & ADMIN SERV 11/1/2021 TO 11/30/2021	12/17/2021	2,750.00
			Total for Department: 702 Police Pension Fd	2,750.00
			Total for Fund:702 Police Pension Fund	2,750.00
Fund: 705 Audit Fund				
Department: 705 Audit				
7434	Scheffel Boyle	AUDIT AND GATA SERVICES	12/17/2021	26,740.00
			Total for Department: 705 Audit	26,740.00
			Total for Fund:705 Audit Fund	26,740.00
Fund: 706 Liability Insurance				
Department: 706 Liability Insurance				
7288	ILLINOIS MUNICIPAL LEAGUE RMA	2022 ANNUAL CONTRIBUTION - 1ST INSTALLMENT PAYMENT	12/07/2021	71,245.19
			Total for Department: 706 Liability Insurance	71,245.19
			Total for Fund:706 Liability Insurance	71,245.19
Fund: 713 Solid Waste Fund				
Department: 000 Balance Sheet Accounts				
7304	JENNIFER BOYER	Refund Check 014674-001	12/08/2021	70.67
7305	ALLON CASTELLI	Refund Check 022169-000	12/08/2021	4.13
7307	JEFF GARNER PROPERTIES	Refund Check 022492-000	12/08/2021	31.98
7308	JAKE TAYLOR	Refund Check 022391-000	12/08/2021	4.88
			Total for Department: 000 Balance Sheet Accounts	111.66
Department: 713 Solid Waste Fund				
7441	SPRINGBROOK HOLDING COMPANY LLC	NOVEMBER CIVIC PAY TRANSACTION FEE	12/17/2021	276.20
			Total for Department: 713 Solid Waste Fund	276.20
			Total for Fund:713 Solid Waste Fund	387.86
			<u>Grand Total</u>	<u>\$ 1,421,607.92</u>

Accepted by City Council December 20,2021

Mayor:

Clerk: