

**AGENDA  
REGULAR SESSION  
HIGHLAND CITY COUNCIL  
HIGHLAND AREA SENIOR CENTER  
187 WOODCREST DRIVE  
MONDAY, DECEMBER 18, 2023  
6:30 PM**

**NOTE:** This is an in person meeting. However, 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:**

- A. **MOTION** – Approve Minutes of December 4, 2023 Regular Session (attached)

**PUBLIC HEARING**

A Public Hearing to consider whether the City should enter into a proposed Annexation Agreement with agents acting on behalf of DSM Family LLC, to establish terms and conditions for annexation of real estate to the City of Highland.

**PUBLIC FORUM:**

- A. Citizens' Requests and Comments:
  - 1. Highland Speedway 2024 Calendar of Events – Kurt Vonder Haar, Representative (attached)

<p><b>Anyone wishing to address the Council on any subject may do so at this time. Please come forward to the podium and state your name. Per Ordinance No. 3299, please limit your comments to 4 minutes or less.</b></p>
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- B. Requests of Council:

- C. Staff Reports:

**NEW BUSINESS:**

- A. **MOTION** – Bill #23-125/ORDINANCE Amending the 2023-2024 Budget (attached)
- B. **MOTION** – Bill #23-126/ORDINANCE for Levy, Assessment and Collection of Taxes (attached)
- C. **MOTION** – Bill #23-127/RESOLUTION Authorizing Execution of Annexation Agreement with DSM Family LLC (attached)
- D. **MOTION** – Bill #23-128/ORDINANCE Annexing Certain Territory to the City of Highland, Owned by Duane Steiner and Melanie Steiner, on Behalf of DSM Family LLC, Specifically: PPN 01-1-24-06-00-000-025.002  
PPN 01-1-24-07-00-000-002  
PPN 01-1-24-06-00-000-020, and  
PPN 01-1-24-06-00-000-019.001 (attached)

**Continued**

- E. **MOTION** – Bill #23-129/RESOLUTION Making Separate Statement of Findings of Fact in Connection with Ordinance Granting Special Use Permit for a Short-Term Rental within the C-2 Zoning District at 1014 Laurel Street (attached)
- F. **MOTION** – Bill #23-130/ORDINANCE Granting a Special Use Permit to Warson Development, LLC to Allow a Short-Term Rental within the C-2 Zoning District at 1014 Laurel Street (attached)
- G. **MOTION** – Bill #23-131/RESOLUTION Waiving Competitive Bidding Requirement and Approving and Authorizing the Purchase of Office Furniture, and Other Needed Products and Materials for City Hall Renovation, From Global Furniture Group, Through the State of Illinois Joint Purchasing Program as a Sole Source Purchase (attached)
- H. **MOTION** – Bill #23-132/ORDINANCE Declaring Personal Property of the City Surplus and Authorizing Its Sale and/or Disposal, Specifically One Pelican Street Sweeper and One Freightliner Dump Truck (attached)
- I. **MOTION** – Approve a Notice of Municipal Letting, Bid #PW-07-23, for the Purchase of New Diesel Fuel Tank and Dispensing System (attached)
- J. **MOTION** – Award Bid #E-05-23, for Purchase of Replacement Lighting Fixtures for Rinderer Park (attached)

**REPORTS:**

- A. **MOTION** – Accepting Expenditures Reports No. 1255 for Nov. 18 through Dec. 1, 2023 and Nos. 1256 for Dec. 2, through Dec. 15, 2023 (attached)

**EXECUTIVE SESSION:**

The City Council may conduct an Executive Session pursuant to the Illinois Open Meetings Act, only after citing exemptions allowing such meeting.

**ADJOURNMENT:**

**Continued**



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Jackie Heimburger, ADA Coordinator, by 9:00 AM on Monday, December 18, 2023.

**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:**

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. Anyone dialing in 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](mailto: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](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.

## **CITY OF HIGHLAND PUBLIC NOTICE**

The City Council of the City of Highland, Illinois, will hold a Public Hearing on Monday, December 18, 2023, at 6:30 PM at the Highland Area Seniors Center, 187 Woodcrest Drive, to consider whether the City should enter into a proposed Annexation Agreement with agents acting on behalf of DSM Family LLC, to annex real estate located in the 12000 block of Highland Road, as described below, to the City of Highland upon the terms and conditions of the agreement.

The legal description of the real estate is:

### PARCEL 1

The South Half of the Northeast Quarter of the Southwest Quarter of Section Six (6), Township Three (3) North, Range Five (5) West of the Third Principal Meridian, situated in Madison County, Illinois. AND

The Southeast Quarter of the Southwest Quarter of Section Six (6) in Township 3 North, Range Five (5) West of the Third Principal Meridian, situated in the County of Madison and State of Illinois.

Permanent Parcel Number 01-1-24-06-00-000-025.002

### PARCEL 2

The Northeast Quarter of the Northwest Quarter of Section Seven (7), in Township 3 North, Range 5 West of the Third Principal Meridian, situated in the County of Madison and State of Illinois.

Permanent Parcel Number 01-1-24-07-00-000-002

### PARCEL 3

The West 50 feet of the following described tract of real estate, to-wit: Beginning at a point on the North line of the Southwest Quarter of Section 6, Township 3 North, Range 5 West of the Third Principal Meridian, 623 feet West of the Northeast corner of said Southwest Quarter of Section 6, thence West a distance of 580 feet to the Northwest corner of the Northeast Quarter of said Southwest Quarter Section 6, thence South on and along the West line of the Northeast Quarter of the Southwest Quarter of said Section 6 a distance of 660 feet to the Southwest corner of the North one-half of the said Northeast Quarter of the Southwest Quarter of Section 6, thence East on and along the South line of said North one-half of the Northeast Quarter of the Southwest Quarter of Section 6 a distance of 580 feet to a point, thence to the point of Beginning.

Situated in Madison County, Illinois

Permanent Parcel Number 01-1-24-06-00-000-020

### PARCEL 4

Part of the North Half of the Northeast Quarter of the Southwest Quarter of Section 6, Township 3 North, Range 5 West of the 3<sup>rd</sup> Principal Meridian, Madison County, Illinois, more particularly described as follows:

Commencing at the West Quarter corner of Section 6, Township 3 North, Range 5 West of the 3<sup>rd</sup> Principal Meridian, Madison County, Illinois; thence North 87 degrees 36 minutes 00 seconds East a distance of 2406.66 feet along the North line of the Southwest Quarter of said Section 6 to a Brass Monument marking the center of said Section 6; thence South 00 degrees 44 minutes 46 seconds East a distance of 33.01 feet along the East line of said Southwest Quarter to a point on the Southerly right of way of Old US Route 40 (Highland Road), said point also being the point of beginning of the land to be herein described; running thence South 00 degrees 44 minutes 46 seconds East a distance of 628.07 feet along the East line of said Southwest Quarter to the Southeast corner of the North Half of the Northeast Quarter of said Southwest Quarter; thence South 87 degrees 57 minutes 36 seconds West a distance of 399.94 feet along the South line of said North Half; thence North 00 degrees 44 minutes 46 seconds West a distance of 625.56 feet along a line parallel to the East line of said Southwest Quarter to a point on the Southerly right of way of Old US Route 40 (Highland Road); thence North 87 degrees 36 minutes 00 seconds East a distance of 400.00 feet along said Southerly right of way line, said line also being parallel to and 33 feet South of the North line of said Southwest Quarter, to the point of beginning.

Situated in Madison County, Illinois.

Permanent Parcel Number 01-1-24-06-00-000-019.001

Published by Order of the Highland City Council  
Chris Conrad, City Manager

WORLD FAMOUS

# HIGHLAND Speedway

## 2024 SCHEDULE

### APRIL

- 2 OPEN PRACTICE
- 13 LM/MOD/PM/SS/WARRIOR
- 20 MARS MODS/PM/SS/MICRO
- 27 LM/MOD/PM/SS

### MAY

- 4 MOWA SPRINT/MOD/PM/SS  
MICRO/WARRIOR
- 7 OPEN PRACTICE
- 18 MARS LM & MODS  
PM/SS/MICRO
- 25 LM/MOD/PM/SS/WARRIOR

### JUNE

- 1 MOD/PM/SS/MICRO/WARRIOR
- 4 OPEN PRACTICE
- 8 LM/MOD/PM/SS
- 15 LM/MOD/PM/SS
- 29 SUMMER NATS LM/MOD/PM

### JULY

- 2 OPEN PRACTICE
- 6 LM/MOD/PM/SS
- 13 MOD/PM/SS/MICRO/WARRIOR
- 20 JOSH MELTON MEMORIAL  
MOD/PM/SS/WARRIOR
- 24 CHALLENGE OF CHAMPIONS  
LM/MOD/PM

### AUGUST

- 3 LOL NIGHT LM/MOD/PM/SS
- 6 OPEN PRACTICE
- 10 MOD/PM/SS/MICRO/WARRIOR
- 14 WORLD OF OUTLAWS LM/MOD
- 17 MOD/PM/SS/MICRO/WARRIOR
- 24 LM/MOD/PM/SS

### SEPTEMBER

- 3 OPEN PRACTICE
- 7 CHAMPIONSHIP NIGHT  
LM/MOD/PM/SS
- 14 XTREME OUTLAW MIDGETS  
MOWA SPRINT/MICRO
- 27 24 HOUR LAPS FOR LEAPS

[WWW.HIGHLANDSPEEDWAY.COM](http://WWW.HIGHLANDSPEEDWAY.COM)

SUBJECT TO CHANGE



# City of Highland

## Finance Department

MEMO TO: Chris Conrad, City Manager  
FROM: Reanna Ohren, Director of Finance  
SUBJECT: Budget Amendment  
DATE: December 18, 2023

I have prepared an ordinance for the upcoming agenda on December 18, 2023 that proposes a budget amendment for the budget year ending April 30, 2024. This amendment is needed in order to levy funds in the amount requested for social security and auditing expenditures. If you have any questions regarding this please let me know.

Thank you,  
Reanna Ohren

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING ORDINANCE 3262 OF THE CITY OF HIGHLAND, ILLINOIS, PASSED ON APRIL 17, 2023, ADOPTING THE FINANCIAL BUDGET OF THE CITY OF HIGHLAND, ILLINOIS FOR THE FISCAL YEAR 2023-2024**

WHEREAS, on the 17th day of April, 2023 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, 2023 AND ENDING APRIL 30, 2024 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, Madison County, Illinois and deposited and filed in the Office of the City Clerk, on the \_\_\_\_\_ day of December 2023, the vote being taken by ayes and noes and entered upon the legislative records as

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 2023**

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	Social Security	Social Security	500,000.00	2,000.00	502,000.00	For tax levy purposes- Social Security
705-705-5-210-00	Audit Fund	Auditing	39,000.00	1,000.00	40,000.00	For tax levy purposes- Auditing



# City of Highland

## Finance Department

MEMO TO: Chris Conrad, City Manager  
FROM: Reanna Ohren, Director of Finance  
SUBJECT: 2023 Tax Levy Ordinance  
DATE: December 18, 2023

I am placing the 2023 tax levy ordinance on the agenda for the meeting on December 18, 2023. The amounts requested have not changed from the estimated amounts approved via resolution on November 20<sup>th</sup>. If you have any questions regarding any of the amounts requested please let me know.

Thank you,  
Reanna Ohren

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE FOR THE LEVY, ASSESSMENT, AND  
COLLECTION OF 2023 TAXES TO BE PAYABLE IN 2024**

WHEREAS, the City Council of the City of Highland, County of Madison, State of Illinois, did on the 17th day of April 2023 adopt the "Annual Budget" for the said City of Highland for the aggregate sum of Fifty Four Million, One Hundred And Five Thousand, Six Hundred And Sixty Eight Dollars (\$54,105,668) which said budget was duly considered and heard by the public hearing on the 17th of April 2023 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 18, 2023; 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 2023.

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 2023 taxes payable in 2024 as that property is assessed and equalized for state and county purposes, the sum of Four Million, Five Hundred And Eighty Thousand, Two Hundred And Ninety Six Dollars (\$4,580,296), for the specific purpose in said budget and in the respective sums as follows:

<b>CITY OF HIGHLAND</b>		Amount to be	
	<b>Amount</b>	Received from	<b>AMOUNT</b>
<b>TAX LEVY FOR DECEMBER 2023</b>	<b>Budgeted</b>	Other Sources	<b>LEVIED</b>
TOTAL GENERAL ADMINISTRATION	\$2,227,364	\$1,418,919	\$808,445
REF: General Corporate Tax (65 ILCS 5/8-3-1)			
TOTAL POLICE	\$3,252,266	\$3,070,184	\$182,082
REF: Police Protection Tax (65 ILCS 5/11-1-3)			
TOTAL FIRE	\$4,897,434	\$4,715,352	\$182,082
REF: Fire Protection Tax (65 ILCS 5/11-7-1 and 5/11-7-3)			
TOTAL COMMUNITY BUILDING	\$580,531	\$398,449	\$182,082
REF: Community Building Tax (65 ILCS 5/11-63-1)			
TOTAL PLAYGROUND AND REC PROGRAMS	\$580,531	\$362,032	\$218,499
REF: Playground & Rec Tax (65 ILCS 5/11-95-7 and 5/11-95-8)			
TOTAL PUBLIC COMFORT STATION	\$60,000	\$10,000	\$50,000
REF: Public Comfort Station Tax (65 ILCS 5/11-21-4)			
TOTAL CULTURAL ACTIVITIES	\$4,000.00	\$44,000	\$40,000
REF: Cultural Activities Tax (65 ILCS 5/11-45-1)			
TOTAL POLICE PENSION FUND	\$1,001,500	\$341,500	\$660,000
REF: Police Pension Fund (40 ILCS 5/3-125)			
TOTAL SOCIAL SECURITY	\$502,000	\$0	\$502,000
REF: Social Security Tax (40 ILCS 5/21-110) and Medicare Tax (40 ILCS 5/21-110.1)			
TOTAL MUNICIPAL AUDITING	\$40,000	\$0	\$40,000
REF: Municipal Auditing Tax (65 ILCS 5/8-8-8)			
TOTAL IMRF	\$355,000	\$5,000	\$350,000
REF: Illinois Municipal Retirement Fund (40 ILCS 5/7-171)			
TOTAL INSURANCE AND TORT JUDGMENTS	\$323,521	\$3,521	\$320,000
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	\$47,000	\$17,000	\$30,000
REF: Installment Contracts (65 ILCS 5/11-76.1-2)			
TOTAL AMBULANCE	\$2,298,311	\$1,691,370	\$606,941
REF: Ambulance Tax (65 ILCS 5/11-5-7)			
TOTAL LIBRARY - INSURANCE AND TORT JUDGMENTS	\$56,750	\$21,750	\$35,000
REF: Insurance and Tort Judgments (745 ILCS 10/9-107)			
TOTAL LIBRARY TAX ACCOUNT	\$365,000	\$836	\$364,164
REF: Library Tax (75 ILCS 5/3-1 and 5/3-4)			
<b>GRAND TOTAL OF TAXES LEVIED</b>			<b>\$ 4,580,295</b>

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, Madison County, Illinois and deposited and filed in the office of the City Clerk on this \_\_\_\_\_ day of \_\_\_\_\_, 2023 the vote being taken by ayes and noes entered on the legislative record as follows:

AYES:

NOES:

ABSENT:

Approved by the Mayor this 18th day of December 2023.

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

ATTEST:

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

CLERK CERTIFICATE

STATE OF ILLINOIS }  
COUNTY OF MADISON }

SS

The undersigned, Barbara Bellm, the duly elected and serving City Clerk of the City of Highland, Illinois, hereby certifies that Ordinance No. \_\_\_\_\_, levying 2023 taxes payable in 2024 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 \_\_\_\_\_, 2023 at a regular City Council meeting held in accord with the Illinois Open Meetings Act.

\_\_\_\_\_  
Barbara Bellm, 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 2023 Tax Levy.

**--CHECK ONE BOX--**

- [ X ] 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 Troy Times Tribune on \_\_\_\_\_.

Said Public Hearing was held on \_\_\_\_\_.

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

\_\_\_\_\_  
Date

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING ANNEXATION AGREEMENT WITH  
DUANE STEINER AND MELANIE STEINER, ON BEHALF OF DSM FAMILY LLC**

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, Duane Steiner and Melanie Steiner, on behalf of DSM Family LLC (“Owner”), desire to enter an annexation agreement with City; and

WHEREAS, Owner is the owner of record of certain land shown on the plat of annexation and legal description shown and stated in the proposed Annexation Agreement attached hereto as **Exhibit A** (hereinafter “Annexed Property”); and

WHEREAS, Owner intends to have the Annexed Property rezoned to “I” Industrial, and to have a solar farm constructed on the Annexed Property subsequent to the Annexed Property being annexed into City; and

WHEREAS, the Annexed Property is contiguous to the Corporate Limits of City; and

WHEREAS, the Annexed Property is not currently a part of any other city, town, or village, and may be annexed to City as provided in Section 7-1-8 of the Illinois Municipal Code (65 ILCS 5/7-1-8); and

WHEREAS, Owner desires to have the Annexed Property shown and described in **Exhibit A** annexed to City upon certain terms and conditions set out in the Annexation Agreement; and

WHEREAS, City has determined it to be in the best interests of City to enter into the Annexation Agreement, pursuant to the provisions of Section 11-15.1-1, *et seq.*, of the Illinois Municipal Code (65 ILCS 5/11-15.1-1, *et seq.*); City fixed a date and time for a public hearing on this proposed Annexation Agreement; City published notice of that date and time “not more than 30 nor less than 15 days before the date fixed for the hearing” (as required by Section 11-15.1-3 of the Illinois Municipal Code [65 ILCS 5/11-15.1-3]); City conducted the public hearing; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare and economic welfare to enter into the Annexation Agreement (**Exhibit A**) with Owner; and

WHEREAS, City has determined the Mayor should be authorized and directed, on behalf of City, to execute the Annexation Agreement attached hereto as **Exhibit A**.

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

- Section 1.* That the foregoing recitals be and are hereby incorporated in this Resolution.
- Section 2.* That the Mayor is authorized and directed, on behalf of City, to execute the Annexation Agreement attached hereto as **Exhibit A**.
- Section 3.* That this Resolution shall be known as Resolution No. \_\_\_\_\_ and shall be in full force and effect from and after its passage.

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 \_\_\_\_\_, 2023, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT:

APPROVED:

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

ATTEST:

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Barbara Bellm  
City Clerk  
City of Highland  
Madison County, Illinois

*(the above space for Recorder's use only)*

**ANNEXATION AGREEMENT**

THIS ANNEXATION AGREEMENT, is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, by and between the City of Highland, Illinois, hereinafter "City," by and through its Mayor and the members of its City Council, hereinafter "Corporate Authorities," and Duane Steiner and Melanie Steiner, on behalf of DSM Family LLC, hereinafter "Owner."

WHEREAS, Owner is the owner of record of certain land shown on the plat of annexation attached hereto as **Exhibit A**; and

WHEREAS, Owner is the owner of record of:

1. Parcel 1 – 01-1-24-06-00-000-025.002 – plus / minus 55.3 acres
2. Parcel 2 – 01-1-24-07-00-000-002 – plus / minus 37.5 acres
3. Parcel 3 – 01-1-24-06-00-000-020 – plus / minus .7 acres
4. Parcel 4 – 01-1-24-06-00-000-019.001 – plus / minus 5.8 acres

hereinafter "Annexed Property", and more particularly described and attached hereto as **Exhibit B**; and

WHEREAS, Owner intends to have the Annexed Property rezoned to "I" Industrial, and to have a solar farm constructed on the Annexed Property subsequent to the Annexed Property being annexed into City; and

WHEREAS, the Annexed Property is contiguous to the Corporate Limits of City; and

WHEREAS, the Annexed Property is not currently a part of any other city, town, or village, and may be annexed to City as provided in Section 7-1-8 of the Illinois Municipal Code (65 ILCS 5/7-1-8); and

WHEREAS, Owner desires to have the Annexed Property shown and described *supra*, and described in **Exhibits A and B**, annexed to City upon certain terms and conditions hereinafter set forth; and

WHEREAS, the Corporate Authorities, after due and careful consideration, have concluded that the annexation of the Annexed Property to City on the terms and conditions hereinafter set forth would further the growth of City, enable City to control the development of the area, and serve the best interests of City; and

WHEREAS, Section 90-115, “Annexed territory,” of the *Code of Ordinances, City of Highland, Illinois*, provides,

All property that is annexed to the city following the effective date of the ordinance from which this chapter derives, shall be annexed as R-1-C residential district. Nothing in this section should be construed to prevent the use of annexation agreements as set out in the state statutes;

and

WHEREAS, pursuant to the provisions of Section 11-15.1-1, *et seq.*, of the Illinois Municipal Code (65 ILCS 5/11-15.1-1, *et seq.*), the Corporate Authorities fixed a date and time for a public hearing on this proposed Annexation Agreement; published notice of that date and time “not more than 30 nor less than 15 days before the date fixed for the hearing” (as required by Section 11-15.1-3 of the Illinois Municipal Code [65 ILCS 5/11-15.1-3]); and conducted the public hearing; and

WHEREAS, it is for the mutual benefit of City and Owner to enter into this Annexation Agreement.

## **II. GENERAL AGREEMENT.**

**NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES AND OF THE MUTUAL COVENANTS AND AGREEMENTS HEREIN CONTAINED, IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

1. (Recital Incorporation.) The foregoing recitals are incorporated in and made a part of this Agreement.

2. (Statutory Authority.) This Annexation Agreement is made pursuant to and in accordance with the provision of Division 15.1 of Article 11 of the Illinois Municipal Code.

3. (Petition for Annexation.) Owner, upon execution of this Annexation Agreement, will prepare and file, pursuant to and in accordance with the provisions of Article 7 of the Illinois Municipal Code, with the Corporate Authorities, a proper Petition for Annexation conditioned upon the terms and provisions of this Annexation Agreement, to annex to the City of Highland, Illinois, the Annexed Property, as shown and described in **Exhibits A and B** attached hereto.

4. (Annexation.) The Corporation Authorities, upon the execution of this Annexation Agreement and upon the filing of a proper Petition for Annexation as hereinabove provided and in compliance with the provisions of Article 7 of the Illinois Municipal Code will enact an ordinance annexing the Annexed Property as shown and described in **Exhibits A and B**, to the City conditioned upon the terms and provisions of this Annexation Agreement. In the event that the Annexed Property is not annexed to the City, pursuant to this Annexation Agreement and said Petition for Annexation, then and in that event only this Annexation Agreement shall not be binding upon the parties hereto.

5. (Time of Annexation.) Said annexation of the Annexed Property to the City shall take effect upon the adoption of the annexation Ordinance by the City.

6. (Zoning.)

A. Owner realizes and understands that the Annexed Property, when annexed, will be Zoned R1 C Single Family Residential, subject to the restrictions of the City's Zoning Ordinance for that District.

B. Owner realizes and understands that in order to change the zoning of any portion of this property, it must be accomplished following the rules of the City for zoning changes.

C. The City agrees that it will not impose any public land donation or user fees, except as hereinafter set out.

7. (Codes and Ordinances; Fees.)

A. To the extent of any conflict, ambiguity, or inconsistency between the terms, provisions, or standards contained in this Agreement and the terms, provisions, or standards, either presently existing or hereafter adopted, of the City Code, the Zoning Ordinance, the Subdivision Control Ordinance, as hereinafter identified, or any other City code, ordinance, or regulation, the terms, provisions, and standards of this Agreement shall govern and control. Notwithstanding the foregoing, if any City code, ordinance, or regulation is hereafter adopted, amended, or interpreted so as to be less restrictive on Owner with respect to the development of the Property than is the case under the existing law, then at the option of the Owner such less restrictive amendment or interpretation shall control.

B. All codes, ordinances, rules, and regulations of the City in effect as of the date hereof shall continue in effect, insofar as they relate to the development of the Property, during the entire term of this Agreement, or until such time as the Annexed Property is annexed into City, except as

otherwise provided herein and except to the extent of amendments mandated by state or federal requirements.

C. All codes, ordinances, rules, and regulations of the City in effect as of the date hereof that relate to building, housing, plumbing, electrical, and related restrictions affecting the development of the Property shall continue in effect, insofar as they relate to the development of the Annexed Property, during the entire term of this Agreement, or until such time as the Annexed Property is annexed into City, except as otherwise provided herein and except to the extent that said codes, ordinances, rules, and regulations are amended so as to be applicable to all property within the City for purposes of directly furthering the public health and safety. Such general changes to said codes, ordinances, rules and regulations include, but are not limited to, any changes necessitated by amendments to national building, plumbing, electrical or maintenance codes incorporated by the City's codes, ordinances, rules and regulations (i.e. BOCA Codes and International Property Maintenance Codes). Owner acknowledge that changes made to City Code applicable to all City property will be applicable to the Annexed Property after the Annexed Property is annexed into City.

D. No fee or charge of any description shall be imposed on Owner for or on the development and use of the Annexed Property unless, as of the date of this Agreement, such fee or charge is in existence and being collected by the City on a uniform basis from all owners, users, and developers of property within the City. The City shall not increase the amount of any fee or charge for building permit fees, occupancy permit fees, plan review fees, inspection fees, utility fees, application fees, or user fees during the term of this Agreement unless such increases are made generally applicable to all owners, users, and developers of property within the City. All building permit and building inspection fees for any improvement constructed on the Annexed Property shall be due and payable upon issuance of a building permit for the improvement.

8. (Fire Protection.) Upon the annexation of the Annexed Property, as shown and described in **Exhibits A and B** to the City, the City shall provide the same standard of fire protection to said tracts and to the buildings thereon which it provides to other similar areas in the City.

9. (Police Protection.) Upon the annexation of the Annexed Property, as shown and described in **Exhibits A and B** to the City, the City shall provide the same standard of police protection to said tract and to the buildings thereon which it provides to other similar areas in the City.

10. (Garbage and Trash Pick-up.) Upon the annexation of the Annexed Property, as shown and described in **Exhibits A and B** to the City, the City shall provide the same standard of garbage and trash pick-up to said real estate which it provides to other similar areas in the City, and Owner and its successors and assigns shall pay the monthly service and assessment charges therefor, which monthly service and assessment charges shall not exceed those charged to others similarly situated in the City.

11. (Utilities.)

A. (General Utility Provisions.)

1) Owner agrees to grant to the City or City franchisee's easements for general public utility purposes over, upon and across areas upon which such utilities are to be placed of a width required by the utility provider. Said utility easements are for all utilities now known, or presently unknown, for the Annexed Property.

B. (Electric Utilities.)

1) The City, so long as it operates its own electric system and is willing and able to provide electric service to the Annexed Property as shown and described in **Exhibits A and B**, shall be the sole provider of electric service to the Annexed Property.

2) The City shall extend, install and provide adequate underground electrical service to the Annexed Property according to the usual rules of the installation of such electrical services.

3) Owner and its successors and assigns shall pay the monthly charges for electrical services which monthly charges shall not exceed those charged to others similarly situated in the City.

4) Should Owner desire to install street lights other than those normally provided by the City, the City shall install such lights as requested by Owner, and Owner agrees to pay the difference between the pole and light normally installed by the City and the actual pole and light requested Owner or Developer.

5) Owner shall pay 100% of all electrical hook-up or tap-on fees, for electrical service provided to the Annexed Property unless waived by City.

C. (Water Utilities.)

1) The City, so long as it operates its own water distribution system and is willing and able to provide water service to the Annexed Property shown and described in **Exhibits A and B** shall be the sole provider of potable water service to the Annexed Property.

2) Owner and its successors and assigns shall pay the monthly charges for water service which monthly charges shall not exceed those charged to others similarly situated in the City.

3) Owner may attach its water mains and water service connections to the City's water mains subject to the payment of the current hookup, tap-on or similar charge of the City unless waived by City.

D. (Sanitary Utilities.)

1) The City, so long as it operates its own sanitary sewer system and is willing and able to provide sanitary sewer service to the Annexed Property shown and described in **Exhibits A and B** shall be the sole provider of sanitary sewer service to the Annexed Property.

2) Owner and its successors and assigns may attach their sanitary sewer lines to the City sanitary sewer line to be constructed by the City subject to the payment of the current sewer hookup or tap-on charges of the City unless waived by City.

3) Owner or Developer and its successors and assigns shall pay the monthly charges for sanitary sewer service which monthly charges shall not exceed those charged to others similarly situated in the City.

E. (Highland Communication Services – internet services, cable television services, telephone services, and/or other HCS services)

1) The City, d/b/a Highland Communication Services (“HCS”), so long as it operates its own internet service, cable

television service, telephone service, and/or service operation or any kind, and is willing and able to provide internet service, cable television service, telephone service, and/or service operation or any kind, to the Annexed Property shown and described in **Exhibits A and B**, shall be given the last right of refusal to any contract offered by any other services provider for services of internet service, cable television service, telephone service, and/or service operation or any kind, to the Annexed Property shown and described in **Exhibits A and B**.

2) Owner and its successors and assigns shall pay the HCS monthly charges for internet service, cable television service, telephone service, and/or service operation or any kind, which monthly charges shall not exceed those charged to others with HCS services similarly situated in the City.

12. (Time of the Essence.) It is understood and agreed by the parties hereto that time is of the essence regarding this Annexation Agreement, and that all parties will make every reasonable effort to expedite the subject matters hereof. It is further understood and agreed by the parties hereto that the successful consummation of this Annexation Agreement requires their continued cooperation.

13. (Agreement. Binding on Successors; Term.) This Annexation Agreement shall be binding upon the parties hereto, their respective successors and assigns for a full term of twenty (20) years commencing on the date of execution hereof, as presently provided by statute. At such time the Annexed Property is annexed into the City, the current City Code and all applicable City Ordinances shall apply to the Annexed Property. And to the extent permitted thereby it is agreed that in the event that the annexation of the Annexed Property shown and described in **Exhibits A and B** or the terms of this Annexation Agreement be challenged in any court proceeding, the period of time during which such litigation is pending shall not be included in calculating said term.

14. (Paragraph Titles.) Paragraph titles or captions contained in this Annexation Agreement are inserted only as a matter of convenience, and in no way do they define, modify, limit, extend or describe the scope of this Annexation Agreement, nor are they relevant to the intent to any of the provisions hereof.

15. (Warranty of Title.) Owner warrants that at the time of any public hearing on this Agreement and any annexation of the property shown and described in **Exhibits A and B**, that it is the sole and only owner of all of the record title of the said real estate, and that there are no electors residing on the real estate shown and described in **Exhibits**

**A and B**, and that it has the full right to execute this Agreement and any conveyances required hereby.

16. (Miscellaneous.)

A. (Amendment.) This Agreement, and any exhibits attached hereto, may be amended only by the mutual consent of the Parties, by adoption of an ordinance by the City approving said amendment as provided by law and by the execution of said amendment by the Parties or their successors in interest.

B. (Severability.) If any provision, covenant, agreement, or portion of this Agreement or its application to any person, entity, or property is held invalid, such invalidity shall not affect the application or validity of any other provisions, covenants, or portions of this Agreement, and, to that end, all provisions, covenants, agreements, and portions of this Agreement are declared to be severable. If for any reason the annexation or zoning of the Property is ruled invalid, in whole or in part, the Corporate Authorities, as soon as possible, shall take such actions (including the holding of such public hearings and the adoption of such ordinances and resolutions) as may be necessary to give effect to the spirit and intent of this Agreement and the objectives of the Parties, as disclosed by this Agreement, provided that the foregoing shall be undertaken at the expense of Owner.

C. (Entire Agreement.) This Agreement sets forth all agreements, understandings, and covenants between and among the Parties. This Agreement supersedes all prior agreements, negotiations, and understandings, written and oral, and is a full integration of the entire agreement of the Parties.

17. (Notices.) That any and all notices or requests given under this Agreement shall be in writing and delivered personally or by Certified, Return Receipt Requested U.S. Mail to:

- 1) City - City of Highland, 1115 Broadway, Highland, Illinois 62249.
- 2) Owner- DSM Family LLC, 12633 Fairway Cove, CT, Fort Meyers, FL 33905

Said notices or requests will be deemed received, if mailed, the next business day after mailing.

### III. SPECIFIC AGREEMENTS.

To the extent of any conflict, ambiguity, or inconsistency between the terms, provisions, or standards contained in Section II above and the terms or provisions of this Section, the terms contained in this Section III shall govern and control.

18. (Stormwater Facilities.) Owner agrees that, as a condition to the acceptance of this Annexation Agreement by the City of Highland, it will execute a Stormwater Drainage Facilities Maintenance Agreement with the City of Highland, Illinois.

19. (Sidewalks.) Owner shall not be required to install sidewalks for this proposed development.

20. (Permit Fee Increases.) Any ordinance, resolution, or motion of the City imposing any new permit fees or increasing the amount of the existing permit fees, Plan review and inspection fees, license fees not otherwise set by this Agreement, or any other fees imposed by the City that are applicable to or required to be paid by the Owner, any operators or occupant or any contractors, subcontractors, material suppliers, or other performing work or supplying materials in connection with jobs in any part of the real estate which is shown and described in **Exhibits A and B** shall take effect regarding the Annexed Property immediately after the passage of the increase by the City Council. If during the term of this Agreement, any such fees applicable to any area in the City or to any particular type of work are reduced, the fees applicable to said real estate shall be reduced correspondingly.

21. City reserves the right to bring the Annexed Property within the boundaries of any business district, TIF district, enterprise zone, or any other recognized real estate area for purposes of generating additional tax revenue for City or providing any potential economic incentives to Owner or any successors, heirs and assigns.

22. (Zoning.) After annexation, Owner shall apply for a change in zoning from R-1-C to "I" Industrial for the Annexed Property. If the zoning change to "I" Industrial is not approved by the Corporate Authorities, Owner may disconnect from City and City agrees not to challenge the disconnection.

23. After annexation, Owner reserves the right to disconnect from City if the planned solar farm project ("Project") has not begun construction within two (2) years of the effective date of this Agreement. If the Project has not begun construction within two (2) years of the effective date of this Agreement, and Owner desires to disconnect from City, City agrees not to contest the disconnection.

IN WITNESS WHEREOF, the City has had its name subscribed hereto by its Mayor and has had its Corporate Seal affixed hereto and attested by its City Clerk by authority of its City Council and Owner has subscribed its name.

**CITY OF HIGHLAND, ILLINOIS**

BY: \_\_\_\_\_  
Kevin B. Hemann, Its Mayor

ATTEST: \_\_\_\_\_  
Barbara Bellm, City Clerk

**DSM FAMILY LLC**

BY: \_\_\_\_\_  
Duane Steiner, on behalf of DSM Family LLC

BY: \_\_\_\_\_  
Melanie Steiner, on behalf of DSM Family LLC

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ANNEXING CERTAIN TERRITORY  
TO THE CITY OF HIGHLAND, MADISON COUNTY, ILLINOIS,  
OWNED BY DUANE STEINER AND MELANIE STEINER,  
ON BEHALF OF DSM FAMILY LLC,  
SPECIFICALLY: PPN# 01-1-24-06-00-000-025.002; 01-1-24-07-00-000-002;  
01-1-24-06-00-000-020; AND, 01-1-24-06-00-000-019.001**

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, Duane Steiner and Melanie Steiner, on behalf of DSM Family LLC (hereinafter "Owner"), is the owner of record of certain land shown on the plat of annexation attached hereto as **Exhibit A**; and

WHEREAS, City has determined it to be in the best interests of public health, safety, general welfare and economic welfare to annex certain territory into City described as follows:

1. Parcel 1 – 01-1-24-06-00-000-025.002 – plus / minus 55.3 acres
2. Parcel 2 – 01-1-24-07-00-000-002 – plus / minus 37.5 acres
3. Parcel 3 – 01-1-24-06-00-000-020 – plus / minus .7 acres
4. Parcel 4 – 01-1-24-06-00-000-019.001 – plus / minus 5.8 acres

hereinafter “Annexed Property”, and more particularly described and attached hereto as **Exhibit B**; and

WHEREAS, Owner has filed with City, pursuant to Section 7-1-8 of the Illinois Municipal Code (65 ILCS 5/7-1-8), a Petition for Annexation; and

WHEREAS, all electors, if any, residing within the Annexed Property have been notified;  
and

WHEREAS, the Annexed Property is contiguous to the Corporate Limits of City; and

WHEREAS, the Annexed Property is not currently a part of any other city, town, or village, and may be annexed to City as provided in Section 7-1-8 of the Illinois Municipal Code (65 ILCS 5/7-1-8); and

WHEREAS, the Corporate Authorities, after due and careful consideration, have concluded that the annexation of the Annexed Property to City would further the growth of City, enable City to control the development of the area, and serve the best interests of City; and

WHEREAS, Section 90-115, "Annexed territory," of the *Code of Ordinances, City of Highland, Illinois*, provides,

All property that is annexed to the city following the effective date of the ordinance from which this chapter derives, shall be annexed as R-1-C residential district. Nothing in this section should be construed to prevent the use of annexation agreements as set out in the state statutes;

and

WHEREAS, the legal notice regarding the intention of City to annex the said territory has been given to all public bodies and persons required to receive such notice by state statute; and

WHEREAS, the Annexed Property is now in the Highland-Pierron Fire Protection District;  
and

WHEREAS, City has notified all the trustees of the Highland-Pierron Fire Protection District, in writing by certified mail, at least ten (10) days in advance of the City Council's consideration of this Ordinance; and

WHEREAS, the Annexed Property is in Helvetia Township; and

WHEREAS, City has notified the Township Commissioner of Highways, the Board of Town Trustees, the Township Supervisor, and the Township Clerk of Helvetia Township in writing by certified mail, at least ten (10) days in advance of the City Council's consideration of this Ordinance; and

WHEREAS, the City of Highland has recorded, or will record, in the Madison County Recorder's Office an affidavit that service of such notices was made as provided by Section 7-1-1 of the Illinois Municipal Code (65 ILCS 5/7-1-1); and

WHEREAS, City Council has determined it is in the best interests of public health, safety, general welfare and economic welfare to annex the Annexed Property into City.

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

- Section 1.* That the foregoing recitals be and are hereby incorporated in this Ordinance.
- Section 2.* The Annexed Property, the boundaries of which are shown in the Plat of Annexation and attached hereto as **Exhibit A**, and the boundaries of which are shown in the Legal Description attached hereto as **Exhibit B**, is hereby annexed to the City of Highland, Illinois, an Illinois municipal corporation.
- Section 3.* A copy of this Ordinance shall be recorded in the Madison County, Illinois, Recorder's Office.
- Section 4.* A copy of this Ordinance shall also be filed with the County Clerk of Madison County, Illinois.
- Section 5.* The City Clerk shall also, within 30 days of the annexation, report the annexation by certified or registered mail to the election authorities having jurisdiction in the territory annexed and the post office branches serving the territory annexed.
- Section 6.* This ordinance shall take effect immediately upon its passage and approval.

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 \_\_\_\_\_, 2023, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT:

APPROVED:

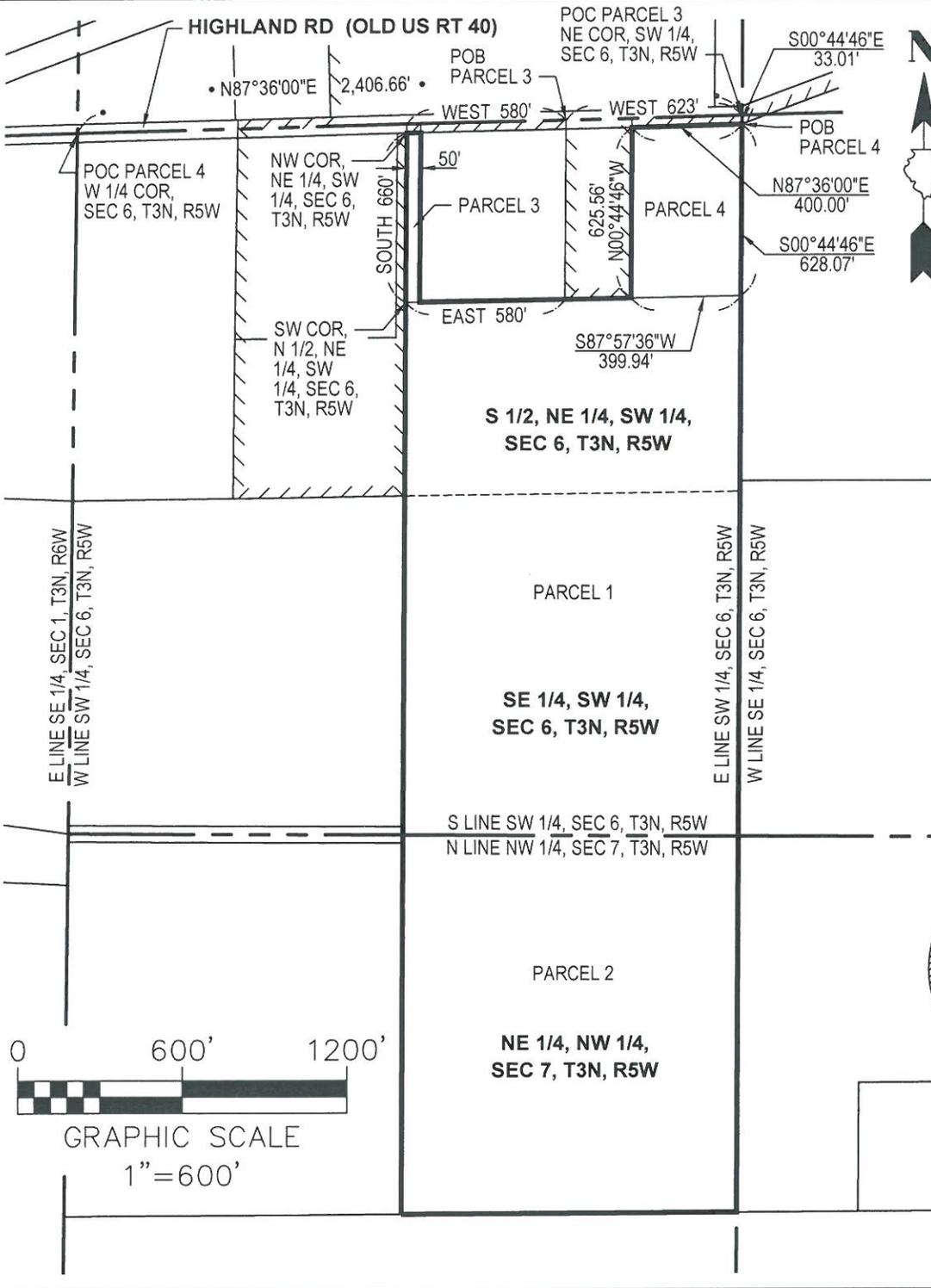
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Kevin B. Hemann, Mayor  
City of Highland,  
Madison County, Illinois

ATTEST:

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



**TERRITORY TO BE ANNEXED BY THE CITY OF HIGHLAND, ILLINOIS BY ORDINANCE NO. \_\_\_\_\_ BEING PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 6, THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 6, AND THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 3 NORTH, RANGE 5 WEST OF THE 3RD PRINCIPAL MERIDIAN, MADISON COUNTY, ILLINOIS**

N/F DUANE O. STEINER REVOCABLE TRUST AND MELANIE ANN STEINER REVOCABLE TRUST  
 01-1-24-06-00-000-025.002 (PARCEL 1)  
 01-1-24-07-00-000-002 (PARCEL 2)  
 01-1-24-06-00-000-020 (PARCEL 3)  
 01-1-24-06-00-000-019.001 (PARCEL 4)  
 PARCEL 1 AREA TO BE ANNEXED = 55.3 AC ±  
 PARCEL 2 AREA TO BE ANNEXED = 37.5 ±  
 PARCEL 3 AREA TO BE ANNEXED = 0.7 AC ±  
 PARCEL 4 AREA TO BE ANNEXED = 5.8 AC ±  
 TOTAL AREA TO BE ANNEXED = 99.3 AC ±

**LEGEND**

-  EXISTING CORPORATE LIMITS
-  AREA TO BE ANNEXED
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING

WE, OATES ASSOCIATES, INC., HAVE AT THE REQUEST OF THE CITY OF HIGHLAND, ILLINOIS, PREPARED THIS PLAT FROM RECORD SOURCES.



*Steven M. Keil 45-16*  
 STEVEN M. KEIL  
 ILLINOIS PROFESSIONAL LAND SURVEYOR  
 NO. 035-003119  
 EXPIRES 11-30-16

 OATES ASSOCIATES	<p align="center"><b>ANNEXATION PLAT</b>  <b>CITY OF HIGHLAND, ILLINOIS</b></p>	<p align="center"><b>EXHIBIT</b>  <b>A</b></p>
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**Exhibit B**

**Legal Description of Territory to be Annexed**

PARCEL 1

The South Half of the Northeast Quarter of the Southwest Quarter of Section Six (6), Township Three (3) North, Range Five (5) West of the Third Principal Meridian, situated in Madison County, Illinois. AND

The Southeast Quarter of the Southwest Quarter of Section Six (6) in Township 3 North, Range Five (5) West of the Third Principal Meridian, situated in the County of Madison and State of Illinois.

Except any interest in the coal, oil, gas and other mineral rights underlying the land which have been heretofore conveyed or reserved in prior conveyances, and all rights and easements in favor of the estate of said coal, oil, gas, and other minerals, if any.

Situated in Madison County, Illinois

Permanent Parcel Number 01-1-24-06-00-000-025.002

PARCEL 2

The Northeast Quarter of the Northwest Quarter of Section Seven (7), in Township 3 North, Range 5 West of the Third Principal Meridian , situated in the County of Madison and State of Illinois.

Except any interest in the coal, oil, gas and other mineral rights underlying the land which have been heretofore conveyed or reserved in prior conveyances, and all rights and easements in favor of the estate of said coal, oil, gas, and other minerals, if any.

Situated in Madison County, Illinois

Permanent Parcel Number 01-1-24-07-00-000-002

PARCEL 3

The West 50 feet of the following described tract of real estate, to-wit: Beginning at a point on the North line of the Southwest Quarter of Section 6, Township 3 North, Range 5 West of the Third Principal Meridian, 623 feet West of the Northeast corner of said Southwest Quarter of Section 6, thence West a distance of 580 feet to the Northwest corner of the Northeast Quarter of said Southwest Quarter Section 6, thence South on and along the West line of the Northeast Quarter of the Southwest Quarter of said Section 6 a distance of 660 feet to the Southwest corner of the North one-half of the said Northeast Quarter of the Southwest Quarter of Section 6, thence East on and along the South line of said North one-half of the Northeast Quarter of the Southwest Quarter of Section 6 a distance of 580 feet to a point, thence to the point of

Beginning.

Except any interest in the coal, oil, gas and other mineral rights underlying the land which have been heretofore conveyed or reserved in prior conveyances, and all rights and easements in favor of the estate of said coal, oil, gas, and other minerals, if any.

Situated in Madison County, Illinois

Permanent Parcel Number 01-1-24-06-00-000-020

PARCEL 4

Part of the North Half of the Northeast Quarter of the Southwest Quarter of Section 6, Township 3 North, Range 5 West of the 3<sup>rd</sup> Principal Meridian, Madison County, Illinois, more particularly described as follows:

Commencing at the West Quarter corner of Section 6, Township 3 North, Range 5 West of the 3<sup>rd</sup> Principal Meridian, Madison County, Illinois; thence North 87 degrees 36 minutes 00 seconds East a distance of 2406.66 feet along the North line of the Southwest Quarter of said Section 6 to a Brass Monument marking the center of said Section 6; thence South 00 degrees 44 minutes 46 seconds East a distance of 33.01 feet along the East line of said Southwest Quarter to a point on the Southerly right of way of Old US Route 40 (Highland Road), said point also being the point of beginning of the land to be herein described; running thence South 00 degrees 44 minutes 46 seconds East a distance of 628.07 feet along the East line of said Southwest Quarter to the Southeast corner of the North Half of the Northeast Quarter of said Southwest Quarter; thence South 87 degrees 57 minutes 36 seconds West a distance of 399.94 feet along the South line of said North Half; thence North 00 degrees 44 minutes 46 seconds West a distance of 625.56 feet along a line parallel to the East line of said Southwest Quarter to a point on the Southerly right of way of Old US Route 40 (Highland Road); thence North 87 degrees 36 minutes 00 seconds East a distance of 400.00 feet along said Southerly right of way line, said line also being parallel to and 33 feet South of the North line of said Southwest Quarter, to the point of beginning.

Except any interest in the coal, oil, gas and other mineral rights underlying the land which have been heretofore conveyed or reserved in prior conveyances, and all rights and easements in favor of the estate of said coal, oil, gas, and other minerals, if any.

Situated in Madison County, Illinois.

Permanent Parcel Number 01-1-24-06-00-000-019.001

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION MAKING SEPARATE STATEMENT OF FINDINGS OF FACT  
IN CONNECTION WITH ORDINANCE GRANTING SPECIAL USE PERMIT  
FOR A SHORT-TERM RENTAL WITHIN THE C-2 ZONING DISTRICT  
AT 1014 LAUREL 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, Section 90-81 of the *Code of Ordinances, City of Highland*, provides that the City Council “may grant a special use permit by ordinance,” but requires that “In a separate statement accompanying any such ordinance, the Council shall state findings of fact, and indicate reasons for approving . . . the request for a special use permit;” and

WHEREAS, Warson Development, LLC (“Owner”), has filed a Petition for a Special Use Permit to allow for a Short-term rental within the “C-2” zoning district at 1014 Laurel Street, Highland, IL 62249, PIN # 01-2-24-05-06-104-035 (“Property”), in accord with the *Code of Ordinances, City of Highland*; and

WHEREAS, a copy of the Petition for a Special Use Permit is attached as **Exhibit A** and incorporated by reference as though fully set forth herein; and

WHEREAS, a copy of the Combined Planning and Zoning Board (“CPZB”) Staff Report is attached hereto as **Exhibit B** and incorporated by reference as though fully set forth herein; and

WHEREAS, **Exhibit A** and **Exhibit B** were all considered as part of the Petition for a Special Use Permit by CPZB; and

WHEREAS, CPZB recommended approval of this special use pursuant to **Exhibit A** and **Exhibit B**. See CPZB Determination of Special Use Permit attached hereto as **Exhibit C**.

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF HIGHLAND:**

*Section 1.* The City Council makes the following findings of fact concerning the *procedures* followed to present the Petition for a Special Use Permit (**Exhibit A, B**) for approval:

(a) The Administrator to whom the Petition for a Special Use Permit was submitted referred the matter to the CPZB.

(b) The CPZB met in regular session on December 6, 2023, at 7:00 p.m., at the City Senior Center, Highland, Illinois, to consider and act upon the Petition for a Special Use Permit.

(c) Public notice of the hearing to be held at the CPZB meeting was published pursuant to Illinois state law, and the Owner was notified of the hearing to be held at the meeting by mail, with postage thereon fully prepaid.

(d) At the hearing, the CPZB took and heard evidence and the CPZB prepared and submitted its advisory report to the City Council recommending approval of the Petition for a Special Use Permit.

(e) The City Council finds the steps recited above to be in compliance with the *Code of Ordinances, City of Highland*, to be facts, and further finds and determines that the matters and proceedings to date are in accordance with the *Code of Ordinances, City of Highland*.

*Section 2.* The City Council makes the following findings of fact concerning the *merits* of the Petition for a Special Use Permit (**Exhibit A, B and C**):

(a) The proposed Special Use will adequately protect the public health, safety, general welfare, economic welfare, and the physical environment of the surrounding area and the City.

(b) The proposed Special Use is consistent with the City's Comprehensive Plan.

(c) The proposed Special Use would not have an adverse effect on public utilities or traffic circulation on nearby streets.

(d) There are no facilities near the proposed Special Use that require the need for special protection.

(e) The location – where the Special Use will be made pursuant to the Special Use Permit – is zoned “C-2”

(f) The granting of this Special Use Permit would be in the best interest of the City, and the Special Use Permit should be granted by ordinance.

*Section 3.* This Resolution shall constitute the separate statement of findings of fact, supporting the granting of the Special Use Permit, required by Section 90-81 of the *Code of Ordinances, City of Highland*, and shall be permanently attached to the ordinance adopted granting the Special Use Permit.

*Section 4.* 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 \_\_\_\_\_, 2023, 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:

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Barbara Bellm  
City Clerk  
City of Highland  
Madison County, Illinois



# City of Highland Building and Zoning

**Meeting Date:** November 22, 2023

**From:** Mallord Hubbard, Economic Development Coordinator

**Location:** 1014 Laurel Street

**Zoning Request:** Special Use Permit

**Description:** SUP to allow for a short-term rental in the C-2 district

## Proposal Summary

The applicant and property owner is Warson Development LLC. The applicant of this case is requesting the following Special Use Permit to comply with Table 3.1 of Section 90-201 of the City of Highland Municipal Code (hereafter known as the “zoning matrix”):

- **Warson Development LLC (2 North Meramec Ave) is requesting a Special Use Permit for a short-term rental within the C-2 Central Business District at 1014 Laurel Street. (PIN# 01-2-24-05-06-104-035)**

The zoning matrix identifies “short term rental” as Special Use within the C-2 Central Business district.

## Comprehensive Plan Consideration

The subject property is denoted as downtown on the Comprehensive Plan’s Future Land Use Map. A short-term rental is an appropriate Special Use for the downtown area.

## Surrounding Uses

Direction	Land Use	Zoning
North	Voegele Photography Studio	C-2
South	Rogier Insurance Agency	C-2
East	Downtown Highland Square	C-2
West	Rear Parking Lot	C-2

## Standards of Review for Special Use Permits

Below are the six (6) consideration items listed in Section 90-79 of the Zoning Code which the Combined Planning and Zoning Board shall take into account while reviewing a SUP request.

1. Whether the proposed amendment or Special Use is consistent with the City's Comprehensive Plan;

**The proposed Special Use is consistent with the Comprehensive Plan.**



## City of Highland Building and Zoning

2. The effect the proposed amendment or Special Use would have on public utilities and on traffic circulation;

The proposed short-term rental would not have an adverse effect on public utilities or traffic circulation on nearby streets. Off-street parking is provided.

3. Whether the proposed design, location and manner of operation of the proposed Special Use will adequately protect the public health, safety and welfare, and the physical environment;

The proposed Special Use will adequately protect the public health, safety and welfare, and the physical environment.

4. The effect the proposed Special Use would have on the value of neighboring property and on this City's overall tax base;

The proposed Special Use will not have a detrimental impact on the value of neighboring property. It will contribute to the City's overall tax base through the hotel-motel tax generated.

5. The effect the proposed Special Use would have on public utilities; and

The proposed Special Use will utilize public utilities and will not have a detrimental impact on said utilities.

6. Whether there are any facilities near the proposed Special Use, such as schools or hospitals that require special protection.

There are no facilities near the proposed Special Use that require the need for special protection.

### Staff Discussion

In addition to the Review Criteria listed above, Section 90-216 ("Short-Term Rentals"), Subsection C, of the Zoning Code requires four additional review criteria:

1. The proposed short-term rental has complied with all provisions of subsection (b) of Section 90-216 (Short Term Rental Requirements).

The proposed short-term rental does comply with all requirements listed in Section 90-216(b) of the Zoning Code.

2. The proposed short-term rental will not cause a negative cumulative effect when considered in conjunction with the effect of other short-term rentals in the immediate neighborhood.

Staff believe that this short-term rental, in conjunction with other short-term rentals, will not have a negative cumulative effect on the neighborhood on the City as a whole.

- The proposed short-term rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties.

The short-term rental will not have a substantial adverse impact on the use, enjoyment, or property values of adjoining properties, especially because of its location within the downtown core.

- The proposed short-term rental will not have an adverse effect upon the public health, welfare, or safety of the community.

Staff believe that the proposed short-term rental will not have an adverse effect on the public health, welfare, or safety of the community.

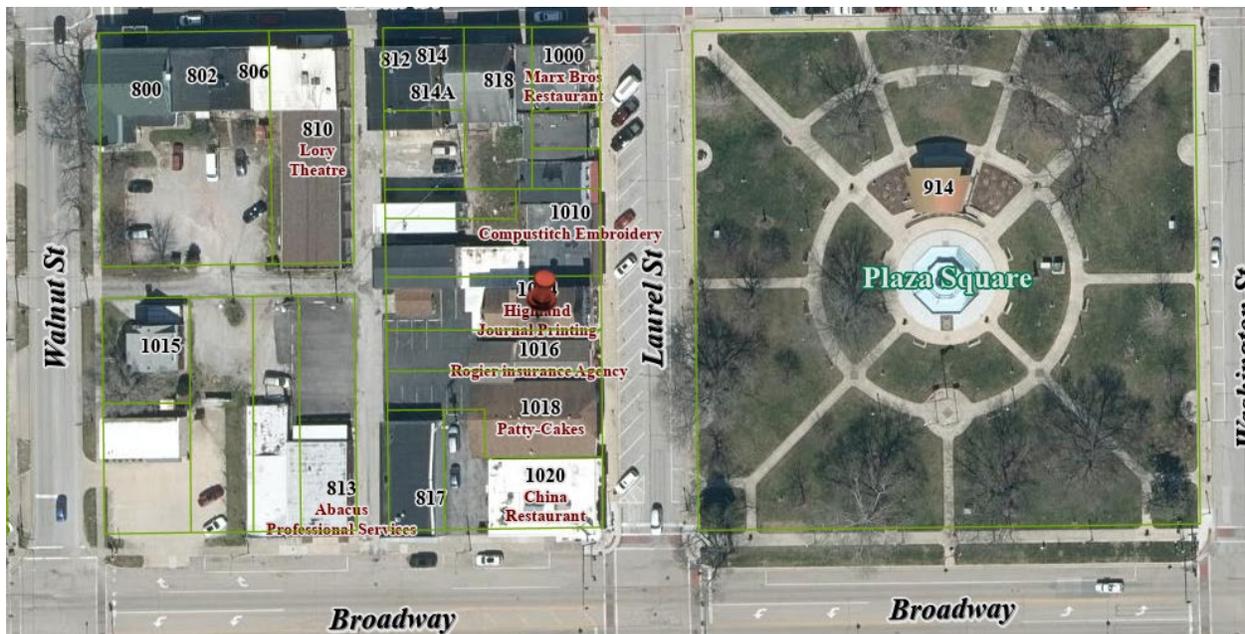
Staff sees a need for more hospitality businesses in Highland and a new short-term rental would help to meet this demand.

It should be noted that off-street parking is not required in the area enclosed by 12<sup>th</sup> Street, Walnut Street, 9<sup>th</sup> Street, and Pine Street, provided the site is located within 500 feet of a public parking lot or an alternative parking plan is approved. The subject property is located within 500 feet of a public parking lot and therefore no off-street parking is required.

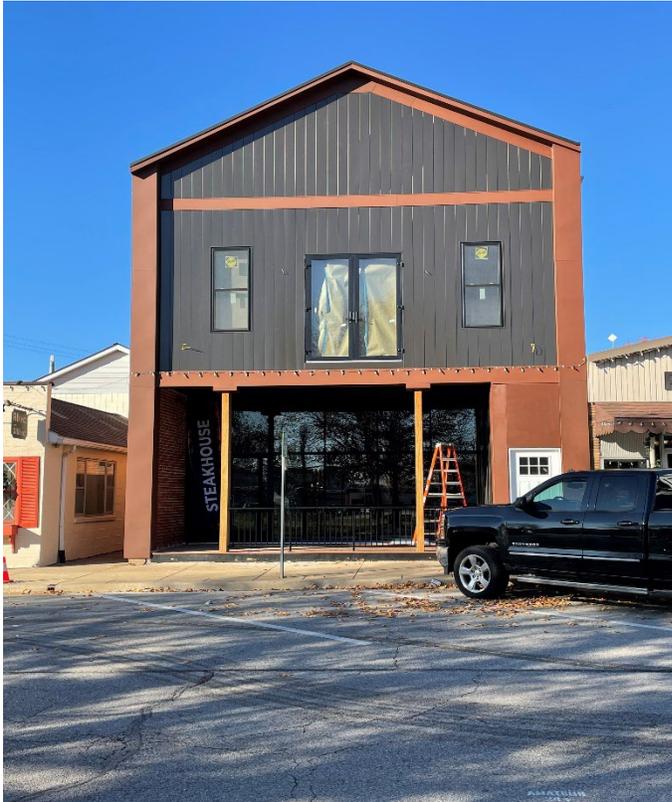
### Staff Recommendation

Staff recommend approval of the Special Use Permit.

### Aerial Photograph



**Site Photos**





# City of Highland

## DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT BUILDING AND ZONING DIVISION

### SPECIAL USE PERMIT APPLICATION

Certain uses, because of their special operational or physical characteristics, may or may not have a detrimental impact on nearby permitted uses, depending upon their precise location, manner of operation, and other factors. Such special uses require careful case-by-case review, and may be allowed only pursuant to the following requirements and procedures.

1. Pre-Application Conference: A pre-application conference shall be required prior to submission of any application for Special Use Permit pursuant to Section 90.057.
2. Application & Fee: A proposal for a zoning district amendment shall be filed with the Administrative Official on forms provided herein along with a \$250.00 review and processing fee as required pursuant to Section 90.067 of the City's Zoning Code. Additionally, any proposal to construct a non-residential structure greater than 2,500 square feet shall comply with the Site Plan Review Procedures contained in Article 13 herein. An application shall not be scheduled for public hearing until the application form has been fully completed, the filing fee paid, and all required information submitted.
3. Public Notice - City: The Office of the Administrative Official shall be responsible for having an official notice of the public hearing published in a newspaper of general circulation at least fifteen (15) days prior to the hearing. The notice shall fix the time and place of the hearing and shall describe generally the change requested.
4. Notice to Neighbors - City: It shall be the City's responsibility to submit a notice of intent to surrounding property owners by regular mail **no less than 15 days prior to the scheduled meeting date**. The notice shall contain the time and place of the public hearing and a statement regarding the purpose of the hearing, including, but not limited to, the location of the subject property(s) being considered for rezoning, the existing and proposed zoning classifications and proposed uses for the site. (Notice must entail a minimum of 250 feet from the applicant's property lines).
5. Public Hearing: The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. At the hearing any interested party may appear and testify, either in person or by duly authorized agent or attorney. The public hearings are held in City Hall located at 1115 Broadway, Highland, IL in the Council Chambers.
6. Combined Planning and Zoning Board Recommendation: The Administrator shall prepare an advisory report on every request for a special use permit and present said report to the Combined Planning and Zoning Board at the next regular Combined Planning and Zoning Board meeting. The Combined Planning and Zoning Board shall hold a public hearing at which time citizens and parties of interest shall have an opportunity to be heard. In order to recommend approval or disapproval of a proposed special use permit, the Combined Planning and Zoning Board shall consider the following matters:
  - a. Whether the proposed amendment or special use is consistent with the City's comprehensive plan;
  - b. The effect the proposed amendment or special use would have on public utilities and on traffic circulation;

- c. Whether the proposed design, location and manner of operation of the proposed special use will adequately protect the public health, safety and welfare, and the physical environment;
  - d. The effect the proposed special use would have on the value of neighboring property and on this City's overall tax base;
  - e. The effect the proposed special use would have on public utilities; and
  - f. Whether there are any facilities near the proposed special use, such as schools or hospitals that require special protection.
7. Decision by Council: The City Council shall act on every request for a special use permit at their next regularly scheduled meeting following submission of the Combined Planning and Zoning Board's advisory report. Without further public hearing, the Council may grant a special use permit by an ordinance passed by simple majority vote of all members. In a separate statement accompanying any such ordinance, the Council shall state their findings of fact, and indicate their reasons for approving, with or without conditions, or denying the request for a special use permit.

**EXHIBIT "A"**  
**Special Use Permit Application**

Return Form To:

Administrative  
Official City of  
Highland 12990  
Troxler Rd  
Highland, IL 62249  
(618) 654-9891  
(618) 654-1901 (fax)

For Office Use Only

Date Submitted: \_\_\_\_\_  
Filing Fee: \_\_\_\_\_  
Date Paid: \_\_\_\_\_  
Date Advertised: \_\_\_\_\_  
Date Notices Sent: \_\_\_\_\_  
Public Hearing Date: \_\_\_\_\_  
Zoning File #: \_\_\_\_\_

---

**APPLICANT INFORMATION:**

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**PROPERTY INFORMATION:**

Street Address of Parcel ID of Property: \_\_\_\_\_

Property is Located In (Legal Description): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Present Zoning Classification: \_\_\_\_\_ Acreage: \_\_\_\_\_

Present Use of Property: \_\_\_\_\_  
\_\_\_\_\_

Proposed Land Use: \_\_\_\_\_  
\_\_\_\_\_

Description of proposed use and reasons for seeking a special use permit:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SURROUNDING LAND USE AND ZONING:**

	<u>Land Use</u>	<u>Zoning</u>
North	_____	_____
South	_____	_____
East	_____	_____
West	_____	_____

Should this special use be valid only for a specific time period? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, what length of time? \_\_\_\_\_

<i>Does the proposed Special Use Permit meet the following standards? If not, attach a separate sheet explaining why.</i>	Yes	No
A. Will the proposed design, location and manner of operation of the proposed special use will adequately protect the public health, safety and welfare, and the physical environment;	<input type="checkbox"/>	<input type="checkbox"/>
B. Is the proposed special use consistent with this City's Comprehensive Plan;	<input type="checkbox"/>	<input type="checkbox"/>
C. Will the proposed special use have a minimal negative impact on the value of neighboring property and on this City's overall tax base;	<input type="checkbox"/>	<input type="checkbox"/>
D. Will the proposed special use have a minimal negative impact on public utilities and on traffic circulation on nearby streets; and	<input type="checkbox"/>	<input type="checkbox"/>
E. Will the proposed special use have a minimal impact on the facilities near the proposed special use, such as schools or hospitals require special protection?	<input type="checkbox"/>	<input type="checkbox"/>

**THE FOLLOWING ITEMS MUST ACCOMPANY YOUR APPLICATION:**

1. One copy of a legal description AND warranty deed of the property. If the applicant is not the property owner, a notarized letter from the property owner granting the applicant permission to apply for the request will be required.
2. A current plat, site plan, survey, or other professional illustration.
3. One copy of a narrative statement describing the impact of the proposed change, including the purpose of the request, the desired land use, any traffic conditions that may result, how the proposed change may affect the character of the surrounding properties, and how the proposed change will benefit the City of Highland.
4. Application fee.
5. Any other information required by planning staff (i.e. landscaping plan, elevation plan, exterior lighting plan, etc).

I HAVE READ AND UNDERSTAND THE ABOVE CITY OF HIGHLAND PETITION TO THE COMBINED PLANNING & ZONING BOARD REQUIREMENTS.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

November 7, 2023

**TO: Mallord Hubbard  
Economic Development Coordinator  
City of Highland, Illinois**

**FROM: David Schlafly  
Warson Development LLC  
2 North Meramec Ave 3<sup>rd</sup> floor  
St Louis MO 631025**

**RE: Special Use Permit Application for 1014 Laurel Street, Highland IL 62249  
Supplement information.**

---

Dear Mr. Hubbard,  
Please find enclosed additional information pursuant to the application for the property located at 1014 Laurel Street, Highland IL.

**Legal Description of the property.**

Thirty-three (33) feet off of the entire North side of Lot Numbered Seven (7) in Block Numbered Twenty-four (24) in the City of Highland, as the same appears from plat thereof recorded in the Recorder's Office of Madison County, Illinois in Plat Book 4 Page 40 and recopied in Plat Book 15 on Page 20.

**Warranty Deed.**

See attached.



**Statement describing the impact of the proposed change, purpose of the request, any traffic conditions that may result, how the proposed change will benefit the City Highland.**

- **Impact of the proposed change of use to allow the 2<sup>nd</sup> floor apartments to include Airbnb / Vacation rental.**

The second floor of 1014 Laurel Street existing condition and use is residential apartments. The second floor has been entirely gutted and rebuilt with new, thoroughly modern two – 2 bedroom apartments with stylistic cues of the building’s historic newspaper past- The Journal building.

Therefore, the requested additional use is not a change in zoning classification or utilization, rather it is an enhancement of the residential zoning to permit the residential units to be rented as fully fixtures apartments to guests of Highland families and businesses for shorter stays. There is no additional impact on City services or parking. The use will add guests to the city downtown district to shop and dine.

- **Change in traffic conditions.**

The present zoning permits two residential apartments, and the proposed change of use will remain two residential apartments, therefore there is no change to the traffic condition of the subject area.

- **Purpose of the request.**

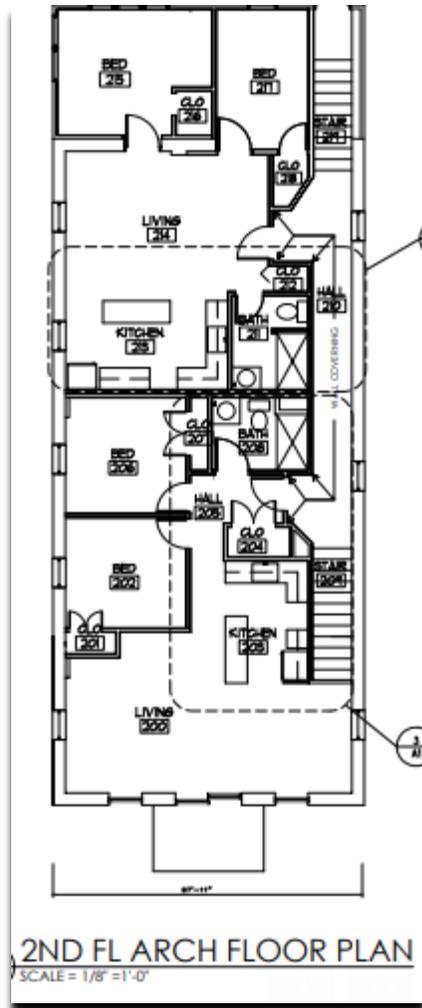
The purpose of the request is to allow the future use of the second floor residential apartment units as Airbnb and short term vacation rentals in compliance with City of Highland zoning codes.

- **How the change of use will benefit the City of Highland.**

The new stylistic apartments bring much needed short term residential options to guests of Highland families and businesses.

There is a scarcity of hotels, and fully fixture residential units for visitors to the City of Highland. Guests come to Highland for many reasons, to attend weddings, anniversaries, festivals, or business meetings.

The beautiful apartments being built at 1014 Laurel Street on Highland Square will complement the experience of guests to Highland with beautiful modern residential environment within a historic brick building on the Square. The City of Highland residents will benefit from the addition of residential options for guests and increasing dining and shopping activity on the Square.



*Inspirational – old Newsroom*

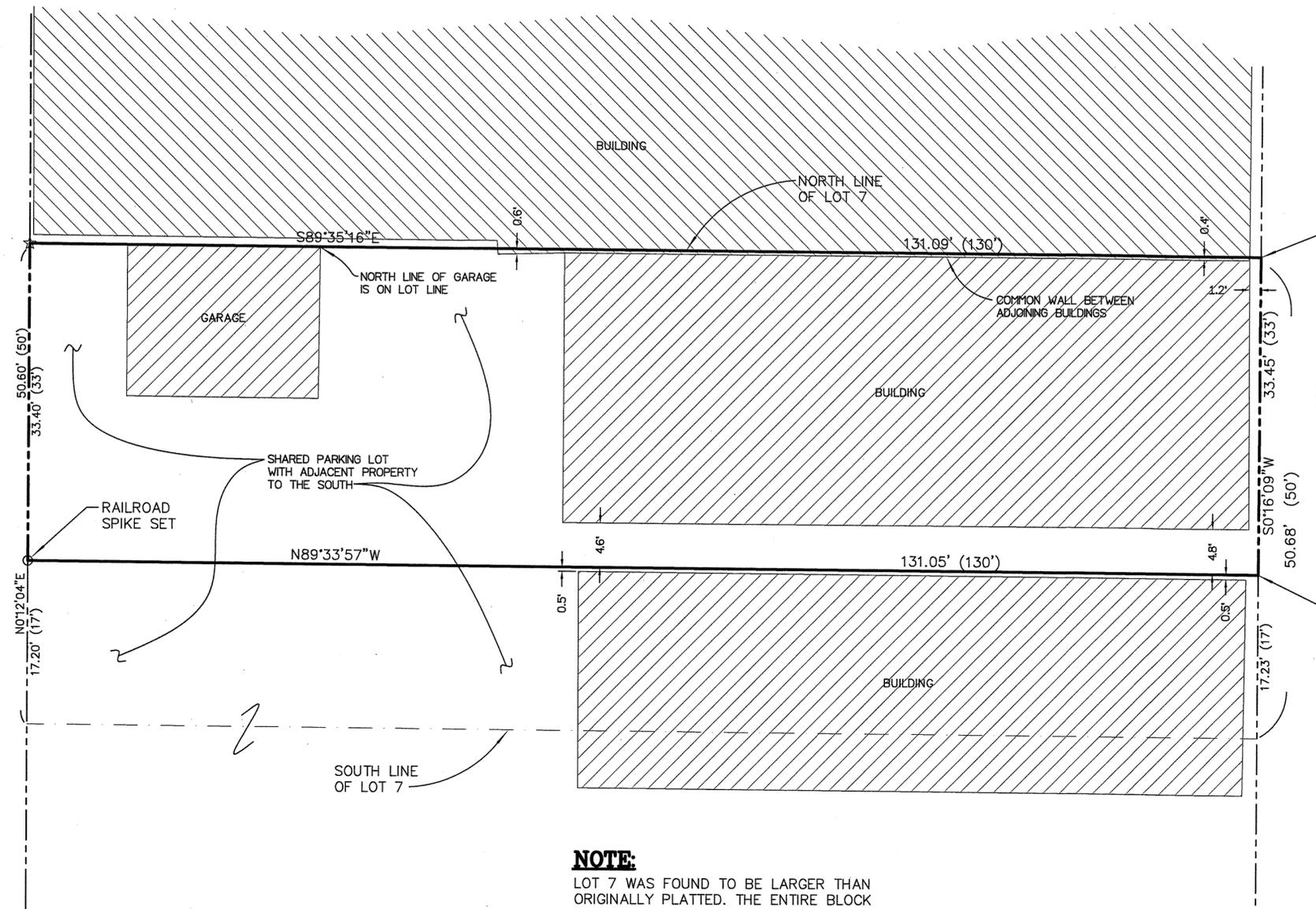


# PLAT OF SURVEY

BASED UPON FIELD SURVEYS COMPLETED 4-21-2022  
FOR WARSON DEVELOPMENT L.L.C.  
THE NORTH 33' OF LOT 7, BLOCK 28 IN THE ORIGINAL  
TOWN OF HIGHLAND, MADISON COUNTY, ILLINOIS

MADISON COUNTY  
P.I.N. 01-2-24-05-06-104-035

ALLEY (20')



LAUREL STREET (60')

## LEGEND

- IRON PIN OR PIPE FND.
- IRON PIN SET
- CONC. MON. FND.
- CONC. MON. SET
- ▲ STONE FOUND
- ☆ IRON PIN W/ CAP SET
- ★ IRON PIN W/ CAP FND.
- ( ) RECORD DIMENSION



### NOTE:

LOT 7 WAS FOUND TO BE LARGER THAN ORIGINALLY PLATTED. THE ENTIRE BLOCK WAS PRORATED, INCLUDING THOSE PARTS OF LOT 7 AS SHOWN

IF UNDERGROUND UTILITIES ARE SHOWN ON THIS DOCUMENT, THE INFORMATION OFFERED AS TO THE SIZE, LOCATION, CONDITION, OWNERSHIP AND USE IS TENTATIVE AND SHOULD BE VERIFIED. IF A JULIE LOCATION NUMBER IS NOTED, THE LOCATIONS OF THE VARIOUS UTILITIES ARE SHOWN USING THE DATA AS MARKED IN THE FIELD.

IT IS NOT WARRANTED THAT THIS DOCUMENT CONTAINS COMPLETE INFORMATION REGARDING DEDICATIONS, EASEMENTS, RESERVATIONS, RIGHTS-OF-WAY, BUILDING LINES OR OTHER ENCUMBRANCES. FOR MORE INFORMATION, A TITLE OPINION OR COMMITMENT SHOULD BE OBTAINED.

I, THE UNDERSIGNED ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY DECLARE, TO THE BEST OF MY KNOWLEDGE AND BELIEF THAT THIS PLAT IS A CORRECT REPRESENTATION OF A SURVEY MADE UNDER MY DIRECT SUPERVISION AT THE REQUEST OF AND FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED. THE AREA WITHIN THE BOLD LINES IS SITUATED WITHIN AN INCORPORATED MUNICIPALITY AND IS SITUATED WITHIN 1.5 MILES OF A MUNICIPALITY WHICH HAS ADOPTED A COMPREHENSIVE PLAN AND IS EXERCISING THE SPECIAL POWERS AUTHORIZED BY DIVISION 12 OF ARTICLE II OF THE ILLINOIS MUNICIPAL CODE. THIS AREA IS NOT BORDERED BY OR PART OF ANY PUBLIC WATERS OF THE STATE OF ILLINOIS. THIS AREA IS NOT SITUATED WITHIN A SPECIAL FLOOD HAZARD AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. ALL INFORMATION OFFERED ON THIS DOCUMENT, OR IN THIS FILE AS THE CASE MAY BE, IS FOR THE EXCLUSIVE USE OF THE CLIENT NAMED. ANY UNAUTHORIZED USE, COPY, OR FACSIMILE OF ANY OR ALL OF THE INFORMATION OFFERED, IN ANY MANNER, VOIDS ANY CERTIFICATION OR DECLARATION. THIS PROFESSIONAL SERVICE, TO THE BEST OF MY KNOWLEDGE, CONFORMS TO THE MINIMUM STANDARDS FOR BOUNDARY SURVEYS IN ILLINOIS, EFFECTIVE 11-10-04.

*Joseph A. Langhauser*  
ABACUS PROFESSIONAL SERVICES  
BY JOSEPH A. LANGHAUSER  
ILLINOIS PROFESSIONAL LAND SURVEYOR #2530

### REFERENCE:

COMMONWEALTH LAND TITLE INSURANCE COMPANY  
ALTA UNIVERSAL I.D. 0004715  
HIGHLAND COMMUNITY TITLE OFFICE FILE NUMBER  
H220351  
SURVEY RELATED B-II ITEMS:

9. BLANKET EASEMENT GRANTED TO ILLINOIS BELL TELEPHONE CO. (SEE DOCUMENT FOR FURTHER DETAILS)
10. BLANKET EASEMENT GRANTED TO GENERAL TELEPHONE COMPANY (SEE DOCUMENT FOR FURTHER DETAILS)

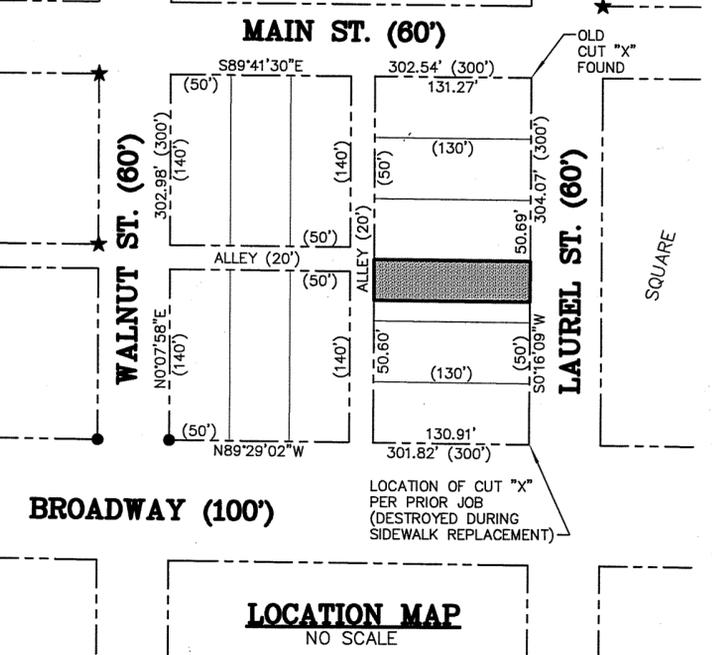


DATE: 5-5-2022  
LICENSE RENEWAL DATE: 12/01/22



**ABACUS**  
PROFESSIONAL SERVICES  
LAND SURVEYING AND CONSULTING  
ILLINOIS PROFESSIONAL DESIGN FIRM  
LICENSE # 184-002806  
1155 N. 4TH, P.O. BOX #5  
BREESE, IL. 62230  
PHONE (618) 526-4277  
abacuspros@yahoo.com

5-4-2022 DLW/JAL 5758-S-22



LOCATION MAP  
NO SCALE

Charge & Return To:  
Community Title  
901 Main St.  
Highland, IL 62249

PTAX-033106

2022R18554  
STATE OF ILLINOIS  
MADISON COUNTY  
06/01/2022 11:03 AM  
DEBRA D. MING-MENDOZA  
CLERK & RECORDER  
REC FEE: 51.00  
CO STAMP FEE: 25.00  
ST STAMP FEE: 50.00  
RHSPS FEE: 9.00  
# OF PAGES: 4

H220351

THE ABOVE SPACE FOR RECORDER'S USE ONLY

## CORPORATION WARRANTY DEED

THIS INDENTURE WITNESSETH, That the

Grantor:

**Highland Journal Printing, Inc., an Illinois corporation**

a corporation duly organized and existing under and by virtue of the laws of the State of **Illinois**, and duly authorized to transact business in the State where the following described real estate is located, for and in consideration of One Dollar and other good and valuable considerations, the receipt of which is hereby acknowledged, and pursuant to authority given by the Board of Directors of said corporation, CONVEYS and WARRANTS to

Grantee:

**Warson Development, LLC, a Missouri limited liability company**

whose address is: **2 N. Meramec Ave. 3rd floor, St. Louis, MO 63105**

the following described real estate commonly known as **1014 Laurel St., Highland See Exhibit A for Legal Description**

situated in the County of **Madison** in the State of Illinois.

IN WITNESS WHEREOF, said Grantor has caused its corporate seal to be affixed hereto, and has caused its name to be signed by the parties below on this 27<sup>th</sup> day of May, 20 22.

**Highland Journal Printing, Inc., an Illinois corporation**

Attested to By: Keith A. Federer

By: Pamela R. Schmitt

**Keith A. Federer, President**

**Pamela R. Schmitt, Secretary**

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF MADISON )

I, the undersigned, a Notary Public, in and for said County and State aforesaid, do hereby certify that **Keith A. Federer**, and **Pamela R. Schmitt**, of said corporation, to me known to be the person(s) described in and who executed the foregoing instrument, appeared before me this day in person and severally acknowledged that in their respective positions as **President** and **Secretary** they signed and delivered the said instrument and caused the corporate seal of said corporation to be affixed thereto, pursuant to authority, given by the Board of Directors of said Corporation as their free and voluntary act, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and Notarial Seal this 27<sup>th</sup> day of May, 20 22.

My commission expires:



Kelli R. Hanebrink  
Notary Public

<p>THIS INSTRUMENT PREPARED BY  <b>Mottaz Law Office</b>  <b>2600 D. State Street</b>  <b>Alton, IL 62002</b></p>	<p>FUTURE TAX BILLS  should be sent to:  <b>Warson Development, LLC, a Missouri  limited liability company</b>  <b>2 N. Meramec Ave. 3rd floor</b>  <b>St. Louis, MO 63105</b></p>
---	--

**PLEASE RETURN THIS DOCUMENT TO:**

**Re: H220351**

**Highland Community Title, LLC**  
**901 Main Street**  
**Highland, IL 62249**

## Exhibit A

Thirty-three (33) feet off of the entire North side of Lot Numbered Seven (7) in Block Numbered Twenty-four (24) in the City of Highland, as the same appears from plat thereof recorded in the Recorder's Office of Madison County, Illinois in Plat Book 4 Page 40 and recopied in Plat Book 15 on Page 20.

**Except any interest in the coal, oil, gas and other mineral rights underlying the land which have been heretofore conveyed or reserved in prior conveyances, and all rights and easements in favor of the estate of said coal, oil gas and other minerals, if any.**

Situated in Madison County, Illinois

PPN: 01-2-24-05-06-104-035

IDENT: 3143 1512



THIS IS A LEGAL DOCUMENT - CONSULT YOUR PRIVATE ATTORNEY
AFFIDAVIT TO COMPLY WITH PLAT ACT AND TRACT
SURVEY REQUIREMENTS

Affiant is (agent for) (an officer of) (one of) the grantor(s) in a (deed) (lease) (contract) transferring interest in the real estate described in the accompanying document. Affiant further states this transfer is exempt from the Illinois Plat Act because it is:

- (X) A. NOT A DIVISION OF LAND (parcel lines unchanged)
( ) C. DIVISION FOR TAXING PURPOSES ONLY (parcel lines change)
( ) B. A DIVISION OF LAND THAT MEETS ONE OF THE FOLLOWING EXCEPTIONS TO THE PLAT ACT.
1 A DIVISION OR SUBDIVISION OF LAND INTO TRACTS OF 5 ACRES OR MORE NOT INVOLVING NEW STREETS OR EASEMENTS OF ACCESS WITH A MINIMUM OF FIVE (5) ACRES RESIDUE OR GRANDFATHERED UNDER PRIOR APPROVED PLAT BY LAND USE COMMITTEE.
2 A DIVISION OR LOTS OR BLOCKS OF LESS THAN 1 ACRE IN A RECORDED SUBDIVISION NOT INVOLVING NEW STREETS OR EASEMENTS OF ACCESS.
3 A SALE OR EXCHANGE OF LAND BETWEEN OWNERS OF ADJOINING AND CONTIGUOUS LAND.
4 A CONVEYANCE OF LAND FOR USE AS A RIGHT OF WAY FOR PUBLIC UTILITIES AND OTHER PIPELINES NOT INVOLVING NEW STREETS OR EASEMENTS OF ACCESS.
5 A CONVEYANCE OF LAND OWNED BY A PUBLIC UTILITY NOT INVOLVING NEW STREETS OR EASEMENTS OF ACCESS.
6 A CONVEYANCE OF LAND FOR HIGHWAY OR OTHER PUBLIC PURPOSE OR RELATING TO A DEDICATION OF LAND FOR OR VACATION OF LAND SUBJECT TO A PUBLIC USE.
7 A CONVEYANCE TO CORRECT DESCRIPTION IN PRIOR CONVEYANCE.
8 THE SALE OR EXCHANGE OF PARCELS OF LAND FOLLOWING THE DIVISION INTO NO MORE THAN 2 PARTS OF A PARCEL EXISTING ON 7/17/59 AND INVOLVING NO NEW STREETS OR EASEMENTS OF ACCESS.
9 THE SALE OF A SINGLE LOT/TRACT LESS THAN 5 ACRES FROM A LARGER TRACT (EXCEPTION ONLY APPLIES TO THE 1ST LOT CONVEYED UNDER 5 ACRES FROM A LARGER TRACT AS IT EXISTED ON 10/1/73) (THE SINGLE TRACT OF LESS THAN 5 ACRES MUST HAVE BEEN SURVEYED BY AN ILLINOIS REGISTERED LAND SURVEYOR WHOSE SURVEY MUST HAVE BEEN RECORDED OR ACCOMPANY THE DEED)

IF "A" IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS NOT REQUIRED.
IF "B OR C" IS MARKED ABOVE, APPROVAL BY THE MAPS & PLATS GIS DIVISION IS REQUIRED.

Under penalties of perjury I swear that the statements contained here are true and correct.

Highland Journal Printing, Inc., an
Illinois corporation

Ashley Call X By: Pam Schmidt Date: 5/27/22

H220351

Subscribed and sworn to before me:

[Signature]
Notary Public



All divisions of less than 2 acres within the County jurisdiction must be reviewed by the Madison County Planning and Development Department

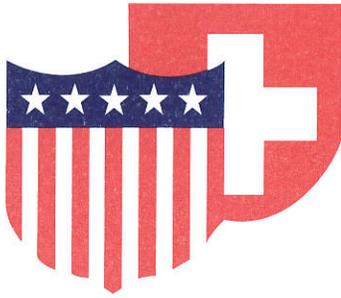
This affidavit only ensures the Recorder's Office compliance with the State Plat Act. If the property is located within a municipality or within 1.5 miles of a municipality, local ordinances may apply. If exception 9 is used, it is required that this land division be reviewed & approved by the participating municipality. Each municipality has five (5) business days to review deed(s) and return. If the five day limit expires, Maps & Plats will process the deed upon proof of date submitted to municipality.

Date Submitted to Municipality (s) Please Check One ( ) Municipality Jurisdiction ( ) County Jurisdiction

Municipality(s) With Jurisdiction

Municipal Planning Officials Signature Print Name Date

Municipal Planning Officials Signature Print Name Date



# City of Highland

## Combined Planning and Zoning Board

### Exhibit "C"

### Determination of Special Use Permit

Date Submitted: 10/19/23  
 Filing Fees: \$250.00  
 Date Paid: 10/23/23  
 Date Advertised: 11/16/23  
 Date of Sent Notice: 11/15/23  
 Date of Public Hearing: 12//6/23

On December 6, 2023, the City of Highland Combined Planning and Zoning Board at its regular meeting **approved**, **approved with condition(s)**, **denied** a Special Use Permit for the following:

Warson Development, LLC (2 North Meramec Avenue, 3rd Floor, St. Louis, MO 63105) is requesting a Special Use Permit for a short-term rental within the C-2 Central Business zoning district, specifically at 1014 Laurel Street. Property PIN # 01-2-24-05-06-104-035.

The City Council will consider the recommendation of the Combined Planning and Zoning Board at the December 18, 2023, meeting of the City Council.

In recommending Approval (action) of this Special Use Permit, the Combined Planning and Zoning Board considered all standards listed in the zoning regulation and all other conditions listed for that use in other sections of these regulations. In addition, the Combined Planning and Zoning Board found that the proposed use **did / did not** provide safeguards to assure its compatibility with the surrounding area.

Conditions (if any): NONE

Anthony Walker  
 Chairperson of the Combined Planning and Zoning Board

12/6/23

Date:

ORDINANCE NO. \_\_\_\_\_

**ORDINANCE GRANTING A SPECIAL USE PERMIT TO  
WARSON DEVELOPMENT, LLC TO ALLOW A SHORT-TERM RENTAL  
WITHIN THE C-2 ZONING DISTRICT  
AT 1014 LAUREL 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, the City Council has made the findings of fact, and the statement of its reasons for granting the Petition for Special Use Permit in question, in a separate resolution numbered as Resolution No. \_\_\_\_\_;

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

*Section 1.* Warson Development LLC is hereby granted a Special Use Permit in the “C-2” zoning district, as defined in Chapter 90 of the *Code of Ordinances, City of Highland*, for a short-term rental at 1014 Laurel Street, Highland, IL 62249, PIN # 01-2-24-05-06-104-035 (“Property”).

*Section 2.* The Special Use Permit is granted for the Property.

*Section 3.* This Ordinance shall be known as Ordinance No. \_\_\_\_\_ and shall be in full force and effect upon adoption.

*Section 4.* This ordinance 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, and deposited and filed in the office of the City Clerk on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, the roll call vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

ABSENT:

APPROVED:

---

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

ATTEST:

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Barbara Bellm  
City Clerk  
City of Highland  
Madison County, Illinois



# City of Highland

**Memo To:** Christopher Conrad, City Manager

**From:** Jackie Heimburger, Director of Support Services

**Date:** December 11, 2023

**Subject:** Joint Purchasing Agreement for City Hall Furniture

## **Recommendation**

I recommend that you request council to waive customary bidding practices and approve to utilize Global Furniture Group joint purchasing agreement, Contract #EQ-52920-01F in order to purchase furniture for City Hall. Global Furniture Group is a Public Sector purchasing cooperative that public entities may utilize as authorized under the Illinois Statutes for non-home rule communities according to the Illinois Governmental Joint Purchasing Act 325 ILCS 525/4.2.

## **Discussion**

The City staff have been consulting with a representative from Indoff to help design the furniture layout for City Hall. If the council approves City Hall to utilize the Global Furniture Group joint purchasing agreement, City Hall will order through Indoff LLC, 11816 Lackland Rd, St Louis, MO 63146 utilizing the joint purchasing agreement contract #EQ-52920-01F which will provide us with the pre-negotiated government pricing.

## **Financial Impact**

The financing for replacing furniture for City Hall was included in the City Hall renovations and we should be able to stay within the expected budget.

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENT AND APPROVING AND AUTHORIZING THE PURCHASE OF OFFICE FURNITURE, AND OTHER NEEDED PRODUCTS AND MATERIALS FOR CITY HALL RENOVATION, FROM GLOBAL FURNITURE GROUP, THROUGH THE STATE OF ILLINOIS JOINT PURCHASING PROGRAM AS A SOLE SOURCE PURCHASE**

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 Council has been advised of the need for office furniture, and other related products and materials, for the City Hall renovation; and

WHEREAS, pursuant to 30 ILCS 525/4.2:

Sec. 4.2. Any governmental unit may, without violating any bidding requirement otherwise applicable to it, procure supplies and services under any contract let by the State pursuant to lawful procurement procedures.

(See State of Illinois Governmental Joint Purchasing Act; 30 ILCS 525 *et seq.*); and

WHEREAS, pursuant to the City of Highland purchasing policy:

State of Illinois

City employees are authorized to obtain goods and services using the State of Illinois Joint Purchasing program. When available through the State program, it is not necessary for City employees to obtain quotes or to competitively bid the goods or services which are sought. Employees shall be responsible, however, for ensuring that the goods or services are of a quality sufficient to meet the City’s needs and that pricing is competitive.

When making purchases using the State’s assigned vendor, employees shall submit a purchase order to the vendor directly and shall include the State of Illinois contract number and the City’s assigned Joint Purchasing member I.D. number on the purchase order. This information should be included on the purchase order.

(See City of Highland Purchasing Policy); and

WHEREAS, City desires to purchase office furniture, and other related products and materials, from Indoff LLC, 11816 Lackland Rd, St Louis, MO 63146, utilizing the joint purchasing agreement contract #EQ-52920-01F, guaranteeing pre-negotiated government pricing (“Indoff LLC”); and

WHEREAS, City Council deems it to be in the best interests of City to waive the competitive-bidding requirement and to purchase office furniture, and other related products and materials, through the State of Illinois Joint Purchasing program from Indoff LLC as a sole source purchase; and

WHEREAS, the City Council also finds that the City Manager and/or Mayor should be authorized and directed, on behalf of the City of Highland, to execute whatever documents are necessary to waive the competitive-bidding requirement and to purchase office furniture, and other related products and materials, through the State of Illinois Joint Purchasing program from Indoff LLC as a sole source purchase; 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 purchase of office furniture, and other related products and materials, through the State of Illinois Joint Purchasing program from Indoff LLC as a sole source purchase is approved.
- Section 3.* The City Manager and/or Mayor is authorized and directed, on behalf of the City of Highland, to execute and date whatever documents may be necessary to purchase office furniture, and other related products and materials, through the State of Illinois Joint Purchasing program from Indoff LLC as a sole source purchase.
- Section 4.* 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 \_\_\_\_\_, 2023, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT:

APPROVED:

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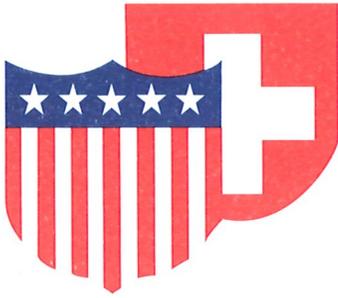
Kevin B. Hemann, Mayor  
City of Highland, Madison County, Illinois

ATTEST:

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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 12, 2023

**SUBJECT:** Declaring Surplus Property for Street and Alley  
Elgin Pelican Street Sweeper and 2001 Freightliner Dump Truck  
Recommendation for Surplus Property Approval

## RECOMMENDATION

I recommend that you request council approval to declare a mid-1980s Elgin Pelican Street Sweeper and 2001 Freightliner Dump Truck as surplus property.

## DISCUSSION

The division purchased a used Pelican Street Sweeper last year to replace our sweeper. This particular sweeper is primarily used to collect excess rock from our oil and chip operations. We received delivery of a new dump truck this past summer. This truck is used for water distribution and sewer collection work. The equipment is no longer useful in our fleet. We plan to sell it either outright or by a commercial auction service.

Make: Freightliner  
Model: FL 70  
Year: 2001 with 63,577 miles  
VIN: 1FUABTCSO2HJ86435

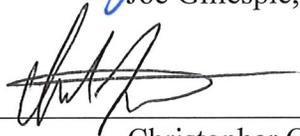
Make: Elgin  
Model: Pelican HH  
Year: produced from 1984-1988 (unknown exact year) with 3020 hours  
SERIAL: A3615 (chassis); CD4239T698901 (engine)

**FISCAL IMPACT**

Funds from the sale will go into the division account.

**CONCURRENCE**

Recommended by:   
Joe Gillespie, Director of Public Works

Approved by:   
Christopher Conrad, City Manager

**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF HIGHLAND SURPLUS AND AUTHORIZING ITS SALE AND/OR DISPOSAL, INCLUDING ELGIN AND FREIGHTLINER VEHICLES**

**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**, City currently owns:

1. Elgin, Pelican HH, 3020 Hrs, A3615 Serial, CD4239T698901 Engine Serial;
2. Freightliner, FL 70, 63,577 M, 1FUABTCSO2HJ86435, 2001

(“Surplus Property”); and

**WHEREAS**, in the opinion of this City Council, the Surplus Property is no longer necessary or useful to, or in the best interests of the City to retain, and should be declared surplus personal property; and

**WHEREAS**, City has determined the Surplus Property will be sold for the highest value possible, or disposed of, to be determined solely by the City Manager, or the City Manager’s designee; and

**WHEREAS**, City has determined the City Manager, or the City Manager’s designee, is permitted to sell for the highest obtainable value or dispose of the Surplus Property, to be determined solely by the City Manager, or the City Manager’s 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, trade-in, 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.* The City Surplus Property is hereby declared no longer useful to the City or necessary for City purposes, that the City Surplus Property is declared surplus, and that it is in the best interest of the City to sell, trade-in, and/or dispose of the same.

*Section 3.* The City Manager, or his designee, is directed and authorized to sell, trade-in, and/or dispose of the Surplus Property, as the City Manager, or his designee, sees fit.

*Section 4.* The City Manager, or his designee, is directed and authorized to sell or trade-in the Surplus 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, or his designee.

*Section 5.* 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 and approved by the Mayor of the city of Highland, Illinois and deposited and filed in the office of the City Clerk on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

ABSENT:

APPROVED:

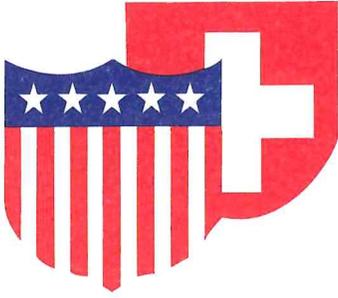
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Kevin Hemann, Mayor  
City of Highland  
Madison County, Illinois

ATTEST:

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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 13, 2023  
**SUBJECT:** Diesel Fuel Tank and Dispensing System, PW-07-23  
Notice of Municipal Letting

## RECOMMENDATION

I recommend that you request council approval to advertise for a NOML to replace the diesel fueling system located at the Electric/Water and Sewer Maintenance yard. The proposed bidding document is attached.

## DISCUSSION

I do not know the exact age of our diesel fueling station. It is likely 20-25 years old. The system is plagued by interruptions in connection to the software and dispensing issues. Nearly every department uses the system and it can be accessed after hours.

## FISCAL IMPACT

The departments that use it will split the costs.

## CONCURRENCE

Recommended by: \_\_\_\_\_  
Joe Gillespie, Director of Public Works

Approved by: \_\_\_\_\_  
Christopher Conrad, City Manager

City of Highland, Illinois  
Department of Public Works

# Diesel Fuel Tank and Dispensing System

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PW-07-23

Approved by:  Date: 12-14-23  
City Manager

Date: January 10, 2024  
Time: 10:00 a.m.

Location: Public Works  
1113 Broadway  
Highland, IL 62249

**Proposal Submitted by:**

Vendor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

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## **BID FORM**

Submit this bid to:     Office of the City Manager  
                              1115 Broadway  
                              P.O. Box 218  
                              Highland, Illinois 62249

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an agreement with the City of Highland in the form included in the Contract Administration to perform and furnish all Work as specified or indicated in the Special Provisions within the specified time and for the amount indicated in the Bid and in accordance with other terms and conditions of the Contract Documents.

Bidder accepts all of the terms and conditions of the Contract Administration and the Special Provisions, including without limitation those dealing with the disposition of bid security. This Bid will remain subject to acceptance for 30 days after the day of bid opening. Bidder will sign and submit the Contract with the Bonds and other documents required by the Bidding Documents within 15 calendar days after the date of the Notice of Award.

In submitting this Bid, Bidder represents that:

- a) Bidder has visited the site and is familiar and satisfied with the location and site conditions, which may affect the cost, progress, performance, and completion of the Work.
- b) Bidder is familiar with, and has satisfied with all Federal, State, and Local laws and regulations that may affect the performance of this Work.
- c) Bidder is familiar and satisfied with the general nature of the Work.
- d) Bidder has given the City of Highland written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Contract Documents and the written resolution thereof by the City of Highland is acceptable to the Bidder, and the Contract Documents are generally sufficient to indicate and convey understanding of all items and conditions for performing and furnishing the Work for which this Bid is submitted.
- e) This Bid is genuine, not made in the interest or on behalf of any undisclosed person, firm, or corporation, and is not submitted in conformity with any agreement or rules of any group, association, organization, or corporation. Bidder has not directly or indirectly induced or solicited any other bidder to submit a false or sham bid. Bidder has not solicited or induced any person, firm, or corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other bidder of over the City of Highland.

f) Bidder has completed and submitted with this Bid, the Certificate of Compliance, the Certificate of Non-Delinquency of Taxes, and the Certificate of Compliance with the Substance Abuse Prevention on Public Works Projects Act.

g) The bidder agrees to complete the work as described.

The bidder agrees to complete the work within the specified time limit.

Communications with the bidders should be addressed to the following address:  
(Please print or type)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AUTHORIZED  
SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_

Print Name: \_\_\_\_\_

**Total Lump Sum Bid Price** \$ \_\_\_\_\_

**SIGNATURES**

(If an individual)

Name (print) \_\_\_\_\_

Signature of Bidder \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



(If a partnership)

Firm Name (print) \_\_\_\_\_

Signed by (print) \_\_\_\_\_

Signature \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



(If a corporation)

Corporation Name \_\_\_\_\_

Signed by (print) \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

# CONTRACT

This agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Highland, Illinois, party of the first part, hereinafter designated as the Owner, and \_\_\_\_\_ his or their executors, administrators, successors and assignees, party of the second part, hereinafter designated as the Contractor.

Witnesseth: That the said Contractor has covenanted, contracted, and agreed, and by these presents does covenant, contract, and agree with the said Owner for and in consideration of the payment provided in the proposal attached hereto, and under the penalty expressed in the bond attached hereto, to do all called for by the specifications, free from all claims, liens, and charges.

It is also understood and agreed that the Contract Administration, Specifications, Bid Form, Proposal, and other exhibitors hereto attached or herein referred to are all essential documents for this Contract and are part thereof.

In witness therefore, on the day and year first above written, the parties hereto have set their hands and seals.

City of Highland, Illinois (Owner)

By: \_\_\_\_\_

Title: Mayor

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

(CORPORATE SEAL)

---

(if corporation) \_\_\_\_\_ (Contractor)

By: \_\_\_\_\_ President

Attest: \_\_\_\_\_ Secretary

(if a partnership) \_\_\_\_\_ (Contractor)

\_\_\_\_\_ (Contractor)

Partners doing business under the firm name of:

\_\_\_\_\_

If an individual \_\_\_\_\_

## CERTIFICATE OF COMPLIANCE

The undersigned Bidder / Proposer on a Contract submitted for bids / proposals by the City of Highland, Illinois known as \_\_\_\_\_, hereby certifies that he/she/it is not barred from bidding on the Contract as a result of violation of either Section 33E-3 (Bid Rigging) or Section 33E-4 (Bid Rotating) of Chapter 38 of the Illinois Revised Statutes.

Dated: \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City / State / Zip Code

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

## CERTIFICATE OF NON-DELINQUENCY OF TAX



# City of Highland

**To:** All Vendors and Contractors

**From:** City of Highland

**RE:** Certificate of Non-Delinquency of Tax

As a result of a recent amendment to the Illinois Municipal Code (Adding Section 11-42.1-1), the City of Highland is prohibited from entering into a contract with any individual or anyone else that is delinquent in the payment of any tax administered by the Illinois Department of Revenue, unless that party is contesting the tax in accordance with procedure established by the particular taxing act.

Further, before awarding a contract, the City of Highland is required to obtain a statement under oath from the party with whom it is contracting that no such taxes are delinquent. If a false statement is made, it voids the contract and allows the City to recover all amounts paid to the individual in a civil action.

**CERTIFICATE OF NON-DELINQUENCY OF TAX**

As required by Section 11-42.1-1 of the  
Illinois Municipal Code

The undersigned hereby and herewith certifies under oath that he/she/it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, or if delinquent, is currently contesting the liability or the amount of such tax in accordance with the procedures established by the appropriate Taxing Act.

A person is not considered delinquent in the payment of a tax for the purposes of this certification if such person has entered into an Agreement with the Illinois Department of Revenue for the payment of all taxes claimed delinquent, and is in compliance with that Agreement. If such is the case with the undersigned, the undersigned certifies that he/she/it has made such an Agreement and is in compliance therewith.

\_\_\_\_\_

Date

\_\_\_\_\_

Company Name

\_\_\_\_\_

Federal I.D. Number

\_\_\_\_\_

Address

\_\_\_\_\_

City / State / Postal Code

\_\_\_\_\_

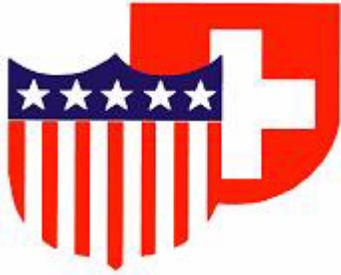
Signature / Title

Signed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_

Notary Public

**CERTIFICATION OF COMPLIANCE WITH THE SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATION**



# City of Highland

To: All Vendors

From: City of Highland

RE: Certificate of Compliance with the Substance Abuse Prevention on Public Works Projects Act

“The Substance Abuse Prevention on Public Works Projects Act” (Pub. L. 95-0635, codified as 820 ILCS 265/1 *et seq.*) became effective in the State of Illinois on January 1, 2008.

Due to the above-stated law, all bids from contractors and subcontractors for work on a public works project of the City of Highland shall be accompanied by a Certification of Compliance indicating, *first*, whether the bidder has signed collective bargaining agreements that are in effect for all of its employees and that deal with the subject matter of the above-stated Act; and, if not, *second*, that the bidder’s written substance abuse program is attached to the Certification of Compliance and that the bidder’s written substance abuse program meets or exceeds the requirements of “The Substance Abuse Prevention on Public Works Projects Act” (Pub. L. 95-0635, codified as 820 ILCS 265/1 *et seq.*).



**HOLD HARMLESS AND INDEMNITY AGREEMENT  
CITY OF HIGHLAND, ILLINOIS**

The Contractor \_\_\_\_\_, by affixing his signature hereto agrees to the following conditions:

1. To save and keep the City (including its agents and employees) free and harmless from all liability, public or private penalties contractual or otherwise, losses, damages, costs, attorney's fees, expenses, causes of actions, claims, or judgments, resulting from claimed injury, damages, or judgments resulting from claimed injury, damage, loss or loss of use to or of any person, including natural persons and any other legal entity, or property of any kind (including but not limited to causes in action) arising out of or in any way connected with the performance of work or work to be performed under this permit, excepting, however, the negligence of the City and shall indemnify the City for any costs, expenses, judgments, and attorneys' fees paid or incurred, by or on behalf of the City and its agents and employees, or paid for on behalf of the City and its agents and employees by insurance provided by the City.
2. To hold harmless the City (including its agents and employees) from liability or claims for any injuries to or death of Contractor's or any Subcontractor's employees, resulting from any cause whatsoever, excluding negligence of the City, including protection against any claim of the Contractor or any Subcontractor for any expenses of or payments made by any workman's compensation insurance payments under any workman's compensation law or any carrier on behalf of said Contractor or Subcontractor and shall indemnify the City for any costs, expenses, judgments, and attorneys' fees paid or incurred with respect to such liability or claims by it or on its behalf or on behalf of its agents and employees, whether or not by or through insurance provided by the City.
3. In the event the City's machinery or equipment is used by the Contractor, or Subcontractor, in the performance of the work called for by this permit, such machinery or equipment shall be considered as being under the custody and control for the Contractor during the period of such use by the Contractor or any Subcontractor, and if any person or persons in the employ of the City should be used to operate said machinery or equipment during the period of such use, such person or persons shall be deemed during such period of operation to be an employee or employees of the Contractor.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

## **CONTRACT ADMINISTRATION**

### **INVITATION**

The city of Highland, Illinois, will receive sealed bids until 10:00 a.m., January 10, 2024 at Public Works, at which time they will be publicly opened and read. After tabulation and review, bids will be presented to the City Council for consideration. If there are any questions concerning this solicitation, please contact Mr. Joe Gillespie, Director of Public Works at 618-654-6823.

This contract is governed by Prevailing Wage regulations in the state of Illinois.

### **INSTRUCTIONS**

Bids must be made on the forms furnished, and **NO ALTERATION, ADDITION, OR VARIATION**, to the bid form will be permitted.

Authorized signature must be included.

Bids shall be submitted in an opaque, sealed envelope containing the bidder's name and address, and labeled "Sealed Bid, Diesel Fuel Tank and Dispensing System, PW-07-23." Facsimile or emailed bids are not acceptable.

Bidders need not return the entire contract proposal when bids are submitted unless otherwise required. Portions of the proposal that must be returned include the following:

- a. Contract Cover
- b. Bid Form
- c. Signatures
- d. Proposal Bid Security

The following four forms attached to this bid shall be signed and executed prior to the execution of the Contract. These forms do not need to be signed during the bid submittal.

- e. Hold Harmless
- f. Certificate of Non-Delinquency of Tax
- g. Certificate of Compliance
- h. Certificate of Compliance Substance Abuse

The city of Highland reserves the right to reject any and all, or any part of bids, and to waive any informality therein and to make the award in the best interest of the City. Bid Forms will be evaluated for the lowest responsible and responsive bid that shall be deemed the successful bidder and upon City Council approval, will be issued a Notice of Award.

Each bid shall be accompanied by a cash deposit, certified check, bid bond or irrevocable letter of credit made payable to the city of Highland, Illinois in the minimum amount of 5% of the bid

as guarantee that the Bidder will enter into the proposed contract within the time specified. Personal or business checks will not be accepted. **The City will consider no bid unless accompanied by the required security.**

Should any bidder whose bid has been accepted by the City refuse, fail, or neglect to execute the attached contract, or if any provision of said contract is not met, Bidder agrees that the 5% bid security shall be the amount of the liquidated damages occasioned by the failure, refusal, neglect, or non-compliance, and that thereupon the City shall realize on said bid security and use the proceeds in payment of said damages.

The bid prices shall remain valid and no participating party may withdraw his bid for at least 30 days after the established deadline for receipt of bids.

By submitting this bid, the participating party acknowledges that they are familiar with the specifications and all other applicable regulatory and contract requirements for the work. Any area of concern shall be brought to the Department of Public Works' attention as soon as possible.

This contract is governed by Prevailing Wage regulations and the bidder shall comply with the Illinois Prevailing Wage Act. The CONTRACTOR and their subcontractors shall comply with all Illinois statutes pertaining to the selection of labor.

## **REQUIRED DOCUMENTS**

The Certificate of Non-Delinquency of Taxes, a Certificate of Compliance concerning the bidder's "not [being] barred from bidding on the Contract as a result of violation of either Section 33E-3 (Bid Rigging) or Section 33E-4 (Rotating) of Chapter 38 of the Illinois Revised Statutes," and a Certificate of Compliance - Substance Abuse Prevention Program (and, if applicable) a copy of the bidder's written substance abuse program).

The successful bidder must agree to, and sign, the "Hold Harmless Agreement" form included in this bid package. The form must be completed before execution of the Contract.

The bidder shall include with his/her bid a listing of all Subcontractors. Subcontractors that are deemed unacceptable by the City will not be allowed to work on this contract. Only Subcontractors detailed on the Bid Sheet will be considered.

Following issuance by the City of the Notice of Award, the CONTRACTOR shall return the signed Contract within 15 calendar days of the date of issuance, together with executed copies of Performance and Payment Bonds, each in an amount equal to the Contract Price, and Certificate of Insurance as security for the faithful performance and payment of all CONTRACTOR's obligations under the Contract.

Upon receipt of the required documents, the City shall sign the executed documents and return a copy to the CONTRACTOR.

**INSURANCE**

The successful bidder will be required to carry a minimum amount of insurance. A Certificate of Insurance shall be submitted with the city of Highland listed as an Additional Insured. All Subcontractors shall provide a Certificate of Insurance.

The successful bidder shall obtain, and maintain, in force throughout the Contract period, insurance coverage in the amounts set out below.

**COVERAGE LIMITS**

Comprehensive General Liability

Bodily Injury 1,000,000 per claim  
1,000,000 aggregate all claims

Property Damage 1,000,000 per claim  
1,000,000 aggregate all claims

Worker’s Compensation 500,000 per claim  
500,000 aggregate all claims

Professional Liability Insurance 500,000 per claim  
500,000 aggregate all claims

**BASIS FOR BID**

The bid shall include all labor, material, transportation, and other costs.

The bid price will include all discounts, preparation costs and all other charges or credits. Additional surcharges are not accepted after the award.

DO NOT include taxes in the bid price. The city of Highland is exempt from Federal Excise, Transportation, and State Sales Taxes.

**BASIS FOR CONTRACT AWARD**

Bid sheets will be evaluated. The lowest responsible and responsive bid shall be deemed the successful bidder and the contract will be awarded to that bidder (subject to the City Council approval).

**BASIS OF PAYMENT**

The CONTRACTOR will be paid in one payment upon receipt of the CONTRACTOR's invoice due to the short contract time. Final payment shall not be released until all lien waivers are received from the CONTRACTOR, Subcontractors, and Suppliers.

## **DESCRIPTION OF WORK**

The work consists of completely removing and disposing of the existing fueling system and replacing with a new one. The existing system is located at the north end of the Electric Department and Water/Sewer Maintenance division at 2610 Plaza Drive, Highland, Illinois.

## **SCOPE OF WORK**

1. Retrieve the existing data from the Gasboy software's library.
2. Labor, equipment, and materials necessary to remove the existing fuel tank and dispensing equipment offsite. The diesel fuel will be pumped and removed to no more than 4 inches deep.
3. Construct a new concrete island in the same general area. The island shall be 10 feet wide, 20 feet long, and 6 inches thick on a 4 inch compacted rock base. Steel post type bollards (6 inches diameter by minimum 48 inches tall) shall be installed on 4-foot centers around the perimeter of the pad.
4. A licensed electrician shall be used to wire the new system.
5. Furnish and install one new aboveground 2,000 gallon UL142 Double Wall AST. Include a stepped platform for access to the top of the tank, emergency vents, overfill prevention valve, spill containment, and mounting brackets for gauge equipment.
6. Furnish and install one new pump and pedestal. Include all hardware, curb hose, 1 inch nozzle, swivel, hose whip, and breakaway.
7. Furnish and install 1.5 inch schedule 40 steel pipe for the suction pump. Include an anti-siphon valve, and necessary fitting and hardware for a new pump.
8. Furnish and install a new fuel site controller and include cellular communications for remote communication to the device to access data. Provide a key pad entry equipment.
9. Furnish and install the necessary wires to connect into the City's communication system. Energize and test the equipment.
10. Furnish and install the software on employee's computers. Configure and test the system.
11. Provide onsite training for the physical dispensing system and software.
12. The contractor may use the City's tax exempt status for purchases.
13. Working hours are 8:00 a.m. to 4:30 p.m. Monday through Friday excluding holidays.

## **CONTRACT TIME**

This contract shall be completed within 21 calendar days, commencing from the date stated on the Notice to Proceed. The Notice to Proceed date shall be set between seven and fourteen calendar days following the Mayor's execution of the contract.

## **PENALTIES AND INCENTIVES**

A penalty for non-completion of work within the time allotted shall be assessed. The penalty shall be \$500 for each calendar day in excess for the allotted calendar days used to complete the work. The Notice to Proceed shall indicate the last calendar date on which work can be performed, without penalty. Each calendar day charged following this date should be inclusive, whether or not work is being performed.

There is no incentive allowance for early completion of this contract.

## **EMPLOYMENT REQUIREMENTS AND WAGE RATES**

The project 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.

**LOCATION MAP**





# City of Highland

Department of Light and Power

**Memo to:** Chris Conrad, City Manager  
**From:** Dan Cook, Director of Electric  
**Date:** December 11, 2023  
**Subject:** Award Bid for the Purchase of replacement lighting fixtures for Rinderer Park, E-05-23

## RECOMMENDATION

Since Frost was the low bidder as can be seen on the attached Bid Tabulation Sheet, I recommend that you seek council approval to issue a purchase order to Frost for the purchase of replacement lighting fixtures for Rinderer Park in the amount of \$34,807.50.

## FISCAL IMPACT

We had \$25,000.00 allocated in the 101-104-5-550-00 for LED lights and have received an unbudgeted rebate payment of \$29,680.00 for LED lights we have previously installed on the peripheral route so that will more than cover this cost.

## CONCURRENCE

Recommended by: \_\_\_\_\_

  
Daniel Cook, Director of Electric

Approved by: \_\_\_\_\_

  
Chris Conrad, City Manager

**CITY OF HIGHLAND  
 BID TABULATION SHEET**

BID OPENING: Date: December 5, 2023

BID #: E-05-2023

Time: 10:00 a.m.

Item/Project Description: Purchase of

Place: Public Safety Building

replacement lighting fixtures for Rinderer Park

Item / Proposal Description	Frost Collinsville, IL	WESCO Dist. Des Moines Town Morton, IL	Graybar Jefferson City, MO			
Replacement Lighting fixtures for Rinderer Park	\$34,807.50	\$42,322.50	\$34,843.80			

BID OPENER:

  
 Dan Cook

BID RECORDER:

  
 Lana Hediger

EXPENDITURE LISTING #1255  
 FROM 11/18/23 TO 12/01/2023  
 ON TYLER

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



CHECK #	VENDOR NAME	INVOICE DESCRIPTION	DEPARTMENT	NET AMOUNT	CHECK/PAYMENT DATE
57	Mastercard	JIMMY JOHNS- IDC MEETING 11/01/23	007	99.58	12/01/2023
57	Mastercard	ZOOM.US 11/08/23-12/07/23	007	15.99	12/01/2023
				TOTAL	115.57
56	Ameren Illinois	KRC gas bill	009	653.06	12/01/2023
1	COMPUSTITCH SCREEN PRINTING AND EMBROIDERY	Addison Johnson work shirt logo	009	9.00	12/01/2023
10	FRONTIER	KRC phone bill	009	176.61	12/01/2023
87	Highland Pool & Spa Inc	Vertex 10%	009	49.98	12/01/2023
85	The Lifeguard Store	Chemical supplies for the pool	009	125.77	12/01/2023
41	Orkin Exterminating	KRC Monthly pest control bill	009	82.09	12/01/2023
34	Constellation NewEnergy Gas Division LLC	GAS SERVICE	009	8.80	12/01/2023
34	Constellation NewEnergy Gas Division LLC	GAS SERVICE	009	648.18	12/01/2023
37	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	009	179.07	12/01/2023
57	Mastercard	MASTERCARD ROSEN - OCTOBER	009	2,912.18	12/01/2023
57	Mastercard	GRANTS FARM	009	1,389.38	12/01/2023
67	AMAZON CAPITAL SERVICES	1 QTY ICE UTILITY SCOOP	009	7.97	12/01/2023
78	Highland Printers	1 QTY #12191 YARD SIGN 4	009	57.38	12/01/2023
55	City Utilities	Korte Rec Center	009	8,950.27	12/01/2023
93	EVERLASTING ETCH	120 QTY KONA/WHITE WOOD ACRYLIC 1/16 THICK LARGE	009	1,080.00	12/01/2023
57	Mastercard	MASTERCARD ROSEN - NOVEMBER 23	009	1,199.41	12/01/2023
67	AMAZON CAPITAL SERVICES	1 QTY MAGIC FOAM CUTS STEM MODEL TOYS	009	26.99	12/01/2023
67	AMAZON CAPITAL SERVICES	1 QTY BINDER RINGS 100PCS BOOK RINGS	009	14.99	12/01/2023
9	Watts Copy Systems Inc	MONTHLY PAYMENT FOR KRC PRINTER	009	138.72	12/01/2023
				TOTAL	17,709.85
7	ALLIED WASTE TRANSPORTATION INC	RESIDENTIAL TRASH SERVICES 11/01/23-11/30/23	011	113,170.05	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	665.74	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	665.74	12/01/2023
7	ALLIED WASTE TRANSPORTATION INC	COMMERCIAL TRASH SERVICES 10/01/23-10/31/23	011	52,566.25	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	204.69	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	639.85	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	COMMERCIAL TRASH SERVICES 10/01/23-10/31/23	011	4,674.00	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	KRC RECYCLING SERVICE 10/01/23-10/31/23	011	15.00	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	PD RECYCLING SERVICE 10/01/23-10/31/23	011	45.00	12/01/2023
88	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	665.74	12/01/2023
67	AMAZON CAPITAL SERVICES	FLORAL FIND WOMENS LONG SLEEVE HALF ZIP -C EMIG	011	36.97	12/01/2023
67	AMAZON CAPITAL SERVICES	1 QTY ELECTRIC STAPLER	011	21.95	12/01/2023
67	AMAZON CAPITAL SERVICES	CREDIT INVOICE 11FV-4PT9-1N9T	011	-35.97	12/01/2023
67	AMAZON CAPITAL SERVICES	CREDIT INVOICE 11FV-4PT9-1N9T	011	-36.97	12/01/2023
67	AMAZON CAPITAL SERVICES	CREDIT INVOICE 11FV-4PT9-1N9T	011	-82.35	12/01/2023
55	City Utilities	UTILITIES -1115 BROADWAY	011	108.25	12/01/2023
10	FRONTIER	PHONE CHARGES - GENERAL ALARM	011	49.24	12/01/2023
69	SPRINGBROOK HOLDING COMPANY LLC	CIVICPAY TRANSACTION FEE OCTOBER 2023	011	18.00	12/01/2023
79	SOLV BUSINESS SOLUTIONS	5 QTY MULTI PURPOSE CHECK	011	681.18	12/01/2023
68	TIMES TRIBUNE	LEGAL-WARSON,DUANE&MELANIE STEINER-COMBINEPLANNING	011	46.40	12/01/2023
59	Watts Copy Systems Inc.	COPIER USAGE/LEASE - LANA'S COPIER	011	29.54	12/01/2023
61	Woodcrest Small Engine	1 QTY WHEEL ASM 8X2	011	34.82	12/01/2023
84	William F. Brockman Co	CHRISTMAS PARADE- CANDY FOR MAYOR/COUNCIL	011	303.65	12/01/2023
57	Mastercard	O'TOWN FOOD HALL- SWICMA MEETING	011	28.17	12/01/2023
37	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	179.07	12/01/2023
80	LEWIS BRISBOIS BISGAARD & SMITH LLP	CITY OF HIGHLAND V. JASON METTLER FILE NO: 15386-3	011	2,902.50	12/01/2023
6	LEWIS BRISBOIS BISGAARD & SMITH LLP	OCTOBER 2023 MONTHLY RETAINER INVOICE	011	16,800.00	12/01/2023
57	Mastercard	DOUBLETREE-MCI ACADEMY-L HEDIGER 10/11/23-10/13/23	011	420.00	12/01/2023
58	Transworld Systems Inc	OCTOBER COLLECTION AGENCY DUES	011	12.49	12/01/2023
11	CBIZ Benefits & Insurance Services Inc	INTERIM-YEAR FINANCIAL DISCLO GASB 75 REP 04/30/23	011	850.00	12/01/2023
11	CBIZ Benefits & Insurance Services Inc	OPEB ACTUARIAL VALUATION GASB 75REPORTING 05/01/22	011	5,000.00	12/01/2023
11	CBIZ Benefits & Insurance Services Inc	TECHNOLOGY & ADMINISTRATION FEE	011	351.00	12/01/2023
				TOTAL	201,030.00
82	Galls LLC	G-FLEX PIPSTOP BALL CAP	012	3.02	12/01/2023
14	Reding Tire & Battery Inc	SQUAD 3 OIL CHANGE	012	43.05	12/01/2023
15	Leon Uniform Company Inc	UA BASE LAYER 4.0 CREW L/S	012	100.00	12/01/2023
15	Leon Uniform Company Inc	SOFT SHELL JACKET AND NECK ID BADGE HOLDER W/CHAIN	012	138.98	12/01/2023
40	Splash Splash Auto Bath LLC	POLICE DEPT CAR WASHES	012	79.00	12/01/2023
14	Reding Tire & Battery Inc	CAR 1 OIL CHANGE	012	43.05	12/01/2023
67	AMAZON CAPITAL SERVICES	2 QTY MENS FLEECE SWEATSHIRT	012	79.98	12/01/2023
15	Leon Uniform Company Inc	SGT EPAULET AND BUTTONS	012	82.50	12/01/2023
82	Galls LLC	SAFETY GLASSES, LIGHT, STINGER LIGHT, DUTY BELT	012	282.55	12/01/2023
55	City Utilities	RADIO TOWER UTILITIES	012	127.91	12/01/2023
55	City Utilities	RADIO SHED UTILITIES	012	25.99	12/01/2023
55	City Utilities	PSB UTILITIES	012	2,069.42	12/01/2023
55	City Utilities	PSB WATER FOUNTAIN	012	9.99	12/01/2023
71	AXON ENTERPRISE INC.	TASER60-X26P QTY 19	012	6,110.40	12/01/2023
57	Mastercard	BITE SLEEVE AND JUTE BITE PILLOW	012	211.47	12/01/2023

61	Woodcrest Small Engine	SHARPENING BLADES 3	012	24.00	12/01/2023
57	Mastercard	HOTEL STAY FOR HOMICIDE CONF BLAND	012	253.08	12/01/2023
36	CDW G Inc	1 QTY BROTHER RUGGEDJET DT PRINTER 4IN USB	012	112.60	12/01/2023
36	CDW G Inc	1- BROTHER USB CABLE, 2 - BROTHER CARRYING CASE	012	187.37	12/01/2023
57	Mastercard	HOTEL STAY FOR HOMICIDE CONF ATHMER	012	253.08	12/01/2023
57	Mastercard	HOTEL STAY FOR HOMICIDE CONF BRINES	012	253.08	12/01/2023
57	Mastercard	HOTEL STAY FOR HOMICIDE CONF CLEWIS	012	253.08	12/01/2023
57	Mastercard	MONTHLY TACTACAM CAMERA FEE	012	5.00	12/01/2023
57	Mastercard	LUNCH AT SCHLAFLY FOR METRO EAST TASK FORCE	012	43.83	12/01/2023
57	Mastercard	FIRE HOOKS FORCIBLE ENTRY HALLIGAN BAR	012	671.95	12/01/2023
82	Galls LLC	STREAMLIGHT CARRY, RIPSTOP BALL CAP,	012	242.91	12/01/2023
82	Galls LLC	WALKERS PRO LOW PROFILE FOLDING MUFF	012	21.03	12/01/2023
82	Galls LLC	SOFTSHELL JACKET AND MENS BAES LEGGINGS 4.0	012	221.97	12/01/2023
89	ITOUCH BIOMETRICS LLC	LIVESCAN MAINT	012	1,980.00	12/01/2023
57	Mastercard	SAFE TEAM TRACFONE	012	22.50	12/01/2023
37	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	012	179.07	12/01/2023
93	EVERLASTING ETCH	DESK PLATE WALL PALTE WHITE PRINT BLACK	012	5.75	12/01/2023
		TOTAL		14,737.61	
67	AMAZON CAPITAL SERVICES	CREDIT MEMO 17K9-4WCF-GVTK	013	-39.99	12/01/2023
10	FRONTIER	PHONE CHARGES - B&Z	013	41.10	12/01/2023
55	City Utilities	UTILITIES - 2610 PLAZA DR OFFICE/LIGHT DEPT	013	154.30	12/01/2023
56	Ameren Illinois	GAS CHARGE	013	9.25	12/01/2023
37	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	013	179.07	12/01/2023
57	Mastercard	ZOOM.US 10/10/23-11/09/23	013	15.99	12/01/2023
57	Mastercard	DROPBOX 10/28/23-11/28/23	013	11.99	12/01/2023
12	Moran Economic Development LLC	FLAX DRIVE PRELM & FINAL PLAT REVIEW	013	1,105.00	12/01/2023
		TOTAL		1,476.71	
67	AMAZON CAPITAL SERVICES	1 QTY CHEVY TAHOE BULBS	014	44.99	12/01/2023
56	Ameren Illinois	GAS CHARGES	014	97.02	12/01/2023
55	City Utilities	UTILITIES -BOAT RAMP HYDRANT	014	10.67	12/01/2023
55	City Utilities	UTILITIES -SHED BOAT DOCK	014	15.49	12/01/2023
55	City Utilities	UTILITIES -184 WOODCREST DR	014	205.48	12/01/2023
34	Constellation NewEnergy Gas Division LLC	GAS SERVICE	014	24.20	12/01/2023
65	DINGES FIRE COMPANY	1 QTY GAS DETECTION INSTRUMENT SHIP KIT	014	1,759.00	12/01/2023
65	DINGES FIRE COMPANY	1 QTY EX/CO, EX/CO/O2	014	318.30	12/01/2023
65	DINGES FIRE COMPANY	SHIPPING/HANDLING DS	014	91.32	12/01/2023
32	FIRE APPARATUS & SUPPLY TEAM INC.	4 QTY PUMP TESTING UNITS 17,1523,1527,1530	014	865.00	12/01/2023
21	HSHS Medical Group Inc	DRUG SCREEN,5 PANEL RAPID J BECKER	014	25.00	12/01/2023
21	HSHS Medical Group Inc	PHYSICAL, PRE-PLACEMENT J BECKER	014	60.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - C FREIMANN	014	365.25	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - B HARGIS, A SEEGERS	014	359.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS- A SEEGERS	014	252.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - K LATEMPT	014	286.99	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - K PACE	014	332.99	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - J HARGIS	014	55.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - G BERLOTTA	014	249.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS - L VONHATTEN	014	95.97	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS- H MCLAUGHLIN	014	181.00	12/01/2023
15	Leon Uniform Company Inc	UNIFORMS- B STRAUB	014	326.00	12/01/2023
49	O'Reilly Automotive Inc.	WIPER BLDES, OIL FILTER,5QT MTROIL, 1QT MTRPOIL	014	66.63	12/01/2023
5	DINGES FIRE COMPANY	IC 750 CUTTER, AMKUS IS320 SPREADER,ERT,BATTERIES	014	18,374.81	12/01/2023
57	Mastercard	TRACTOR SUPPLY	014	1,076.97	12/01/2023
57	Mastercard	BADGEANDWALLET.COM	014	117.54	12/01/2023
		TOTAL		25,655.62	
13	Korte Meat Processing	Senior day food	016	180.00	12/01/2023
56	Ameren Illinois	Brad's shed gas bill	016	143.07	12/01/2023
56	Ameren Illinois	Senior Center	016	74.23	12/01/2023
26	Fears Fence Company Inc	Brackets for tot lot fence	016	73.47	12/01/2023
10	FRONTIER	Glik park phone bill	016	49.24	12/01/2023
86	FS Turf Solutions St. Clair Service Company	Turf supplies for Square, Glik, and Hoffman	016	597.50	12/01/2023
81	Pioneer Manufacturing Company	Football field stencil	016	250.01	12/01/2023
70	SPARLIN PLUMBING	Winterize archery range and pavilion	016	601.65	12/01/2023
28	All American Sportswear	Gobble Hobble Shirts	016	4,234.00	12/01/2023
44	Broadway Battery & Tire	2002 Silverado Maint	016	52.35	12/01/2023
44	Broadway Battery & Tire	2010 F150 Maint	016	81.48	12/01/2023
19	Munie Outdoor Service Inc	Winterized all systems	016	583.25	12/01/2023
31	BSN SPORTS INC	Wilson B balls (HYSAC Reimbursing)	016	885.78	12/01/2023
28	All American Sportswear	Basketball t shirts (HYSAC Reimbursing)	016	1,271.00	12/01/2023
48	Sunbelt Rentals Inc	Sod cutter rental (HYBSL to reimbursing)	016	100.75	12/01/2023
55	City Utilities	Senior Center	016	318.65	12/01/2023
55	City Utilities	Hunsche Harbor	016	9.99	12/01/2023
55	City Utilities	KRC sprinkler	016	149.12	12/01/2023
55	City Utilities	Spindler Lake	016	67.08	12/01/2023
55	City Utilities	Brad's Shed	016	564.29	12/01/2023
55	City Utilities	Glik Park	016	2,188.70	12/01/2023
55	City Utilities	Wirz #3	016	57.13	12/01/2023
55	City Utilities	Sportsman rd pavilion/glik	016	28.97	12/01/2023
55	City Utilities	Hunsche field bathrooms	016	142.44	12/01/2023
55	City Utilities	Soccer field sprinkler	016	520.18	12/01/2023
55	City Utilities	Football field sprinklers	016	1,046.13	12/01/2023

55 City Utilities	WCC	016	1,037.23	12/01/2023
55 City Utilities	WCC	016	133.78	12/01/2023
55 City Utilities	Square sprinklers	016	38.70	12/01/2023
55 City Utilities	Square fountain	016	1,643.61	12/01/2023
55 City Utilities	Lila's Garden	016	72.55	12/01/2023
55 City Utilities	Bathroom pav water	016	73.33	12/01/2023
55 City Utilities	Highland park rd	016	56.33	12/01/2023
55 City Utilities	AT water tower	016	9.99	12/01/2023
55 City Utilities	Sportsman rd ne bathroom	016	49.30	12/01/2023
55 City Utilities	KRC gardens	016	40.88	12/01/2023
55 City Utilities	Broadway	016	25.33	12/01/2023
55 City Utilities	SE Tennis Courts	016	139.92	12/01/2023
55 City Utilities	Veteran's honor parkway bathrooms	016	68.77	12/01/2023
55 City Utilities	Dog park water	016	18.15	12/01/2023
55 City Utilities	Park rd ada restroom	016	55.51	12/01/2023
55 City Utilities	Main st bathroom	016	286.75	12/01/2023
55 City Utilities	Water fountain at Rinderer	016	12.03	12/01/2023
		TOTAL	18,032.62	
54 Dr Wood	TREE WORK & SECTOR 1 WORK	017	6,575.00	12/01/2023
55 City Utilities	PW - UTILITIES	017	151.83	12/01/2023
55 City Utilities	S&A Utilities	017	78.00	12/01/2023
55 City Utilities	S&A Utilities	017	641.73	12/01/2023
67 AMAZON CAPITAL SERVICES	1 QTY RADIO ANTENNA, MICROPHONE, CLIP SO TRUCK 609	017	50.94	12/01/2023
55 City Utilities	S&A UTILITIES	017	28.42	12/01/2023
55 City Utilities	S&A UTILITIES	017	9.99	12/01/2023
55 City Utilities	BR./POPLAR ROUNDABOUT UTILITIES	017	9.99	12/01/2023
25 McKay Auto Parts Inc	FOR PELICAN SWEEPER - BATTERY	017	102.99	12/01/2023
25 McKay Auto Parts Inc	FOR JETTER - BATTERY	017	120.99	12/01/2023
25 McKay Auto Parts Inc	PX RED THREADLOCKER	017	8.99	12/01/2023
20 Northtown Auto & Tractor	STRTR BUTTON SEALED	017	12.12	12/01/2023
34 Constellation NewEnergy Gas Division LLC	GAS SERVICE	017	29.43	12/01/2023
34 Constellation NewEnergy Gas Division LLC	GAS SERVICE	017	50.60	12/01/2023
20 Northtown Auto & Tractor	POWER INVERTER	017	64.88	12/01/2023
30 Oates Associates Inc	HIGHLAND PRIMARY DRAINAGE STUDY REVIEW	017	362.50	12/01/2023
92 Red E Mix LLC	88PCCEV43 SI/PV- 17CY, \$148 P/CY	017	2,516.00	12/01/2023
92 Red E Mix LLC	88PCCEV43 SI/PV- 17.25CY, \$148 P/CY	017	2,553.00	12/01/2023
52 R P Lumber Co Inc	2: 16 FT WHT VINYL GARAGE DOOR STOPS	017	39.98	12/01/2023
38 WELLS FARGO VENDOR FIN SERV	RICOH COPIER IM C3500	017	218.72	12/01/2023
25 McKay Auto Parts Inc	STL AERO KROIL 16.5 OZ.	017	390.00	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	017	179.07	12/01/2023
20 Northtown Auto & Tractor	1 QTY RELAY	017	16.42	12/01/2023
		TOTAL	14,211.59	
35 RUSH TRUCK CENTER ST. LOUIS INTERNATIONAL	SMC8482020300-115 QTY 10	101	65.20	12/01/2023
68 TIMES TRIBUNE	LEGAL-E-05-23	101	24.00	12/01/2023
18 Highland Communication Services	COMMUNICATIONS	101	164.00	12/01/2023
91 Highland Chamber Of Commerce	CHRISTMAS PARADE 2023 ENTRY FEE	101	25.00	12/01/2023
77 BHMGE Engineers Inc	EPA & ANNUAL REPORTING	101	212.45	12/01/2023
77 BHMGE Engineers Inc	EPA & ANNUAL REPORTING	101	457.08	12/01/2023
69 SPRINGBROOK HOLDING COMPANY LLC	CIVICPAY TRANSACTION FEE OCTOBER 2023	101	90.00	12/01/2023
67 AMAZON CAPITAL SERVICES	IPHONE SCREEN PROTECTOR,PATIO LIGHTS	101	31.19	12/01/2023
55 City Utilities	UTILITIES - 2610 PLAZA DR OFFICE/LIGHT DEPT	101	360.00	12/01/2023
56 Ameren Illinois	GAS CHARGE	101	18.48	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	101	179.07	12/01/2023
57 Mastercard	MASTERCARD UTILITES - OCTOBER	101	1,107.75	12/01/2023
57 Mastercard	MASTERCARD COOK - OCTOBER	101	853.28	12/01/2023
67 AMAZON CAPITAL SERVICES	1 QTY ENGINE HEATER COOLANT	101	124.99	12/01/2023
57 Mastercard	IL PROF LICENSE FEE	101	61.35	12/01/2023
		TOTAL	3,773.84	
19 Munie Outdoor Service Inc	IRRIGATION SHUT DOWN- WINTERIZED SYSTEMS	102	259.25	12/01/2023
18 Highland Communication Services	COMMUNICATIONS	102	3.00	12/01/2023
56 Ameren Illinois	GAS CHARGES	102	52.43	12/01/2023
55 City Utilities	UTILITY CHARGE	102	58.00	12/01/2023
55 City Utilities	UTILITY CHARGE	102	74.70	12/01/2023
55 City Utilities	UTILITY CHARGE	102	75.49	12/01/2023
55 City Utilities	UTILITY CHARGE	102	91.18	12/01/2023
55 City Utilities	UTILITY CHARGE	102	2,780.65	12/01/2023
55 City Utilities	UTILITY CHARGE	102	10.67	12/01/2023
55 City Utilities	RENTAL LIGHT CHARGE	102	15.00	12/01/2023
51 BEST ONE TIRE & SERVICE OF CLINTON COUNTY	TIRES FOR FORD RANGER	102	300.03	12/01/2023
49 O'Reilly Automotive Inc.	3 QTY MINI BULB 3 QTY MINI BULB	102	42.69	12/01/2023
49 O'Reilly Automotive Inc.	10 QTY 14OZ GREASE	102	89.90	12/01/2023
49 O'Reilly Automotive Inc.	2 QTY HAND CLEANER	102	71.98	12/01/2023
49 O'Reilly Automotive Inc.	1 QTY PRY BAR SET	102	15.99	12/01/2023
25 McKay Auto Parts Inc	1 QTY PULLER SLIDE HAMMER	102	50.00	12/01/2023
25 McKay Auto Parts Inc	1 QTY 11 PIECE PLIERS SET	102	74.99	12/01/2023
67 AMAZON CAPITAL SERVICES	12 QTY HYPERLITE 4FT LED HIGH BAY LIGHT 220W	102	2,059.00	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	102	179.07	12/01/2023
		TOTAL	6,304.02	
75 Altec Industries Inc	TRUCK 30 SERVICE CALL	104	1,037.75	12/01/2023

63 Northern Safety Co Inc	POSION IVY SCRUB	104	27.78	12/01/2023
77 BHMG Engineers Inc	PROFESSIONAL SERVICES	104	1,257.57	12/01/2023
77 BHMG Engineers Inc	PROFESSIONAL SERVICES	104	4,000.00	12/01/2023
67 AMAZON CAPITAL SERVICES	IPHONE SCREEN PROTECTOR,PATIO LIGHTS	104	149.99	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	104	179.07	12/01/2023
56 Ameren Illinois	GAS CHARGES	104	39.16	12/01/2023
	TOTAL		6,691.32	
8 Drive Social Media	SOCIAL MEDIA MONTHLY SERVICE	111	2,000.00	12/01/2023
3 4COM Inc	NOVEMBER 2023 PROGRAMMING	111	57,302.97	12/01/2023
67 AMAZON CAPITAL SERVICES	40 QTY AMAZON FIRE STICK 4K	111	1,599.20	12/01/2023
67 AMAZON CAPITAL SERVICES	1 QTY LOREX CAMERA, 1 QTY INTERNAL HARD DRIVE	111	1,633.48	12/01/2023
33 Missouri Network Alliance LLC	VIDEO CONTENT FEE	111	5,607.58	12/01/2023
33 Missouri Network Alliance LLC	DATA CONTENT FEE	111	7,148.25	12/01/2023
33 Missouri Network Alliance LLC	DATA CONTENT FEE	111	5,559.75	12/01/2023
33 Missouri Network Alliance LLC	VOICE CONTENT FEE	111	557.34	12/01/2023
33 Missouri Network Alliance LLC	VOICE CONTENT FEE	111	486.06	12/01/2023
22 Cinemax Home Box Office	NOVEMBER VIDEO CONTENT FEE	111	80.00	12/01/2023
55 City Utilities	UTILITIES -192 WOODCREST DR	111	2,213.66	12/01/2023
55 City Utilities	UTILITIES -192 WOODCREST DR OFFICE	111	345.39	12/01/2023
34 Constellation NewEnergy Gas Division LLC	GAS SERVICE	111	7.15	12/01/2023
39 GREAT LAKES DATA SYSTEMS	2 QTY MESSAGE LASER BILL	111	206.58	12/01/2023
23 HBO Home Box Office	NOVEMBER VIDEO CONTENT FEE	111	270.00	12/01/2023
20 Northtown Auto & Tractor	LUBE, FUEL,AIR	111	87.57	12/01/2023
64 SUMNER ONE INC.	COPIER/LEASE USAGE	111	141.33	12/01/2023
57 Mastercard	DOMINOS -TRAINING LUNCH	111	125.93	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	111	179.07	12/01/2023
45 ILLINOIS TELECOMMUNICATIONS ACCESS CORP.	LOCAL EXCHANGE CARRIER&INTERCONNECTEDVOIP&WIRELESS	111	13.98	12/01/2023
72 MaClibo Circus Unit	CHRISTMAS PARADE SPONSORSHIP	111	50.00	12/01/2023
57 Mastercard	MASTERCARD HCS - OCTOBER	111	2,733.87	12/01/2023
57 Mastercard	SUBSCRIPTION RENEWAL	111	372.00	12/01/2023
57 Mastercard	GEOTRUST WILDCARD DV 2 YEARS	111	1,132.40	12/01/2023
	TOTAL		89,853.56	
66 BARNETT PEST SOLUTIONS	PEST CONTROL - 3 BLDG.	202	105.00	12/01/2023
42 Curry & Associates Engineers Inc	CLEARWELL IMPROVE.& MODIF. TO CHLOR. & AMMON. SYST	202	639.45	12/01/2023
42 Curry & Associates Engineers Inc	TECH. ASSIST. WATER STORAGE RESERVOIRS	202	274.05	12/01/2023
90 Hach Company	ASSY. PACK CHEMKEY, TOTAL AMMONIA	202	291.27	12/01/2023
67 AMAZON CAPITAL SERVICES	2 QTY DUCK DECOY BAGS CAMOFLAGE BLIND MESH	202	43.98	12/01/2023
55 City Utilities	WTP UTILITIES	202	25.77	12/01/2023
67 AMAZON CAPITAL SERVICES	1 QTY ARKIN CAR SEAT RAIL FLOOR PHONE HOLDER	202	25.87	12/01/2023
55 City Utilities	WTP UTILITIES	202	1,146.89	12/01/2023
4 City Utilities	WTP UTILITIES	202	11,688.02	12/01/2023
55 City Utilities	WTP UTILITIES	202	30.18	12/01/2023
2 Korte & Luitjohan Contr Inc	INSTALL CHEMICAL W/P - UP TO 30 FILTER BUILDING	202	12,298.15	12/01/2023
34 Constellation NewEnergy Gas Division LLC	GAS SERVICE	202	7.43	12/01/2023
52 R P Lumber Co Inc	BIT INSERT IMPACT POWER TX 30 2 IN	202	6.98	12/01/2023
52 R P Lumber Co Inc	4X8X2 POLYSTYRENE, HILLMANS, BIT DRILL HMR CARB,	202	597.86	12/01/2023
52 R P Lumber Co Inc	CEMENT HYDRAULIC WTRPRF, TROWELS	202	78.05	12/01/2023
60 USA Blue Book	HACH ITEMS	202	439.88	12/01/2023
29 Alert Electric Inc.	REPAIR MIXER NOT WORKING	202	240.00	12/01/2023
69 SPRINGBROOK HOLDING COMPANY LLC	CIVICPAY TRANSACTION FEE OCTOBER 2023	202	36.00	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	202	179.07	12/01/2023
	TOTAL		28,153.90	
53 CORE & MAIN LP	BLUE TRACER WIRE, PVC LUBE MOP	203	153.00	12/01/2023
17 Midwest Meter Inc.	100: 3/4" -25 METER BASE	203	6,500.00	12/01/2023
17 Midwest Meter Inc.	12: M-25 GAL HRE-LCD W/ITRON CONN - ENCODERS	203	1,140.00	12/01/2023
17 Midwest Meter Inc.	12: M-25 GAL HRE-LCD W/ITRON CONN - ENCODERS	203	1,140.00	12/01/2023
24 Schulte Supply Inc	6. 6"X3/4" BRASS SADDLE FOR C900, 3/4" CC TAP	203	527.94	12/01/2023
56 Ameren Illinois	GAS CHARGE	203	9.24	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	203	179.07	12/01/2023
55 City Utilities	UTILITIES	203	1,376.94	12/01/2023
55 City Utilities	UTILITIES	203	244.60	12/01/2023
55 City Utilities	UTILITIES	203	29.19	12/01/2023
	TOTAL		11,299.98	
69 SPRINGBROOK HOLDING COMPANY LLC	CIVICPAY TRANSACTION FEE OCTOBER 2023	301	36.00	12/01/2023
56 Ameren Illinois	GAS CHARGE	301	9.24	12/01/2023
37 TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	301	179.07	12/01/2023
	TOTAL		224.31	
76 Durkin Equipment Co Inc	INSTRUMENTATION SERVICE	304	449.00	12/01/2023
76 Durkin Equipment Co Inc	INSTRUMENTATION SERVICE	304	1,169.00	12/01/2023
50 Hawkins Inc	DEMURRAGE	304	40.00	12/01/2023
73 HOUSE OF TOOLS & ENGINEERING INC.	SERVICE CALL - DIGESTER COMPRESSORS	304	3,121.91	12/01/2023
62 Illinois Electric Inc	WATER PLANT HOIST INSPECTION	304	600.00	12/01/2023
55 City Utilities	WRF UTILITIES	304	5,858.39	12/01/2023
55 City Utilities	WRF UTILITIES	304	87.43	12/01/2023
55 City Utilities	WRF UTILITIES	304	83.46	12/01/2023
55 City Utilities	WRF UTILITIES	304	58.42	12/01/2023
55 City Utilities	WRF UTILITIES	304	43.54	12/01/2023
55 City Utilities	WRF UTILITIES	304	416.36	12/01/2023

55 City Utilities	WRF UTILITIES	304	2,593.83	12/01/2023
20 Northtown Auto & Tractor	CABIN AIR	304	52.21	12/01/2023
46 Polydyne Inc.	CLARIFLOC CE-1457	304	7,590.00	12/01/2023
27 Teklab Inc	NITROGEN, AQUEOUS,PRESERV TOTAL KJELDAHL NIT. AQU.	304	67.30	12/01/2023
60 USA Blue Book	PORCELAIN BUCHNER FUNNEL, CELL SOLUT.,ORP STANDARD	304	483.65	12/01/2023
37 TYLER TECHNOLOGIES INC	S	304	179.08	12/01/2023
	TOTAL		22,893.58	
55 City Utilities	UTILITIES	305	26.54	12/01/2023
	TOTAL		26.54	
56 Ameren Illinois	GAS CHARGES	401	110.90	12/01/2023
16 Bound Tree Medical LLC	EMS SUPPLIES	401	143.11	12/01/2023
16 Bound Tree Medical LLC	EMS SUPPLIES	401	26.45	12/01/2023
21 HSHS Medical Group Inc	DRUG SCREEN, COLLECTION ONLY Z ZOBRIST	401	21.00	12/01/2023
21 HSHS Medical Group Inc	PHYSICAL, PRE-PLACEMENT Z ZOBRIST	401	60.00	12/01/2023
15 Leon Uniform Company Inc	3 QTY MENS V2 EMS PANTS MID NAVY	401	85.49	12/01/2023
43 MICK'S GARAGE INC.	TRUCK INSPECTION	401	113.39	12/01/2023
47 Stryker Sales Corporation	PROCARE SERVICE CONTRACT - PROCARE SERVICES	401	2,246.40	12/01/2023
74 WEBER GRANITE CITY FORD LLC	MTN/REPAIR #1543	401	629.12	12/01/2023
55 City Utilities	UTILITIES - 1122 BROADWAY	401	530.48	12/01/2023
57 Mastercard	SP AMERICAN MEDICAL COMPLIANCE	401	9.95	12/01/2023
57 Mastercard	MASTERCARD PUBLIC SAFETY - EMS OCTOBER	401	413.10	12/01/2023
	TOTAL		4,389.39	
55 City Utilities	Outdoor Pool	503	98.45	12/01/2023
	TOTAL		98.45	
83 SILVESTER AUTO GLASS	2002 Silverado back glass repair	715	365.00	12/01/2023
92 Red E Mix LLC	Concrete supplies for Cemetery Road	715	5,256.00	12/01/2023
55 City Utilities	Cemetery	715	46.91	12/01/2023
55 City Utilities	Cemetery chapel	715	25.00	12/01/2023
	TOTAL		5,692.91	
	<b>GRAND TOTAL</b>		<b>472,371.37</b>	

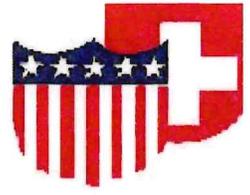
Accepted by City Council December 18, 2023

Mayor

Clerk:

EXPENDITURE LISTING #1256  
 FROM 12/02/2023 TO 12/15/2023

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



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 009 Parks & Rec Fund				
Department: 016 Parks & Recreation				
14812	ELIAS ALLEN	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	175.00
14813	Greg Allen	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	315.00
14814	Sandra Allen	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	250.00
14815	Tom Baker	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14816	Karen Barker	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14817	MARIE BEYER	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14818	Alexandra Billhartz	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14819	William Bojanowski	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14820	Ethan Boulanger	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	15.00
14821	Len Campbell	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14822	Joshua Case	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14823	COPPER CONNOR	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14824	LUKE DAVIS	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14825	Michaela Davis	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14826	IAN DIAMOND	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	125.00
14827	Buddy Ferguson	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14828	Constance L. Galbraith	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14829	TOMMY GRAVITT	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14830	DELANEY GRIMES	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	15.00
14831	Anthea Hallett-Ybarra	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14832	Heather Kastelein	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14833	TREVOR KORTE	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14834	THOMAS KRAUSZ	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14835	Bill Link	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14836	CAMERON NOLLMAN	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14837	ELIZABETH ODELL	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14838	JAY OTIS	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14839	Amy Page	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14840	Matthew Pellock	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14841	Steve Pellock	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14842	ELIZABETH PORTERFIELD	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14843	NAOMI SAATHOFF	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	125.00
14844	GAVIN SCHLARMANN	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14845	SYDNEY SEITZ	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14846	Kyle Simpson	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14847	Madisyn Swift	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14848	EMILY THOMASON	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14849	Melissa Thomason	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14850	Ryan Thomason	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14851	CHRIS TRIMBLE	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14852	MADISON TROMBLEY	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14853	Christopher Uhe	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14854	Sandra D. Wakefield	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	15.00
14855	Megan Washburn	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	75.00
14856	Rodney Washburn	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	350.00
14857	Justin Wheeler	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14858	BROCK WILKINSON	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00
14859	ELIZABETH WILKINSON	MUNI BAND HOLIDAY CONCERT 2023	12/08/2023	90.00

Total for Department: 016 Parks & Recreation 4,535.00

Total for Fund:009 Parks & Rec Fund 4,535.00

Fund: 101 Electric Fund

Department: 000 Balance Sheet Accounts

14869	City of Highland	Refund Check 017282-001	12/13/2023	36.08
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Total for Department: 000 Balance Sheet Accounts 36.08

Total for Fund:101 Electric Fund 36.08

Fund: 201 Water Fund

Department: 000 Balance Sheet Accounts

14869	City of Highland	Refund Check 017282-001	12/13/2023	23.12
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Total for Department 000 Balance Sheet Accounts 23.12

Total for Fund:201 Water Fund 23.12

Fund: 301 Sewer Fund

Department: 000 Balance Sheet Accounts

14869 City of Highland Refund Check 017282-001 12/13/2023 23.76

Total for Department: 000 Balance Sheet Accounts 23.76

Total for Fund:301 Sewer Fund 23.76

Fund: 713 Solid Waste Fund

Department: 000 Balance Sheet Accounts

14869 City of Highland Refund Check 017282-001 12/13/2023 27.07

Total for Department: 000 Balance Sheet Accounts 27.07

Total for Fund:713 Solid Waste Fund 27.07

Fund: 802 Payroll Fund

Department: 000 Balance Sheet Accounts

14808 Nancy Gramlich DECEMBER INS. AMOUNT W/H FROM PENSION IN ERROR 12/05/2023 747.53

Total for Department: 000 Balance Sheet Accounts 747.53

Total for Fund:802 Payroll Fund 747.53

**Grand Total** **5,392.56**

Accepted by City Council December 18, 2023

Mayor:

Clerk:

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EXPENDITURE LISTING #1256  
 FROM 12/02/23 TO 12/15/23  
 TYLER

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



CHECK #	VENDOR NAME	INVOICE DESCRIPTION	DEPARTMENT	NET AMOUNT	CHECK/PAYMENT DATE
168	AMAZON CAPITAL SERVICES	6 QTY CANDY CANES	007	275.40	12/15/2023
145	National Road Association of Illinois	NATIONAL ROAD ASSOCIATION OF IL YEARLY DUES	007	50.00	12/15/2023
		TOTAL		325.40	
194	William F. Brockman Co	KRC concessions supplies	009	102.25	12/15/2023
106	Mazzio's Pizza	Party rental pizzas for in November	009	1,160.00	12/15/2023
183	Essenpreis Plumbing & Htg	Sillcock key for hose	009	5.85	12/15/2023
181	THE SHERWIN WILLIAMS COMPANY	Paint for doors	009	39.00	12/15/2023
194	William F. Brockman Co	KRC concessions supplies	009	355.64	12/15/2023
99	BUILDINGSTARS INC	Monthly cleaning bill for Dec	009	2,913.00	12/15/2023
98	Highland's Tru Buy	SENIOR CENTER	009	88.32	12/08/2023
205	CONTREGRA POOLS LLC	Chlorine and Feeder labor	009	466.83	12/15/2023
184	Nottelmann Music Co	MUNI BAND MUSIC INVOICE	009	161.77	12/15/2023
148	Highland Middle School Band	FOR USE OF BAND LIBRARY & PERCUSSION	009	500.00	12/15/2023
203	ROBERT ODOM	PARTY CANCELTION REFUND 02/17/24	009	180.00	12/15/2023
213	DIANE ATKINS	PARTY REFUND HALF 11/25/23	009	90.00	12/15/2023
209	QUENCH USA INC	Monthly water refill station bill	009	55.00	12/15/2023
204	LANIE HINTON	PARTY CANCELTION REFUND 12/02/23	009	150.00	12/15/2023
206	ENRGY WISE HEATING COOLING COMPANY	Maintenance on gym unit and Pool Pak	009	1,803.00	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY OTTERBOX IPHONE	009	22.97	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY LIFETIME POOLSIDE BASKETBALL HOOP	009	269.98	12/15/2023
168	AMAZON CAPITAL SERVICES	5 QTY FOLDING CHAIR,1 QTY FOLDING CHAIR	009	269.94	12/15/2023
210	ST LOUIS COMPOSTING INC	MULCH FOR PARKS	009	53.04	12/15/2023
210	ST LOUIS COMPOSTING INC	MULCH FOR PARKS	009	26.52	12/15/2023
168	AMAZON CAPITAL SERVICES	20 QTY FOX CLASSIC WHISTLE W/LANYARD	009	119.00	12/15/2023
109	Highland Communication Services	HCS SERVICES	009	3.00	12/15/2023
109	Highland Communication Services	HCS SERVICES	009	2.00	12/15/2023
109	Highland Communication Services	HCS SERVICES	009	4.00	12/15/2023
109	Highland Communication Services	HCS SERVICES	009	3.00	12/15/2023
109	Highland Communication Services	HCS SERVICES	009	326.33	12/15/2023
149	R P Lumber Co Inc	WOOD CEMETERY	009	153.97	12/15/2023
102	Kohnen Concrete Products Inc.	11 QTY PARKING CURBS YELLOW	009	550.00	12/15/2023
102	Kohnen Concrete Products Inc.	11 QTY PARKING CURBS YELLOW	009	528.00	12/15/2023
102	Kohnen Concrete Products Inc.	4 QTY PARKING CURB BLUE	009	192.00	12/15/2023
118	The Shopper's Review	CHRISTMAS CATALOG	009	250.00	12/15/2023
227	TEK CONSTRUCTION INC	PULLING UP RIP RAP AROUND SILVER LAKE	009	4,875.00	12/15/2023
227	TEK CONSTRUCTION INC	CULVER REPLACEMENT	009	19,720.15	12/15/2023
227	TEK CONSTRUCTION INC	DREDGING AREAS OF SILVER LAKE	009	14,000.00	12/15/2023
		TOTAL		49,439.56	
97	Huels Oil Co	NOVEMBER DIESEL FUEL	011	5,345.27	12/08/2023
96	WALMART COMMUNITY/ CAPITAL ONE	WAL-MART OPERATING ACCOUNT	011	1,267.75	12/08/2023
94	WEX BANK	NOVEMBER FUEL	011	8,764.36	12/08/2023
98	Highland's Tru Buy	CENTRAL PURCHASING	011	261.08	12/08/2023
196	DE LAGE LANDEN FINANCIAL SERVICES LLC	COPIER USAGE/LEASE CITY HALL BACK OFFICE	011	280.01	12/15/2023
167	BARNETT PEST SOLUTIONS	MONTHLY COMMERCIAL PEST CONTROL-CITY HALL STORAGE	011	20.00	12/15/2023
125	PRESTIGE BUSINESS EQUIPMENT LLC	ANNUAL SERVICE AGREEMENT	011	1,100.00	12/15/2023
189	Third Millennium Assoc Inc	UTILITY BILL RENDERING	011	2,094.97	12/15/2023
155	City Of Highland	NOVEMBER CENTRAL PURCHASING	011	2,168.67	12/15/2023
167	BARNETT PEST SOLUTIONS	POLICE DEPT MONTHLY PEST CONTROL	011	50.00	12/15/2023
168	AMAZON CAPITAL SERVICES	2024 MONTHLY CALENDERS	011	137.57	12/15/2023
173	AssuredPartners Cornerstone LLC	OCTOBER MONTHLY FSA PLAN ADMINISTRATION	011	125.00	12/15/2023
173	AssuredPartners Cornerstone LLC	OCTOBER MONTHLY DEBIT CARD FEE	011	37.50	12/15/2023
191	Galls LLC	48 IN SCREENPRINT RAINCOAT	011	22.89	12/15/2023
136	Illinois Department Of Employment Security	PENALTY FEE - LOUIS LATZER MEM PUBLIC LIB	011	50.00	12/15/2023
137	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	3,500.00	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY SMEAD REDROPE FILE POCKETS LETTER SIZE	011	54.17	12/15/2023
168	AMAZON CAPITAL SERVICES	6 QTY URINAL CAKE	011	104.94	12/15/2023
137	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	1,400.00	12/15/2023
192	Cooperative Response Center Inc	BASEFEENOVCRAGENT.CRCAGENTDIALOUT.CRCLINKUSERLIC	011	1,683.30	12/15/2023
134	APEX PHYSICAL THERAPY	NEW HIRE TESTING-BOGARD	011	172.00	12/15/2023
138	Campion Barrow & Associates	LAW ENFORCEMENT TEST- ELIJAH TRUJILL	011	455.00	12/15/2023
138	Campion Barrow & Associates	LAW ENFORCEMENT TESTING WIEGAND AND BOGARD	011	910.00	12/15/2023
198	Highland Chamber Of Commerce	CHRISTMAS LUNCHEON	011	280.00	12/15/2023
185	SOLV BUSINESS SOLUTIONS	2023 TAX FORMS	011	730.13	12/15/2023
212	KEITH REECE	SHOES - SHOE SENSATION	011	83.82	12/15/2023
151	KANE FIRE PROTECTION INC	ANNUAL FIRE SPRINKLER INSPECTION FOR PSB	011	450.00	12/15/2023
109	Highland Communication Services	HCS SERVICES - CITY HALL	011	597.97	12/15/2023
109	Highland Communication Services	HCS SERVICES - HACSM	011	41.95	12/15/2023
185	SOLV BUSINESS SOLUTIONS	5 QTY MULTI PURPOSE CHECK	011	408.97	12/15/2023
168	AMAZON CAPITAL SERVICES	PENS, URINAL CAKE,HAND SOAP, BATTERIES	011	232.89	12/15/2023
214	MARVIN FREY	REIMBURSEMENT IMRF PENSION NOV/DEC 2023	011	7.04	12/15/2023
215	KEVIN LIMESTALL	REIMBURSEMENT IMRF PENSION NOV/DEC 2023	011	7.04	12/15/2023
176	FCB BANKS	GENERAL OBLIGATION REFUNDING BONDS, SERIES 2020	011	232,375.00	12/15/2023

216	CHRISTOPHER FLAKE	FLAKE CLOTHING REIMB.	011	368.36	12/15/2023
217	TRUTH FREEDOM RECORD	DEPOSIT FOR 02/03/24 PERFORMANCE	011	500.00	12/15/2023
103	Reding Tire & Battery Inc	SQUAD 2 2 NEW TIRES 225/60R18 FALKEN SN250	011	339.50	12/15/2023
134	APEX PHYSICAL THERAPY	NEW HIRE TESTING-ELIJAH TRUJILLO	011	172.00	12/15/2023
163	THRIV INC.	MONTHLY PHONE LISTING 11/01/23-11/30/23	011	185.00	12/15/2023
160	Watts Copy Systems Inc.	COPIER USAGE/LEASE CITY HALL BACK OFFICE	011	382.96	12/15/2023
143	ILLINOIS TELECOMMUNICATIONS ACCESS CORP.	LOCALEXCHANGECARRIER&INTERCONNECTEDVOIP&WIRELESS	011	13.98	12/15/2023
187	LEWIS BRISBOIS BISGAARD & SMITH LLP	NOVEMBER 2023 MONTHLY RETAINER INVOICE	011	16,800.00	12/15/2023
137	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	10,892.00	12/15/2023
137	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	7,000.00	12/15/2023
137	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	14,000.00	12/15/2023
175	SPRINGBROOK HOLDING COMPANY LLC	CIVICPAY TRANSACTION FEE NOVEMBER 2023	011	3,464.00	12/15/2023
168	AMAZON CAPITAL SERVICES	3 QTY BROTHER LABEL PRINTER, LABELS	011	392.46	12/15/2023
133	HIGHLAND OPTIMIST CLUB	HIGHLAND OPTIMIST CLUB SHOOTOUT	011	4,000.00	12/15/2023
168	AMAZON CAPITAL SERVICES	BINDING COVERS,BINDING COVERS&BACKS,BINDING COMBS	011	50.58	12/15/2023
168	AMAZON CAPITAL SERVICES	CREDIT FOR INV# 1YKD-GXQV-6QD9	011	-33.99	12/15/2023
141	Broadway Battery & Tire	RE-PROGRAM TIRE PRESSURE SENSOR POSITIONS	011	15.00	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY PREM CARDSTOCK BRIGHT WHITE	011	13.29	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY PACKING TAPE	011	19.29	12/15/2023
168	AMAZON CAPITAL SERVICES	TRIMMER LINE,7-WAY 2-HOLE BULLET LOCKING CLIP SOCK	011	62.09	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY WALL CALENDAR 2024	011	7.56	12/15/2023
100	C.A.V. inc	SECURITY ALARM MONITORING 12/15/2023 TO 12/15/2024	011	468.00	12/15/2023
		TOTAL		324,331.37	
168	AMAZON CAPITAL SERVICES	SHINE KIT,SHOE SPONGE,BATTERY CHARGER	012	39.35	12/15/2023
109	Highland Communication Services	HCS SERVICES	012	656.95	12/15/2023
103	Reding Tire & Battery inc	OLF 6QUARTS SQUAD #4	012	43.05	12/15/2023
		TOTAL		739.35	
109	Highland Communication Services	HCS SERVICES - B&Z	013	675.04	12/15/2023
165	SUMNER ONE INC.	COLOR OVERAGES	013	222.28	12/15/2023
		TOTAL		897.32	
104	Leon Uniform Company Inc	UNIFORMS - B HARGIS	014	134.00	12/15/2023
104	Leon Uniform Company Inc	UNIFORMS - G BERLOTTA	014	267.00	12/15/2023
104	Leon Uniform Company Inc	UNIFORMS - J HARGIS	014	226.00	12/15/2023
104	Leon Uniform Company Inc	UNIFORMS - H MCLAIGHLIN	014	229.00	12/15/2023
104	Leon Uniform Company Inc	UNIFORMS- K LATEMPT	014	89.00	12/15/2023
126	Banner Fire Equipment Inc	STEERING ASSEMBLY 1998 PIERCE ENGINE 1517	014	3,361.37	12/15/2023
169	TIMES TRIBUNE	LEGAL-PUBLIC HEARING ANNEX	014	108.80	12/15/2023
170	DATATRONICS INC	6 QTY KRA-41M ANTENNA VHF	014	111.80	12/15/2023
166	ED M. FELD EQUIPMENT CO. INC.	2 QTY RED RACK MOBILE SS 20' SECTIONS	014	2,510.00	12/15/2023
168	AMAZON CAPITAL SERVICES	2 QTY HODIK WALL CLOCK ATOMIC	014	111.98	12/15/2023
		TOTAL		7,148.95	
102	Kohnen Concrete Products Inc.	Parking blocks for Spindler Park	016	528.00	12/15/2023
102	Kohnen Concrete Products Inc.	Parking blocks for Spindler Park & downspout-cem	016	550.00	12/15/2023
179	Vandalia Bus Lines Inc	YAH Litchfield Museum trip 1/26/24	016	990.00	12/15/2023
179	Vandalia Bus Lines Inc	YAH Antique Shopping trip 3/22/24	016	1,529.38	12/15/2023
179	Vandalia Bus Lines Inc	YAH Fabulous Fox trip 2/15/24	016	975.00	12/15/2023
102	Kohnen Concrete Products Inc.	Spindler parking blocks	016	192.00	12/15/2023
179	Vandalia Bus Lines Inc	YAH trip to Stifel.Golden Girls 3/12/24	016	1,195.00	12/15/2023
156	City Utilities	QB Club utilities	016	137.95	12/15/2023
156	City Utilities	QB Club utilities	016	28.72	12/15/2023
165	SUMNER ONE INC.	WCC monthly printer bill Dec	016	60.00	12/15/2023
157	Ameren Illinois	Evergreen ct st lite	016	59.86	12/15/2023
167	BARNETT PEST SOLUTIONS	November WCC monthly pest bill	016	25.00	12/15/2023
141	Broadway Battery & Tire	2008 F150 Oil change	016	63.58	12/15/2023
207	GRINNELL MUTUAL REINSURANCE COMPANY	Insurance for Muny Band	016	385.00	12/15/2023
208	THE KWIK CONNECTION PRINTING & PUBLISHING CO INC	Gobble Hobble and Christmas ads	016	700.00	12/15/2023
		TOTAL		7,419.49	
111	Northtown Auto & Tractor	FOR PELICAN - MASTER DISCON SWITCH	017	35.73	12/15/2023
111	Northtown Auto & Tractor	CHERRY BMB HAND CLEANER	017	8.29	12/15/2023
140	Curry & Associates Engineers Inc	RECONST. OLD HIGHLAND CITYLAKE SPILL -CONST. GUIDE	017	3,640.50	12/15/2023
111	Northtown Auto & Tractor	FOR BOBCAT EXCAVATOR-BATTERY-SILVER, BATTERY BRUSH	017	84.54	12/15/2023
167	BARNETT PEST SOLUTIONS	MONTHLY PEST CONTROL - NOV. 2023	017	30.00	12/15/2023
128	Mike A Maedje Trucking Inc	CM7 - 87.32 TON, \$17.70 P/T	017	1,545.56	12/15/2023
161	Christ Bros Inc	N50 - HMA 3.69 TON, \$75 P/T	017	276.75	12/15/2023
161	Christ Bros Inc	N50-HMA - 3.51 TON, \$ 80.50 P/T	017	282.56	12/15/2023
119	McKay Auto Parts Inc	RADIAL SEAL FILTERS, PANEL FILTER, WIPER BLADES	017	91.05	12/15/2023
120	Aviston Lumber Company	2X4 SPRUCE PINE FIR #2, CD-T25 STAR BIT 2"	017	73.05	12/15/2023
124	Woody's Municipal Supply	TRUCK # 604 - INSTALL 7 FLAT PLUG	017	275.63	12/15/2023
164	ASPHALT SALES AND PRODUCTS INC	HMA - 3.28 TON, \$80 P/T	017	262.40	12/15/2023
167	BARNETT PEST SOLUTIONS	TREATED BUSHES AT ROUNABOUT FOR BAG WORMS- PER JG.	017	100.00	12/15/2023
109	Highland Communication Services	COMMUNICATION SERVICES	017	28.00	12/15/2023
114	Keller Construction Inc	MATTER DR. RECONSTRUCT. PW-05-21: 9/1 TO 11/25/23	017	234,785.84	12/15/2023
152	Dr Wood	54 HRS TREE WORK SECTOR #1 & GIANT OAK REMOVAL	017	6,812.50	12/15/2023
		TOTAL		248,332.40	
95	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	101	100.66	12/08/2023
95	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	101	88.72	12/08/2023
95	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	101	98.16	12/08/2023
95	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	101	88.72	12/08/2023

95	Aramark Uniform Services	NOVEMBER UNIFORM AND RUG SERVICE	101	101.08	12/08/2023
95	Aramark Uniform Services	NOVEMBER RUG SERVICE	101	72.76	12/08/2023
95	Aramark Uniform Services	NOVEMBER RUG SERVICE	101	16.71	12/08/2023
95	Aramark Uniform Services	NOVEMBER RUG SERVICE	101	72.76	12/08/2023
95	Aramark Uniform Services	NOVEMBER RUG SERVICE	101	16.71	12/08/2023
95	Aramark Uniform Services	NOVEMBER RUG SERVICE	101	72.76	12/08/2023
195	PAETEC	LONG DISTANCE CHARGE	101	0.03	12/15/2023
109	Highland Communication Services	COMMUNICATION CHARGE	101	167.00	12/15/2023
146	O'Reilly Automotive Inc.	OIL FILTER,SYNTHCOIL	101	72.26	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY MOFORKIT 3RD BRAKE LIGHT SEAL GASKET	101	13.98	12/15/2023
168	AMAZON CAPITAL SERVICES	CALENDARS	101	133.80	12/15/2023
132	American Public Power Association	ERELIABILITY TRACKER SUBSCRIPTION	101	680.00	12/15/2023
101	Highland Community Title LLC	PURCHASE OF LAND -500 8TH ST	101	5,145.51	12/15/2023
		TOTAL		6,941.62	
182	Chemquest Inc	FOURTH QUARTER MONITORING AND TESTING	102	495.00	12/15/2023
144	Sunbelt Rentals Inc	LIFT BED TANDEM AXLE TRAILER	102	156.05	12/15/2023
172	TURF GATOR LLC	FERTILIZER ON ROUND ABOUTS	102	109.00	12/15/2023
154	Zobrist Electric Inc	WIRE FOR GENE- NEW SHOP	102	400.00	12/15/2023
167	BARNETT PEST SOLUTIONS	TREATMENT & INSPECTION	102	50.00	12/15/2023
146	O'Reilly Automotive Inc.	1 QTY 1GALBRAKEFLD	102	26.99	12/15/2023
159	Fabick Power Systems Inc	12 QTY FILTER,25 QTY ELEMENT AS	102	1,076.72	12/15/2023
		TOTAL		2,313.76	
157	Ameren Illinois	EVERGREEN CT ST LITE	104	61.19	12/15/2023
113	Ditch Witch Sales Inc	VAC PIPE 1/ 4X4 PIPE	104	31.93	12/15/2023
113	Ditch Witch Sales Inc	VAC PIPE 1/ 4X6 PIPE	104	63.20	12/15/2023
113	Ditch Witch Sales Inc	401-029 TURBO SPRAY GUN & 159-331 LINE STRAINER	104	294.43	12/15/2023
154	Zobrist Electric Inc	MATERIAL & LABOR TO INSTALL WIRING FOR CHRISTMAS	104	750.00	12/15/2023
190	Fletcher Reinhardt Company	49012-010 (10FT STCKS) 21/2X10 CONDUIT SCH 40W/ONC	104	1,795.00	12/15/2023
115	Power Line Supply	A94K9V-BL POLE CLIMBER KIT	104	705.00	12/15/2023
115	Power Line Supply	47333G914R55 BUG BIG BUCK MOUTH W/O POCKETS	104	240.00	12/15/2023
115	Power Line Supply	J8812 MACHINE BOLT 5/8 X12	104	360.00	12/15/2023
115	Power Line Supply	9628A05G36 CMF AUX PARTS BA/CAP KIT-TP	104	1,172.56	12/15/2023
113	Ditch Witch Sales Inc	1 QTY UTG2-CLASSIC 1 QTY UTG2-T5-GBL	104	5,267.14	12/15/2023
190	Fletcher Reinhardt Company	3 QTY USGL -600R106P CONNECTOR XFMR	104	193.80	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY TENNON SLIP FITTER ADAPTER	104	31.99	12/15/2023
146	O'Reilly Automotive Inc.	2 QTY OIL FILTER, 1 QTY 2.5MTROIL, 1GALMTROIL	104	151.86	12/15/2023
146	O'Reilly Automotive Inc.	1 QTY CONNECTOR	104	11.04	12/15/2023
146	O'Reilly Automotive Inc.	1 QTY SQTMTROIL, 1 QTY OIL FILTER	104	27.36	12/15/2023
168	AMAZON CAPITAL SERVICES	1 QTY HUSKIE TOOLS BP-84 BATTERY	104	222.00	12/15/2023
146	O'Reilly Automotive Inc.	1 QTY DRN PLG GSKT	104	4.20	12/15/2023
116	SD Myers Inc	HEALTH CENTER,FUEL,INSPECTION,LTCPCAP,FILMING	104	6,374.00	12/15/2023
190	Fletcher Reinhardt Company	USGL-600R106P CONNECTOR XFMR	104	516.80	12/15/2023
		TOTAL		18,273.50	
186	CALIX INC.	803G GIGAPOINT SHIPPING/HANDLING	111	2,087.31	12/15/2023
186	CALIX INC.	ONT ENCLOSURE SHIPPING/HANDLING	111	720.40	12/15/2023
186	CALIX INC.	EXTENDED WARRANTY-UPFRONT-CATEGORY 4	111	40.32	12/15/2023
117	POWER & TELEPHONE	5 QTY CONNECTOR EZ-RJ45 CAT6 100/BX (STOCK)	111	311.30	12/15/2023
218	KELLY VERFURTH	HCS REFUND	111	73.11	12/15/2023
219	MIKE EZELL	HCS REFUND	111	64.55	12/15/2023
220	KEITH REHKEMPER	HCS REFUND	111	8.52	12/15/2023
221	KEVIN GRULKE	HCS REFUND	111	30.00	12/15/2023
222	DANIEL AMMANN	HCS REFUND	111	13.51	12/15/2023
223	ASHLEY DUNNAGAN	HCS REFUND	111	42.36	12/15/2023
224	CHRISTOPHER LOEMKER	HCS REFUND	111	103.00	12/15/2023
225	BETH BLACKWELL	HCS REFUND	111	4.93	12/15/2023
226	LEVI ASHFORD	HCS REFUND	111	52.95	12/15/2023
112	4COM Inc	DECEMBER 2023 PROGRAMMING	111	56,395.47	12/15/2023
122	The Mail Box Store	UPS GROUND CALIX RETURNS	111	68.97	12/15/2023
146	O'Reilly Automotive Inc.	1 QTY INT DR HNDL	111	94.59	12/15/2023
109	Highland Communication Services	COMMUNICATION SERVICES	111	415.02	12/15/2023
139	GREAT LAKES DATA SYSTEMS	BROADHUB SOFTWARE SUPPORT	111	1,200.00	12/15/2023
127	Missouri Network Alliance LLC	VIDEO CONTENT FEE	111	5,607.58	12/15/2023
127	Missouri Network Alliance LLC	DATA CONTENT FEE	111	7,148.25	12/15/2023
127	Missouri Network Alliance LLC	DATA CONTENT FEE	111	5,559.75	12/15/2023
127	Missouri Network Alliance LLC	VOICE CONTENT FEE	111	557.34	12/15/2023
127	Missouri Network Alliance LLC	VOICE CONTENT FEE	111	486.06	12/15/2023
168	AMAZON CAPITAL SERVICES	4 QTY BLOOM DAILY PLANNERS 2024	111	95.80	12/15/2023
139	GREAT LAKES DATA SYSTEMS	SMS OUTBOUND MESSAGING FEES	111	150.00	12/15/2023
135	CDW G Inc	1 QTY DELL 7010 I7-13700 512/32 W11P	111	1,110.82	12/15/2023
110	Munie Trucking & Gravel Co.	TOP SOIL FOR HCS	111	87.75	12/15/2023
111	Northtown Auto & Tractor	LUBE,FUEL,AIR	111	87.57	12/15/2023
131	TEGNA	OCTOBER VIDEO CONTENT FEE	111	6,182.40	12/15/2023
165	SUMNER ONE INC.	COPIER LEASE/USAGE	111	141.27	12/15/2023
174	NEXSTAR BROADCASTING INC.	MAY VIDEO CONTENT FEE - CN-BASIC	111	528.39	12/15/2023
174	NEXSTAR BROADCASTING INC.	JULY VIDEO CONTENT FEE - CN-BASIC	111	528.39	12/15/2023
174	NEXSTAR BROADCASTING INC.	JULY VIDEO CONTENT FEE - KTVI-FOX	111	5,979.15	12/15/2023
174	NEXSTAR BROADCASTING INC.	JULY VIDEO CONTENT FEE - KPLR-CW	111	2,215.53	12/15/2023
122	The Mail Box Store	UPS GROUND CALIX INC	111	29.19	12/15/2023
188	GRAY MEDIA GROUP LLC	AUGUST SUBSCRIBERS KMOV-D3	111	3,974.40	12/15/2023
188	GRAY MEDIA GROUP LLC	AUGUST SUBSCRIBERS KMOV-D1	111	6,338.80	12/15/2023
120	Aviston Lumber Company	PROPANE	111	47.81	12/15/2023

178 BALLY SPORTS ST. LOUIS	SEPTEMBER VIDEO FEE	111	9,117.01	12/15/2023
178 BALLY SPORTS ST. LOUIS	OCTOBER VIDEO FEE	111	9,165.66	12/15/2023
178 BALLY SPORTS ST. LOUIS	NOVEMBER VIDEO FEE	111	9,107.28	12/15/2023
188 GRAY MEDIA GROUP LLC	NOVEMBER SUBSCRIBERS KMOV-D3	111	3,849.12	12/15/2023
188 GRAY MEDIA GROUP LLC	NOVEMBER SUBSCRIBERS KMOV-D1	111	6,138.99	12/15/2023
174 NEXSTAR BROADCASTING INC.	NOVEMBER VIDEO CONTENT FEE- CN-BASIC	111	507.87	12/15/2023
174 NEXSTAR BROADCASTING INC.	NOVEMBER VIDEO CONTENT FEE- KTVI-FOX	111	5,746.95	12/15/2023
174 NEXSTAR BROADCASTING INC.	NOVEMBER VIDEO CONTENT FEE- KPLR-CW	111	2,129.49	12/15/2023
177 ARELION	ETHERNET VIRTUAL PRIVATE LINE (01/01/23-01/31/24)	111	4,230.00	12/15/2023
177 ARELION	ETHERNET CLIENT PORT 10G (01/01/24-01/31/24)	111	50.00	12/15/2023
	TOTAL		158,624.93	
169 TIMES TRIBUNE	LEGAL AD FOR WATER RATES	201	446.25	12/15/2023
201 PIASA ENTERPRISE INC	MO PETROLEUM MC-800 3705 GAL @ 5.1544	201	19,097.21	12/15/2023
201 PIASA ENTERPRISE INC	MO PETROLEUM MC-800 5928 GAL @ 5.1536	201	30,550.54	12/15/2023
202 INDUSTRIAL MOTOR REPAIR	LABOR/MATERIALS REMOVE #5 BOOSTER PUMP	201	1,923.57	12/15/2023
	TOTAL		52,017.57	
121 Teklab Inc	Total Organic, Aqueous; Fluoride, Aqueous	202	92.40	12/15/2023
197 Hach Company	CHEMKEY, ORTHOPHOSPHATE LOW RANGE	202	106.50	12/15/2023
109 Highland Communication Services	COMMUNICATION SERVICES	202	119.66	12/15/2023
147 Luby Equipment Services	ANALYZE LOGGER TESTING	202	500.00	12/15/2023
	TOTAL		818.56	
150 CORE & MAIN LP	3/4 STRT DUAL CHK CASC W/MTR NO LEAD	203	1,440.00	12/15/2023
150 CORE & MAIN LP	4/E STRT DUAL CHK W/MTR, METER CPLG	203	970.00	12/15/2023
121 Teklab Inc	TOTAL COLIFORM TOTAL MEM.,E-COLI	203	221.10	12/15/2023
119 McKay Auto Parts Inc	PENLIGHT	203	7.50	12/15/2023
111 Northtown Auto & Tractor	FOR BOBCAT EXCAVATOR-BATTERY-SILVER, BATTERY BRUSH	203	42.28	12/15/2023
109 Highland Communication Services	COMMUNICATION SERVICES	203	2.00	12/15/2023
107 Midwest Meter Inc.	HEAD ASSY., O RING, M-35 CHAMBER ROLLER, GASKET	203	2,556.00	12/15/2023
	TOTAL		5,238.88	
108 Midwest Municipal Supply Inc	8" FERNCO CLAY PVC, 6" SDR-26 45, 8X6 SDR-26	301	296.54	12/15/2023
108 Midwest Municipal Supply Inc	8X6" SDR-26 TEE-WYE GXG	301	125.22	12/15/2023
119 McKay Auto Parts Inc	PENLIGHT	301	7.49	12/15/2023
111 Northtown Auto & Tractor	FOR BOBCAT EXCAVATOR-BATTERY-SILVER, BATTERY BRUSH	301	42.27	12/15/2023
109 Highland Communication Services	COMMUNICATION SERVICES	301	225.00	12/15/2023
109 Highland Communication Services	COMMUNICATION SERVICES	301	2.00	12/15/2023
	TOTAL		698.52	
121 Teklab Inc	HWRP MONTHLY SAMPLING	304	67.30	12/15/2023
140 Curry & Associates Engineers Inc	WRF IEPA SLUDGE DISPOSALPERMIT	304	170.55	12/15/2023
97 Huels Oil Co	DHS-PREM OFF-ROAD DIESEL	304	580.29	12/08/2023
123 Ferrellgas	TOTAL GAL :271.5 & \$2.61 PRICE PER/GAL	304	708.34	12/15/2023
109 Highland Communication Services	COMMUNICATION SERVICES	304	149.99	12/15/2023
153 London Shoe Shop	SAFETY BOOTS - DAN NEIER	304	198.40	12/15/2023
	TOTAL		1,874.87	
105 Bound Tree Medical LLC	EMS SUPPLIES	401	286.47	12/15/2023
200 EVERLASTING ETCH	BLACK 6X8 PLAQUE W/SUBLIMATION PLATE	401	15.00	12/15/2023
211 AMERICAN AMBULANCE ASSOCIATION INC	2024 MEMERSHIP RENEWAL- HIGHLAND AMBULANCE SERVICE	401	128.76	12/15/2023
109 Highland Communication Services	HCS SERVICES - EMS	401	280.91	12/15/2023
130 AIR CLEANING TECHNOLOGIES INC.	VEHICLE TRANSMITTER KIT PLYMOVENT EXHAUST SYSTEM	401	530.50	12/15/2023
104 Leon Uniform Company Inc	2 QTY MENS V2 EMS PANT NAVY	401	155.98	12/15/2023
157 Ameren Illinois	GAS CHARGES	401	309.50	12/15/2023
180 WEBER GRANITE CITY FORD LLC	MTN/REPAIR #1541	401	1,526.92	12/15/2023
167 BARNETT PEST SOLUTIONS	MONTHLY COMMERCIAL PEST CONTROL	401	50.00	12/15/2023
104 Leon Uniform Company Inc	2 QTY FLEX-TAC STRYKE PANT NAVY	401	167.25	12/15/2023
158 U.S. BANK EQUIPMENT FINANCE	COPIER LEASE/USAGE	401	188.22	12/15/2023
129 Airgas USA LLC	OXYGEN	401	279.19	12/15/2023
	TOTAL		3,918.70	
123 Ferrellgas	Cemetery heating gas bill	715	156.80	12/15/2023
162 Woodcrest Small Engine	Trimmer maint.	715	44.66	12/15/2023
162 Woodcrest Small Engine	Trimmer maint.	715	44.66	12/15/2023
162 Woodcrest Small Engine	Trimmer maint.	715	44.66	12/15/2023
162 Woodcrest Small Engine	Trimmer maint.	715	51.65	12/15/2023
199 Red E Mix LLC	Cemetery Road supplies	715	1,752.00	12/15/2023
199 Red E Mix LLC	Cemetery Road supplies	715	500.00	12/15/2023
	TOTAL		2,594.43	
	<b>GRAND TOTAL</b>		<b>891,863.05</b>	

Accepted by City Council December 18, 2023

Mayor:

Clerk: