

**AGENDA
REGULAR SESSION
HIGHLAND CITY COUNCIL
HIGHLAND CITY HALL
1115 BROADWAY
MONDAY, MARCH 17, 2025
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 March 3, 2025 Regular Session (attached)

PUBLIC FORUM:

- A. Citizens' Requests and Comments:
1. Highland Music School – The Highland Diamond Drummers Concert – Special Event Application – David Williams, Representative (attached)

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. Requests of Council:

- C. Staff Reports:

1. Annual Public Safety Report Presentation by Police Chief Carole Widman, Fire Chief Chris Straub and EMS Operations Manager Stephanie Nicklin (attached)

NEW BUSINESS:

- A. **MOTION** – Approve Notice of Municipal Letting, Bid #PD-01-25, for Purchase of Administrative Police Vehicle (attached)
- B. **MOTION** – Approve Notice of Municipal Letting, Bid #PD-02-25, for Purchase of Police Vehicle For Investigations (attached)
- C. **MOTION** – Bill #25-27/ORDINANCE Amending the City Code Chapter 42 – Offenses and Miscellaneous Provisions, Article V – Offenses Against Public Peace, Section 42-103 – Reserved. (attached)
- D. **MOTION** – Bill #25-28/ORDINANCE Amending the Official Zoning Map for City of Highland For 2025 (attached)
- E. **MOTION** – Bill #25-29/RESOLUTION Authorizing the Mayor and/or City Manager to Apply for Park Commission Funds From Madison County, Illinois (attached)

Continued

F. **MOTION** – Bill #25-30/RESOLUTION Waiving Competitive Bidding Requirement and Approving And Authorizing the Purchase of a New 2025 Ram 1500 for the Fire Department From McGinley Inc. Through Stellantis for \$46,987.00, Through the State of Illinois Joint Purchasing Program (attached)

G. **MOTION** – Bill #25-31/RESOLUTION Waiving Competitive Bidding Requirement and Approving And Authorizing the Execution of an Agreement with Feld Fire to Purchase 16 3M Scott Air Paks and 24 Facepieces as a Sole Source Purchase (attached)

H. **Budget Discussion** – FY 2025-2026 Annual Budget (attached)

1. General Administration
2. Miscellaneous / Library
3. Community Development
 - a. Economic Development
 - b. TIF 1 / TIF 2
 - c. Business Districts
4. Public Safety Department
 1. Police Department
 2. EMS
 3. Fire Department
 4. Building & Zoning
5. Public Works Department
 - a. Streets and Alleys
 - b. MFT / Non-Home Rule Sales Tax
 - c. Water
 - d. Sewer
6. Fiber to the Premises
7. Electric Department
8. Parks & Recreation Department
 - a. Korte Recreation Center
 - b. Swimming Pool
 - c. Parks and Programs
 - d. Cemetery

REPORTS:

A. **MOTION** – Accepting Expenditures Reports #1286 for Mar. 1, 2025 through Mar. 14, 2025 (attached)

EXECUTIVE SESSION:

The City Council will conduct an Executive Session pursuant to the Illinois Open Meetings Act, citing the following OMA exemption(s) allowing the meeting: **5 ILCS 120/2(c)(1) to discuss the performance and compensation of a specific employee.**

Continued

NEW BUSINESS (Continued):

- A. **MOTION** – Bill #25-32/RESOLUTION Authorizing Employment Agreement Between City of Highland, Illinois, and Christopher Conrad, City Manager (attached)

ADJOURNMENT:



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Jackie Heimbürger, ADA Coordinator, by 9:00 AM on Monday, March 17, 2025.

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 or, by using the citizens' portal on the city's website found here: https://www.highlandil.gov/citizen_request_center_app/index.php.

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

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: The Highland Diamond Drummers Concert

Type/Purpose of Event: ☐ Festival ☐ Race ☐ Other Fundraiser ☐ Service ☐ Parade
☒ Demonstration ☒ Other (please specify): Concert/Recital

Location of Event: Bandstand on the Square

Sponsoring Organization/Individual: Highland Music School/ David Williams

Event Responsible Party: David Williams, Director - The Highland Diamond Drummers

Address: 467 Prospect Street Wood River, IL 62095

Phone(s): 618-917-4446

Email: dcw641@aol.com

Secondary Contact: Angelina McLaughlin-Heil, Director - Highland Center For The Arts

Address: 917 Main Street Highland

Phone(s): 618-791-3992

Email: amclaughlinheil@gmail.com

Date(s) of Set-up: Saturday, May 17th

Event Date(s) / Times:

Saturday, May 17th: ~~1:00PM~~ set up, 3:00 performance

12:00

Date(s) of Tear-down: May 17th, 4:00 PM

Expected Attendance: Uncertain at this time. Probably no more than family and friends of the performers

Alcohol License Required: ☐ Yes ☒ No

If yes, application received: ☐ Yes ☐ No

Sound Amplification System utilized: ☐ Yes ☒ No

If yes, hours of operation: We will supply our own system

Funding request of the Council: ☐ Yes ☒ No

Amount requested and purpose: _____

City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.

(Directors must initial behind requests)

Street Dept: Signage, Barricades, Street Closures (Specify): **Public Works Director:** _____

Just the bandstand

Electric Dept: Electrical Service, Lighting (Specify): **Electric Dept. Director:** _____

Just a couple of outlets for amplification

Public Safety: Security, First Aid, Traffic Control (Specify): **Public Safety Director:** _____

HCS Services: Wi-Fi or other technological needs (Specify): **HCS Director:** _____

Other City Services: Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):

Department: _____

Open public restrooms

Application Checklist (Attachments):

Deputy Clerk Initial
Upon receipt or waiver:

☐ **Certificate of Insurance: (attached)**

- ☐ Must be General liability
- ☐ \$1 Million per occurrence/\$2 million aggregate
- ☐ City named as “additional insured” If Event is on city property.

☐ **Site Plan Rendering**

☐ Evacuation Plan _____

☐ Fire Plan _____

☐ Parking Plan _____

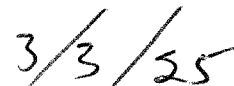
☐ Schedule City Council Meeting for announcement _____

○ **Date:** _____

☐ Application Submittal (60+ days) _____



Event Sponsor Responsible Party



Date

City Manager

Date

Highland Public Safety Division

2024 Annual Report

***Dr. Carole A. Widman: Public Safety
Director/Chief of Police***





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A Letter from the Chief

Mayor, City Council, and Citizens of Highland,

I am honored to present Highland Public Safety's 2024 Annual Report. Being in public safety requires dedication, integrity, and pride in the community a public servant represents. Few individuals have the willingness and ability to take on such a task. Fortunately for the citizens of Highland, you are represented by some of the finest men and women I have had the privilege of serving with.

2024 was another year of change and growth for all Public Safety Departments. We welcomed several new members and said good bye to others. Each of these new beginnings has been met with pride and professionalism. While we continue to navigate the obstacles that these changes provide, we have continued the high level of service the citizens of Highland deserve.

As Public Safety Director, I am blessed to serve the City of Highland and the citizens as well as our many visitors. This City is second to none. The public safety division is committed to continuing a strong relationship with the community. We are fortunate to have citizens who enjoy interaction with law enforcement officers, firefighters, emergency medical technicians, and our code enforcement division. 2024 was a big year for events and community engagement. We continue to set records in attendance. The Public Safety Division is looking forward to the cities continued growth.

As we move into 2025, we hope for a year full of community and prosperity. We hope you all feel confident that Highland Public Safety is committed to serving and protecting you. We continue to take pride in the work we do and hope you all have a prosperous new year. Please feel free to call us if we can be of assistance to you.

Respectfully Submitted,

Dr. Carole A. Widman., Public Safety Director





Mission Statement

The mission of the Highland Illinois Police Department is to build partnerships in the community and solve problems through professional police service while addressing the specific needs of our city.

“Community Commitment”

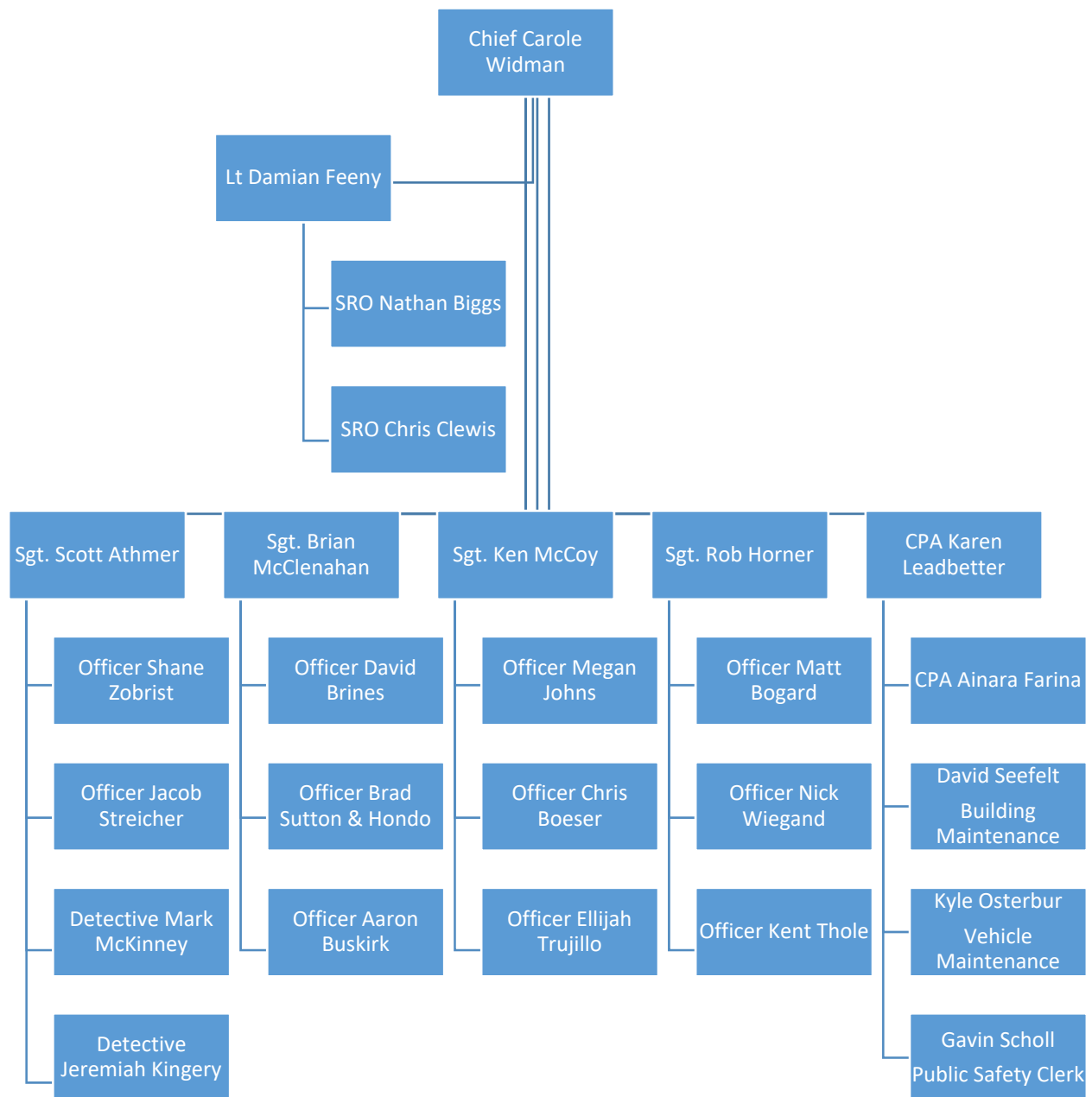
Police Department Command Structure

Command Structure 2024

Sworn Personnel

<i>Officer</i>	<i>Date of Hire</i>
Robert Horner	03/28/2001
Scott Athmer	06/11/2001
Brian McClenahan	04/26/2004
Damian Feeny	06/14/2006
Mark McKinney	07/02/2007
David Brines	03/31/2008
Christopher Clewis	06/27/2008
Brad Sutton	11/05/2013
Nathan Biggs	12/23/2013
Jeremiah Kingery	01/12/2014
Kenneth McCoy	01/14/2016
Shane Zobrist	05/31/2018
Jacob Streicher	01/04/2021
Megan Johns	04/19/2021
Carole Widman	11/01/2021
Kent Thole	08/28/2022
Christopher Boeser	05/01/2023
Matthew Bogard	07/24/2023
Nicholas Wiegand	08/29/2023
Elijah Truilljo	01/07/2024
Aaron Buskirk	08/18/2024
Enna Turan*	12/16/2024

*Not included in the command structure

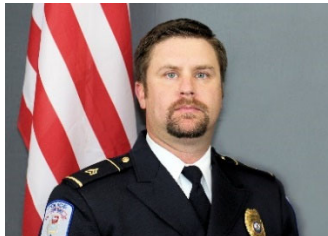


**** Not included in command structure is Officer Enna Turan (anticipated police academy graduation April 2025)**

Sworn Personnel



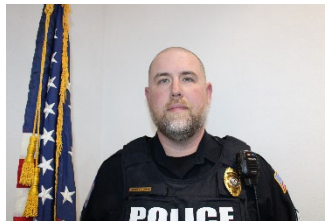
Dr. Carole Widman, Chief, joined the department in 2021. She had previously served with the Madison County Sheriff's Office as a Lieutenant in the Investigation Division and the Training Coordinator for the Southwestern Illinois Police Academy. This year, Chief Widman started her 30th year in law enforcement. Chief Widman has a Bachelor's Degree in Criminal Justice, a Masters' Degree in Police Administration, and a Ph.D. in Philosophy with an emphasis on Criminal Justice. In 2022, Chief Widman graduated from the Southern Police Institute in Kentucky. She is a certified Juvenile Officer and CVSA Operator. Chief Widman previously served as a Report Officer for the Major Case Squad, Commander of the Child Death Investigation Task Force in District 1, and a representative of the Child Death Review Team for Madison and St. Clair County. Chief Widman was the recipient of the 2019 SILEC Presidential Award, was recognized by the U.S. Attorney's Office for her public service, and received the Theresa Rasp Mentor Award in 2024.



Lieutenant Damian Feeny joined the department in June 2006. He previously served four years of active service in the US Army as a paratrooper. Lt. Feeny graduated top of his class academically while attending the Police Training Institute located at the U of I Champaign. Lt. Feeny has been the Commander of the ILEAS Region 8 Mobile Field Force (MFF) since 2014 and also serves as a trainer for ILEAS where he helps train and validate all of the MFF teams statewide. Lt. Feeny has been a detective, field training officer, range instructor, active shooter response instructor, and patrol sergeant. His education includes a Bachelor's Degree in Criminal Justice from Lindenwood University. He graduated from the Southern Police Institute in Kentucky in 2023. Feeny was promoted to Lieutenant in May of 2022.



Sergeant Scott Athmer joined the Police Department in June 2001 after serving three years in the US Army. He holds a Bachelor's Degree in Criminal Justice and a Master's Degree in Public Administration, both from SIUE Edwardsville. Sgt. Athmer served nine years as a patrolman, five years as a detective, and currently is a patrol sergeant. He has also held many extra duty assignments in the department as well as the region to include, field training officer, firearms instructor, and SET team commander. Currently, he is the supervisor of the investigations division. He serves as a member of the Child Death Investigation Team for our region and a Deputy Commander with the Major Case Squad of Greater St. Louis.



Sergeant Brian McClenahan joined the Highland Police Department in April 2004 as the Community Service Officer and was promoted to Police Officer in January 2010. He is a graduate of the Southwestern Illinois College Police Academy and holds a Bachelor's Degree in Criminal Justice from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He was Employee of the Year in 2004 and Officer of the Year in 2010. Brian is a firearms instructor, Field Training Officer and Crisis Intervention Team (CIT) Officer. He has previously served in the Investigation Division and as an Investigator with the Major Case Squad.



Sergeant Kenneth McCoy joined the department in 2016. He graduated from the Southwestern Illinois Police Academy, where he earned the Southern Illinois Police Chiefs Association (SIPCA) Outstanding Officer Award, the Jeremy Chambers Top-Gun Award, the High Academics Award, and was chosen by his peers as the Class President. Sergeant McCoy holds a Bachelor's Degree in Integrative Studies, Leadership in Organizations from Southern Illinois University Edwardsville. He was the recipient of the David McCain Award in 2018. Sergeant McCoy is a Crisis Intervention Team (CIT) member, the Field Training Sergeant, and the K-9 Unit Supervisor.



Sergeant Robert Horner joined the Highland Police Department in 2001. He graduated from The Illinois Department of Corrections Academy in Springfield and the Police Training Institute in Champaign. He holds a Bachelor's degree in Criminal Justice and Psychology from McKendree University. He is a certified Crisis Intervention Officer, Field Training Officer, Field Training Officer, Bicycle Officer, and Juvenile Officer. Officer Horner received the 2021 and 2022 David McCain Memorial Award and was also voted the citizens favorite police officer 20 times. Horner was promoted to Sergeant in 2023.



Officer Mark McKinney joined the Highland Police Department in 2007. He graduated from Southern Illinois University-Carbondale, earning a Bachelor's Degree in Administration of Justice in 2001. Officer McKinney joined the Air Force in 2005 spending 6 years in the ANG at Scott Air Force Base. He has been a union representative for the Highland Fraternal Order of Police and a defensive tactics instructor for the department. He is currently an Investigator and in charge of HPD's Special Enforcement Team and a Certified Cellbrite Operator.



Officer David Brines was hired by the Highland Police Department in 2008. He holds a Bachelor's Degree in Criminal Justice from Southern Illinois University-Edwardsville. He is an Investigator with the Major Case Squad of Greater St Louis and the ILEAS Mobile Field Force. Officer Brines is currently assigned to the patrol division.



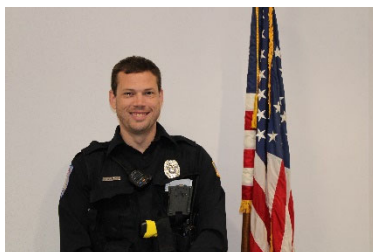
Officer Chris Clewis joined the department in June 2008. He graduated from Southern Illinois University in Edwardsville with a Bachelor's Degree in Criminal Justice. Officer Clewis is currently School Resource Officer assigned to Highland Elementary and Primary Schools. Clewis is a Crisis Intervention Team (CIT), Defensive Tactics Instructor, Taser Instructor, Drone Pilot, Gracie Ground Fighting Instructor, and Knife Defense Instructor. Clewis is an Investigator with the Major Case Squad and an instructor at the Southwestern Illinois Police Academy.



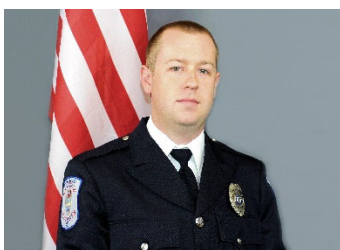
Officer Chris Flake joined the Highland Police Department in May 2009. He graduated from the Southwestern Illinois College Police Academy. While there, he was Class President of the Academy and the Southern Illinois Police Chiefs Association Most Outstanding Cadet. While employed with the Highland Police Department, he was named Officer of the year for 2013 and 2021. He also received the David McCain Memorial Award for 2011 and 2016. Flake holds a Bachelor's Degree from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He has served the community as a Patrolman, Investigator and School Resource Officer. Officer Flake left the department this year and is now the City of Highland Deputy Clerk.



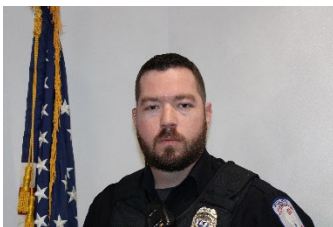
Officer Brad Sutton joined the department in December of 2013 as a dispatcher. In April of 2017, Officer Sutton transitioned to patrol. Officer Sutton earned top academic honors while attending the Southwestern Illinois Police Academy. Officer Sutton has an Associates Degree from Southwestern Illinois College and a Bachelor's Degree at Southern Illinois University Edwardsville in Integrative Studies – Leadership in Organizations. In June of 2022, Officer Sutton became the department's K-9 handler and was partnered with K-9 Hondo. Officer Sutton and K-9 Hondo completed the K-9 academy in September of 2022. In addition to serving as the K-9 handler, Officer Sutton is a Field Training Officer and a Crisis Intervention Team (CIT) Member.



Officer Nathan Biggs earned a Bachelor's Degree in Criminal Justice Studies from Southern Illinois University-Edwardsville in 2008. He graduated from the Police Training Institute in 2010 and began his law enforcement career with the Carbondale Police Department. After four years, he joined the Highland Police Department. Biggs has been recognized by IDOT twice and the Alliance Against Impaired Motorists. Officer Biggs is a member of the Crisis Intervention Team (CIT), juvenile officer, Wicklander/Zuwalski interviewing (basic and advanced), and currently serving as the School Resource Officer at Highland High and Middle Schools.



Officer Shawn Bland joined the department in January 2014. He graduated from Southern Illinois University in Edwardsville with a Bachelor's Degree in Criminal Justice. Officer Bland served as an Investigator for 4 years and recently returned to the patrol division. He was awarded Officer of the Year in 2015 and Employee of the Year in 2021. He serves in several capacities within the agency including Field Training Officer, SET Team member, Cellebrite Certified, Evidence Officer, Investigator, Lead Homicide Investigator, and former Major Case Squad Investigator. Officer Bland left the agency in 2024 to pursue his dream of working for the Edwardsville Police Department.



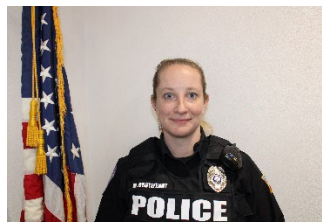
Detective Jeremiah Kingery joined the department in January 2014. He graduated Southern Illinois University Edwardsville with a Bachelor's Degree in Criminal Justice. He has been the President of the FOP Lodge for the last 9 years and has coordinated numerous charity events through the FOP. He is one of the agencies Range Instructors. Kingery is also a Crisis Intervention Team (CIT) Member and Juvenile Officer. Detective Kingery joined the Investigation Division in 2024.



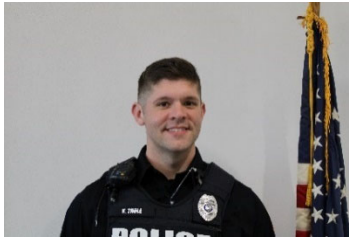
Officer Shane Zobrist joined the department in May 2018. He graduated from Eastern Illinois University with a Bachelor's Degree in Psychology. Officer Zobrist is a range instructor, a Crisis Intervention Team (CIT) member, and a Juvenile Officer. He is also a Captain in the Illinois Army National Guard.



Officer Jake Streicher joined the Highland Police Department in January of 2021 after four and a half years of service with another police agency. Officer Streicher graduated from Southern Illinois University – Edwardsville with a Bachelor's Degree in Criminal Justice. He is a firearms instructor, MILO instructor, and Crisis Intervention Team (CIT) member.



Officer Megan Johns joined the Highland Police Department 2021 and is a graduate of the Southwestern Illinois Police Academy. Officer Grotefendt is a department's SET team member, a Crisis Intervention Team member, Juvenile Officer, and Police Departments Evidence Clerk.



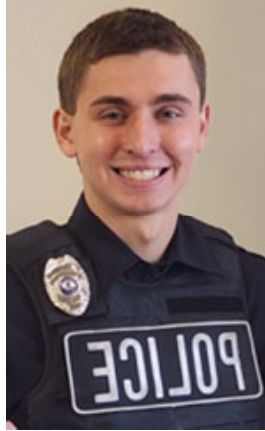
Officer Kent Thole joined the department in August of 2022. He holds a Bachelor's Degree in Criminal Justice from Southern Illinois University in Edwardsville. Officer Thole graduated from the Southwestern Illinois Police Academy in December 2022 and is a Juvenile Officer. Officer Thole is a bike patrol officer and certified drone operator.



K-9 Hondo joined the Highland Police Department in June of 2022. Hondo is a 3-year-old German Shepherd of Czech descent. Hondo's parents were both imported from the Czech Republic to the United States and were titled working dogs. Hondo was partnered with Officer Bradley Sutton in June of 2022.



Officer Matthew Bogard joined the department in July of 2023. Officer Bogard is a veteran of the United States Marine Corps where he served 8 years active duty. Officer Bogard graduated from the Southwestern Illinois Police Academy and served as the Class President. He holds the Illinois Professional Emergency Manager Designation from the Illinois Emergency Management Agency and Office of Homeland Security. Officer Bogard is a Crisis Intervention Team (CIT) Member, Drone Pilot, and BLS Instructor.



Officer Nicholas Wiegand joined the department in August of 2023. He holds a Bachelor's Degree in Criminal Justice from Southern Illinois University in Edwardsville. Officer Wiegand graduated from the Southwestern Illinois Police Academy in December 2023 and is a Juvenile Officer.



Officer Elijah Trujillo comes to us by way of Texas. Officer Trujillo moved to our area to pursue a degree in Criminal Justice and raise a family. Before coming to the Highland Police Department, Officer Trujillo served as a football coach for the Highland Middle School and the Highland High School. Officer Trujillo graduated from the Southwestern Illinois Police Academy in Belleville.



Officer Aaron Buskirk joined the Highland Police Department in August 2024. Officer Buskirk had previously been a Corrections Officer with the Federal Bureau of Prisons. After graduating the police academy, he started his Field Training Program. Once completed he will be released to solo patrol. Officer Buskirk has an associate's degree in Administration of Justice from Southwestern Illinois College and is currently pursuing a degree in forensic psychology from Maryville University. Officer Buskirk is a certified Juvenile Officer.



Officer Enna Turan is the newest member of the Highland Police Department. Officer Turan is current attending the Southwestern Illinois Police Academy where she is scheduled to graduate in April of 2025. Officer Turan has an associate's degree from St. Louis Community College and a Bachelor's Degree in Criminology and Psychology from the University of Missouri St. Louis.

Civilian Police Aides

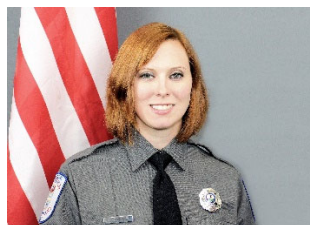
Employee	Date of Hire
Karen Leadbetter	10/13/1997
Kelcey Chadwick	09/05/2014
Ainara Farina	01/06/2025

Civilian Police Aids (CPAs) are responsible for direct service to the public, state and federal agencies, and officers. Currently, CPAs are in the process of a large undertaking. Training in requirements for reporting guidelines for NIBRS, body-camera footage, and FOIA is extensive.

Both Karen and Kelcey embraced their new role in providing the support needed for our agency. While we no longer have dispatch responsibilities, the overall response to walk-in complaints and telephone calls is still critical to maintaining our relationship with the community.



Karen Ledbetter has worked with HPD since 1997. She won the SIPCA Telecommunicator of the Year award in 1999 and the Highland Police Telecommunicator of the Year Award in 2001, 2010, and 2013. After dispatching for 25 years, Karen transitioned into a CPA role. Karen helps manage many aspects of the day-to-day operations within the department.



Kelcey Chadwick joined HPD in September 2014 as a Telecommunicator. Kelcey graduated with a bachelor's degree in criminal justice from Southern Illinois University in 2011. She previously worked for O'Fallon Police Department. Kelcey currently serves the Highland Police Department as a Civilian Police Aid since August of 2022. Kelcey left the agency in 2024 to pursue a new career.



Ainara Farina joined HPD in January of 2025. Ainara Farina was born in Zaragoza, Spain, and joined the Army after high school, driven by a strong sense of duty. After gaining valuable experience, she transitioned to the Coast Guard, where she dedicated herself to maritime security and rescue operations. She earned a bachelor's degree in Homeland Security and Emergency Management, further strengthening her expertise in crisis response and public safety. Now retired after 21 years of combined service Ainara joined the police department as a Civilian Police Aide.

Support Staff



David Seefeldt started with the Highland Police Department in 1978 as a patrol officer. His career spanned decades and he is attributed to the creation of the bicycle patrol and community service projects. Throughout his career he supervised the investigation division and various roles in the police department. After retirement, David returned to the police department to handle our building maintenance.



Kyle Osterbur is a part-time vehicle maintenance clerk. Kyle comes to us from Holly's House of Hope. In 2024 Kyle graduated with his Certificate of Completion of Apprenticeship from the United States Department of Labor. Kyle was sponsored by the Madison County Employment and Training Agency until his program completion. He is now a member of the Highland Police Department.



Gavin Scholl is a part-time public safety clerk who assists with day to day operation and code enforcement. Gavin is currently a student pursuing a degree in Criminal Justice at Southwestern Illinois College in Belleville. Gavin is scheduled to graduate in May of 2026 and pursue his career in law enforcement.

Patrol Division



The Patrol Division of the Highland Police Department provides services to the community continually. Members of each division within the agency support its day-to-day operation.

The Patrol Division comprises four squads, including a sergeant and three patrolmen. Included in this group are specially trained officers to act as Field Training Officers. These officers take on the responsibility of training all new officers who join the HPD.

The Patrol Division has personnel assigned to the ILEAS Mobile Field Force, The Major Case Squad, School Enforcement, Training, Police Academy instruction, bicycle patrol, drone operation, lake patrol, code enforcement, and the Special Enforcement Team (SET). Other significant functions of this division include safety programs, investigations involving traffic crashes, DUIs, traffic control, parade support, peacekeeping responsibility, making arrests when needed, emergency response, and investigations.

Members of this division are the cornerstone of our community relationships. The Patrol Division provides year-round support 24 hours a day. This allows us to assist the public with vacation checks, extra patrols in areas of concern, and business checks.

Investigation Division



The investigation division includes two officers and a supervisor responsible for cases that require investigation outside the scope of the patrol division. These officers utilize their specialized training to resolve cases whenever possible. This year our investigation division saw changes. Detective Bland returned to the Patrol Division and Detective Clewis became a School Resource Officer. Officers Mark McKinney and Kingery moved to Investigations to serve as an Investigator for the agency.

The investigations division utilized and obtained numerous applications to assist in investigations including Cellebrite, Leads Online, TLOxp, SET Team, city-wide cameras, MOCIC, DEA LPRs, body cameras, and a drone. The investigations division also requested assistance from the US Marshall's Service for a warrant service and the Illinois State Police Crime Scene Unit on multiple cases.

The following cases are examples of investigations handled by this division.

1. An investigation was conducted after a complaint was received by DCFS. This complaint alleged that a mother (a corrections officer) was leaving her children in care and control of a registered sex offender. During the investigation, officers worked with the Illinois State Police to search thousands of images, videos, history, and text messages from the suspect's phone. Interviews were conducted of the children and mother. Ultimately, the suspect was arrested for outstanding warrants and the mother was charged with Endangering the Life and Health of a Child for her children.
2. An investigation was conducted as a response of a report that a child was struck in the face by a day care employee at a local day care. Interviews with the victim, witnesses, and family members of both the victim's family and suspect's family were conducted. Searches were also conducted of images, text messages, and search history for additional evidence. Working closely with the States Attorney's Office, enough probable cause was developed to charge the daycare employee with Aggravated Battery to a Child.

3. After approximately 15 calls of burglary from motor vehicles, investigators responded and gathered videos from residential areas that yielded evidence to the suspect identity. After a brief investigation, it was determined that other agencies including the Madison County Sheriff's Office and the Columbia Police Department had similar cases with the suspects. Through various investigative efforts, the suspect was located and interviewed regarding his involvement. Search warrants were filed for GPS data to confirm the suspect's locations. Charges in this case are pending.
4. An investigation was conducted reference a young female who disclosed she had been sexually assaulted by a young male. An interview of the young girl was conducted where she confirmed that she had been sexually assaulted. During that interview, the victim provided information on an additional victim. That incident was found to have occurred in Madison County Sheriff's Office venue. Investigators from both agencies worked together on this investigation. After numerous interviews and search warrants, the Madison County State's Attorney charged the young man with four counts of Criminal Sexual Assault. Additional cases are being investigated to determine if there are more victims.
5. During the summer of 2024, officers received numerous complaints of defacement of property. An investigation was conducted with a juvenile being identified through social media. That juvenile was responsible for each incident. The juvenile was petitioned to court and ordered to pay business owners and the City of Highland for the removal of spray paint.

In addition to these cases, the investigation division handled cases of fraud, crimes regarding controlled substances, crimes against property, crimes against persons, domestic violence and assisted members of city staff with background investigations.

School Resource Officer



The Highland Police Department has two School Resource Officers (SRO) assigned to the Highland Public School District. The SRO's primary job responsibility is safety/security. The SRO assists in protecting the Highland Schools, staff, and students from law violations.

As an SRO, the role of mentor/counselor is critical to developing students' behavior. The SRO serves as a positive role model for our students and counsels students on the complexities of everyday life. The SRO assists the students and their families with community resources when needed.

The SRO is responsible for educating students and faculty regarding safety procedures and the law. Numerous presentations are conducted throughout the year to the students on various topics such as navigating social media, the dangers of vaping, alcohol/drug abuse, and driver's education. In addition, presentations were conducted to ensure students and faculty knew what to do in the event of a Code Red or fire drill.

This year Officer Biggs started an ESports Smash Brothers League where students from teams of three face students from other schools in a best of 3 game. Highland now joins over 120 High Schools who participate in this program. Additionally, the Highland SRO helped with fundraising and choosing families for the Christmas with a Cop program.

In 2024, the Highland School District partnered with HPD to add a second SRO to our schools. HPD now has two fully time SRO's to serve Highlands students.

K9 Officer



In August of 2022, HPD implemented a K-9 program. K-9 Hondo was acquired through Master Trainer Brian Dowdy of Dowdy Dawgs. K-9 Hondo is a three-year-old German Shepherd of Czech descent partnered with Officer Brad Sutton. K-9 Hondo is trained in narcotics detection, tracking, article searches, building searches, suspect apprehension, and several other disciplines.

K-9 Hondo and Officer Sutton completed numerous training events amounting to over 200 hours including narcotics detection, obedience, tracking, building search, suspect apprehension, article search, handler protection, and others. Narcotics detection training incorporated proofing odors, distraction odors, controlled negative exercises, and blind detection exercises. Environments trained in included industrial/office areas, schools, vehicles, open areas, tow yards, a water park, wooded areas, and other environments that replicate real-world deployments

Since the K-9 program's inception, K-9 Hondo and Officer Sutton have been deployed 57 times. Deployments included free air sniffs on vehicles, schools, suspect tracking, building searches, area searches, and perimeter assistance on a barricaded subject call. Free air sniffs resulted in seizures of methamphetamine, fentanyl, and drug paraphernalia. Overall drug related deployments were down and patrol related deployments were up.

The most notable deployment for 2024 was when Hondo and Ofc. Sutton were called to assist the Bond County Sheriff's Office with tracking two suspects who had fled after a pursuit and subsequent crash. The suspects had fled from several police agencies throughout the day and were driving a stolen vehicle. K-9 Hondo and Ofc. Sutton tracked the suspects through a densely wooded area and located them. Both suspects were taken into custody without issue when challenged by K-9 Hondo. The

suspects were charged with several offenses including: possession of stolen vehicle, aggravated fleeing and eluding, felony criminal damage to property, and resisting arrest. Charges were also pending against the suspects from other agencies that they had fled from. This case is notable in nature because due to the dense vegetation in the wooded area, it's likely the suspects would have evaded arrest if it wasn't for K-9 Hondo's assistance. The Bond County Sheriff's Office indicated prior to the track that they believed additional criminal activity would occur if the suspects were not located. K-9 Hondo also provided a force multiplier which immediately gained voluntary compliance from both suspects when they were located and called out to officers.



ILEAS Mobile Field *Force*

Highland Police Department is a member agency of ILEAS (Illinois Law Enforcement Alarm System). ILEAS is an organization developed to facilitate law enforcement mutual aid in Illinois. Besides mutual aid where an agency provides either personnel and/or equipment; ILEAS provides response teams for specific incidents which require a specialized response. These teams are EOD (Explosive Ordinance Disposal), SRT (Special Response Teams) and MFF (Mobile Field Force). Two Highland Officers are members of the Region 8 Mobile Field Force. The members are Officer David Brines and Lieutenant Damian Feeny. Lt. Feeny has been the Commander of the Region 8 team since 2014 and manages training, equipping and deploying the team. There are a total of 10 MFF regions in the state and Region 8 covers 11 counties. Lt Feeny has also been selected as a member of the MFF training cadre and helps to provide training to all 500 MFF members statewide.

The ILEAS MFF provides a rapid, organized and disciplined response to civil disorder and public safety emergencies that may occur during distribution of pharmaceuticals from the National Strategic Stockpile, weapons of mass destruction incidents, emergency situations, including natural or man-made disasters of various types, and routine local and statewide mutual aid which exceeds the effective ability of local enforcement.

Mobile Field Forces are composed of Police Officers from ILEAS member agencies. There are approximately 50 officers on each team. In the past few years the Region 8 team has helped with several search and rescue incidents, protests and even major case investigations for article/victim searches. Besides local and statewide incidents, the MFF has responded to national security events such as G20 and NATO, hurricane relief and other emergencies where the host state is in need of mutual aid.

Each team member receives specialized training in 1st Amendment demonstrations, crowd control operations, communications, search and rescue, trauma care and much more. Some team members are provided extra training on less lethal weapons and extrication classes. Members sometimes travel to Anniston, AL for training hosted at the Center for Domestic Preparedness.

This year both Lt. Feeny and Officer Brines provided security services for the Democratic National Convention and the Republican National Convention.

Training

Training for law enforcement is a critical component of agency legitimacy and performance. Throughout the year, officers engage in training ranging from hazardous materials to active shooter scenarios. Fortunately for Illinois officers, Illinois consists of sixteen Mobile Training Units that ensure officers remain current with their training requirements.

In 2024, the twenty-two sworn officers of the Highland Police Department completed a combined 2653.75 hours of training. This training was in the form of in-person and online training. These pieces of training were courses that have been certified by ILETSB, courses offered by an ILETSB-designated MTU, or courses offered by outside vendors and agencies.

Due to the increased training mandates, part of our 2024 budget included training officers for certification in specialty areas. This will allow members of the Highland Police Department to train our officers and those from local departments who may not be able to attend training away from town. This year we had officers attend Instructor Development, High-Risk Traffic Stop Instructor training, GRACIE Ground Fighter Instructor training, Range Officer Instructor training, Cellbrite cellphone analysis, and MILO Instructor training.

This training will undoubtedly benefit the officers and the citizens but will also increase overtime and hours worked for our officers. To maintain our level of service, officers will be required to attend training and work overtime necessary to ensure minimum manpower requirements.

In 2022, the Highland Police Department enacted a review of Daily Training Bulletins (DTB's) to increase policy and procedure education. Each week, officers were required to review three policies. This year, officers completed 110 DTBs.

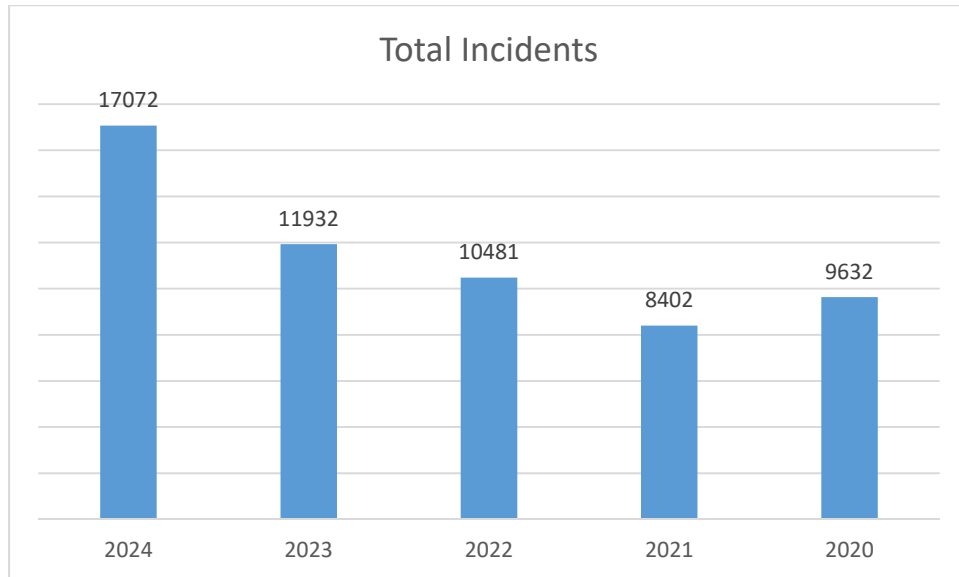
Throughout 2024, the Highland Police Department welcomed two new members. Each of these probationary officers will complete a 640 hour training program designed to assist them in transitioning from the classroom environment to the duties and responsibilities of a uniformed patrol officer. Officers are assigned a Field Training Officer (FTO) to prepare them for solo patrol. These numbers are included in total training hours.

Statistics



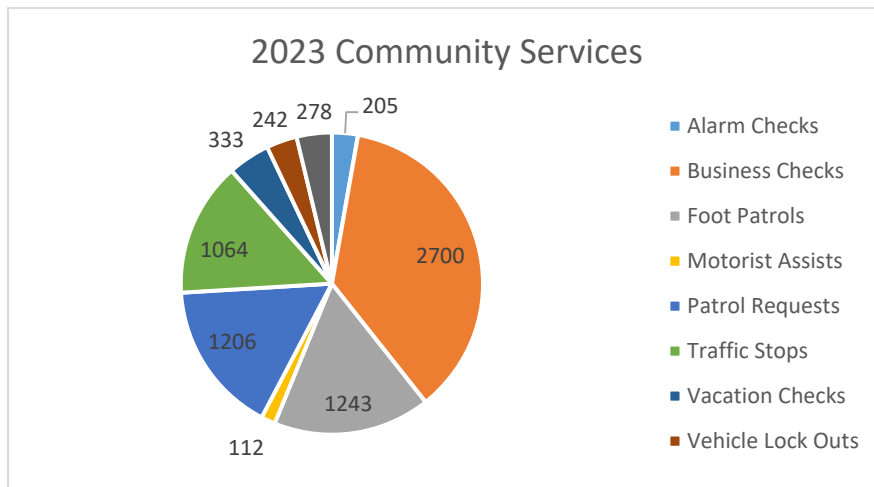
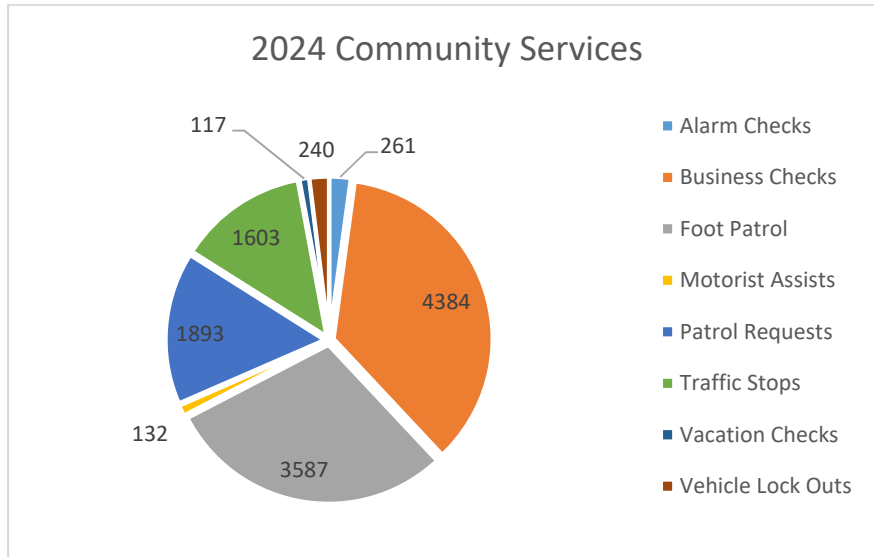
The following pages contained statistics relevant to each division's activity. Years vary to illustrate changes.

Activity



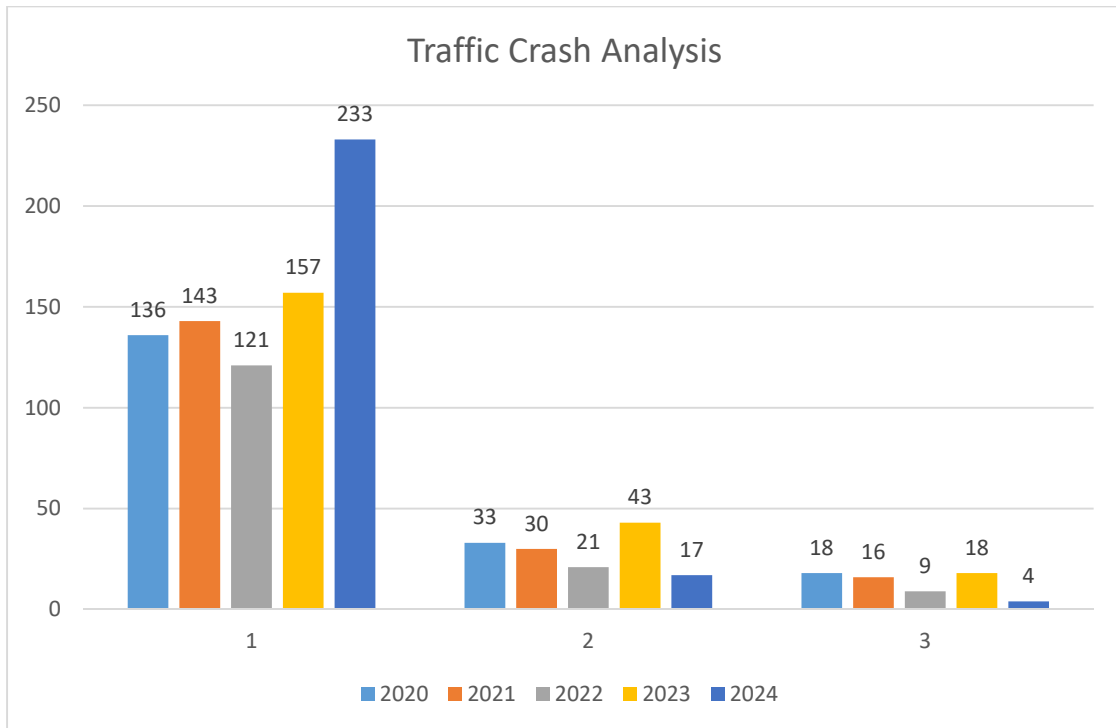
Total incidents for the year reached record numbers. The above chart outlines the total amount for the last five years. Total incidents include all officer activity, including self-initiated activity. 2024 activity shows an increase of 43.07%. The majority of these incidents are due to the number of community service activities our officers are engaging in.

Community Services



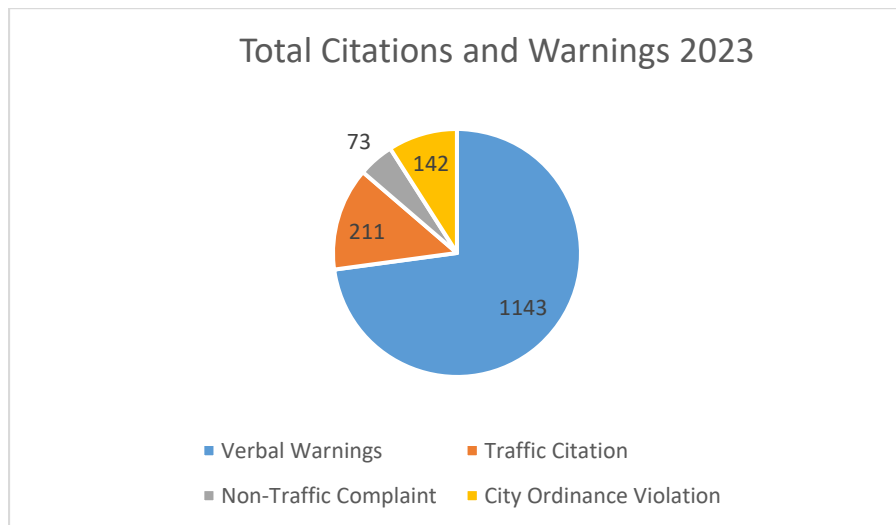
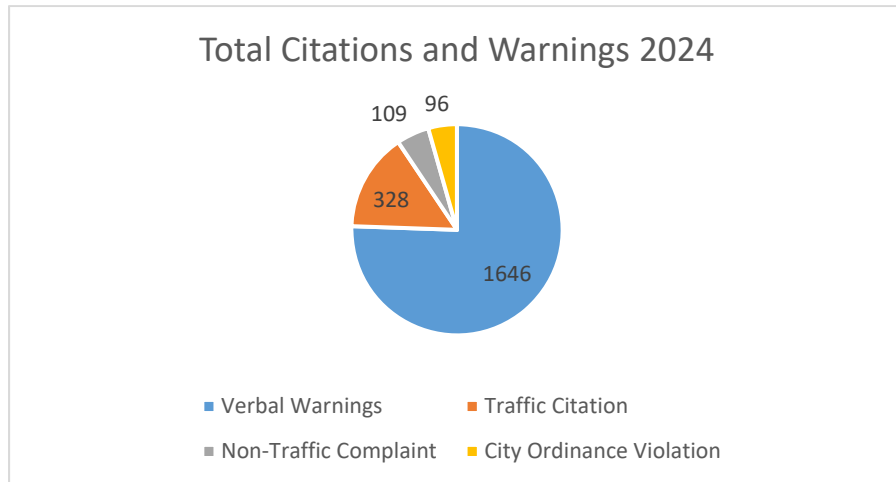
Community Services are a large part of our involvement with members of the community and local businesses. Between the years 2023 and 2024, our proactive involvement increased again. This year the increase between 2023 and 2024 was 71.94%

Traffic Crash Analysis



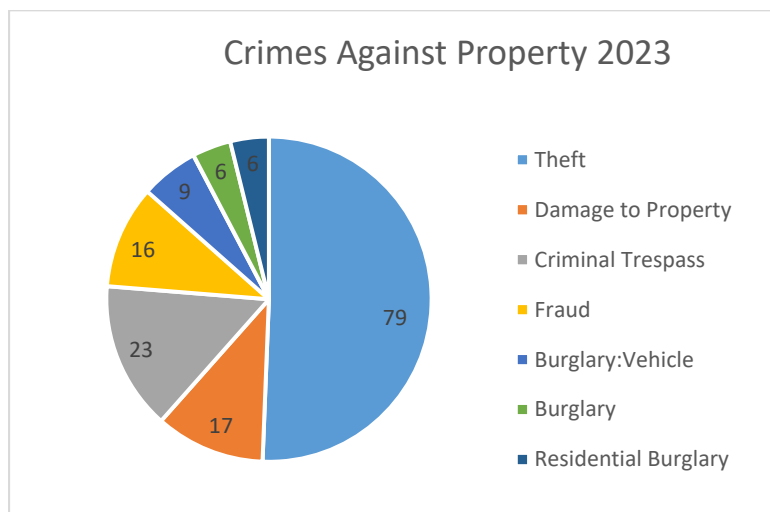
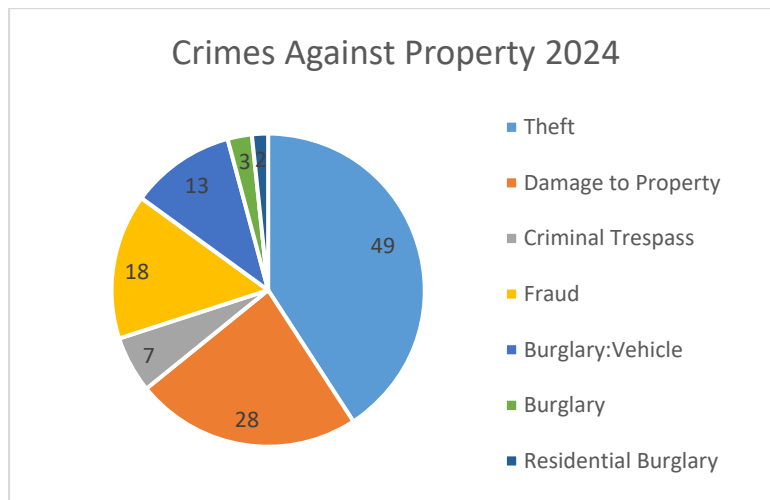
Traffic crash data is representative of the last 5 years. 2024 showed an increase of 16.51% overall. Property damage crashes increased by 48.41%; personal injury decreased 39.5%; and hit and run accidents decreased by 77.78%.

Traffic Citations and Ordinance Violations



Citations issued in 2024 were 25.12% higher than in 2023. Citations include ordinance violations, non-traffic, and traffic citations. Verbal warnings in 2024 were 44% higher than 2023.

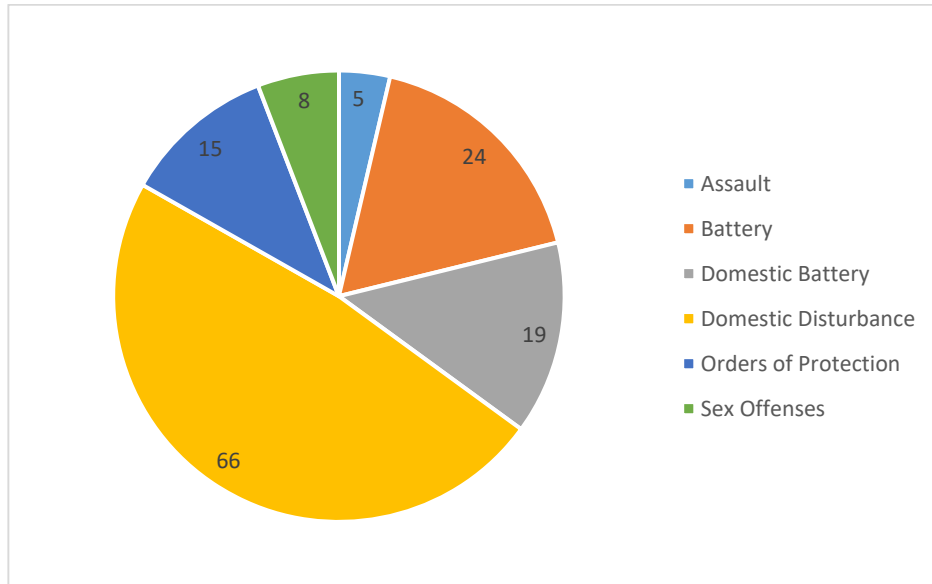
Crimes Against Property



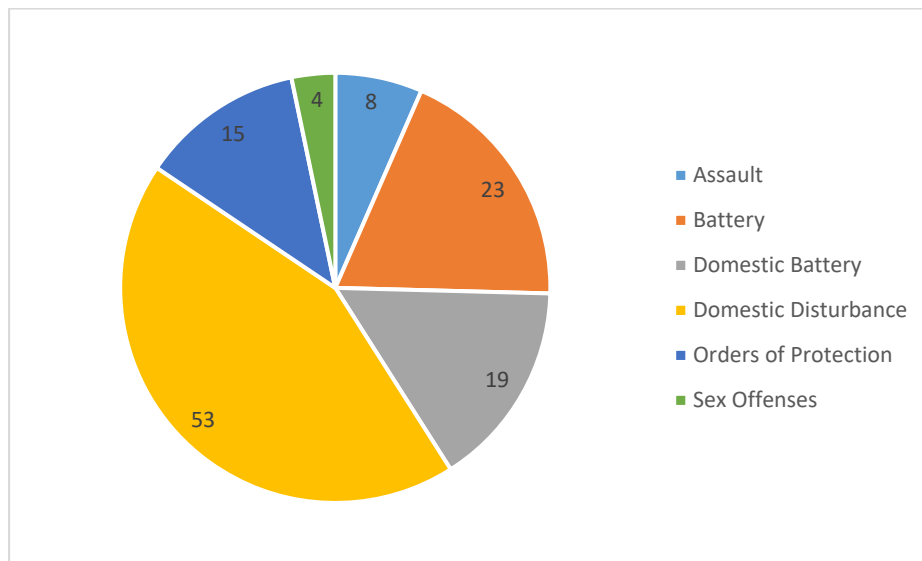
For 2024, additions were made to offenses to provide a larger view of incidents handled. Overall, crimes against property are down 24%. Fraud cases are up 16.5%. These cases include identity theft cases.

Crimes Against Persons

2024



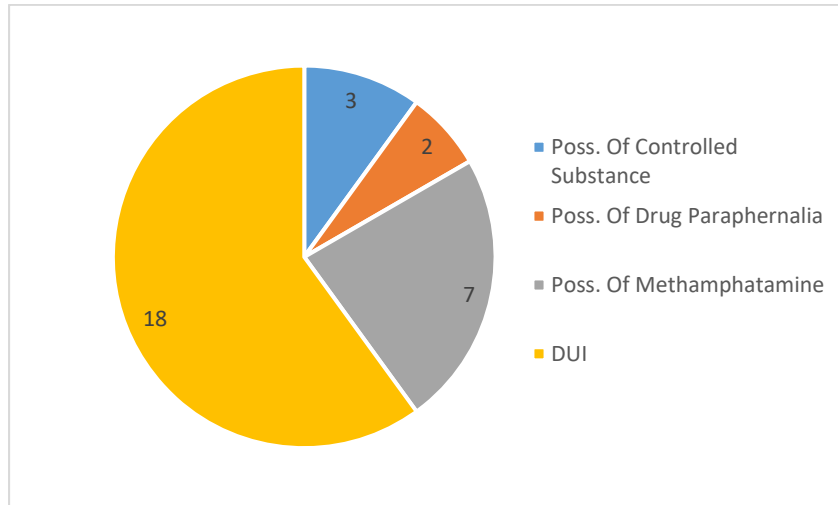
2023



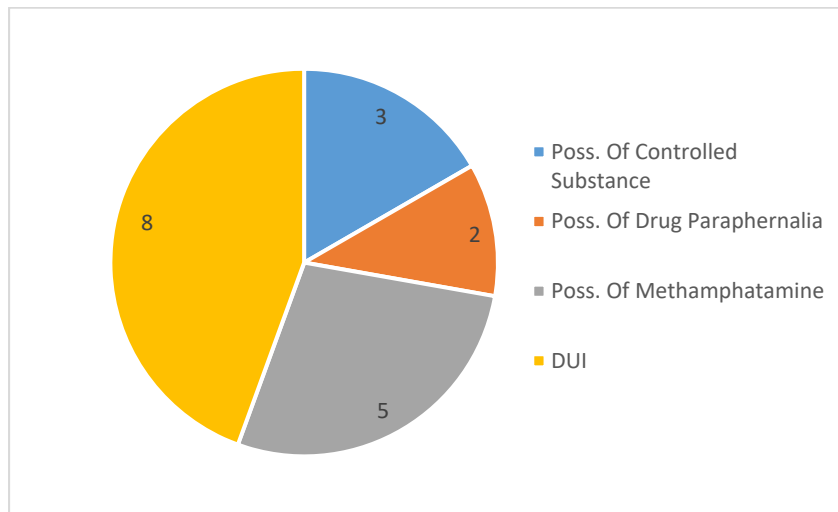
Rates for crimes against persons in 2024 are up 12.5% compared to 2023. The largest increase in this area are in domestic disturbances and sex crimes. Others remained the same.

Drug and DUI Offenses

2024

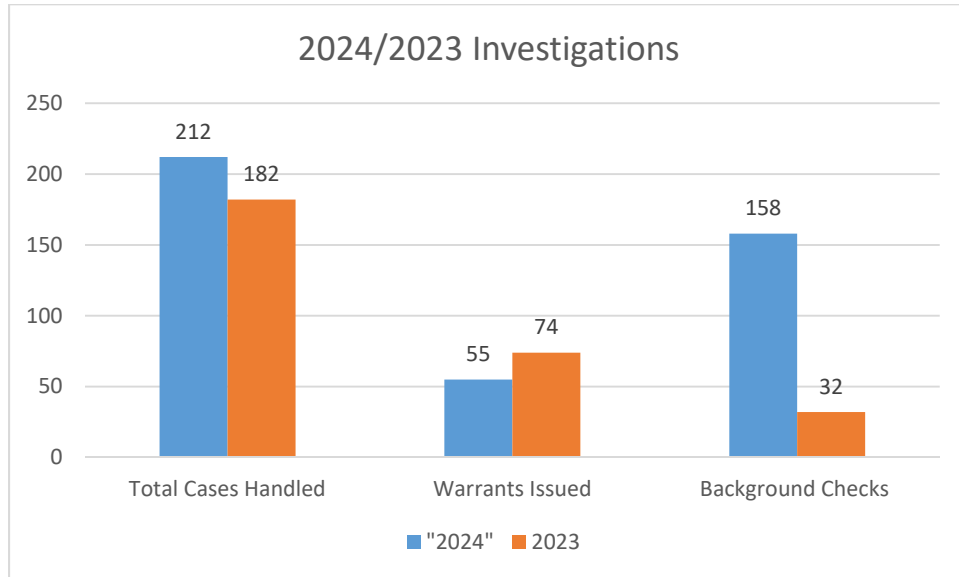


2023



Drug offenses remain steady this year. We saw a dramatic increase in DUI investigations. This increase is attributed to the increase in self-initiated activity.

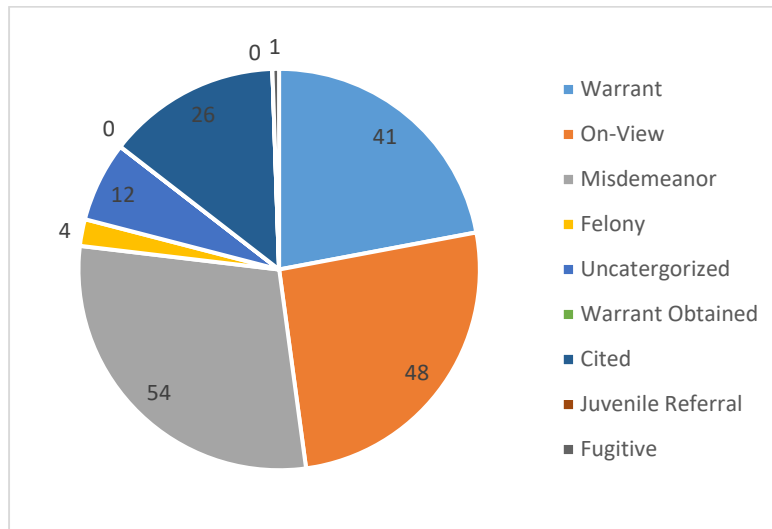
Investigations



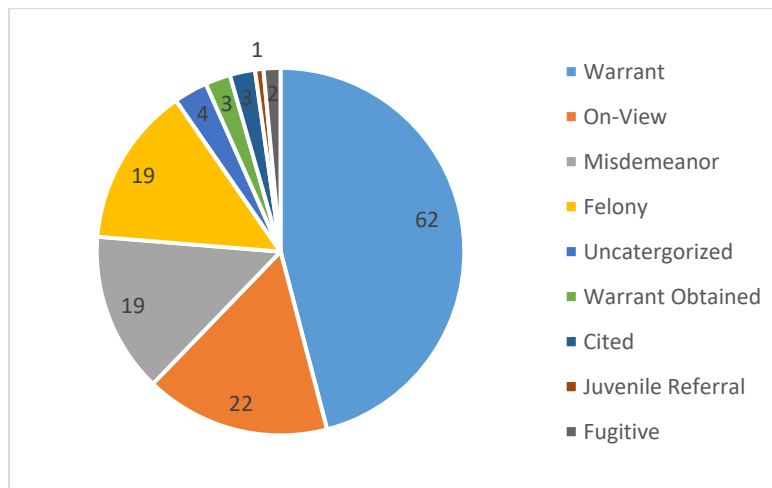
Cases handled in 2024 were up 17% compared to 2023. Note that the number of warrants is not necessarily indicative of clearance rates that may also include unfounded cases or other clearances by exception.

Arrest by Type

2024 Arrests by Type

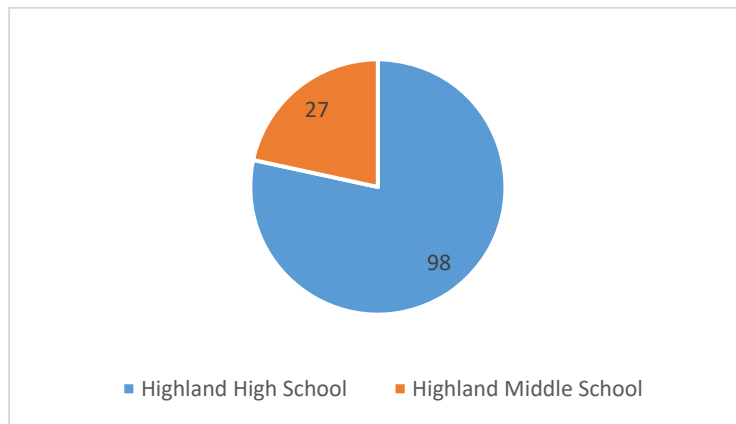


2023 Arrests by Type

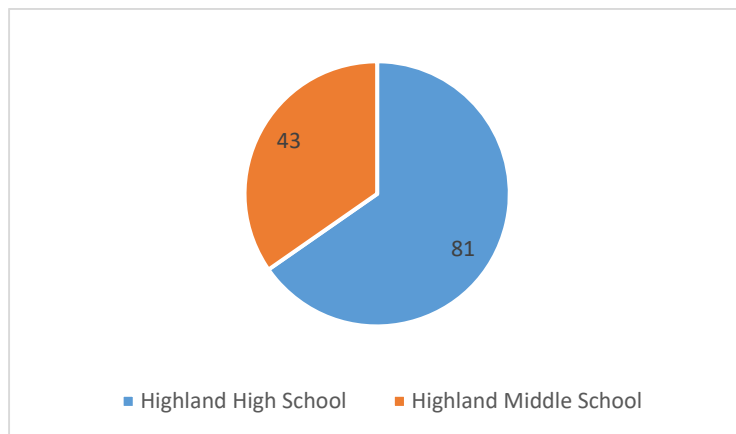


School Incidents

2024



2023



School incidents include all documented contact during school hours. Documented school incidents range from ordinance violations to the investigation of property crimes or crimes against people. Adjustments have been made in reporting to include Highland High School and Highland Middle School as reports at the Primary and Elementary are typically related to off campus incidents.

Special Event Overtime

Chamber Christmas Parade	10
Christmas with a Cop	16
Democratic National Convention	64.25
Halloween	8
High School Basketball Sectionals	6
High School Homecoming Parade	6
High School Prom	5
High School Search	4
High School Spring Fling	3.5
Highland Speedway	100
July 4 th Celebration	8
Kirchenfest	100
Kloss Furniture Christmas with a Cop	8
Madison County Fair	30
Memorial Day Biathlon	4
Memorial Day Parade	8
Optimist Shoot Out	20
Republican National Convention	56.25
Schweizerfest	70
Traffic Grant	38
Total Hours	565

Throughout 2024 the Highland Police Department provided extra services for 20 events outside of routine police services. The total number of hours does not include hours worked by the Chief of Police or the Lieutenant (except the DNC and RNC as they are reimbursable). These positions are salaried, which eliminates paid overtime.





City of Highland Fire Department

Chris Straub, Fire Chief



RE: 2024 Overview

TO: Chris Conrad, City Manager

Kevin Hemann, Mayor

Carole Widman, Public Safety Director

I am honored to present the Highland Fire Department's 2024 annual report. Being a Volunteer Firefighter requires dedication and pride in their community. None of these accomplishments could have been possible without the support of the Public Safety Director, City Manager, Mayor, City Council, and the support of the Highland Community. The Highland Fire Department has seen one of the largest years with growth in personnel, call volume, training hours, and public relation events. We have faced new challenges this past year with regulation changes by the State of Illinois, OSHA proposed changes, working on the new radio project, and the loss of one of our members. The dedication these members have shown to their community is unprecedented. They have stood strong through all of the challenges they have faced and become stronger in the process.

We are proud to say we have added 7 new members to our department. The department responded to a record 375 calls for service. The members continue to train on a weekly basis expanding their expertise to serve our community. The department participated in 32 Public Relations Events and provided staffing for the weekly Saturday night races. In conjunction with the MABAS 35 division, we deployed 3 firefighters and 2 apparatus for assistance with Hurricane Milton in Ocala, FL. We held our 3rd annual Fireman's Picnic and had a record year. We have also started training in our new training facility.

The Highland Fire Department is excited moving forward into 2025. We will to continue with our recruitment efforts in getting creative with our advertising. We are expanding on our training efforts. In 2025 we have Illinois Fire Service Institute scheduled for more detailed training. We will be utilizing our training facility for more live burns and auto extrication.

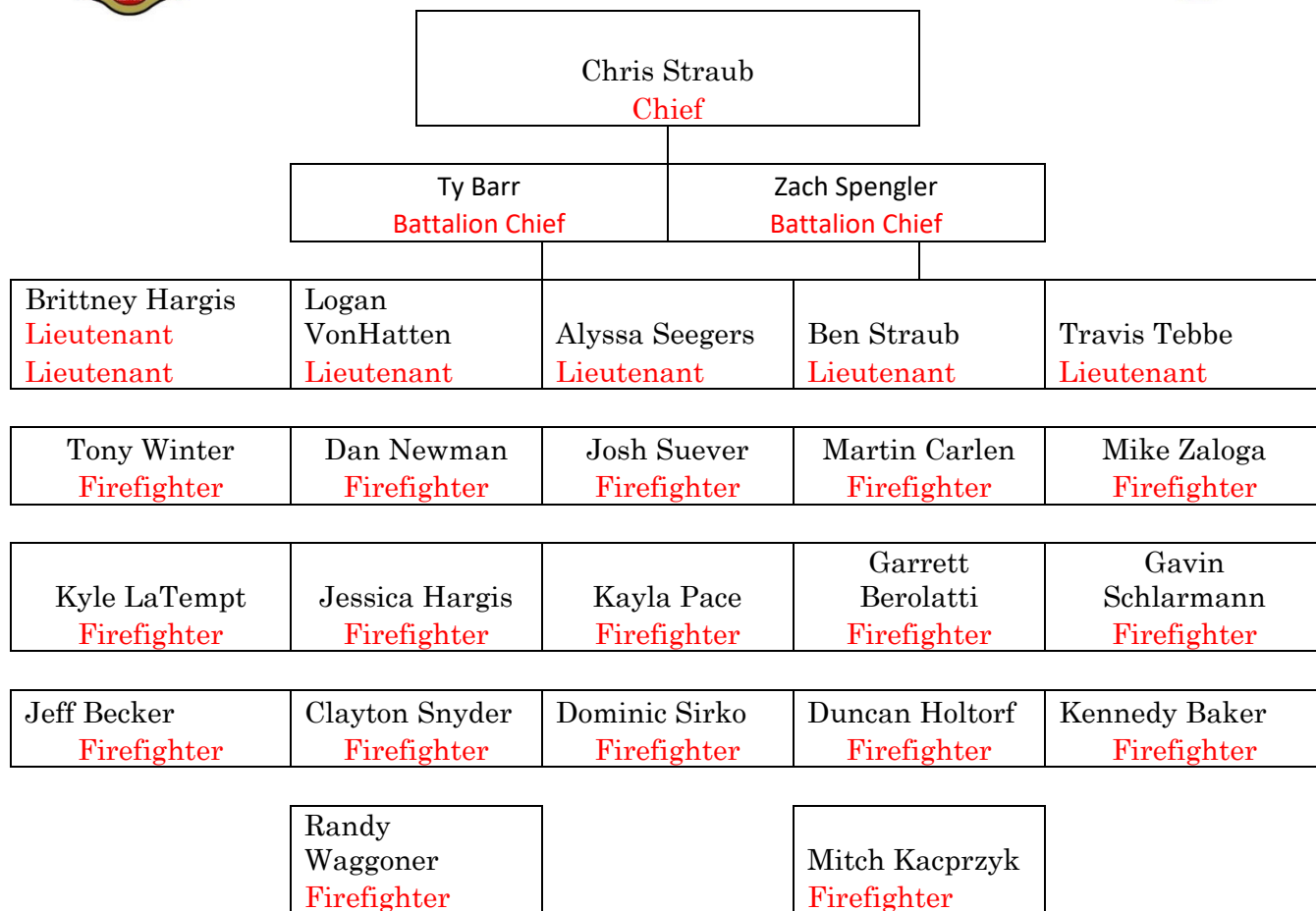
As the Fire Chief, I would like to thank the City of Highland for their continued support and the opportunity to serve the City of Highland and its citizens.

Respectfully Submitted

Chris Straub, Fire Chief



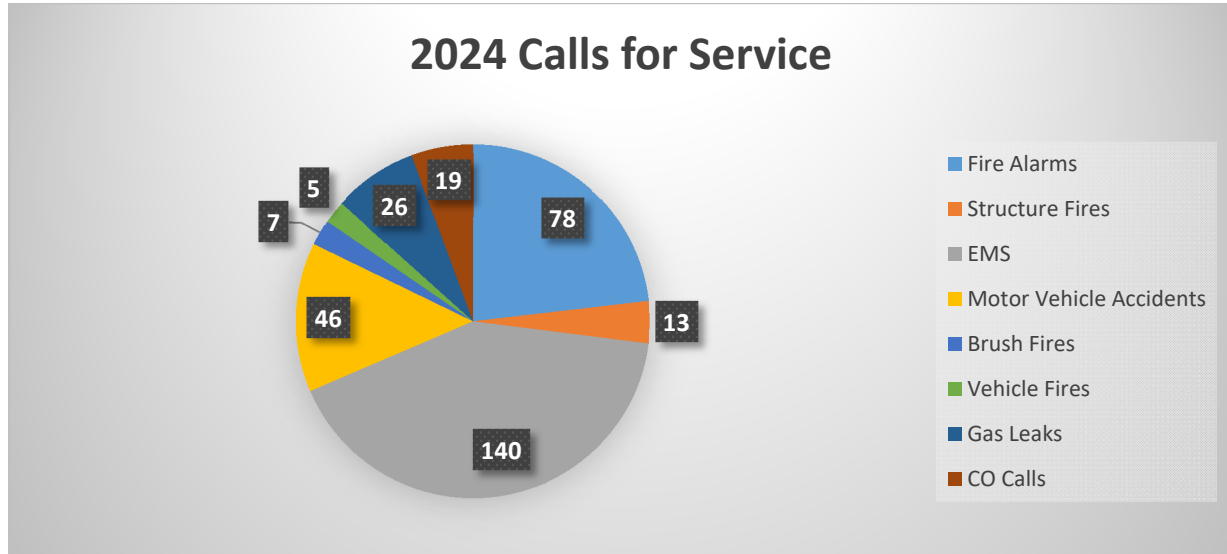
Highland Fire Department
Membership Roster



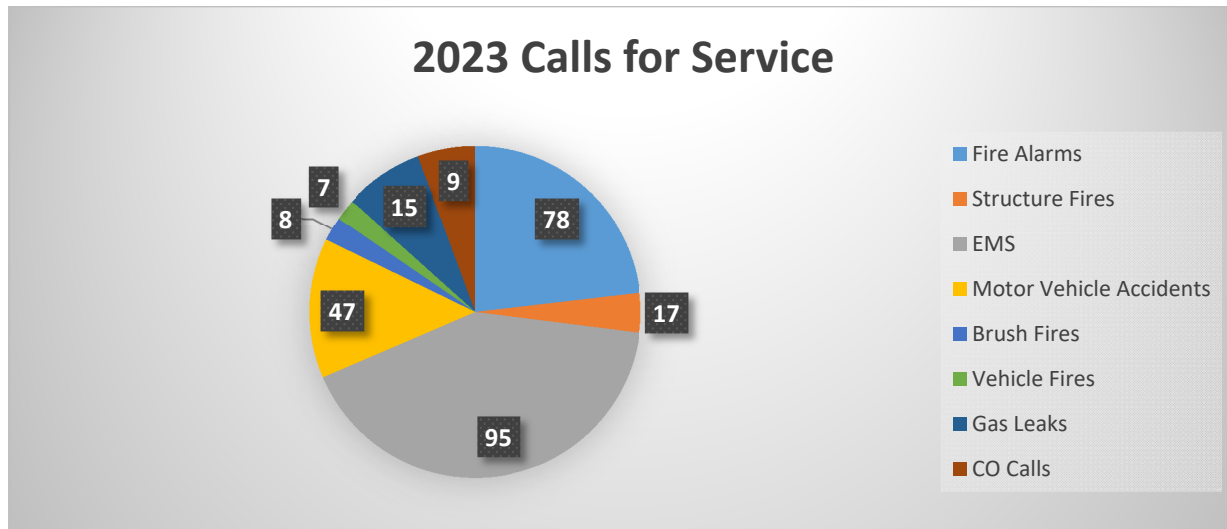
Fire Department Member Roster	
Chris Straub	Chief
Ty Barr	Battalion Chief
Zach Spengler	Battalion Chief
Alyssa Seegers	Lieutenant
Ben Straub	Lieutenant
Logan VonHatten	Lieutenant
Travis Tebbe	Lieutenant
Brittney Hargis	Lieutenant
Tony Winter	Firefighter
Dan Newman	Firefighter
Josh Suever	Firefighter
Martin Carlen	Firefighter
Mike Zaloga	Firefighter
Kyle LaTempt	Firefighter
Jessica Hargis	Firefighter
Kayla Pace	Firefighter
Garrett Berolatti	Firefighter
Gavin Schlarmann	Firefighter
Jeff Becker	Firefighter
Gabrielle Riggs	Firefighter
Clayton Snyder	Firefighter
Dominic Sirko	Firefighter
Duncan Holtorf	Firefighter
Kennedy Baker	Firefighter
Randy Waggoner	Firefighter
Mitch Kacpryzk	Firefighter

9-1-1 Emergency Responses

375 Fire Responses



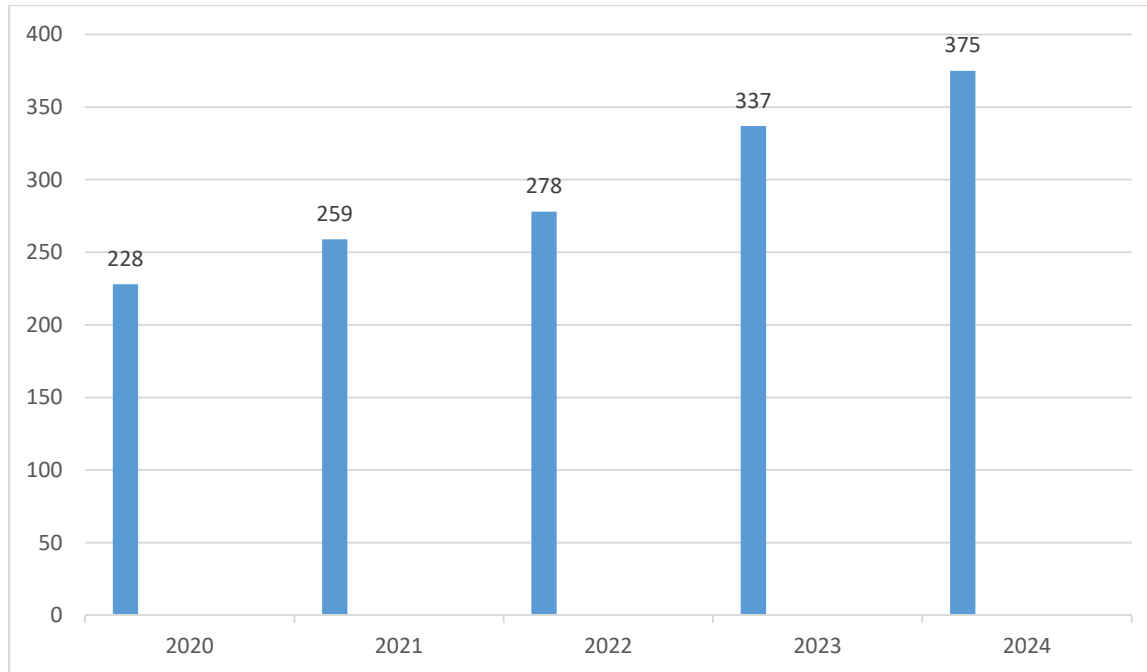
337 Fire Responses



This year has been a busy year for the Fire Department responding to a record number of calls for service. In 2024 calls for service increased by 11%.

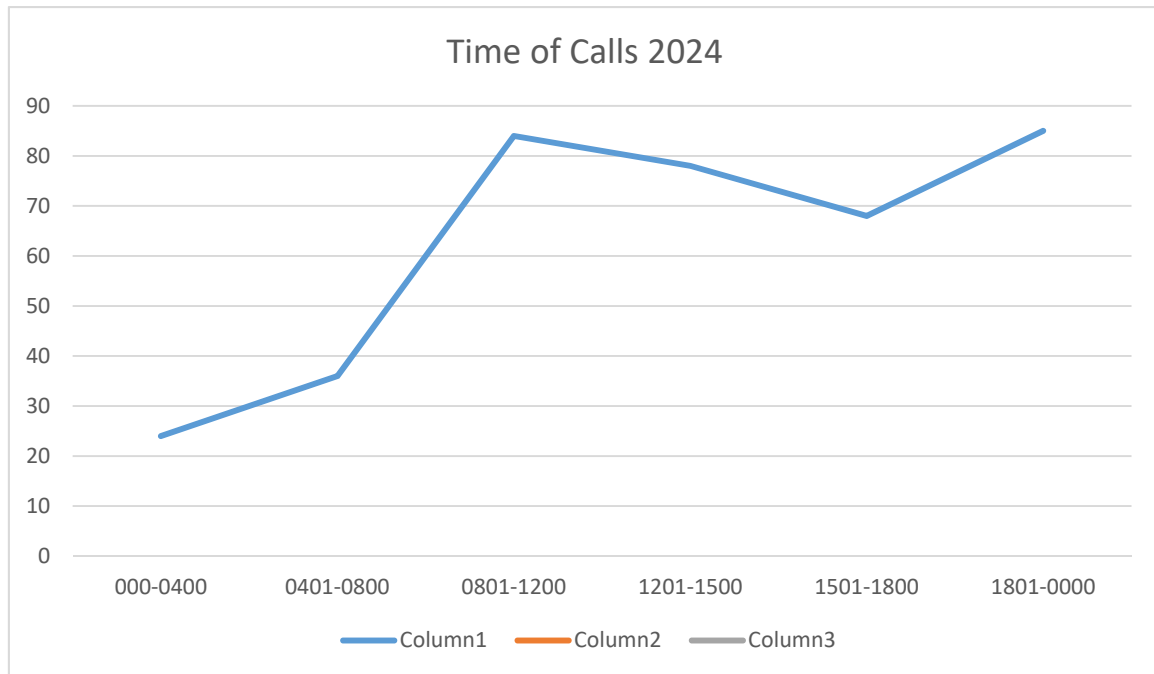
The Highland Fire Department continues its automatic mutual aid agreement with the Highland-Pierron Fire Protection District and St. Jacob Fire Protection District. For 2024 the Highland Fire Department responded to 15 calls for service for those districts. They will also assist Highland Fire Department on Structure Fires. For 2024 the districts assisted on 5 calls for service.

9-1-1 Emergency Responses



The Highland Fire Department is a member of the MABAS (Mutual Aid Box Alarm System) in partnership with IEMA (Illinois Emergency Management Agency). MABAS is an established statewide, non-discriminatory mutual aid response for fire, EMS, and specialized incident operational teams. The system defines a resource response plan for any location within the state when the Governor orders a Declaration of Disaster. Currently, the Highland Fire Department houses two MABAS assets. The first being a 6x6 UTV and trailer. The second asset is an enclosed trailer with temporary housing.





We continually monitor the times of calls received for the fire department. These are tracked to ensure the Fire department can serve appropriately to the citizens of Highland. As the graph above shows, the biggest call volume is in the hours of 0800-1200 and 1800-0000. We have seen a slight increase for calls during the daytime hours.



Training

The Highland Fire Department has faced more regulations which intern requires more training. It is now a requirement by the Illinois State Fire Marshal's Office that each firefighter is required to renew each certificate they currently have. Two styles of training are still offered. In-person and online training through Vector Solutions and the Illinois Fire Service Institute. Each week firefighters have in-person training held at our training facility. This equates to 160 hours of training. The firefighters complete the online training while they are off duty. Online offerings equate to 191 hours per year

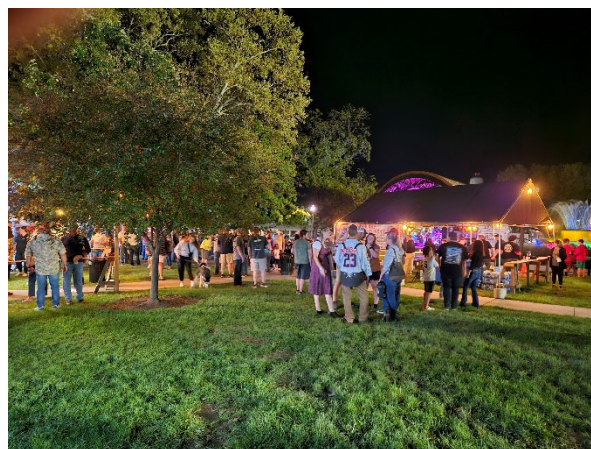
In 2024, The Highland Fire Department had 10 firefighters complete the Emergency Responder training and become certified for EMS response. By obtaining this certification, it will allow the fire department to assist EMS efficiently. This brings the departments EMS trained staff to 15 personnel.

The Fire Department also had one member complete his Firefighter Certification. This is an 18-week class with online book work, 9 weeks of hands-on training, and a total of 180 Hours. To complete this certification, the firefighter also had to complete the Hazardous Material Operations certification (40-hour course) and attend Fire Vehicle Safety Operations Course (8-hour course). This student has met the Illinois Fire Marshal, Pro Board, and IFSAC NFPA Firefighter 1 requirements of certification.



Special Events

Safety Day with ISP	Library Safety Day
Ag Safety Day Highland Schools	Madison County Fair
St Jacob Parade	Kirchenfest 5k
Grantfork Homecoming	Kirchenfest Wash Down
Memorial Day Parade	Highland HS Homecoming Parade
Schweitzerfest Parade	Highland Schools Fire Prevention
Schweitzerfest Wash Down	Wee Care Day Care Fire Prevention
Schweitzerfest Run	Pals Daycare Fire Prevention
Marine Parade	5 Star Fire Prevention
July 4 th Fireworks	Peppermint Preschool Fire Prevention
Mater Dei Volleyball Parade	Lions 5k
Braydon Baer Fundraiser	Highland Auxiliary 5k
Kloss Furniture Shop with a Cop	Chamber Christmas Parade
Veterans Day Parade	Ride Home from School Program
Mater Dei Basketball Parade	Highland Fireman's Picnic
Madison County Fireman's Picnic	Smoke Detector Program
Highland Speedway (26 weeks)	



Fire Responses 2024



These are just a few of the fire departments responses in 2024.

Car hauler fire on I70 (left)



Vehicle fire in Highland city limits



House Fire. Automatic Aid to St. Jacob



Mayor, City Council and Citizens of Highland

It is with pleasure that we at EMS share with you some of the data that we track each year. We study EMS delivery from all angles to ensure that we are meeting the needs and expectations of the citizens of Highland.

With the amount of data collected and analyzed by EMS annually, the data offered herein seemed to be the most appropriate for your information. If you desire to see additional or different data, we can easily accommodate that request.

The staff at Highland Ambulance Service maintain skill sets by meeting various training requirements annually. Standards are set by both the Illinois Department of Public Health and the regional EMS Director located at St. Elizabeth's Hospital. Our staff meets or exceeds all established training benchmarks annually.

The year 2024 brought many changes to the Highland Ambulance Service. Starting May 1st, 2024 we starting covering the corporate city limits of Highland only. With this change we dropped to 8 full time crew members, 11 part time crew members and 1 truck running full time.

76% of our calls for service originate within Highland. As we had a change in our coverage venue as of May 1, 2024 our next busiest venues were Highland-Pierron and Marine Fire Protection Districts, averaging about 6% and 5% of our total call volume. Our busiest times of the day are between the hours of 7:00 AM and 11:00 PM.

Once again, it is our pleasure to provide you with this information and an opportunity to get to know a little more about us.

Respectfully

J. Brian Wilson, Chief of EMS



MISSION STATEMENT

Highland Ambulance Service is committed to providing the highest level of pre-hospital medical care for our community. We protect lives through prompt response and advanced treatment to medical emergencies and injuries.

VISION STATEMENT

Highland Ambulance Service, through continuous training, strives to be innovative, adaptable, and resilient in the face of all internal and external challenges.

CORE VALUES

Professionalism – We are committed to displaying a calm, confident, and pleasant demeanor, along with a neat and clean appearance at all times within the workplace and in the public.

Integrity – We value truth, honesty and doing the right things, the right way, at the right time, for the right reasons.

Honor – We value our occupation as a privilege to be able to serve the public and make a positive difference in their lives.

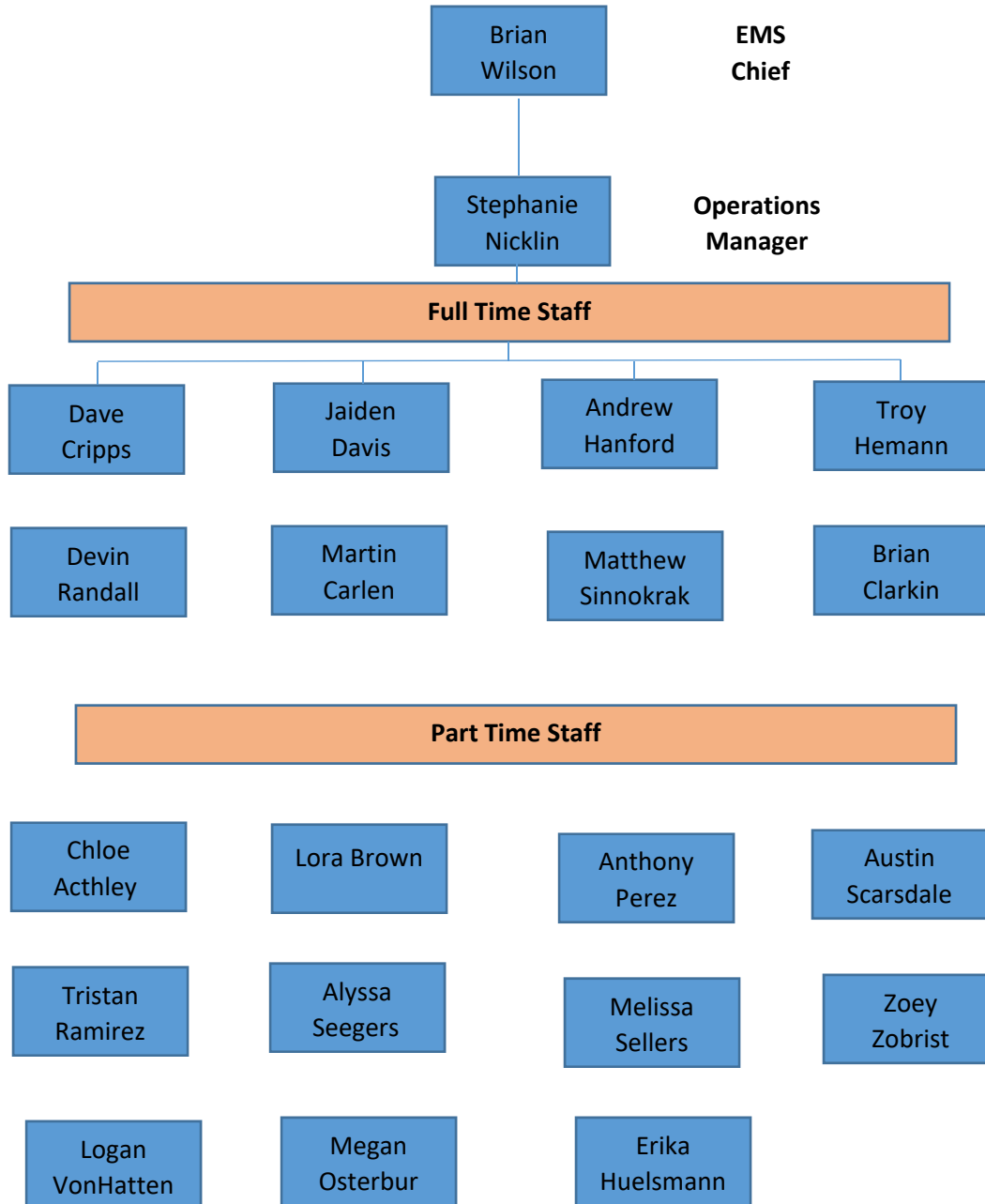
Dedication – We each share a steadfast commitment to the objectives our of mission and the citizens that we serve.

Service – Each member possesses an unwavering call to protect and serve the community of Highland and surrounding districts.

“Service Before Self”

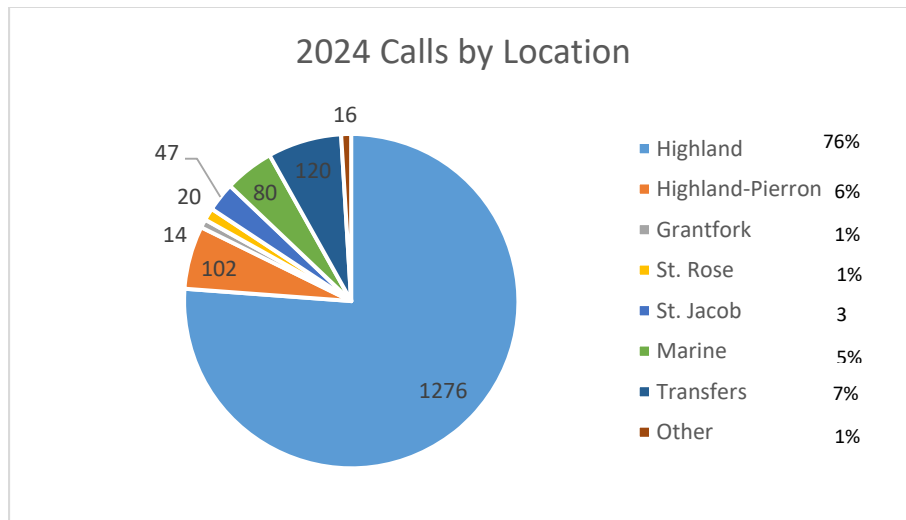
EMS Structure

As of May 1, 2024

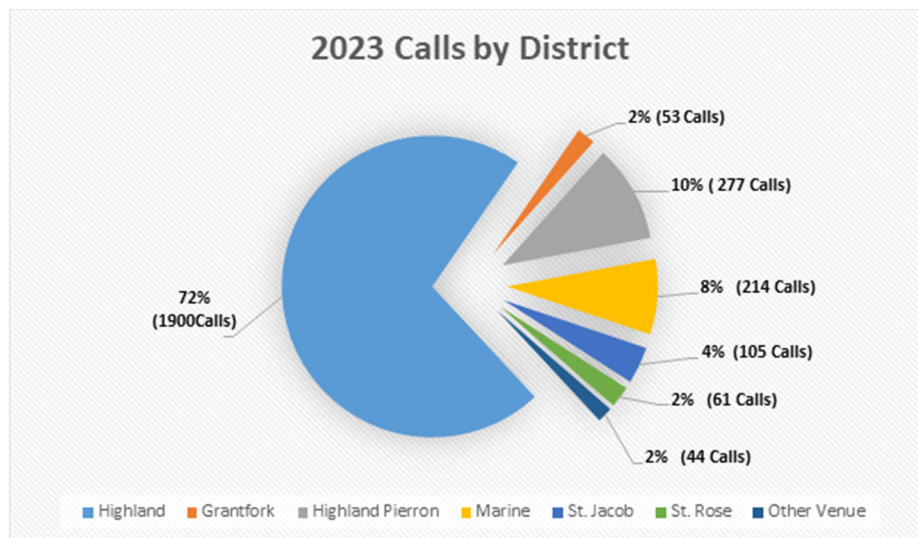


Calls for Service

1675 EMS Calls by Location - 2024

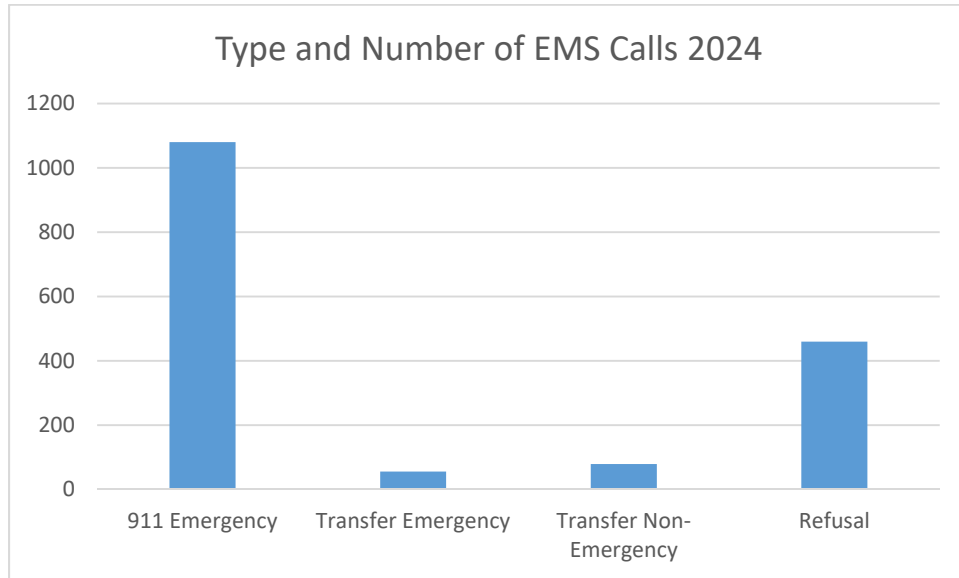


2654 EMS Calls by location - 2023



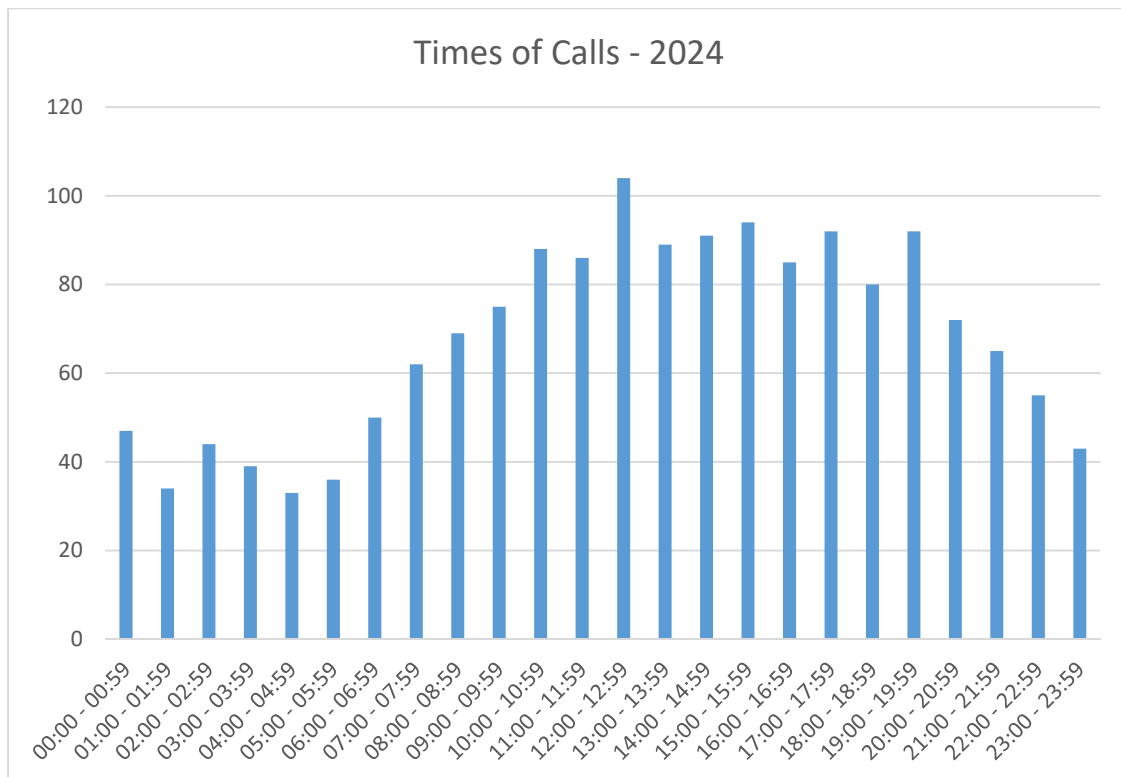
Emergency Medical Service (EMS) is provided within the city of Highland, as well as the fire protection districts for Highland Pierron, Marine, St. Jacob, Grantfork and St. Rose. The clear majority of EMS calls responded to are within Highland. The charts indicate total calls for service in the past two years, as well as the distribution of those calls by percentage in district served.

Calls for Service



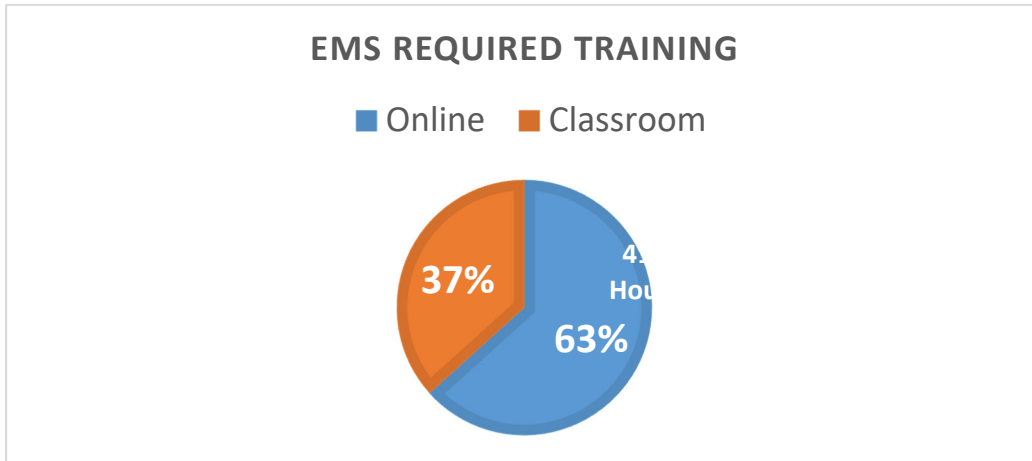
Shown here are the numbers and types of call responded to. The clear majority of calls received are emergency in nature. Inter-facility transfers from St. Joseph's Hospital also occur regularly as indicated. Some responses end up with a person not needing EMS at all or not needing to be transported in an ambulance. These are shown as a refusal of services above. Calls of each type fluctuate a little bit each year. Overall, EMS calls have decreased by 1% between 2023 and 2024.

9-1-1 Emergency Calls



Times of when EMS calls are received are tracked in order to ensure that we are staffing ambulances appropriately in accordance with the historical needs as shown in this chart. As indicated by this graph, these times do not see big swings in numbers. They tend to remain very consistent from year to year.

Training



EMS personnel are required by the Illinois Department of Public Health, as well as the St. Elizabeth resource hospital, to complete a specified number of hours annually in various topics of EMS focus. For example, time must be spent on cardiac emergencies, bleeding and wound care, fractures, mental health, etc. The chart above demonstrates the hours accumulated by EMS members in 2024. All training follows outlines approved by the various governing agencies.

Initial Training Requirements

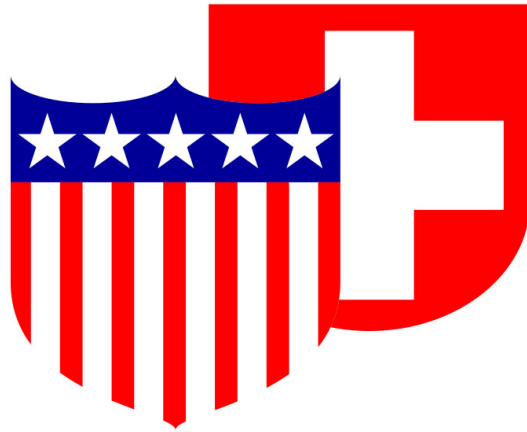
Here are the training requirements for anyone wishing to be an EMT Basic or EMT Paramedic.

Emergency Medical Technician – Basic

- High School Diploma (Pre-requisite)
- 150 Total education hours
 - 125 hours of Classroom time
 - 25 Hours of Clinical time

Emergency Medical Technician – Paramedic

- College Biology or Anatomy & Physiology – (Pre-requisite)
- Minimum of 1000 education hours
 - 500 Classroom Time/500 Clinical Time
- Advanced Cardiac Life Support Course
- Pediatric Advanced Life Support Course
- International Trauma Life Support Course
- Basic Life Support Course



Building and Zoning Code Enforcement

B&Z

Mission

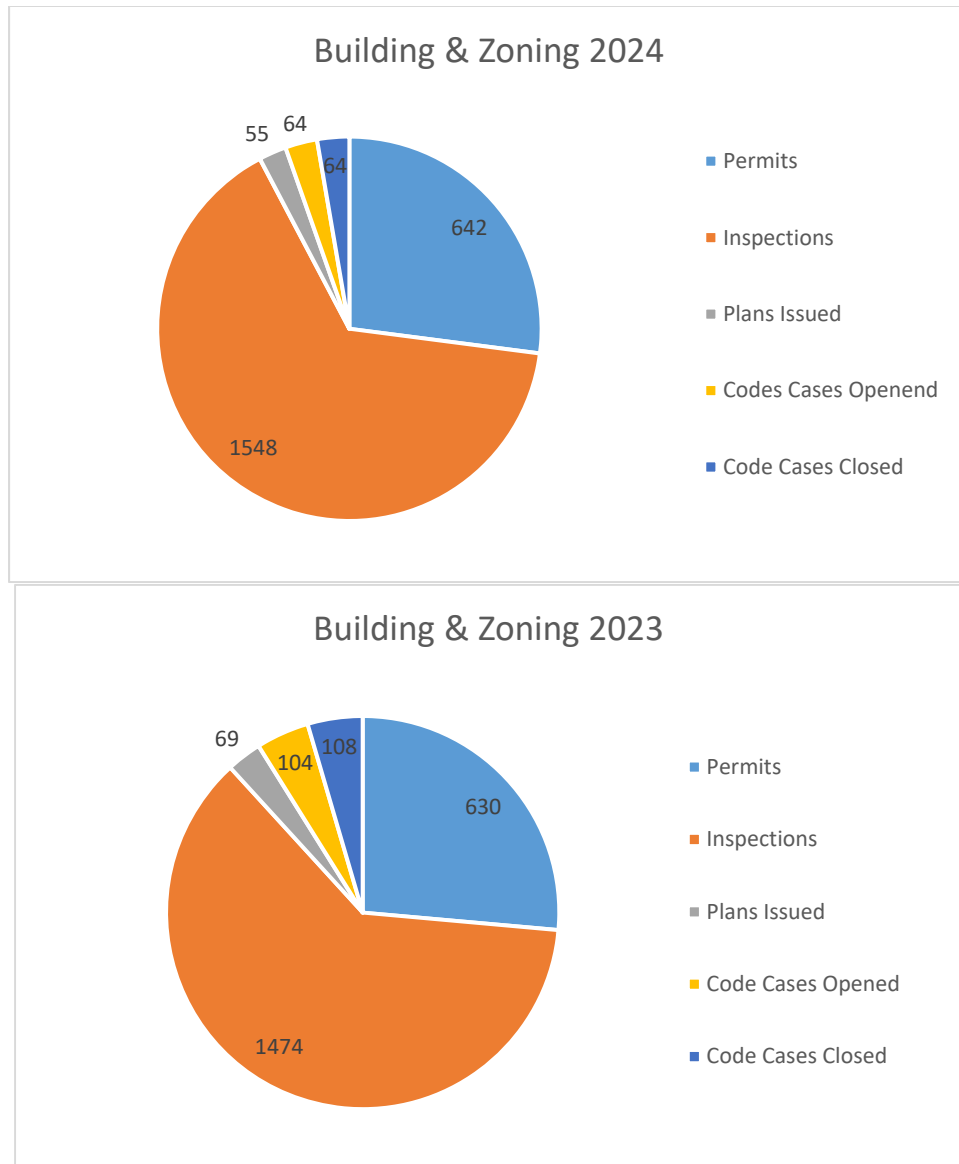
The mission of the Highland Department of Building and Zoning is “To protect the public’s Investment, life, health, and welfare in the community while serving in a professional, ethical and efficient manner.”

Two employees, Chris Straub and Mike Hanna, serve the citizens of Highland by ensuring that the quality of construction, safety, and a high standard of living are maintained. In addition to these two employees, officers with the Highland Police Department and a part-time public safety employee assist with code enforcement throughout the 16 districts of the city.

Last year B&Z saw a 10.26% increase in overall responsibilities. This increase was not expected due to interest rates and overall building costs. This increase was part of the 33.33% increase in code cases which contribute to the overall safety and security of our citizens.

B&Z’s employees hold certifications that allow them to ensure the safety of all Highland residents and those who visit out town. Chris Straub joined B&Z in 2018 and holds certification in Fire Inspection, School Inspection, Property Maintenance & Housing Inspection, Pyrotechnics Inspector, basic fire alarm plan review, and certification in Illinois Energy Codes. Mike Hanna joined B&Z in 2019 and is certified as a Residential Building Inspector, Property Maintenance & Housing Inspection, has taken over 50 continuing education classes.

B&Z / Code Enforcement



Building and zoning/Code enforcement completed 2024 with a .5% decrease in overall activity. Code cases decreased by 61.54%; Inspections increased by 5.02%; Permits increased by 1.9%; and plans issued decreased 25.45%.



City of Highland

Police Department

Carole Widman, CHIEF OF POLICE

To: Honorable Mayor Hemann, City Council, and City Manager Christopher Conrad

From: Chief Carole Widman

Date: March 17th, 2025

Re: NOML for purchase of (2) Vehicles

This Notice of Municipal Letting is for the purchase of one (1) Car or SUV to be used in the Investigative Unit, one (1) Truck to be used as an administrative vehicle.

- The car or SUV will be replacing a 2013 Ford Explorer currently utilized by investigations. This mileage on this vehicle is currently 101,200.
- The truck will be replacing a 2015 Dodge Charger currently assigned as a School Resource Officer vehicle. Another vehicle in the fleet will be reassigned as the SRO vehicle and the truck will be used by administration. The Charger currently has 67,900 miles and has been having maintenance issues.
- The vehicles requested will need to meet the requested specifications, but could be from any manufacturer. The vehicles being replaced are between 10 and 12 years old and the addition of another truck to the fleet will aid in any poor weather situations and other instances where the hauling capacity of a truck could be useful.

CITY OF HIGHLAND, ILLINOIS

POLICE DEPARTMENT

HIGHLAND POLICE DEPARTMENT

12990 Troxler Ave
HIGHLAND, ILLINOIS 62249

BID PROPOSAL: PD-01-25

POLICE VEHICLES

Approved: _____
Christopher Conrad, City Manager

PROPOSAL SUBMITTED BY: _____
Company Name

ADDRESS: _____

CITY& STATE: _____

CONTACT PERSON: _____
Name Phone

CITY OF HIGHLAND, ILLINOIS
INVITATION AND INSTRUCTIONS TO BIDDER
FOR POLICE SUV
BID PROPOSAL PD-01-25

Invitation

The City of Highland, Illinois, will receive sealed bids until 10:00a.m., Tuesday, April 15th, 2025 at the City Hall, 1115 Broadway Highland, Illinois 62249, at which time they will be opened and read. After tabulation, bids will be presented to the City Council at their regular meeting scheduled at 6:30p.m. Monday, May 5th, 2025. Any questions or clarifications concerning this bid, please contact Lieutenant Damian Feeny at 618-654-2131.

Instruction

Bid proposals should be for the sale of one (1) Full Size 4x4 Truck and to meet the specifications attached.

Bids must be made on the forms furnished and **NO ALTERATIONS, ADDITIONS OR VARIATIONS** to bid forms will be permitted. The complete set of bid documents shall be submitted with the bid. Authorized signature must be provided.

DO NOT include taxes in your prices. The City of Highland is exempt from Federal excise, Transportation and State Sales Taxes.

Each sealed bid shall be submitted in an opaque envelope, clearly marked **Bid #PD-01-25** and addressed to the City of Highland, 1115 Broadway Highland Illinois 62249 and include all required materials.

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.

The Bid prices shall remain valid and no bidder may withdraw his bid for at least thirty (30) days after established deadline for receipt of bids.

Payment will be made only after vehicle is received and accepted, as specified, and within 30 days of receipt of invoice for the same.

Bids will be available for inspection after award.

By submitting this Bid, Bidder acknowledges that he/she is familiar with the specifications and all other applicable regulatory and contract requirements for the equipment.

Basis for Bid

The Bid price shall include all labor, plant, material, transportation, and other costs. The Bidder shall list estimated date of delivery. The vehicle will be picked up by Highland Police Department from vendor, so bid price shall not include delivery.

The Bid price is to include all discounts, preparation costs and all other charges or credits (*including new vehicle license plates, title and transfer fees*).

The Bid price shall be the net price (for the police vehicle) described by the specifications.

The item shall meet all Federal and State safety standards and shall be furnished with standard manufacturer's guarantee.

BID ITEM #1 will be the net price, including *new vehicle license plates*, title, and transfer fees for providing one (1) Full Size Crew Cab 4x4 Truck as described in these specifications.

BID #PD-01-25

SPECIFICATIONS
CITY OF HIGHLAND
PURCHASE OF (1) Full Size Truck

SCOPE

A. Proposal

City of Highland Police Department to purchase one (1) Full Size 4x4 Truck from vendor/bidder.

BID ITEM #1

DESCRIPTION

- A. A new full size crew cab 4x4 Truck.
- B. The manufacturer in the selection and engineering of components shall use materials and design practices that will produce vehicles, which will accomplish and satisfy all requirements of these specifications.
- C. The vehicle shall in all respects meet or exceed all requirements of the federal government and the State for the model year bid. The vehicle shall include all standard equipment normally sold and marketed to the retail public unless specifically deleted by these specifications.
- D. The color of this vehicle shall be black or gray.

VEHICLE SPECIFICATIONS

- A. Accessories & Equipment- All vehicles' accessories and equipment provided shall be those accessories and equipment listed and advertised by the manufacturer in their descriptive literature. No aftermarket substitutions or deviations from the specifications will be accepted unless specifically disclosed by the vendor/bidder. The City of Highland reserves the right to approve, accept, or reject any aftermarket substitutions or deviations from the specifications for any reason.

Specifications

- ALL STANDARD EQUIPMENT, NO DELETIONS
- AIR CONDITIONING
- RADIO - STANDARD AM/FM RADIO WITH CLOCK
- HANDS FREE BLUETOOTH/CELLULAR COMMUNICATION SYSTEM
- REAR VIEW CAMERA
- CRUISE CONTROL AND TILT WHEEL
- POWER WINDOWS AND LOCKS
- INTERMITTENT WINDSHIELD WIPERS WITH WASHER
- REMOTE START
- REAR DEFROSTER
- TINTED WINDOWS
- REMOTE START
- KEYS - KEYLESS ENTRY, SINGLE KEY FOR IGNITION, DOOR, TRUNK, AND GLOVE BOX, WITH 3 KEYS.
- MIRRORS - DAY/NIGHT REARVIEW MIRROR,
- HEAVY-DUTY VINYL/RUBBER FLOOR COVERING OR MATS
- SEATS AND UPHOLSTERY - CLOTH FRONT BUCKET SEATS, POWER DRIVERS SEAT
- MINIMUM V6 ENGINE WITH HEAVY DUTY COOLING SYSTEM
- AUTOMATIC TRANSMISSION
- HEAVY DUTY 4-WHEEL ANTI-LOCK DISC BRAKES
- FOUR WHEEL DRIVE
- ALL TERRAIN TIRES

OPTIONS REQUIRED (If not standard equipment on model bid)

- *Dome light
- *Hard Tri Fold Lockable Bed Cover
- *Bed Liner (Spray in preferred but drop in acceptable)
- *Tow package
- *Hands Free Cellular Communication
- *Reverse Sensing/avoidance system
- *5-Year/100,000 Mile Powertrain -
Extended Warranty, \$0 Deductible

Warranty:

Manufacturer's Standard Warranty must be furnished with the vehicle. Vehicle warranty shall be equal to or exceed that offered to the general public on similar regular production models. The manufacturer warranty shall become effective on the day the new vehicle is actually put into service.

Exceptions

All exceptions/modifications to the above stated specifications for the New Full Size 4x4 Truck shall be so listed and stated in sufficient detail to allow for review and comparison. The exceptions/modifications shall be listed and attached to the Bid Price Sheet at the time of bid submittal.

Bid and proposals shall be furnished on forms prepared by the City of Highland and are attached hereto.

Bidder must complete and return the Bid Price Sheet attached hereto.

Bids will be opened at 10:00 a.m. Tuesday, April 15th, 2025 at City Hall, 1115 Broadway, Highland, Illinois 62249.

Additional information, if required, may be obtained from the Highland Police Department, attention Damian Feeny.

**CITY OF HIGHLAND, ILLINOIS
POLICE DEPARTMENT**

PD-01-25

Bid Opening Date: April 15th, 2025
City Hall Council Chambers 10:00am

Total Net Price for Vehicle to include all costs, title and registration:

\$_____

We do _____, do not_____meet all requirements listed in the specifications. (List all exceptions in an attachment to this document.)

The vehicles bid on this specification shall meet all the requirements as outlined. Should it be determined that upon delivery the vehicle is deficient in any respect, the dealer and manufacturer will, at no expense to the Department, correct the deficiencies.

Authorized Agent Bidding

Company Name

Company Representative Name

Representative's Signature

Date

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



City of Highland

Police Department

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 who it's 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

CITY OF HIGHLAND, ILLINOIS

POLICE DEPARTMENT

HIGHLAND POLICE DEPARTMENT

12990 Troxler Ave
HIGHLAND, ILLINOIS 62249

BID PROPOSAL: PD-02-25

POLICE VEHICLES

Approved: _____
Christopher Conrad, City Manager

PROPOSAL SUBMITTED BY: _____
Company Name

ADDRESS: _____

CITY& STATE: _____

CONTACT PERSON: _____
Name Phone

CITY OF HIGHLAND, ILLINOIS
INVITATION AND INSTRUCTIONS TO BIDDER
FOR POLICE SUV
BID PROPOSAL PD-02-25

Invitation

The City of Highland, Illinois, will receive sealed bids until 10:00a.m., Tuesday, April 15th, 2025 at the City Hall, 1115 Broadway Highland, Illinois 62249, at which time they will be opened and read. After tabulation, bids will be presented to the City Council at their regular meeting scheduled at 6:30p.m. Monday, May 5th, 2025. Any questions or clarifications concerning this bid, please contact Lieutenant Damian Feeny at 618-654-2131.

Instruction

Bid proposals should be for the sale of one (1) Full Size 4 Door Sedan or Mid-Size 4 Door Sport Utility Vehicle and to meet the specifications attached.

Bids must be made on the forms furnished and **NO ALTERATIONS, ADDITIONS OR VARIATIONS** to bid forms will be permitted. The complete set of bid documents shall be submitted with the bid. Authorized signature must be provided.

DO NOT include taxes in your prices. The City of Highland is exempt from Federal excise, Transportation and State Sales Taxes.

Each sealed bid shall be submitted in an opaque envelope, clearly marked **Bid #PD-02-25** and addressed to the City of Highland, 1115 Broadway Highland Illinois 62249 and include all required materials.

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.

The Bid prices shall remain valid and no bidder may withdraw his bid for at least thirty (30) days after established deadline for receipt of bids.

Payment will be made only after vehicle is received and accepted, as specified, and within 30 days of receipt of invoice for the same.

Bids will be available for inspection after award.

By submitting this Bid, Bidder acknowledges that he/she is familiar with the specifications and all other applicable regulatory and contract requirements for the equipment.

Basis for Bid

The Bid price shall include all labor, plant, material, transportation, and other costs. The Bidder shall list estimated date of delivery. The vehicle will be picked up by Highland Police Department from vendor, so bid price shall not include delivery.

The Bid price is to include all discounts, preparation costs and all other charges or credits (*including new vehicle license plates, title and transfer fees*).

The Bid price shall be the net price (for the police vehicle) described by the specifications.

The item shall meet all Federal and State safety standards and shall be furnished with standard manufacturer's guarantee.

BID ITEM #1 will be the net price, including *new vehicle license plates*, title, and transfer fees for providing one (1) Full size 4 door sedan or mid-size 4 door SUV as described in these specifications.

BID #PD-02-25

SPECIFICATIONS

CITY OF HIGHLAND

PURCHASE OF (1) Full Size 4 Door Sedan or Mid-size 4 Door SUV

SCOPE

A. Proposal

City of Highland Police Department to purchase one (1) Full Size 4 Door Sedan or Mid-Size 4 Door Sport Utility Vehicle (SUV).

BID ITEM #1

DESCRIPTION

- A. A new full size 4 Door Sedan or Mid-Size 4 Door SUV.
- B. The manufacturer in the selection and engineering of components shall use materials and design practices that will produce vehicles, which will accomplish and satisfy all requirements of these specifications.
- C. The vehicle shall in all respects meet or exceed all requirements of the federal government and the State for the model year bid. The vehicle shall include all standard equipment normally sold and marketed to the retail public unless specifically deleted by these specifications.
- D. The color of this vehicle shall be black or gray.

VEHICLE SPECIFICATIONS

- A. Accessories & Equipment- All vehicles' accessories and equipment provided shall be those accessories and equipment listed and advertised by the manufacturer in their descriptive literature. No aftermarket substitutions or deviations from the specifications will be accepted unless specifically disclosed by the vendor/bidder. The City of Highland reserves the right to approve, accept, or reject any aftermarket substitutions or deviations from the specifications for any reason.

Specifications

- ALL STANDARD EQUIPMENT, NO DELETIONS
- AIR CONDITIONING
- RADIO - STANDARD AM/FM RADIO WITH CLOCK
- HANDS FREE BLUETOOTH/CELLULAR COMMUNICATION SYSTEM
- REAR VIEW CAMERA
- CRUISE CONTROL AND TILT WHEEL
- POWER WINDOWS AND LOCKS
- INTERMITTENT WINDSHIELD WIPERS WITH WASHER
- REMOTE START
- REAR DEFROSTER
- TINTED WINDOWS
- KEYS - KEYLESS ENTRY, SINGLE KEY FOR IGNITION, DOOR, TRUNK, AND GLOVE BOX, WITH 3 KEYS.
- MIRRORS - DAY/NIGHT REARVIEW MIRROR,
- HEAVY-DUTY VINYL/RUBBER FLOOR COVERING OR MATS
- SEATS AND UPHOLSTERY - CLOTH FRONT BUCKET SEATS, POWER DRIVERS SEAT
- MINIMUM V6 ENGINE WITH HEAVY DUTY COOLING SYSTEM OR COMPARIBLE POWER ENGINE
- AUTOMATIC TRANSMISSION
- HEAVY DUTY 4-WHEEL ANTI-LOCK DISC BRAKES
- ALL-WHEEL or FRONT WHEEL DRIVE

OPTIONS REQUIRED (If not standard equipment on model bid)

- *Dome light
- *Hands Free Cellular Communication
- *Reverse Sensing/avoidance system
- *5-Year/100,000 Mile Powertrain -
Extended Warranty, \$0 Deductible

Warranty:

Manufacturer's Standard Warranty must be furnished with the vehicle. Vehicle warranty shall be equal to or exceed that offered to the general public on similar regular production models. The manufacturer warranty shall become effective on the day the new vehicle is actually put into service.

Exceptions

All exceptions/modifications to the above stated specifications for the requested vehicle shall be so listed and stated in sufficient detail to allow for review and comparison. The exceptions/modifications shall be listed and attached to the Bid Price Sheet at the time of bid submittal.

Bid and proposals shall be furnished on forms prepared by the City of Highland and are attached hereto.

Bidder must complete and return the Bid Price Sheet attached hereto.

Bids will be opened at 10:00 a.m. Tuesday, April 15th, 2025 at City Hall, 1115 Broadway, Highland, Illinois 62249.

Additional information, if required, may be obtained from the Highland Police Department, attention Damian Feeny.

**CITY OF HIGHLAND, ILLINOIS
POLICE DEPARTMENT**

PD-02-25

Bid Opening Date: April 15th, 2025
City Hall Council Chambers 10:00am

Total Net Price for Vehicle to include all costs, title and registration:

\$_____

We do _____, do not_____meet all requirements listed in the specifications. (List all exceptions in an attachment to this document.)

The vehicles bid on this specification shall meet all the requirements as outlined. Should it be determined that upon delivery the vehicle is deficient in any respect, the dealer and manufacturer will, at no expense to the Department, correct the deficiencies.

Authorized Agent Bidding

Company Name

Company Representative Name

Representative's Signature

Date

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



City of Highland

Police Department

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 who it's 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

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CITY CODE CHAPTER 42 – OFFENSES AND MISCELLANEOUS PROVISIONS, ARTICLE V– OFFENSES AGAINST PUBLIC PEACE, SECTION 42-103 - RESERVED.

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

WHEREAS, City has determined it necessary to update the City Code regarding Chapter 42 – Offenses and Miscellaneous Provisions, Article V– Offenses Against Public Peace, Section 42-103 – Reserved for the purpose of adding prohibited acts regarding alcohol; and

WHEREAS, Chapter 42 – Offenses and Miscellaneous Provisions, Article V– Offenses Against Public Peace, Section 42-103 – Reserved shall now state:

Sec. 42-103 – Prohibited Acts – Alcoholic Liquor.

- (a) It is unlawful for any person under 18 years of age to draw, pour, mix or serve any alcoholic liquors as an employee of any licensee, and it shall be unlawful for any person under 18 years of age at any time to attend any bar and draw, pour, mix or serve any alcoholic liquors in any licensed premises.
- (b) It is unlawful for any person under the age of 21 years, for the purpose of buying, accepting or receiving alcoholic liquor, to represent that he is 21 years of age or over.
- (c) It is unlawful for any person to whom the sale, gift or delivery of alcoholic liquor is prohibited because of age to purchase or accept a gift of alcoholic liquor or have alcoholic liquor in his possession.
- (d) If a licensee or his agent or employee believe or have reason to believe that a sale or delivery of any alcoholic liquor is unlawful because the recipient may be underage, he shall, before making such a sale or delivery, demand presentation of some form of positive identification, containing proof of age, issued by a public officer in the performance of his official duties. No delivery shall be made unless it is placed in the hands of a person of an age to legally purchase the delivered alcoholic liquor.
- (e) It is unlawful for any person to transfer, alter or deface such an identification required in subsection (d) of this section, use the identification card of another, carry or use a false or forged identification card or obtain an identification card by means of false information. It is unlawful for any person to purchase, accept delivery of or have possession of alcoholic liquor in violation of this section. Alcoholic liquor shall not be consumed by any person under the age of 21 years.
- (f) The possession and dispensing or consumption of alcoholic liquor by anyone under 21 years of age, in the performance of a religious service or ceremony, or the consumption by such person under direct supervision and approval of the parent of such person in the privacy of a home is not prohibited by this section.

WHEREAS, the Police Department has informed the City Council that the Code Police Department desires to have the Amendments to the City Code regarding Chapter 42 – Offenses and Miscellaneous Provisions, Article V– Offenses Against Public Peace, Section 42-103 ; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare, and economic welfare to permit the Amendments to the City Code regarding Chapter 42 – Offenses and Miscellaneous Provisions, Article V– Offenses Against Public Peace, Section 42-103; and

WHEREAS, the City Council finds that the City Manager and/or Mayor shall be authorized and directed, on behalf of the City, to execute whatever documents are necessary to amend the City Code as stated herein.

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. Chapter 42 – Offenses and Miscellaneous Provisions, Article V– Offenses Against Public Peace, Section 42-103-Reserved shall be amended as stated herein.

Section 3. That this Ordinance shall be known as Ordinance No. _____ and shall be effective upon adoption with implementation date of March 17, 2025.

This Ordinance adopted 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 _____, 2025, the vote taken by ayes and nays and entered upon the legislative records as follows:

AYES:

NAYS:

APPROVED:

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

ATTEST:

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP
FOR CITY OF HIGHLAND FOR 2025**

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 5/11-13-19 states the corporate authorities shall cause to be published no later than March 31 of each year a map clearly showing the existing zoning uses, divisions, restrictions, regulations and classifications of such municipality for the preceding calendar year; and

WHEREAS, Section 90-112 of the City Code of Ordinances states, in pertinent part:

(1)The official zoning map shall be identified by the signature of the mayor and attested by the city clerk, and bearing the seal of the city under the following words, "This is to certify that this is the Official Zoning Map referred to in Section 3-2 of Ordinance No. 1139 of the City of Highland, State of Illinois," together with the date of the adoption of the ordinance from which this chapter derives;

and

WHEREAS, City has determined a new Official Zoning Map for City of Highland shall be adopted for 2025; and

WHEREAS, City has determined the following changes have occurred to the Official Zoning Map for City of Highland:

BILL NO.	TITLE	ORDINANCE NO.	DATE
24-43	Approving Real Estate Rezoning For 904 Beech Street, Highland, Illinois, From “R-1-D” Residential to “I” Industrial	3330	3/18/2024
24-99	Approving Real Estate Rezoning For 12448 Sportsman Road, Highland, Illinois, From “I” Industrial to “C-3” Highway Business District	3352	10/07/2024
24-115	Approving Annexation Agreement with Dr. William K. Drake on Behalf of Grandview Farm Limited Partnership	24-11-3142	11/18/2024
24-116	Annexing Certain Territory to the City of Highland, Madison County, Illinois, Owned By Dr. William K. Drake, on Behalf of Grandview Farm Limited Partnership, Specifically: PIN 01-1-24-06-00-000-027.001; 01-1-24-06-00-000-026	3359	11/18/2024

24-117	Approving Real Estate Rezoning for Property Located at PIN 01-1-24-06-00-000-027.001, Highland, Illinois, From “R-1-C” Single Family Residence to “I” Industrial	3360	11/18/2024
24-127	Approving Real Estate Rezoning for Property Located at PIN 01-1-24-07-00-000-002, PIN 01-1-24-06-00-000-025.002, and PIN 01-1-24-06-00-000-020, Highland, Illinois, From “R-1-C” Single Family Residence to “I” Industrial	3363	12/16/2024

WHEREAS, for reference, City has attached the new zoning map to this Ordinance as **Exhibit A**; and

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare and economic welfare to amend the Official Zoning Map for City of Highland; and

WHEREAS, City has determined the Mayor shall be authorized and directed to execute any documents necessary for amendment of the Official Zoning Map for City of Highland.

NOW, THEREFORE, BE IT ORDAINED 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 Official Zoning Map for City of Highland shall be amended as follows:

BILL NO.	TITLE	ORDINANCE NO.	DATE
24-43	Approving Real Estate Rezoning For 904 Beech Street, Highland, Illinois, From “R-1-D” Residential to “I” Industrial	3330	3/18/2024
24-99	Approving Real Estate Rezoning For 12448 Sportsman Road, Highland, Illinois, From “I” Industrial to “C-3” Highway Business District	3352	10/07/2024
24-115	Approving Annexation Agreement with Dr. William K. Drake on Behalf of Grandview Farm Limited Partnership	24-11-3142	11/18/2024
24-116	Annexing Certain Territory to the City of Highland, Madison County, Illinois, Owned By Dr. William K. Drake, on Behalf of Grandview Farm Limited Partnership, Specifically: PIN 01-1-24-06-00-000-027.001; 01-1-24-06-00-000-026	3359	11/18/2024
24-117	Approving Real Estate Rezoning for Property Located at PIN 01-1-24-06-00-000-027.001, Highland, Illinois, From “R-1-C” Single Family Residence to “I” Industrial	3360	11/18/2024

24-127	Approving Real Estate Rezoning for Property Located at PIN 01-1-24-07-00-000-002, PIN 01-1-24-06-00-000-025.002, and PIN 01-1-24-06-00-000-020, Highland, Illinois, From “R-1-C” Single Family Residence to “I” Industrial	3363	12/16/2024
--------	--	------	------------

See Zoning Map attached hereto as **Exhibit A**; and

Section 3. 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, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the __ day of _____, 2025, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

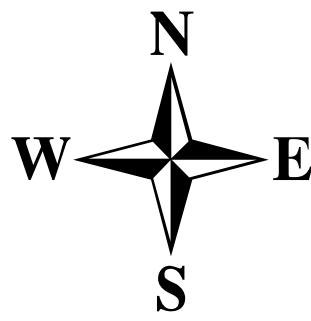
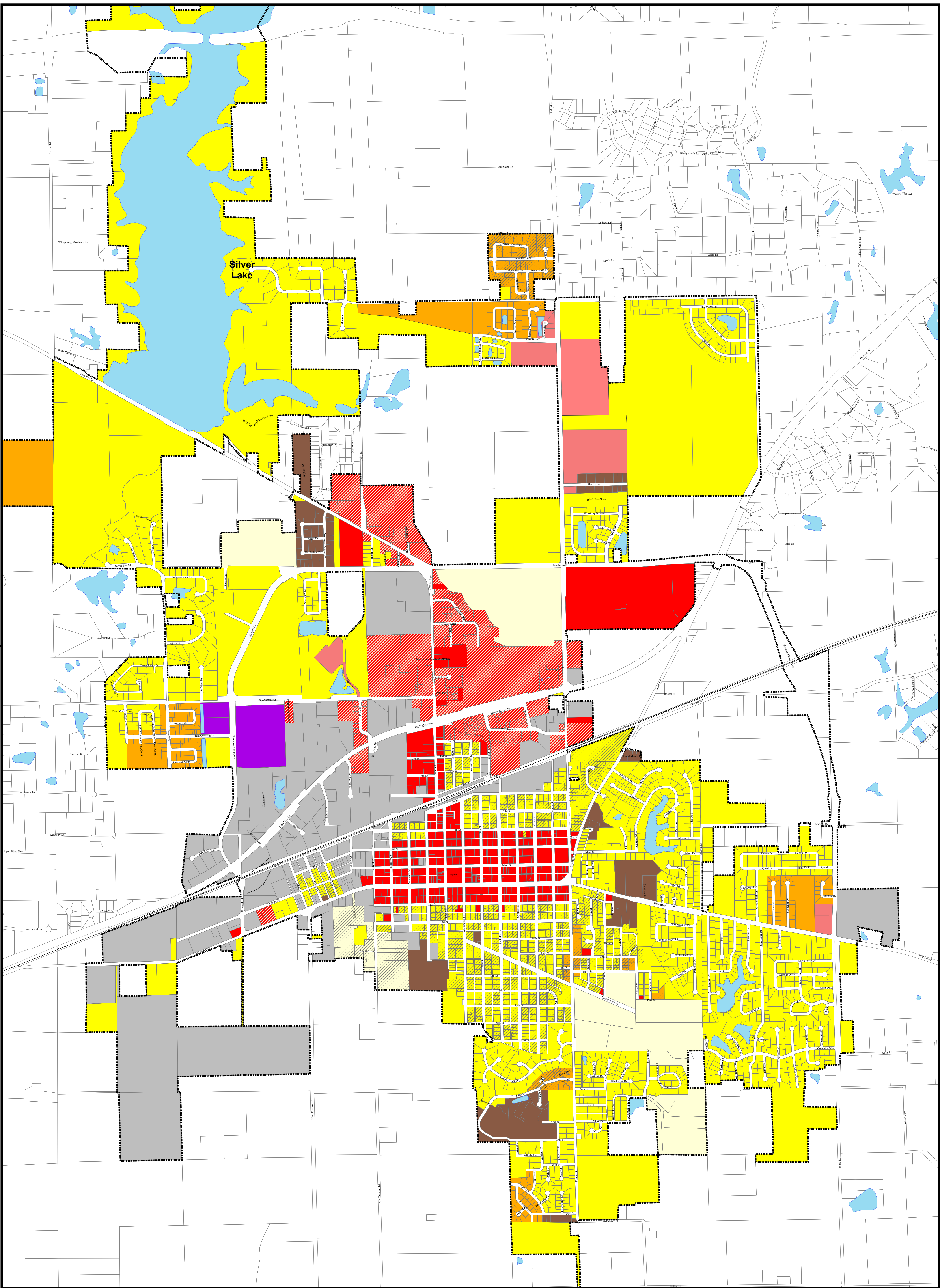
NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



Official Zoning Map

City of Highland, Illinois

March 17, 2025

"This is to certify that this is the Official Zoning map referred to in Section 3-2 of Ordinance No. 1138, adopted November 26, 1975, of the City of Highland, State of Illinois."

Approved: _____
Mayor of the City of Highland

Attest: _____
City Clerk of the City of Highland

City of Highland, Illinois
March 17, 2025

This data has been derived from sources the City of Highland deems accurate. The City of Highland does not warrant, represent, or guarantee the accuracy of the data. The City of Highland is not responsible for any errors or omissions in the data. The City of Highland is not responsible for any damages, including consequential damages, arising from the use of the data. Please contact the City of Highland Building and Zoning Division in the GIS Department for more information.

Legend

- Corporate Boundary
- ParcelOwners-2018

- R-1-A Single Family Residence 150 Ft. Lot Width
- R-1-B Single Family Residence 100 Ft. Lot Width
- R-1-C Single Family Residence 70 Ft. Lot Width
- R-1-D Single Family Residence 50 Ft. Lot Width
- R-2-A Multiple Family Residence 70 Ft. Lot Width
- R-2-B Multiple Family Residence 70 Ft. Lot Width
- R-3 Multiple Family Residence 60 Ft. Lot Width
- C-2 Central Business District No Lot Width Requirement
- C-3 Highway Business District None
- C-4 Limited Business No Lot Width Requirement
- I - Industrial District No Lot Width Requirement
- MX - Mixed Use
- Not In Corporate Limits

December 16, 2024	G.S.S.	3363	3363
November 18, 2024	G.S.S.	3360	3360
November 18, 2024	G.S.S.	3358	3358
October 7, 2024	G.S.S.	3352	3352
March 19, 2024	G.S.S.	3330	3330
December 16, 2023	G.S.S.	3313	3313
September 18, 2023	G.S.S.	3284	3284
3/7/22 - 11/21/22	G.S.S.	3185	3243
1/18/21 - 2/28/21	G.S.S.	3081	3151
4/9/20 - 12/7/20	G.S.S.	3009	3068
3/28/18 - 12/7/18	G.S.S.	2837	2867
1/17/17 - 8/21/17	G.S.S.	2767	2805
2/1/16 - 7/16/16	G.S.S.	2717	2744
1/18/15 - 9/21/15	G.S.S.	2668	2697
9/19/14 - 12/24/14	G.S.S.	2623	2650
3/4/13 - 4/1/13	G.S.S.	2563	2566
3/19/12 - 6/22/12	G.S.S.	2518	2532
3/22/04 - 10/26/11	VARIOUS	2118	2496
3/9/90 - 3/29/03	VARIOUS	1911	2096

DATE	BY	FROM	TO
REVISIONS			





HIGHLAND

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

To: City Manager, Chris Conrad
From: Mark Rosen, Director of Parks & Recreation
Date: March 17, 2025
Subject: Madison County PEP Grant

Recommendation

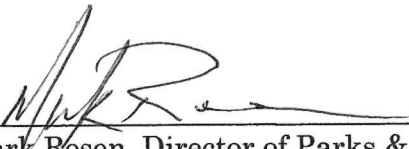
I am recommending city council to approve a resolution for the Madison County PEP Grant. This is an annual per-capita grant.

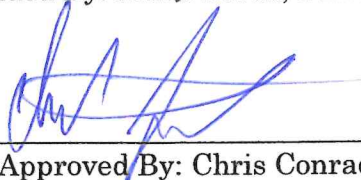
Discussion

This grant will provide up to \$101,716.38 to go toward the installation of Pickleball Courts at Spindler Park. Although the maximum amount of funding for Highland this year is \$78,929.00, we will also be able to utilize \$22,787.38 from a previous year's grant that was unable to be completed.

Fiscal Impact

Estimated Total Project Costs:	\$120,000.00
2025 PEP Grant:	\$78,929.00
2022 PEP Grant:	\$22,787.38
HACF:	<u>\$14,000.00</u>
Available Funding	\$115,716.38


Recommended By: Mark Rosen, Director of Parks & Recreation


Approved By: Chris Conrad, City Manager

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY MANAGER
TO APPLY FOR PARK COMMISSION FUNDS
FROM MADISON COUNTY, 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 of Highland, Illinois, proposes to apply for Park Enhancement Funding (“PEP”) funds for the following project(s):

1. Spindler Park Pickle Ball Courts;
(See **Exhibit A**); and

WHEREAS, the funding for the project may exceed the actual amount granted from PEP funds in which the City of Highland, Illinois, agrees to fund the completion of the project from another source; and

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

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

Section 2. The filing of the above-listed application to Madison County in adherence to all applicable rules and regulations of the PEP program (See **Exhibit A**) is approved.

Section 3. The Mayor and/or City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to apply for PEP funding for the above-mentioned project.

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 _____, 2025, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

Program Overview

Last modified by lwilken@highlandil.gov on 2/26/2025 9:03 AM

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

Program Overview

Please provide the following information.



Madison County Park and Recreation Grant Commission Park Enhancement Program

PARK ENHANCEMENT PROGRAM

157 N. Main St., Suite 312

Edwardsville, IL 62025

Amy Lyerla

(618) 296-4247

allyerla@madisoncountyil.gov

The Madison County Park and Recreation Grant Commission (hereafter Commission), is announcing a request for proposals for the 2025 PEP Grant Program. This grant program is designed to assist park districts and municipal parks and recreation departments within Madison County to develop and enhance their parks. The goal of the program is to provide immediate assistance to the park districts and departments. The Commission plans to have the grants in place following approval by the Madison County Board on **April 16, 2025**. **This grant program is designed to supplement, not replace, or reduce levels of funding set in a community's budget for park operations.**

ELIGIBLE APPLICANTS:

Eligible applicants are park districts, municipal park and recreation departments, and local units of government within Madison County, Illinois.

Eligible applicants are:

- Park districts, municipal park and recreation departments, local units of government within Madison County.
- The municipality must have a park commission, board or committee designated to oversee the park operations and maintenance.
- The municipality and/or park district must have a park and/or recreation area that is owned and operated by the municipality or park district.

GRANT COORDINATION:

In an effort to reduce administrative costs and with the permission of the Madison County Board and its Chairman, the Commission has been allowed to utilize the services of the Madison County Community Development (MCCD) offices and their staff to accept applications and coordinate processing.

GRANT DEADLINE

Completed applications are due at Madison County Community Development, 157 N. Main St., Suite 312, Edwardsville, IL 62025, **no later than 4:00pm on March 21, 2025.**

GRANT AWARD NOTIFICATION

Printed By: Laura Wilken on 3/7/2025

Notification of grants to be awarded will be made after the **April 16, 2025**, Madison County Board Meeting.

OWNERSHIP REQUIREMENT

Land and equipment purchased with PEP funds must be owned and maintained by the park district and/or local unit of government applying for funding.

MAXIMUM GRANT AMOUNT

- For the 2025 PEP grant, the maximum grant amount shall be determined based upon the population of the municipality that has a park department or the park district generally serving the municipality.
- The maximum grant amount shall be \$7.90 per capita based upon the 2020 census.
- Special census' that were conducted prior to the 2020 census are no longer valid.
- Population figures shall not be duplicated in cases of city/township. Residents will only be counted in one population area.
- If there is a dispute between city/township/district, it is up to the city/township/district to accurately provide proof of population courtesy of tax bodies, addresses, etc.
- For our smaller communities a grant minimum of \$30,000 will be awarded if the \$7.90 per capita total is less than the \$30,000 amount.

ELIGIBLE EXPENDITURES

Madison County PEP grant funding must be used for projects that enhance the use of public parks that are open to the public. The Grants Committee, Parks and Recreation Advisory Committee and Madison County Community Development hold the right to determine final eligibility.

Eligible types of capital improvements include but are not limited to the following:

- Playground equipment
- Plants, shrubs, trees, flowers, etc.
- Fencing
- Recreation equipment – basketballs, softballs, bleachers, etc.
- Land acquisition to expand existing park
- Benches, fountains, picnic tables, grill, etc.
- Facility improvements such as athletic fields and courts
- Park restrooms that are ADA accessible/compliant
- Park walking paths
- Lake/pond improvements
- Gazebos
- Pet parks
- Greenhouses
- AED's
- First time construction of concession stand
- ADA parking for park lots
- Park signage*
- Major recreation facilities*
- Mowers

INELIGIBLE EXPENDITURES

The funds may not be used for administration purposes and operating costs. If there is a membership fee to your park or recreation complex, then equipment purchases for that park or recreation complex are ineligible unless approved.*

Ineligible types of grants are as follows:

- Architect or engineering design fees
- Staff salaries, benefits
- Transportation & mileage
- Maintenance supplies
- Digital cameras or other electronic office equipment such as LCD monitors, gaming systems and games and projection screens
- Weight or fitness equipment, unless there is free membership
- General office equipment/supplies
- Improvements made to staff or office spaces such as adding carpeting, adding a drop ceiling, air conditioning a break room
- Pop-up tents/tents
- **Road/parking improvements***
- **Maintenance sheds/other areas not open to the public***
- **Other wheeled equipment***
- **Concession stand equipment***

***Maintenance sheds, signage, other wheeled vehicles, concession stand equipment and major recreation facilities will be considered for PEP Grant funds on a case-by-case basis. Additional support documentation shall be submitted demonstrating the benefit of the project to the community's residents and to the park and recreation program the governmental entity provides. The Commission will accept written requests for these projects no later than March 21, 2025 by 4:00pm. A determination of the project selection will be made at the subsequent Park Commission meeting to be held on March 28, 2025 at 8:30am. If the project is not awarded, an alternative project may be submitted.**

MATCHING FUND REQUIREMENT

For the 2025 PEP, no matching funds are required. However, the PEP Grant may be used as match funding for other park grants.

EVALUATION

The Commission will evaluate all complete proposals received by the deadline. Additional information may be asked of the grantees.

PURCHASING REQUIREMENTS

Purchases should follow your city or park district bid ordinances, in accordance to Illinois Park code, 70 ILCS 1205/ et. Seq. If the park district does not have bid process, Madison County procurement policy must be followed. Each purchase made by the park must have a minimum of three (3) bids if the park district does not have a formal procurement policy. Failure to provide bids, quotes or estimates with your grant application will result in your grant not being funded. Any construction/labor job that is bid out must use the State Prevailing Wage Rate. The community will be required to obtain and monitor time sheets from the contractor.

REPORTING REQUIREMENTS

Printed By: Laura Wilken on 3/7/2025

Within ninety (90) days of completion of project, the grantee must send a report to Grant Commission via MCCC. This report should document all activities pertaining to the original grant request, e.g. photos of the equipment purchased, photos of equipment in use or on location such as playground equipment.

PUBLIC RELATIONS

Madison County Community Development will coordinate public relations support on the respective projects funded by the park and recreation PEP Grants. Based on the scope of the grant and project, the support will include news and photo releases. Additional information on the public relations support can be obtained by contact Amy Lyerla at (618) 296-4247 or allyerla@madisoncountyl.gov

PAYMENT SCHEDULE

Payments will not be processed without completed W9's

PEP Grant funding can be paid out using either of the following options at the discretion of the park district or municipality.

- **Payment Option 1:** Funds may be distributed directly to the vendors. To accomplish this, the community/park district should submit to MCCC, the original invoice accompanied by a cover letter from the community requesting the direct vendor payment and W-9 for the vendor. All bid documentation as well as a copy of the letter of award to that vendor, must be on file at MCCC before payment will be made. Bid documentation must be turned in with each invoice request or the invoice will not pay the bill. *Past due invoices will only be paid on a reimbursement basis*
- **Payment Option 2:** The entire grant amount can be reimbursed to the community after the project is completed. In order for a payment to be released, we will need a letter from the community requesting reimbursement, as well as a copy of all invoices and receipts, and all cancelled checks for the item(s) purchased. All bid documentation as well as a copy of the letter of award to that vendor, must be on file at MCCC before reimbursement will be made.

MODIFICATION OF REQUESTS FOR PROPOSALS

It is the intent of the Commission to provide these grants according to the terms above but shall not be bound by this procedure for future grant awards. Any conflicts and all final decisions will be determined by majority vote of the Park and Recreation Grants Commission.

A. Applicant Information

Last modified by lwilken@highlandil.gov on 2/26/2025 9:03 AM

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

A. Applicant Information

Please provide the following information.

CONTACT PERSON INFORMATION

A.1. Contact First Name:

Laura

A.2. Contact Last Name:

Wilken

A.3. Contact Title:

A.4. Contact Address:

PO Box 218 1 Nagel Highland, IL 62249

A.5. E-Mail:

lwilken@highlandil.gov

A.6. Name of District:

Highland Parks & Recreation Department

A.7. District Address:

1 Nagel Drive PO Box 218 Highland, IL 62249

B. Project Budget

Last modified by lwilken@highlandil.gov on 2/26/2025 9:06 AM

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

B. Project Budget

Please provide the following information.

B.1. Total Estimated Project Costs:

\$120,000.00

B.2. Park Commission Funding Requested:

\$78,929.00

C. Scope of Project

Last modified by lwilken@highlandil.gov on 2/26/2025 9:20 AM

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

C. Scope of Project

Please provide the following information.

C.1. Please provide a detailed scope of project including the address and name of the park(s).

This project will transform three (3) former tennis courts into either four (4) or five (5) pickleball courts. We will hire Byrnes & Jones to manage this project and use their procurement services for competitive bidding. The project will include, but not be limited to the milling and removal of the existing surface, installation of a new fence surrounding the courts, and painting/marketing of the courts including net installation.

C.2. Please indicate what provisions will be made for people with disabilities in compliance with the Americans with Disabilities Act and the Illinois Accessibility Code. All projects MUST include a sign-off from IMPACT, CIL, a certified engineer or certified architect. The sign-off is a recommendation or certification on how to bring the project(s) into ADA compliance. It is expected that each community/park district incorporate these recommendations into their application.

It is also permissible to choose pre-fab products (picnic tables, bleachers) that are certified by a reputable company as ADA accessible. However, it is still the municipality/park districts responsibility to insure that pathways leading up to the modified/improved areas are ADA compliant/accessible as well.

Also, please note that some purchases, like drinking fountains, would require an accessible drinking fountain option. Information about accessible equipment can also be obtained from IMPACT, CIL.

Although we can ensure that all accessibility standards will be met, documentation can be provided.

D. Required Documents

No data saved

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

D. Required Documents

Please provide the following information.

Documentation

☐ Current ADA Self Evaluation & Transition Plan ***Required**

****No files uploaded**

☐ Current Executed Resolution to Apply ***Required**

****No files uploaded**

☒ Detailed Budget ***Required**

detailed budget.xlsx

☐ Invoices/Pay Requests/Reimbursements/W9's

****No files uploaded**

☒ PEP Bids/Quotes/Estimates ***Required**

fence belleville Pickleball Courts - Feb 18.docx

☐ Post Application Pictures

****No files uploaded**

☒ Pre-Application Pictures ***Required**

demo - 1.jpg

demo - 2.jpg

demo - 3.jpg

demo - 4.jpg

☐ **Scope of Project *Required**

***No files uploaded*

Submit

No data saved

Case Id: 30047

Name: City of Highland - 2025

Address: PO Box 218, 1 Nagel, Highland, IL 62249

Submit

Please provide the following information.

☐ The grant amount cannot exceed the maximum grant allowed to the entity as outlined in the Request for Proposals. The grant award shall be for the specified project only. Salaries, mileage, transportation costs, shall not be paid with grant funds.

☐ Upon acceptance of the application by the Commission Board, and the Grants Committee, and Madison County Board, the grantee agrees to submit invoices or receipts for the project to MCD, along with a request for payment and other requested documentation.

☐ The grantee agrees to include the source of funding in press releases, articles, or public dedication ceremonies regarding the project or programs utilizing PEP funding. The grantee is responsible for contacting their current Madison County Board Member to coordinate a press release, etc., that relates to the project or programs using PEP funding.

☐ The grantee agrees to use the PEP funds outlined in this application no later than April 1, 2025.

☐ No equipment or materials purchased with PEP funds will be used for purposes other than those stated in this application.

☐ All Purchases must be made in accordance with grantee's local bid ordinances, bid policies, state statutes or by the provisions contained in these grant documents.

☐ There shall be no transfer of ownership of any equipment/land purchased with these funds without notification and approval by the Madison County Park and Recreation Grants Commission.

☐ I have read the above certifications and agree to honor them as written. I certify with my signature that the information contained in this application is accurate to the best of my knowledge and that I am authorized to execute this application for my community.

Name of Park District:

Signature:

Printed By: Laura Wilken on 3/7/2025

10 of 11

*****Not signed***



City of Highland
Fire Department
Chris Straub, Fire Chief



To: Honorable Mayor, City Manager Conrad, and City Council

From: Chris Straub, Fire Chief

Date: March 10, 2025

Re: Purchase of new 2025 Ram 1500 for the Fire Department

I am submitting for your approval a request to waive customary purchasing practices and award McGinley Inc. through Stellantis, the bid according to the Governmental Joint Purchasing Agreement.

Recommendation:

I am requesting council approval to waive the normal and customary bidding practices and award the purchase of a new 2025 Ram 1500 pickup truck to McGinley Inc, through Stellantis governmental pricing, in Highland, IL. For \$46,987.00 as attached.

Discussion:

Once this vehicle is purchased and placed in service, it will be utilized as an emergency response vehicle for all types of emergencies. This vehicle will also be utilized for towing the Fire Department boats and Special Ops. Trailer when needed.

Respectfully Submitted,

Chief Chris Straub

RESOLUTION NO. _____

**A RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENT AND
APPROVING AND AUTHORIZING THE PURCHASE OF A NEW 2025 RAM 1500 FOR
THE FIRE DEPARTMENT FROM MCGINLEY INC. THROUGH STELLANTIS FOR
\$46,987.00, THROUGH THE STATE OF ILLINOIS JOINT PURCHASING PROGRAM**

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 a new 2025 RAM 1500 for the Fire Department; 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 a new 2025 Ram 1500 for the Fire Department, from McGinley Inc., 7 Shamrock Blvd. Highland, IL 62249 (“McGinley Inc.”) through Stellantis, utilizing the joint purchasing agreement, guaranteeing pre-negotiated government pricing; and

WHEREAS, McGinley Inc. has provided a quote for a new 2025 Ram 1500, in the amount of \$46,987.00 (*see* **Exhibit A**; hereinafter “McGinley Inc. Proposal”); and

WHEREAS, City Council deems it to be in the best interests of City to waive the competitive-bidding requirement and to purchase a new 2025 Ram 1500, through the State of Illinois Joint Purchasing program from McGinley Inc. through Stellantis, according to the McGinley Inc. Proposal (**Exhibit A**); 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 to purchase a new 2025 Ram 1500, through the State of Illinois Joint Purchasing program from McGinley Inc. through Stellantis, according to the McGinley Inc. Proposal (**Exhibit A**), as a sole source purchase.

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 McGinley Inc. Proposal (**Exhibit A**) 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 enter the McGinley Inc. Proposal (**Exhibit A**).

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 _____, 2025, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

McGinley Inc.

7 Shamrock Blvd
Highland, IL 62249
(618) 654-2277

Date/Time: 3/6/2025 3:22:29 PM
Buyer: City of Highland
Home Phone:
Address: 1115 Broadway
Highland, IL 62249

No CoBuyer On Deal

Salesperson: Justin Scholl

Email:

0 No Trades On Deal

VIN:
Stock #:
Mileage:

Matrix is not available for Cash Deals

MSRP or Retail Price	55820
Discount	\$9,423.00
Selling Price	\$46,397.00
Trade Allowance	\$0.00
Difference	\$46,397.00
License/Title Fees	\$190.00
Documentation Fee	\$365.00
CVR	\$35.00
Accessories	\$0.00
Total Taxes	\$0.00
Subtotal	\$46,987.00
Trade Payoff	\$0.00
Service Contract	\$0.00
Gap	\$0.00
Back Options	\$0.00
Rebate	\$0.00
Cash Down Payment	\$0.00
Total Price	\$46,987.00

All payments, rates, terms quoted are subject to eligibility on approved credit.

Customer: _____

Sales Manager: _____



City of Highland
Fire Department
Chris Straub, Fire Chief



To: Honorable Mayor, City Manager Conrad, and City Council

From: Chris Straub, Fire Chief

Date: March 10, 2025

Re: Purchase of new 3M SCOTT Air Pak X3 Pro

I am submitting for your approval a request to waive customary purchasing practices and award a sole bid to Feld Fire.

Discussion: Self Contained Breathing Apparatus (SCBA) is a vital life saving device for a firefighter. This device provides firefighters with breathable air in environments with oxygen deficiency, smoke, dangerous gasses and other airborne contaminants that may be otherwise dangerous to breathe.

Per the National Fire Protection Association (NFPA) 1981, the standard on the SCBA for Emergency Services is 15 years. We will be starting year 14 with the current air paks. Per NFPA 1981, each air pack shall have 2 cylinders each. Currently the fire department has 16 air packs, 30 facepieces, and 32 cylinders. Fiscal Budget Year 2025, we purchased new 30-year air cylinders. For the 2026 Fiscal Year budget, we are asking to purchase 16 - 3M Scott Air Paks and 24 facepieces from Feld Fire due to their standing as the only vendor for the 3M SCOTT equipment.

Budget Impact: The total amount requested for this purchase is **\$121,366**. The Fire Department has incorporated funding for the last 3 budget years to help prepare for these purchases.

By ordering this equipment prior to April 1, 2025, we will save approximately **\$6100** due to a 5% increase taking effect April 1, 2025. It is also expected that additional increases may occur which has been common practice.

In the past, the fire department has purchased the cylinders, air pack, and facepieces on the same purchase. By splitting the two purchases, this will allow us more budget flexibility due to the purchase being in smaller monetary cost and spread between multiple budget years.

We therefore respectfully request the council to waive the customary bidding practices and allow the fire department to move forward with finalizing purchasing with Feld Fire for the 3M SCOTT Air Paks and C5 Facepieces.

Respectfully Submitted,

Chief Chris Straub

RESOLUTION NO. _____

**A RESOLUTION WAIVING COMPETITIVE BIDDING REQUIREMENT AND
APPROVING AND AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH
FELD FIRE TO PURCHASE 16 3M SCOTT AIR PAKS AND 24 FACEPIECES 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 16 3M Scott Air Paks and 24 facepieces for the City Fire Department; and

WHEREAS, the Fire Chief has advised the City Council that Feld Fire is the only vendor offering 3M SCOTT equipment for sale; and

WHEREAS, the Fire Chief has advised the City Council that purchasing 16 3M Scott Air Paks and 24 facepieces from Feld Fire prior to April 1, 2025 will save the City approximately \$6,100.00 due to 5% price increase taking effect April 1, 2025; and

WHEREAS, Feld Fire has provided a proposal to the Fire Chief for 16 3M Scott Air Paks and 24 facepieces for a price of \$121,366.00 (“Feld Fire Proposal”) (*See Exhibit A*); and

WHEREAS, City Council deems it to be in the best interests of City to waive the competitive-bidding requirement and to agree to the Feld Fire Proposal as a sole source purchase, and as attached (*See Exhibit A*); 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 agree to the Feld Fire Proposal as attached (*See Exhibit A*).

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

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

Section 2. City shall waive normal and ordinary bidding procedures and the Feld Fire Proposal (*See Exhibit A*) 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 enter the Feld Fire Proposal (*See Exhibit A*) 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 _____, 2025, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



WE'VE GOT YOU COVERED

10403 Bauer Blvd STE E
Olivette MO, 63132
Phone: 800-568-2403

QUOTE

Date: March 11, 2025
Quote #: **SCBA Backframes**
Customer PO:

Customer Number:

To: Highland Fire Department
Attn:
184 Woodcrest Dr
Highland, IL. 62249

Ship to: Highland Fire Department
Attn:
185 Woodcrest Dr
Highland, IL. 62250

OFFICE NOTES:

Salesperson	Job	Shipping Method	Shipping Terms	Delivery Date	Payment Terms	Requested by
Mike Simpson	SCBA Backframes	Best Way- <u>Salesman Delivery</u>	<u>Included</u>		Standard	
Qty	Item #	Description		List Price	Per Each Price	Extended Total
						\$ -
10.00	X8914025005A04	3M Scott Air-Pak X3 Pro, 3M# 71002623540			\$ 6,772.00	\$ 67,720.00
	Certification	*NFPA 1981, 2018 Edition				\$ -
	Model	*X3 Pro Snap Change				\$ -
	Harness	*Parachute Buckles				\$ -
	Operating Pressure	*4,500 PSI				\$ -
	Belt	*Standard Waist Belt				\$ -
	Regulator Style	E-Z FLO C5, Rectus, QD Quick Disconnect				\$ -
	EBSS	*NO - UEBBS, Universal Emergency Buddy Breather, Rectus				\$ -
	Console	*Pak-Tracker,				\$ -
		*SEMS II				\$ -
10.00	804594-1	3M Scott Mask Hook Assembly, **Will Be Included on Shoulder Harness				\$ -
						\$ -
6.00	X8914N26005A04	3M Scott Air-Pak X3 Pro, 3M# 7100258853			\$ 7,310.00	\$ 43,860.00
	Certification	*NFPA 1981, 2018 Edition				\$ -
	Model	*X3 Pro Snap Change				\$ -
	Harness	*Parachute Buckles				\$ -
	Operating Pressure	*4,500 PSI				\$ -
	Belt	*EZ-Scape Pro - FIXED				\$ -
	Regulator Style	E-Z FLO C5, Rectus, QD Quick Disconnect				\$ -
	EBSS	*NO - UEBBS, Universal Emergency Buddy Breather, Rectus				\$ -
	Console	*Pak-Tracker,				\$ -
		*SEMS II				\$ -
6.00	804594-1	3M Scott Mask Hook Assembly, **Will Be Included on Shoulder Harness				\$ -
						\$ -
6.00	31003385	#m/Scout Multi-Use Ladder Strap			\$ 169.00	\$ 1,014.00
						\$ -
	FP1SK0000000000	3M/Scott C5 Facepiece Kevlar, Gen 2 Seal, Size: Small				\$ -
24.00	FPMK0000000001	3M/Scott C5 Facepiece Kevlar, Gen 2 Seal, Size: Medium			\$ 365.50	\$ 8,772.00
	FP1LK0000000002	3M/Scott C5 Facepiece Kevlar, Gen 2 Seal, Size: Large				\$ -
		**Fit Testing is Included				\$ -
						\$ -
2.00	FLW	Annual NFPA air pak testing/ year		\$ 800.00		\$ -
		OPTIONS To ADD				\$ -
	201612-01	3M Scott Chest Strap Assembly,			\$ 83.00	\$ -
						\$ -
						\$ -
		**INCLUDES 3M/Scott as long as YOU own it Warranty				\$ -
		**Includes In-Service & Training				\$ -
						\$ -

Customer Notes:

Subtotal \$ 121,366.00
Sales Tax
Total \$ 121,366.00

Make all checks payable to Ed M. Feld Equipment Co., Inc.
Thank you for your business!

113 N. Griffith Rd., Carroll, IA 51401 800.568.2403 712.792.6658 sales@feldfire.com



City of Highland

City Manager

To: Honorable Mayor Hemann and Council Members
From: Christopher Conrad, City Manager
Date: March 13, 2025
Re: FY 2025-2026 Budget Summary

We submit for your review the FY 2025-2026 Budget that shows an anticipated \$340,784.00 budget deficit as we will be drawing on reserves for several infrastructure projects and large equipment purchases. This is admittedly an aggressive budget. The total budget for FY 25-26 is \$57,310,625.00 which is about a 10% increase from FY 24-25. Based on recent revenue data we have anticipated a 7% increase in revenue which accounts for current year revenues not dropping off as much as were anticipated last year. You may recall we had anticipated a 4% decrease in revenues for the current fiscal year and we have beat that estimate with revenues essentially staying flat.

The FY 2025-2026 budget has been prepared using the historic metrics of 85% for O&M, 10% for capital, and 5% for replacement/reserves. We made adjustments in this budget to accommodate some needed projects and equipment purchases with O&M at 77%, Capital at 16% and reserves at 2% for this budget. This deviation is reflective of the increases in project costs and equipment purchases, which necessitated an increase in capital spending as we take on some important projects and purchases across this City with this year's budget. I don't want council to be alarmed, these projects and purchases were anticipated and we have set aside funds into reserves in previous years specifically to accommodate these expenses.

We are still seeing growth in operating expenses exceeding our revenue growth. This is an issue we will continue to monitor and we do not have any immediate concerns about operations in any individual departments. We are addressing these issues through management and planning, such as we are doing this year with setting aside funds in one year, only to pull funds from reserves in a later year to accomplish our goals.

A primary threat we will be watching closely through this budget year is the slow or stagnate growth of our unrestricted revenue sources that primarily fund our government services of police, fire, parks and streets. Our unrestricted revenues have been impacted in recent years through changes in the state budget, which has required some changes in how we operate to accommodate those changes. For some time we have been in a strange position of seeing revenue growth in our restricted funds, which allows us to complete infrastructure projects, but seeing financial pressure in our unrestricted funds which primarily fund operations.

In the EMS service we will be closely watching federal budget policy decisions as they pertain to Medicare and Medicaid. We have eclipsed over 80% of our call volume being to individuals covered by Medicare and Medicaid, so any cuts to those programs at the federal level would have a negative impact on the revenues of that department.

We have managed these issues in the past through delayed hires, attrition and delayed purchases and capital projects. This conservative management approach has served the City well in the past and has us in a very solid financial position to weather these economic pressures until revenues balance out.

Through the FY 2025-2026 budget, we have funded our operations through the full FY 24-25 and are addressing several deferred maintenance and infrastructure needs. The new citywide software implementation is ongoing, and we will continue to evaluate our operations to keep the City on a sustainable path regarding revenue vs. expenses. We continue to make changes to how we provide services to our citizens and employees with a new employee self-service module soon to be offered to employees; we hope to begin streaming our council meetings in the next few months after several equipment delays allowing citizens to stream our meetings; and even this new format for how we present the budget which once approved will be uploaded to our website for public review. We hope that both the council and the citizens finds this new platform easier to read and understand.

Normally at this point I highlight a few of our larger projects, but this year I'm going to defer to our directors for that information. The directors and their staff put in numerous hours putting together their budgets, obtaining cost estimates and engaging in long-term planning. I don't want to detract from their efforts by stealing their thunder on their accomplishments.

For your consideration, we submit to you the proposed operating and capital budget for the City of Highland's fiscal year of 2025/2026. I want to thank the Directors, Department Heads, Supervisors and especially Reanna for their cooperation and hard work during this budget process. Each year seems to bring new challenges and shifts in the funding sources from the State, which make the budget process a little more complex each year. I was very proud of the flexibility and efforts of the City Staff and their continued professional and responsible stewardship of the taxpayers' dollars.

Sincerely,

Christopher Conrad, City Manager

EXPENDITURE LISTING #1286
FROM 03/01/2025 TO 03/14/2025

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



CHECK NO	VENDOR NAME	INVOICE DESCRIPTION	DEPARTMENT	CHECK/PAYMENT DATE	GROSS AMOUNT
4,356	AMAZON CAPITAL SERVI	1 QTY PUREXPRT PRE SCREEN FILTER	001-00-000-00000-115700	3/7/2025	24.99
4,356	AMAZON CAPITAL SERVI	1- URINAL CAKE,SHARPIE MARKERS,FLOORCLEANER,GLOVES	001-00-000-00000-115700	3/7/2025	136.25
4,370	Carrot-Top Industrie	10- USA FLAGS 4X6	001-00-000-00000-115700	3/7/2025	554.89
4,424	ONLINE STORES PA LLC	3 QTY SWITZERLAND 4FTX6FT NYLON FLAG	001-00-000-00000-115700	3/7/2025	220.89
				TOTAL	937.02
4,464	LEWIS BRISBOIS BISGA	CITY OF HIGHLAND V JASON METTLER NO-015386-000003	001-10-011-00000-522000	3/7/2025	2,649.00
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	001-10-011-00000-522000	3/7/2025	10,681.48
4,414	MGT IMPACT SOLUTIONS	CHRISTINA SMITH S.T. HOURS FEBRUARY 2025	001-10-011-00000-523000	3/7/2025	2,936.26
4,371	CHRIS CONRAD	PER DIEM MEALS IML SEMINAR 2025 03/13/25	001-10-011-00000-524000	3/7/2025	82.00
4,450	WALZ LABEL AND MAILI	POSTAGE MACHINGE SERV AGREE RENEW03/01/25-03/01/26	001-10-011-00000-534000	3/7/2025	983.00
4,453	WATTS COPY SYSTEMS	COPIER USAGE/LEASE	001-10-011-00000-534000	3/7/2025	43.02
4,453	WATTS COPY SYSTEMS	COPIER USAGE/LEASE	001-10-011-00000-534000	3/7/2025	146.38
4,459	ARTHUR J GALLAGHER	BOILER AND MACHINERY	001-10-011-00000-535000	3/7/2025	2,227.00
4,385	Essenpreis Plumbing	LEAKING WATER HEATER - PUBLIC WORKS	001-10-011-00000-538000	3/7/2025	100.00
4,408	LANGHAUSER SHEET MET	LABER&SERVICE CITY HALL UNIT 5 EAST SIDE	001-10-011-00000-538000	3/7/2025	910.55
4,361	AssuredPartners Corn	MONTHLY FSA PLAN ADMINISTRATION	001-10-011-00000-539000	3/7/2025	345.00
4,361	AssuredPartners Corn	MONTHLY DEBIT CARD FEE	001-10-011-00000-539000	3/7/2025	103.50
4,374	CIVICPLUS	MUNICODE ADMIN SUPPORT FEE/FULL SERV SUPP SUB	001-10-011-00000-539000	3/7/2025	7,647.30
4,380	DigitalArtz LLC	BUSINESS CARDS - C FLAKE	001-10-011-00000-539000	3/7/2025	69.99
4,404	K & J DESIGN	2 QTY FULL COLOR YARD SIGN	001-10-011-00000-539000	3/7/2025	50.00
4,439	THIRD MILLENNIUM ASS	UTILITY BILL RENDERING	001-10-011-00000-539000	3/7/2025	211.69
4,440	THRYV INC.	MONTHLY PHONE LISTING 02/01/25-02/28/25	001-10-011-00000-539000	3/7/2025	36.00
4,441	TIMES TRIBUNE	LEGAL-ANNUAL TREASURER'S REPORT	001-10-011-00000-539000	3/7/2025	828.00
4,445	UNITED MUNICIPAL SEC	CD SERVICE	001-10-011-00000-539000	3/7/2025	495.27
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-10-011-00000-539000	3/7/2025	173.99
4,458	AM Pyrotechnics Disp	DEPOSIT FOR 2025 FIREWORKS DISPLAY	001-10-011-00000-539031	3/7/2025	10,000.00
4,356	AMAZON CAPITAL SERVI	1 QTY THERMAL PAPER ROLLS, 1 QTY AUTOMATIC STAPLER	001-10-011-00000-541000	3/7/2025	23.99
4,356	AMAZON CAPITAL SERVI	1 QTY UNIVERSAL CALCULATOR RIBBON	001-10-011-00000-541000	3/7/2025	12.99
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-10-011-00000-541000	3/7/2025	18.36
4,455	WEX BANK	FEBRUARY FUEL	001-10-011-00000-542000	3/7/2025	54.31
4,372	City Of Highland	FEBRUARY CENTRAL PURCHASING	001-10-011-00000-543000	3/7/2025	303.82
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-10-011-00000-543000	3/7/2025	78.58
				TOTAL	41,211.48
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	001-20-012-00000-522000	3/7/2025	1,322.22
4,399	ILLINOIS ASSOCIATION	2025 ILACP ANNUAL CONFERENCE - C WIDMAN	001-20-012-00000-524000	3/7/2025	329.00
4,461	City Utilities	UTILITIES - COMMUNICATION TOWER	001-20-012-00000-533000	3/7/2025	182.63
4,461	City Utilities	UTILITIES - RADIO SHED	001-20-012-00000-533000	3/7/2025	35.95
4,461	City Utilities	UTILITIES - PUBLIC SAFETY	001-20-012-00000-533000	3/7/2025	1,307.53
4,435	SUMNER ONE INC.	COPIER USAGE/LEASE	001-20-012-00000-534000	3/7/2025	10.00
4,459	ARTHUR J GALLAGHER	BOILER AND MACHINERY	001-20-012-00000-535000	3/7/2025	1,024.00
4,365	BEST ONE TIRE & SERV	2 QTY FIRE HAWK PURSUIT TIR VEH#1FMS168AB6P6A53347	001-20-012-00000-536000	3/7/2025	317.64
4,365	BEST ONE TIRE & SERV	4 QTY FIRE HWK PURSUIT AWT TIRES	001-20-012-00000-536000	3/7/2025	688.24
4,383	ELLIOTT DATA SYSTEMS	EXTERNAL MICS NEED TO BE READJUSTED	001-20-012-00000-536000	3/7/2025	331.00
4,373	CITY OF HIGHLAND	MTN/REPAIR CAR #4	001-20-012-00000-536010	3/7/2025	43.62
4,356	AMAZON CAPITAL SERVI	RAFFLE TICKETS, TABLE COVERS, COLORED PAPER, GOLF TEE	001-20-012-00000-539000	3/7/2025	225.96
4,390	GLOBAL TECHNICAL SYS	CAMBIUM AC/DC ENHANCED POWER INJECTOR	001-20-012-00000-539000	3/7/2025	1,025.00
4,391	GOVERNMENTAL CONSULT	CONSULTING SERVICES MARCH 2025	001-20-012-00000-539000	3/7/2025	800.00
4,415	MID-STATES ORGANIZED	MEMBERSHIP FOR 11-25 FT SWORN	001-20-012-00000-539000	3/7/2025	150.00
4,433	SPLISH SPLASH AUTO B	POLICE DEPT CAR WASHES	001-20-012-00000-539000	3/7/2025	54.75
4,440	THRYV INC.	MONTHLY PHONE LISTING 02/01/25-02/28/25	001-20-012-00000-539000	3/7/2025	22.25
4,443	TRANSUNION RISK AND	TLO INVESTIGATION CHECK 02/01/25-02/28/25	001-20-012-00000-539000	3/7/2025	75.00
4,455	WEX BANK	FEBRUARY FUEL	001-20-012-00000-542000	3/7/2025	3,066.15
4,372	City Of Highland	FEBRUARY CENTRAL PURCHASING	001-20-012-00000-543000	3/7/2025	82.48
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-20-012-00000-543000	3/7/2025	244.22
4,409	Leon Uniform Company	GEN3 ENDEAVOR CARRIER- E TURAN	001-20-012-00000-544000	3/7/2025	260.00
4,431	RAY O'HERRON CO INC	POLICE DEPT UNIFORMS- CLEWIS	001-20-012-00000-544001-	3/7/2025	480.78
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-20-012-00000-545000	3/7/2025	119.31
4,462	DATATRONICS INC	REMOVE EQUIPMENT UNIT 2 OLD	001-20-012-00000-546000	3/7/2025	682.50
4,462	DATATRONICS INC	2 QTY ANTENNA, 2 QTY MICROPHONE SPEAKER	001-20-012-00000-546000	3/7/2025	356.60
4,462	DATATRONICS INC	INSTALL EQUIPMENT ON VEH UNIT 2 2024 FORD INTERCEP	001-20-012-00000-547000	3/7/2025	10,185.97
4,462	DATATRONICS INC	M500 VIDEO SYSTEM SETUP	001-20-012-00000-547000	3/7/2025	1,201.75
				TOTAL	24,624.55
4,464	LEWIS BRISBOIS BISGA	CITY OF HIGHLAND V JASON METTLER NO-015386-000003	001-20-013-00000-522000	3/7/2025	2,649.00
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	001-20-013-00000-522000	3/7/2025	414.81
4,461	City Utilities	UTILITIES - PUBLIC SAFETY	001-20-013-00000-533000	3/7/2025	256.38
4,455	WEX BANK	FEBRUARY FUEL	001-20-013-00000-542000	3/7/2025	45.54
				TOTAL	3,365.73
4,357	Ameren Illinois	GAS SERVICE	001-20-014-00000-533000	3/7/2025	314.57
4,377	CONSTELLATION NEWENE	GAS SERVICE	001-20-014-00000-533000	3/7/2025	380.98
4,461	City Utilities	UTILITIES - PUBLIC SAFETY	001-20-014-00000-533000	3/7/2025	999.87
4,461	City Utilities	UTILITIES- 184 WOODCREST DR	001-20-014-00000-533000	3/7/2025	223.79
4,461	City Utilities	UTILITIES- SHED BOAT DOCK	001-20-014-00000-533000	3/7/2025	83.12
4,461	City Utilities	UTILITIES- BOAT RAMP HYDRANT	001-20-014-00000-533000	3/7/2025	11.32
4,459	ARTHUR J GALLAGHER	BOILER AND MACHINERY	001-20-014-00000-535000	3/7/2025	688.00

4,425	Overhead Door Compan	PSB ANNUAL MAINTENANCE	001-20-014-00000-539000	3/7/2025	612.00
4,398	HUELS OIL CO	FEBRUARY DIESEL FUEL	001-20-014-00000-542000	3/7/2025	294.38
4,455	WEX BANK	FEBRUARY FUEL	001-20-014-00000-542000	3/7/2025	319.34
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-20-014-00000-543000	3/7/2025	71.17
4,351	ACE HARDWARE	ACE OPERATING SUPPLIES	001-20-014-00000-547000	3/7/2025	25.16
4,449	WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	001-20-014-00000-547000	3/7/2025	122.00
			TOTAL		4,145.70
4,464	LEWIS BRISBOIS BISGA	CITY OF HIGHLAND V JASON METTLER NO-015386-000003	001-40-017-00000-522000	3/7/2025	2,649.00
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	001-40-017-00000-522000	3/7/2025	1,685.19
4,379	Curry & Associates E	DRAINAGE REVIEW FOR HIGHLAND SCHOOLS IMPROVEMENT	001-40-017-00000-523000	3/7/2025	239.45
4,376	CLINT CONRAD	REIM WENDY'S -PSEP TRAINING 02/25/25	001-40-017-00000-524000	3/7/2025	12.49
4,400	ILLINOIS DEPARTMENT	COMMERCIAL NOT FOR HIRE APPLICATOR LICENSE-WINKLER	001-40-017-00000-524000	3/7/2025	120.00
4,357	Ameren Illinois	GAS CHARGES - S & A	001-40-017-00000-533000	3/7/2025	537.69
4,357	Ameren Illinois	GAS CHARGES - PW	001-40-017-00000-533000	3/7/2025	310.50
4,377	CONSTELLATION NEWENE	GAS SERVICE	001-40-017-00000-533000	3/7/2025	791.26
4,461	City Utilities	UTILITIES - PW	001-40-017-00000-533000	3/7/2025	190.15
4,461	City Utilities	UTILITIES - S & A	001-40-017-00000-533000	3/7/2025	70.42
4,461	City Utilities	UTILITIES - S & A	001-40-017-00000-533000	3/7/2025	641.73
4,461	City Utilities	UTILITIES - S& A	001-40-017-00000-533000	3/7/2025	285.58
4,410	Luby Equipment Servi	BREAKER NEEDS CHARGED	001-40-017-00000-536000	3/7/2025	353.97
4,368	Broadway Battery & T	LABOR TO PATCH RIGHT REAR TIRE - TRUCK # 56	001-40-017-00000-536010	3/7/2025	19.50
4,412	McKay Auto Parts Inc	BATTERY- TRUCK # 609	001-40-017-00000-536010	3/7/2025	264.98
4,378	COOPERATIVE RESPONSE	BASEFEFEB,CRCAGENT,CRCAGENTDIALOUT,CRCLINKUSE	001-40-017-00000-539000	3/7/2025	249.64
4,391	GOVERNMENTAL CONSULT	CONSULTING SERVICES MARCH 2025	001-40-017-00000-539000	3/7/2025	2,000.00
4,381	DR. WOOD TREES & LAN	30 HR.-TREE WK. SECTOR #2 & OLIVE ST. STUMP REMOVE	001-40-017-00000-539022	3/7/2025	4,000.00
4,398	HUELS OIL CO	FEBRUARY DIESEL FUEL	001-40-017-00000-542000	3/7/2025	1,747.87
4,455	WEX BANK	FEBRUARY FUEL	001-40-017-00000-542000	3/7/2025	202.05
4,351	ACE HARDWARE	ACE OPERATING SUPPLIES	001-40-017-00000-543000	3/7/2025	61.98
4,372	City Of Highland	FEBRUARY CENTRAL PURCHASING	001-40-017-00000-543000	3/7/2025	186.42
4,412	McKay Auto Parts Inc	EZ DABBER, DIELEC GREASE, ELECTRONIC CLEANER	001-40-017-00000-543000	3/7/2025	22.10
4,412	McKay Auto Parts Inc	SOCKET	001-40-017-00000-543000	3/7/2025	19.99
4,417	MIDWEST MOTOR SUPPLY	20 EACH: # 324040 & #324048 BOLTS	001-40-017-00000-543000	3/7/2025	316.40
4,420	Northtown Auto & Tra	CABLE TIE ADHESIVE BACKING	001-40-017-00000-543000	3/7/2025	7.14
4,421	O'Reilly Automotive	CONDUIT	001-40-017-00000-543000	3/7/2025	7.99
4,451	Warning Lites of Sou	10: BCADE LIGHT, BI-DIR SOLAR AMBER	001-40-017-00000-543000	3/7/2025	529.50
4,410	Luby Equipment Servi	1-EDGE CUTTING, 10-NUT, 10-BOLT PLOW	001-40-017-00000-545000	3/7/2025	487.80
4,410	Luby Equipment Servi	RETURN 1-EDGE CUTTING, 10-NUT, 10-BOLT PLOW	001-40-017-00000-545000	3/7/2025	-325.32
4,356	AMAZON CAPITAL SERVI	1 QTY BOSS AUDIO SYSTEMS CAR STEREO	001-40-017-00000-547000	3/7/2025	29.39
4,356	AMAZON CAPITAL SERVI	1 QTY ELECTRIC TIME CLOCK TIME AND DATE STAMP	001-40-017-00000-547000	3/7/2025	79.66
			TOTAL		17,794.52
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	007-70-007-00000-522000	3/7/2025	1,140.74
4,391	GOVERNMENTAL CONSULT	CONSULTING SERVICES MARCH 2025	007-70-007-00000-539000	3/7/2025	1,200.00
4,405	KIDD'S RESTAURANT IN	2024 TAX INCENTIVE	007-70-007-00000-582005	3/7/2025	8,244.69
4,428	POWERS ADVISORY GROU	INCREMENTAL CITY PROPERTY TAX 2024 TAX BILL	007-70-007-00000-582005	3/7/2025	2,827.21
			TOTAL		13,412.64
4,364	Beelman Logistics LL	FOR W & S - CA6: 26.01 T., \$13.02 P/T	008-40-000-00000-543000	3/7/2025	338.65
4,364	Beelman Logistics LL	FOR W & S - CA7: 78.02 T., \$18.17 P/T	008-40-000-00000-543000	3/7/2025	1,417.63
			TOTAL		1,756.28
4,357	Ameren Illinois	KORTE REC CENTER GAS UTILITIES	009-60-009-00000-533000	3/7/2025	1,889.27
4,377	CONSTELLATION NEWENE	GAS SERVICE	009-60-009-00000-533000	3/7/2025	3,104.12
4,461	City Utilities	KRC UTILITIES	009-60-009-00000-533000	3/7/2025	11,245.72
4,459	ARTHUR J GALLAGHER	BOILER AND MACHINERY	009-60-009-00000-535000	3/7/2025	414.00
4,354	ALERT ELECTRIC INC	POOL UV CIRCUIT REPAIR	009-60-009-00000-539000	3/7/2025	195.07
4,454	WATTS COPY SYSTEMS I	MONTHLY PRINTER BILL FOR KRC	009-60-009-00000-539000	3/7/2025	334.92
4,356	AMAZON CAPITAL SERVI	1 QTY THERMAL PAPER ROLLS, 1 QTY AUTOMATIC STAPLER	009-60-009-00000-541000	3/7/2025	17.99
4,356	AMAZON CAPITAL SERVI	2 QTY DISPOSABLE GLOVES	009-60-009-00000-541000	3/7/2025	11.68
4,356	AMAZON CAPITAL SERVI	2 QTY DESKTOP CHARGING STATION	009-60-009-00000-541000	3/7/2025	59.98
4,453	WATTS COPY SYSTEMS	KRC PRINTER TONER	009-60-009-00000-541000	3/7/2025	140.00
4,356	AMAZON CAPITAL SERVI	22 QTY MINI PORT STOLLER FANS. 1 QTY HAND TOWELS	009-60-009-00000-543000	3/7/2025	391.77
4,372	City Of Highland	1 QTY GYM HAND TOWELS	009-60-009-00000-543000	3/7/2025	19.99
4,449	WALMART COMMUNITY/ C	FEBRUARY CENTRAL PURCHASING	009-60-009-00000-543000	3/7/2025	631.40
4,426	PEPSI	WAL-MART OPERATING ACCOUNT	009-60-009-00000-543000	3/7/2025	440.14
4,426	PEPSI	KRC CONCESSIONS SUPPLIES	009-60-009-00000-543050	3/7/2025	480.34
4,456	WILLIAM F. BROCKMAN	KRC CONCESSIONS SUPPLIES	009-60-009-00000-543050	3/7/2025	388.89
4,351	ACE HARDWARE	KRC CONCESSIONS SUPPLIES	009-60-009-00000-543050	3/7/2025	134.04
4,356	AMAZON CAPITAL SERVI	ACE OPERATING SUPPLIES	009-60-009-00000-545000	3/7/2025	61.06
4,369	CAPRI POOLS & AQUA	1 QTY 25PK LED LIGHT BULBS	009-60-009-00000-545000	3/7/2025	19.99
4,385	Essenpreis Plumbing	REPAIRED CHEMICAL FEEDER	009-60-009-00000-545000	3/7/2025	170.00
4,369	CAPRI POOLS & AQUA	ELKAY DRINKING FOUNTAIN FILTER	009-60-009-00000-545000	3/7/2025	100.25
		CHLORINE FOR KRC POOL	009-60-009-00000-549000	3/7/2025	4,548.00
			TOTAL		24,798.62
4,464	LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	009-60-016-00000-522000	3/7/2025	829.63
4,357	Ameren Illinois	BRAD'S SHED GAS UTILITIES	009-60-016-00000-533000	3/7/2025	217.40
4,357	Ameren Illinois	SENIOR CENTER UTILITIES	009-60-016-00000-533000	3/7/2025	219.86
4,357	Ameren Illinois	EVERGREEN CT ST LITE	009-60-016-00000-533000	3/7/2025	79.00
4,377	CONSTELLATION NEWENE	GAS SERVICE	009-60-016-00000-533000	3/7/2025	228.87
4,461	City Utilities	SENIOR CENTER UTILITIES	009-60-016-00000-533000	3/7/2025	351.67
4,461	City Utilities	SPINDLER PARK UTILITIES	009-60-016-00000-533000	3/7/2025	35.00
4,461	City Utilities	BRAD'S SHED UTILITIES	009-60-016-00000-533000	3/7/2025	262.83
4,461	City Utilities	GLIK PARK UTILITIES	009-60-016-00000-533000	3/7/2025	766.62
4,461	City Utilities	GLIK PARK PAVILION UTILITIES	009-60-016-00000-533000	3/7/2025	75.06

4,461 City Utilities	WCC UTILITIES	009-60-016-00000-533000	3/7/2025	2,411.37
4,461 City Utilities	WCC UTILITIES	009-60-016-00000-533000	3/7/2025	156.61
4,461 City Utilities	BROADWAY SQUARE/FOUNTAIN UTILITIES	009-60-016-00000-533000	3/7/2025	671.57
4,461 City Utilities	HIGHLAND PARK RD BATHROOM PAV WATER	009-60-016-00000-533000	3/7/2025	35.00
4,461 City Utilities	HIGHLAND PARK RD UTILITIES	009-60-016-00000-533000	3/7/2025	69.63
4,461 City Utilities	SPORTSMAN RD NE BATHROOM UTILITIES	009-60-016-00000-533000	3/7/2025	44.58
4,461 City Utilities	KRC GARDENS UTILITIES	009-60-016-00000-533000	3/7/2025	55.44
4,461 City Utilities	BROADWAY UTILITIES	009-60-016-00000-533000	3/7/2025	35.24
4,461 City Utilities	SE TENNIS COURTS	009-60-016-00000-533000	3/7/2025	49.06
4,461 City Utilities	VETERANS HONOR PARKWAY BATHROOMS UTILITIES	009-60-016-00000-533000	3/7/2025	136.89
4,461 City Utilities	HIGHLAND PARK RD ADA RESTROOM UTILITIES	009-60-016-00000-533000	3/7/2025	35.00
4,461 City Utilities	MAIN ST BATHROOM UTILITIES	009-60-016-00000-533000	3/7/2025	884.02
4,461 City Utilities	BATHROOM NORTH OF BOAT UTILITIES	009-60-016-00000-533000	3/7/2025	39.14
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	009-60-016-00000-535000	3/7/2025	2,323.00
4,429 PRODUCTIVITY PLUS AC	SERVICE UNIT 2016 NH C232 T4	009-60-016-00000-536000	3/7/2025	975.30
4,411 MADISON COUNTY HEALT	GLIK PARK FOOD SERVICE LICENSE	009-60-016-00000-539000	3/7/2025	150.00
4,437 THE LEMP MANSION	PREPAYMENT FOR THE YAH LEMP MANSION DINNER	009-60-016-00000-539066	3/7/2025	2,509.71
4,356 AMAZON CAPITAL SERVI	1 QTY OTTERBOX IPHONE	009-60-016-00000-541000	3/7/2025	16.62
4,423 OFFICE SOURCE INC	LEATHER AGENDA/BINDER	009-60-016-00000-541000	3/7/2025	29.32
4,449 WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	009-60-016-00000-541000	3/7/2025	90.76
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	009-60-016-00000-542000	3/7/2025	215.54
4,455 WEX BANK	FEBRUARY FUEL	009-60-016-00000-542000	3/7/2025	1,187.89
4,356 AMAZON CAPITAL SERVI	3 QTY CHESS SET, 3 QTY CHECKERS	009-60-016-00000-543000	3/7/2025	55.68
4,362 BARCO PRODUCTS COMPA	BOYD RINDERER MEMORIAL TABLE	009-60-016-00000-543000	3/7/2025	1,607.36
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	009-60-016-00000-543000	3/7/2025	70.08
4,380 DigitalArtz LLC	SILVERLAKE PARK SIGNS	009-60-016-00000-543000	3/7/2025	212.20
4,380 DigitalArtz LLC	BOAT REGISTRATION STICKERS- NON REFLECTIVE 2025	009-60-016-00000-543000	3/7/2025	455.00
4,380 DigitalArtz LLC	BOAT TAGS -2025	009-60-016-00000-543000	3/7/2025	475.00
4,386 EVERLASTING ETCH	MEMORIAL TREE PLAQUES	009-60-016-00000-543000	3/7/2025	9.75
4,388 FS TURF SOLUTIONS ST	CLORA SEED FOR DOG PARK/SL CONSERVATION AREAS	009-60-016-00000-543000	3/7/2025	640.00
4,449 WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	009-60-016-00000-543000	3/7/2025	538.40
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	009-60-016-00000-545000	3/7/2025	80.32
4,356 AMAZON CAPITAL SERVI	1 QTY PATIO CABINET, 1 QTY 4PK PVC BLOCK SET	009-60-016-00000-545000	3/7/2025	487.28
4,373 CITY OF HIGHLAND	BOAT PUMP REBUILD SUPPLIES	009-60-016-00000-545000	3/7/2025	60.09
4,412 McKay Auto Parts Inc	HOSE CLAMPS FOR PARKS DEPT	009-60-016-00000-545000	3/7/2025	34.53
4,420 Northtown Auto & Tra	PARKS TRANSMISSION SPIN ON REPAIR PART	009-60-016-00000-546000	3/7/2025	7.39
4,356 AMAZON CAPITAL SERVI	1 QTY SOLO 20 POUND CHEST SPREADER	009-60-016-00000-547000	3/7/2025	74.99
	TOTAL			19,995.70
4,461 City Utilities	OUTDOOR POOL UTILITIES	009-60-503-00000-533000	3/7/2025	52.02
	TOTAL			52.02
4,387 Ferrellgas	CEMETERY GAS UTILITIES	009-60-715-00000-533000	3/7/2025	299.11
4,461 City Utilities	CEMETERY UTILITIES	009-60-715-00000-533000	3/7/2025	122.67
4,461 City Utilities	CEMETERY CHAPEL UTILITIES	009-60-715-00000-533000	3/7/2025	35.00
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	009-60-715-00000-535000	3/7/2025	323.00
4,421 O'Reilly Automotive	BATTERY AND CORE EXCHANGE FOR CEMETERY VEHICLE	009-60-715-00000-546000	3/7/2025	122.73
4,467 ARTHUR J LAGER MONUM	CLINTON AND DOROTHY LOYET WHITE MARBLE GEM VASE	009-60-715-00000-547000	3/7/2025	400.00
	TOTAL			1,302.51
4,422 OATES ASSOCIATES INC	US RTE 40 & SYCAMORE ST INTERSECTION STUDY & PLANS	010-70-010-00000-523000	3/7/2025	287.50
	TOTAL			287.50
4,397 HEPLERBROOM LLC	HIGHLAND LIGHT & POWER PERMIT RENEWAL	101-01-101-00000-522000	3/7/2025	728.00
4,355 ALS Tribology	BASIC OIL ANALYSIS-10PK	101-01-101-00000-532000	3/7/2025	29.34
4,357 Ameren Illinois	GAS CHARGES UTILITY & WATER & SEWER	101-01-101-00000-533000	3/7/2025	1,634.28
4,461 City Utilities	UTILITIES- ELECTRIC	101-01-101-00000-533000	3/7/2025	663.64
4,435 SUMNER ONE INC.	COLOR OVERAGES	101-01-101-00000-534000	3/7/2025	228.81
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	101-01-101-00000-535000	3/7/2025	18,198.00
4,419 NEXT GENERATION MANA	ELECTRIC OFFICE CARPETS CLEANED	101-01-101-00000-538000	3/7/2025	230.00
4,378 COOPERATIVE RESPONSE	BASEFEFEB,CRCAGENT,CRCAGENTDIALOUT,CRCLINKUSE	101-01-101-00000-539000	3/7/2025	1,165.01
4,434 SPRINGBROOK HOLDING	CIVICPAY TRANSACTION FEE	101-01-101-00000-539000	3/7/2025	1,904.50
4,439 THIRD MILLENNIUM ASS	UTILITY BILL RENDERING	101-01-101-00000-539000	3/7/2025	952.59
4,440 THRYV INC.	MONTHLY PHONE LISTING 02/01/25-02/28/25	101-01-101-00000-539000	3/7/2025	29.50
4,356 AMAZON CAPITAL SERVI	1 QTY WALL CLOCK, 1 QTY ELECTRONIC STAPLER	101-01-101-00000-541000	3/7/2025	64.18
4,356 AMAZON CAPITAL SERVI	4 PC HEADPHONE HANGER DESK WALL MOUNT	101-01-101-00000-541000	3/7/2025	9.99
4,455 WEX BANK	FEBRUARY FUEL	101-01-101-00000-542000	3/7/2025	36.24
4,449 WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	101-01-101-00000-543000	3/7/2025	227.88
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-101-00000-545000	3/7/2025	22.99
4,407 KIRCHNER BUILDING	CABLE CLAMP & PVC BOX FOR ELECTRIC OFFICE	101-01-101-00000-545000	3/7/2025	9.07
	TOTAL			26,134.02
4,357 Ameren Illinois	GAS CHARGES POWER PLANT	101-01-102-00000-533000	3/7/2025	601.32
4,387 Ferrellgas	PROPANE CHARGE	101-01-102-00000-533000	3/7/2025	582.01
4,387 Ferrellgas	PROPANE CHARGE	101-01-102-00000-533000	3/7/2025	289.76
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	64.30
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	159.07
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	75.03
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	1,746.82
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	3,551.21
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	11.32
4,461 City Utilities	UTILITIES- POWER PLANT	101-01-102-00000-533000	3/7/2025	15.00
4,404 K & J DESIGN	CITY STICKERS ON 4 TRUCKS	101-01-102-00000-536010	3/7/2025	600.00
4,355 ALS Tribology	BASIC OIL ANALYSIS-10PK	101-01-102-00000-539000	3/7/2025	236.70
4,359 ARAMARK UNIFORM SERV	FEBRUARY RUG SERVICE	101-01-102-00000-539000	3/7/2025	73.92
4,359 ARAMARK UNIFORM SERV	FEBRUARY RUG SERVICE	101-01-102-00000-539000	3/7/2025	73.92

4,455 WEX BANK	FEBRUARY FUEL	101-01-102-00000-542000	3/7/2025	198.31
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-102-00000-543000	3/7/2025	11.98
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	101-01-102-00000-543000	3/7/2025	13.98
4,356 AMAZON CAPITAL SERVI	1 QTY CIRCUIT BREAKER 200 AMP TROLLING MOTOR	101-01-102-00000-545000	3/7/2025	19.29
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-102-00000-546000	3/7/2025	99.99
4,420 Northtown Auto & Tra	CLAMP FOR S&A AND SHOP SUPPLIES	101-01-102-00000-546000	3/7/2025	24.89
4,421 O'Reilly Automotive	1 QTY OIL FILTER, 1 QTY AIR FILTER	101-01-102-00000-546000	3/7/2025	71.40
4,421 O'Reilly Automotive	2 QTY 1QT-GEAR OIL	101-01-102-00000-546000	3/7/2025	33.98
4,432 RUSH TRUCK CENTER S	HOSE CLAMP S&A TRUCK 64	101-01-102-00000-546000	3/7/2025	34.90
4,432 RUSH TRUCK CENTER S	BOLT, SADDLE CLAMP, CLAMP ASS. HOSE TRUCK 64	101-01-102-00000-546000	3/7/2025	104.54
4,432 RUSH TRUCK CENTER S	THEROSTAT ASS. FOR S&A TRUCK 64	101-01-102-00000-546000	3/7/2025	193.00
4,432 RUSH TRUCK CENTER S	DELIVERY/FUEL SURCHARGE	101-01-102-00000-546000	3/7/2025	-3.00
4,356 AMAZON CAPITAL SERVI	1 QTY HYDRAULIC PRESSURE TESTS KIT	101-01-102-00000-547000	3/7/2025	158.99
			TOTAL	9,042.63
4,449 WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	101-01-104-00000-531000	3/7/2025	20.64
4,357 Ameren Illinois	EVERGREEN CT ST LITE	101-01-104-00000-533000	3/7/2025	82.53
4,357 Ameren Illinois	GAS CHARGES UTILITIES	101-01-104-00000-533000	3/7/2025	51.24
4,401 IML NORTH AMERICA	ANNUAL SERVICE & CALIBRATION FOR IML-RESIPD	101-01-104-00000-536000	3/7/2025	402.95
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-104-00000-536010	3/7/2025	49.58
4,402 JANSEN CHEVROLET	TRUCK 44 INSPECTION	101-01-104-00000-536010	3/7/2025	60.00
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-104-00000-542000	3/7/2025	41.22
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	101-01-104-00000-542000	3/7/2025	1,356.95
4,455 WEX BANK	FEBRUARY FUEL	101-01-104-00000-542000	3/7/2025	199.96
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	101-01-104-00000-543000	3/7/2025	8.99
4,358 ANIXTER INC.	48 QTY 88-SUPER-1-1/2X36YDS BLK	101-01-104-00000-543000	3/7/2025	1,154.88
4,393 GRAYBAR	40 QTY ELL-45-2-1/2 SCH 40-45 DEG RIGID CONDUIT	101-01-104-00000-543000	3/7/2025	310.00
4,393 GRAYBAR	45- INSULATOR PINPOLETOP, 20- STANDOFF CLOVERLEAF	101-01-104-00000-543000	3/7/2025	1,206.70
4,407 KIRCHNER BUILDING	4X8 PLYWOOD	101-01-104-00000-543000	3/7/2025	51.30
4,427 Power Line Supply	40 QTY 88-SUPER-34/X66 YRD BLK	101-01-104-00000-543000	3/7/2025	261.60
4,356 AMAZON CAPITAL SERVI	5 QTY BOVOMAL FR SHIRTS FLAME RESISTANT	101-01-104-00000-544000	3/7/2025	174.95
4,363 BARKLEY SCHLAEFER	REIM BOOTS-RURAL KING	101-01-104-00000-544000	3/7/2025	224.11
4,466 T.R. MILLER MILL CO.	Power Poles	101-01-104-00000-554010	3/7/2025	15,180.00
4,463 FROST ELECTRIC SUPPL	HOLOPHANE	101-01-104-00000-555000	3/7/2025	21,275.00
			TOTAL	42,112.60
4,464 LEWIS BRISBOIS BISGA	JANUARY 2025 MONTHLY RETAINER INVOICE	111-05-111-00000-522000	3/7/2025	725.93
4,357 Ameren Illinois	GAS SERVICE	111-05-111-00000-533000	3/7/2025	173.42
4,377 CONSTELLATION NEWENE	GAS SERVICE	111-05-111-00000-533000	3/7/2025	172.82
4,435 SUMNER ONE INC.	COPIER USAGE/LEASE	111-05-111-00000-534000	3/7/2025	150.75
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	111-05-111-00000-535000	3/7/2025	964.00
4,375 CLARITY BUSINESSES	MONTHLY CLEANING-02/24/25	111-05-111-00000-538000	3/7/2025	110.00
4,359 ARAMARK UNIFORM SERV	FEBRUARY RUG SERVICE	111-05-111-00000-539000	3/7/2025	79.95
4,359 ARAMARK UNIFORM SERV	FEBRUARY RUG SERVICE	111-05-111-00000-539000	3/7/2025	79.95
4,440 THRYV INC.	MONTHLY PHONE LISTING 02/01/25-02/28/25	111-05-111-00000-539000	3/7/2025	32.50
4,360 ARIN	ANNUAL FEE FOR REGISTRATION SERVICE PLAN -X-SMALL	111-05-111-00000-539025	3/7/2025	1,050.00
4,382 Drive Social Media	SOCIAL-GETTING STARTED	111-05-111-00000-539033	3/7/2025	2,000.00
4,394 GREAT LAKES DATA SYS	SMS OUTBOUND MESSAGING FEES	111-05-111-00000-539050	3/7/2025	150.00
4,394 GREAT LAKES DATA SYS	BROADHUB SOFTWARE SUPPORT	111-05-111-00000-539050	3/7/2025	1,854.00
4,465 Missouri Network All	MARCH BLUEBIRD NETWORK	111-05-111-00000-539051	3/7/2025	452.42
4,442 TIVO PLATFORM TECHNO	840.50NCPTMOBIACCT,144NDVRADDTLUAS,431 STREAMS AD	111-05-111-00000-539052	3/7/2025	7,854.48
4,465 Missouri Network All	MARCH BLUEBIRD NETWORK	111-05-111-00000-539053	3/7/2025	9,452.64
4,465 Missouri Network All	MARCH BLUEBIRD NETWORK	111-05-111-00000-539056	3/7/2025	5,028.21
4,460 CALIX INC.	PROFESSIONAL SERVICES - PON TURNUP/MIGRATION	111-05-111-00000-539200	3/7/2025	11,000.00
4,356 AMAZON CAPITAL SERVI	1 QTY NOTEBOOKS, 5 QTY SHARPIE GEL PENS	111-05-111-00000-541000	3/7/2025	179.86
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	111-05-111-00000-542000	3/7/2025	57.48
4,455 WEX BANK	FEBRUARY FUEL	111-05-111-00000-542000	3/7/2025	146.86
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	111-05-111-00000-543000	3/7/2025	60.53
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	111-05-111-00000-543000	3/7/2025	2.40
4,407 KIRCHNER BUILDING	9 QTY PROPANE	111-05-111-00000-543000	3/7/2025	31.50
4,352 ADAMS CABLE EQUIPMEN	PSI MINI POWER SUPPLY	111-05-111-00000-547000	3/7/2025	1,195.04
4,356 AMAZON CAPITAL SERVI	3 QTY MOUNTING PLATE FOR WIRELESS ACCESS POINT	111-05-111-00000-547000	3/7/2025	133.65
4,356 AMAZON CAPITAL SERVI	3 QTY MULTITOOL PLIERS	111-05-111-00000-547000	3/7/2025	58.97
4,413 METROLINE INC.	POLYCOM VVX 450 (2200-48840-025)	111-05-111-00000-547000	3/7/2025	548.60
4,460 CALIX INC.	CALIX GP4200XH OUTDOOR ONT	111-05-111-00000-553001-	3/7/2025	1,584.81
4,460 CALIX INC.	CALIX GP4200XH OUTDOOR ONT ext warranty	111-05-111-00000-553001-	3/7/2025	100.80
			TOTAL	45,431.57
4,377 CONSTELLATION NEWENE	GAS SERVICE	201-02-201-00000-533000	3/7/2025	367.50
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	201-02-201-00000-535000	3/7/2025	4,657.00
4,378 COOPERATIVE RESPONSE	BASEFEFFEB,CRCAGENT,CRCAGENTDIALOUT,CRCLINKUSE	201-02-201-00000-539000	3/7/2025	124.82
4,434 SPRINGBROOK HOLDING	CIVICPAY TRANSACTION FEE	201-02-201-00000-539000	3/7/2025	761.80
4,439 THIRD MILLENNIUM ASS	UTILITY BILL RENDERING	201-02-201-00000-539000	3/7/2025	317.53
4,356 AMAZON CAPITAL SERVI	1 QTY ELECTRIC TIME CLOCK TIME AND DATE STAMP	201-02-201-00000-547000	3/7/2025	79.67
			TOTAL	6,308.32
4,389 GARY PUGH	REIMMILEAGE IRWA CONFERENCE 02/18/25-02/20/25 PUGH	201-02-202-00000-524000	3/7/2025	101.78
4,438 THE MAIL BOX STORE	HACH COMPANY- FED EX GROUND	201-02-202-00000-532000	3/7/2025	36.31
4,357 Ameren Illinois	GAS CHARGES - WTP	201-02-202-00000-533000	3/7/2025	327.16
4,357 Ameren Illinois	GAS CHARGES UTILITY & WATER & SEWER	201-02-202-00000-533000	3/7/2025	544.76
4,377 CONSTELLATION NEWENE	GAS SERVICE	201-02-202-00000-533000	3/7/2025	432.15
4,461 City Utilities	UTILITIES - WTP	201-02-202-00000-533000	3/7/2025	199.42
4,461 City Utilities	UTILITIES - WTP	201-02-202-00000-533000	3/7/2025	1,489.70
4,461 City Utilities	UTILITIES - WTP	201-02-202-00000-533000	3/7/2025	7,367.62
4,461 City Utilities	UTILITIES - WTP	201-02-202-00000-533000	3/7/2025	65.97
4,384 ENERGY WISE	REPLACEMENT OEM 460 V MOTOR	201-02-202-00000-536000	3/7/2025	287.00

4,436 Teklab Inc	DRINKING WATER TESTING	201-02-202-00000-539023	3/7/2025	1,382.45
4,455 WEX BANK	FEBRUARY FUEL	201-02-202-00000-542000	3/7/2025	19.46
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	201-02-202-00000-543000	3/7/2025	0.16
4,395 Hach Company	RGT SET, TNT AMVER LR	201-02-202-00000-543000	3/7/2025	202.23
4,395 Hach Company	CHEMKEY FLUORIDE, CHEMKEY ORTHOPHOSPH., RGT SET	201-02-202-00000-543000	3/7/2025	732.96
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	201-02-202-00000-545000	3/7/2025	222.65
4,392 GRAINGER	UNION 2" SCHEDULE 40, SOCKET	201-02-202-00000-545000	3/7/2025	16.46
4,452 WATER SOLUTIONS	C- SERIES PUMP FOR BACK UP AMMONIA PUMP	201-02-202-00000-547000	3/7/2025	2,419.10
TOTAL				15,847.34
4,461 City Utilities	UTILITIES - W & S	201-02-203-00000-533000	3/7/2025	586.96
4,461 City Utilities	UTILITIES - W & S	201-02-203-00000-533000	3/7/2025	118.20
4,461 City Utilities	UTILITIES - W & S	201-02-203-00000-533000	3/7/2025	109.76
4,461 City Utilities	UTILITIES - W & S	201-02-203-00000-533000	3/7/2025	17.97
4,430 RANDY RINDERER	PIZZA HUT- LUNCH FOR WATER MAIN BREAK 02/13/25	201-02-203-00000-539000	3/7/2025	45.56
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	201-02-203-00000-542000	3/7/2025	575.87
4,455 WEX BANK	FEBRUARY FUEL	201-02-203-00000-542000	3/7/2025	352.90
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	201-02-203-00000-543000	3/7/2025	54.23
4,418 MIDWEST MUNICIPAL SU	2" HYMAX COUPLING, 2" SCH 80 PVC PIPE	201-02-203-00000-543000	3/7/2025	700.04
4,412 McKay Auto Parts Inc	RESPIRATOR	201-02-203-00000-544000	3/7/2025	19.88
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	201-02-203-00000-545000	3/7/2025	35.37
4,385 Essenpreis Plumbing	SERVICE CALL, PRESSED FITTING, COPPER FITTINGS	201-02-203-00000-545000	3/7/2025	66.02
4,420 Northtown Auto & Tra	6/12V MAINTAINER DOE	201-02-203-00000-546000	3/7/2025	26.52
4,379 Curry & Associates E	WATER MAIN REPLACE. 2ND ADD. EL-KAY MEADOWS SUBDIV	201-02-203-00000-550500	3/7/2025	2,372.89
4,403 JANSEN FORD	STEP ASY, NUT	201-02-203-00000-553000	3/7/2025	294.36
4,416 Midwest Meter Inc.	2" EL COMPOUND SERIES BASE, 1 1/2" M-120 METER BASE	201-02-203-00000-553060	3/7/2025	3,170.00
TOTAL				8,546.53
4,459 ARTHUR J GALLAGHER	BOILER AND MACHINERY	301-03-301-00000-535000	3/7/2025	3,853.00
4,378 COOPERATIVE RESPONSE	BASEFEEFEB,CRCAGENT,CRCAGENTDIALOUT,CRCLINKUSE	301-03-301-00000-539000	3/7/2025	124.82
4,434 SPRINGBROOK HOLDING	CIVICPAY TRANSACTION FEE	301-03-301-00000-539000	3/7/2025	761.80
4,439 THIRD MILLENNIUM ASS	UTILITY BILL RENDERING	301-03-301-00000-539000	3/7/2025	317.53
4,356 AMAZON CAPITAL SERVI	1 QTY ELECTRIC TIME CLOCK TIME AND DATE STAMP	301-03-301-00000-547000	3/7/2025	79.67
TOTAL				5,136.82
4,357 Ameren Illinois	GAS CHARGES UTILITY & WATER & SEWER	301-03-303-00000-533000	3/7/2025	544.76
4,461 City Utilities	UTILITIES - W & S	301-03-303-00000-533000	3/7/2025	586.96
4,461 City Utilities	UTILITIES - W & S	301-03-303-00000-533000	3/7/2025	118.21
4,461 City Utilities	UTILITIES - W & S	301-03-303-00000-533000	3/7/2025	109.76
4,461 City Utilities	UTILITIES - W & S	301-03-303-00000-533000	3/7/2025	17.98
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	301-03-303-00000-542000	3/7/2025	575.86
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	301-03-303-00000-543000	3/7/2025	54.22
4,418 MIDWEST MUNICIPAL SU	SUPPLES	301-03-303-00000-543000	3/7/2025	1,690.28
4,412 McKay Auto Parts Inc	RESPIRATOR	301-03-303-00000-544000	3/7/2025	19.88
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	301-03-303-00000-545000	3/7/2025	35.36
4,385 Essenpreis Plumbing	SERVICE CALL, PRESSED FITTING, COPPER FITTINGS	301-03-303-00000-545000	3/7/2025	66.03
4,420 Northtown Auto & Tra	6/12V MAINTAINER DOE	301-03-303-00000-546000	3/7/2025	26.53
4,379 Curry & Associates E	2025 CIPP SEWER REHABILITATION	301-03-303-00000-550500	3/7/2025	239.45
4,403 JANSEN FORD	STEP ASY, NUT	301-03-303-00000-553000	3/7/2025	294.36
TOTAL				4,379.64
4,387 Ferrellgas	PROPANE 67.3 GAL	301-03-304-00000-533000	3/7/2025	209.91
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533000	3/7/2025	10,242.82
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533000	3/7/2025	843.48
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533000	3/7/2025	2,461.48
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533022	3/7/2025	113.84
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533022	3/7/2025	119.39
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533022	3/7/2025	74.13
4,461 City Utilities	UTILITIES - WRF	301-03-304-00000-533022	3/7/2025	50.96
4,436 Teklab Inc	HIGHLAND WRF MONTHLY SAMPLING	301-03-304-00000-539023	3/7/2025	76.50
4,455 WEX BANK	FEBRUARY FUEL	301-03-304-00000-542000	3/7/2025	195.09
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	301-03-304-00000-543000	3/7/2025	81.35
4,446 USA Blue Book	PORELAIN BUCHNER FUNNEL FOR 55 MM FILTERS	301-03-304-00000-543000	3/7/2025	56.99
4,449 WALMART COMMUNITY/ C	WAL-MART OPERATING ACCOUNT	301-03-304-00000-543000	3/7/2025	49.36
4,396 Hawkins Inc	AQUA HAWK 607	301-03-304-00000-549000	3/7/2025	4,402.35
TOTAL				18,977.65
4,406 KIMHEC LLC	CONSULTING SERVICES	301-03-305-00000-523000	3/7/2025	5,247.50
4,461 City Utilities	UTILITIES - WRF	301-03-305-00000-533000	3/7/2025	45.51
TOTAL				5,293.01
4,447 VITAL RESPONSE	AHA INSTRUCTOR CARD (BLS)- S NICKLIN,T HEMANN	401-20-401-00000-524000	3/7/2025	30.00
4,461 City Utilities	UTILITIES- 1122 BROADWAY	401-20-401-00000-533000	3/7/2025	566.11
4,444 U.S. BANK EQUIPMENT	COPIER USAGE/LEASE	401-20-401-00000-534000	3/7/2025	156.63
4,448 WAKEFIELD & ASSOCIAT	COLLECTIONS- REGINA LIPSKI	401-20-401-00000-539024	3/7/2025	35.65
4,366 BLUE CROSS BLUE SHIE	REFUND FOR CARMON L BOSTIC PAT NO: 211324	401-20-401-00000-539025	3/7/2025	241.35
4,356 AMAZON CAPITAL SERVI	1 QTY NEW VOICE REMOTE CONTROL	401-20-401-00000-541000	3/7/2025	13.22
4,398 HUELS OIL CO	FEBRUARY DIESEL FUEL	401-20-401-00000-542000	3/7/2025	534.60
4,455 WEX BANK	FEBRUARY FUEL	401-20-401-00000-542000	3/7/2025	170.58
4,351 ACE HARDWARE	ACE OPERATING SUPPLIES	401-20-401-00000-543000	3/7/2025	39.98
4,353 Airgas USA LLC	OXYGEN	401-20-401-00000-543000	3/7/2025	169.91
4,356 AMAZON CAPITAL SERVI	2 QTY TORX SCREWDRIVER 2PC SET	401-20-401-00000-543000	3/7/2025	13.98
4,367 Bound Tree Medical	EMS SUPPLIES	401-20-401-00000-543000	3/7/2025	1,243.00
4,367 Bound Tree Medical	EMS SUPPLIES	401-20-401-00000-543000	3/7/2025	100.11
4,367 Bound Tree Medical	8 QTY IV SOLUTION, LACTATED RINGERS 1000ML	401-20-401-00000-543000	3/7/2025	62.96
4,372 City Of Highland	FEBRUARY CENTRAL PURCHASING	401-20-401-00000-543000	3/7/2025	88.04

4,356 AMAZON CAPITAL SERVI	1 QTY GROOVE LIFE BELT	401-20-401-00000-544000	3/7/2025	64.95
			TOTAL	3,531.07
4,434 SPRINGBROOK HOLDING	CIVICPAY TRANSACTION FEE	713-04-713-00000-539000	3/7/2025	380.90
4,439 THIRD MILLENNIUM ASS	UTILITY BILL RENDERING	713-04-713-00000-539000	3/7/2025	317.52
4,457 ALLIED WASTE TRANSP	RESIDENTIAL TRASH SERVICE 02/01/25-02/28/25	713-04-713-00000-539000	3/7/2025	111,582.97
4,457 ALLIED WASTE TRANSP	ADDITIONAL CONTAINERS 02/01/25-02/28/25	713-04-713-00000-539000	3/7/2025	308.57
4,457 ALLIED WASTE TRANSP	COMMERCIAL TRASH 01/01/25-01/31/25	713-04-713-00000-539000	3/7/2025	67,603.77
			TOTAL	180,193.73
			GRAND TOTAL	524,619.20

Accepted by City Council March 17, 2025

Mayor:

Clerk:

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING EMPLOYMENT AGREEMENT BETWEEN CITY
OF HIGHLAND, ILLINOIS, AND CHRISTOPHER CONRAD, CITY MANAGER**

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

WHEREAS, City has determined it is in the best interests of public health, safety, general welfare and economic welfare to enter an Employment Agreement with Christopher Conrad to be City Manager from 2025 - 2029; and

WHEREAS, City has determined Christopher Conrad’s contract was properly discussed in executive session under the Open Meetings Act; and

WHEREAS, City finds the terms of the proposed Employment Agreement to be acceptable; and

WHEREAS, City further finds the terms of the proposed Employment Agreement should be approved, and

WHEREAS, City finds, finally, that the Mayor, on behalf of City, should be authorized and directed to execute the proposed Employment Agreement.

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

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

Section 2. The proposed Employment Agreement is approved.

Section 3. The Mayor is authorized and directed, on behalf of the City of Highland, to execute the Employment Agreement for Chris Conrad to remain the City Manager from 2025 – 2029.

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 _____, 2025, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois